

PUBLIC NOTICE AND SUMMONS TO A MEETING OF FULL COUNCIL

ALL MEMBERS of Old Woughton Parish Council are **summoned** to attend the Full Council meeting to be held:

Monday 15 January 2024 at 19h30
Venue: St Mary's Church, Woughton on the Green, MK6 4BE

Signed

Vicky Mote

Parish Clerk

09 January 2024

Admission of the public and media:

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meetings) Act 1960. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of business on the agenda (OWPC Standing Orders 3e).

Mobile Phones:

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

Recording of Meetings: The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting. In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting on the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda.

Guidance from the Department for Communities and local government can be viewed at the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf

There follows a list of the business to be transacted (Agenda).

AGENDA	
FC23/24-73	Apologies: To receive, note and agree apologies.
FC23/24-74	Declarations of Interests: Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.
FC23/24-75	Public question time, including Parish and Ward Councillor updates: In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. (Please note that this item will generally, be restricted to a maximum of 15 minutes, subject to Chair's discretion).
FC23/24-76	Minutes. To agree as a correct record the minutes of the Full Council meeting held on 13 November 2023.
FC23/24-77	Budget/Precept 2024/25 1. Clerk/RFO to present the draft budget, together with financial report. 2. Council to discuss and agree both the budget and precept demand for 2024/25. 3. Council to review the Reserve Policy. 4. Council to review the Risk Management Schedule.
FC23/24-78	Finance (RFO) 1. <u>Payments</u> , Council to note payment schedule 01/11/23 to 31/12/23 (previously circulated). 2. <u>Actual vs Budget 2023/24 report YTD 31/12/23</u> (previously circulated).
FC23/24-79	Meeting Log Update. Council to note and review highlighted items.
FC23/24-80	Microsoft 365 Migration update
FC23/24-81	Payroll , Council to note the government agreement on salary uplift for 2023/24, to be backdated to 01 April 23.
FC23/24-82	Allotments (Cllr Kenyon) 1. Patch Allotment Report (PAA) (previously circulated). 2. PAA Trees on West Boundary (Newport Road), Council to note their ownership of these trees, which are within the red line drawing of the Deeds. 3. Council to note their responsibility and liability in the management of these trees and to agree an initial tree survey risk assessment.
FC23/24-83	Environment Updates and decisions. 1. Environment & Canal Matters. 2. Speedwatch, Cllr Kenyon to give an update.
FC23/24-84	Consultations: To note, consider and comment on new consultations. 1. <u>Draft City Council Budget 2024/25 Milton Keynes City Council (milton-keynes.gov.uk)</u> , deadline 31/01/24. 2. <u>Get Around MK: electric vehicles survey Milton Keynes City Council (milton-keynes.gov.uk)</u> , deadline 31/03/24.
FC23/24-85	Planning Applications: To note, consider and comment on new and amended planning applications.
FC23/24-86	Licensing Applications: To note, new and amended licensing applications.
FC23/24-87	Biodiversity Under the 2021 Environment Act, public authorities (including town and parish councils) operating in England, must consider what they can do to conserve and enhance biodiversity. Council to review and agree any changes to the template circulated by BALC.
FC23/24-88	Community Engagement: 1. MK Citizens Advice outreach service update. 2. MKCC Winter Plan Funding Payment 23/24, council to note the additional funding received.
FC23/24-89	Communications 1. <u>Reports:</u> Members to give an update on any meetings attended. 2. <u>Newsletter/Calendars:</u> (Communications Working Group).

FC23/24-90	Clerk Appointment Council to discuss and agree next steps in relation to the appointment of a new Clerk.
FC23/24-91	Meetings Council to NOTE the next full council meeting on Monday 11 March 24 at 19h30.