
AGENDA

PUBLIC NOTICE AND SUMMONS TO AN ORDINARY FULL COUNCIL MEETING

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

Monday 9th March 2026 at 19h30

Venue: St Mary's Church, Woughton on the Green, MK6 3BS

Signed

Clerk – Katherine Harmsworth

March 2026

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 – FULL COUNCIL

- FC25/26-064 **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).
- FC25/26-065 **Apologies and Disclosures of Interests.**
- FC25/26-066 **Co-option**
1. To consider applications for co-option to fill the current vacancies and, if appropriate, resolve to appoint a councillor.
- FC25/26-067 **Minutes:**
1. To agree and sign as a correct record the minutes of the Full Council meeting held on 12/1/26.
- FC25/26-068 **Finance & Admin:**
1. Payments: Council to note payment schedule 01/01/26 to 28/02/26.
2. Year to date Activity v Budget to note.
3. To note and sign Bank Reconciliations (METRO and LLOYDS)
4. Spending to approve: Defib pads
5. To review future payments list 2026-27.
6. To review and agree asset register.
7. To discuss and agree a pension provider.
8. To discuss and agree pension contribution amounts.
9. Update on work completed/needed for the Audit and Assertion 10.
10. **Policies to Review:**
1. Privacy Statement
2. Recognition Scheme
3. Safeguarding Policy
4. Vexatious Policy
5. Volunteer Policy
6. Working Group Terms of Reference
- FC25/26-069 **Allotments:**
1. Patch Allotment Report (PAA)
2. To consider quotes for replacement fencing, toilet hut repairs and ramp access.
- FC25/26-070 **Environment Updates and decisions:**
1. CASE Work updates
2. Parking Matters
- FC25/26-071 **Consultations:**
To note, consider and comment on consultations & updates:
1. Future of Parish and Town Councils (6/2/26)
2. EV Infrastructure
3. New Town Heritage Register (2/3/26)
4. Local Transport Plan 5 (31/3/26)
5. Neighbourhood Health
6. Grand Union Canal Transfer (2/4/26)
- FC25/26-072 **Planning & Licensing Applications:**
To note, consider and comment and update on new and not determined planning & licensing applications:

1. MK Dons Pavillion - PLN/2025/0851
2. 5 The Green PLN/2025/1805 (Response Date 23/01/25)
3. 1 The Green PLN/2025/2517 (Response Date 24/12/25)
4. 1 Newport Road PLN/2025/2744 (Response date 19/01/26)
5. 1 Bellis Grove PLN/2025/2568 (Response date 11/2/26)
6. 58 Passmore PLN/2026/0161 (Response date 27/2/26)
7. 56 Passmore PLN/2026/0295 (Response date 16/3/26)
8. Grand Union Transfer Consultation PLN/2026/0346 (Response date 6/3/26)
9. Enforcement Matters

FC25/26-073

Council Projects:

Council to consider any Ward Projects submitted:

1. Geo-Fencing: Lime & Dott E-bikes and Scooter mapping
2. Jubilee Oak Tree:
3. Other Ward Projects:

FC25/26-074

Community Engagement:

1. Orchards 50 year celebration
2. The Great British Spring Clean
3. The Big Help Out
4. Citizens Advice Bureau

FC25/26-075

Communications:

1. Reports: Members to give and update on any outside meetings attended
2. Communications Received from Residents:

FC25/26-076

Meetings:

1. Council to note the next full council Meeting 11th May 2026
2. To note date for annual residents meeting

In accordance with the Public Bodies (Admission of Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

FC25/26-077

HR:

1. Council to discuss and agree annualisation of Clerk's contracted hours.
2. Council to discuss and agree Clerk's contract.
3. Council to discuss and agree payment of holiday accrued due to overtime from April 2025 – March 2026.