

WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH

Telephone: **01908 585368 (24 hrs.)** Fax: **01908 585239**

e-mail: a.jordan@wstc.org.uk

www.woburnsands.org.uk

Members of Woburn Sands Town Council are hereby summoned to attend the Meeting of the Woburn Sands Town Council on **Monday 10th June 2024 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

A G E N D A

T I M I N G S

Item	Description	Timing
119/24	Present:	
120/24	Apologies and approve reasons for absence:	
121/24	DECLARATION OF INTEREST: Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Council's code of conduct, all members must declare any interests which they may have in any of the items under consideration at this meeting.	5
122/24	Town Mayor's Announcements (if any):	
	The meeting will be adjourned for Public Question Time The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Town Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange of the issue between the public and the Council during this period.	3 mins each up to 15 mins total if any members of public wish to speak
123/24	Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Monday 13 th May 2024. Circulated.	5
124/24	Progress Reports and feedback: a. 50 th Anniversary: b. Environment Committee: c. Halls Committee: d. D-Day event:	5
125/24	Clerk's Report: to be circulated	5
126/24	Ward Councillors' report(s):	5
127/24	Finance: a. To consider and approve payments for April. To be circulated	5
128/24	Audit 2022 - 2023 Internal Audit Report Report from the Internal Auditor (circulated) to discuss any issues raised	
129/24	Audit 2022 – 2023 Section 1: Annual Governance Statement Circulated a. To agree AGAR Statement Boxes 1 – 9	15
130/24	Audit 2022 – 2023 Section 2: Accounting Statement Circulated a. To approve section 2 the Accounting Statement supporting papers circulated	
131/24	Financial Regulations: to note changes to the model Financial Regulations recommended by the National Association of Local Councils (NALC)	10
132/24	Domain name: to agree a new domain name for the website. Changing to a gov.uk domain means we will have to change our website address. This needs to indicate we are a council which our current website name does not. Suggestions include: <ul style="list-style-type: none"> • WoburnSandsTownCouncil.gov.uk • WoburnSands-tc.gov.uk 	10

133/24	Planning: <ol style="list-style-type: none"> 24/01008/COU change of use from Guest House to 8 bedroom multiple occupation. The Stables, Woodleys Farm, Bow Brickhill Rd response by 11.06.24 24/01059/PRIOR change of use from Barclays Bank to 4 flats. 8-10 High Street Woburn Sands response by 15.06.24 24/01013/FUL refurbishment of external decorations and some internal works. The Swan, 2 High Street, Woburn Sands response by 18.06.24 	5
134/24	Notifications of decisions made from Milton Keynes Council: None	-
135/24	Ward Boundary consultation: To agree a response from WSTC, the deadline has been extended to 9 th September.	5
136/24	Office closure and staff training: <ol style="list-style-type: none"> The office staff request the council agrees to close the office to the public from Monday 5th August to Friday 16th August. This will allow us to undertake the annual filing and clearance of documents the council no longer needs to keep as well as attending a first aid training course. The Clerk also would like to attend a SLCC expo on Wednesday 12th June in Coventry. It is a free event for members but there would be travel expenses. The expo includes training talks for clerks as well as information about insurance, finance, HR management etc. 	5
137/24	Correspondence for information: <ul style="list-style-type: none"> We have had a resident speak to the Clerk at the Annual meeting and also email about the state of the skateboard park. The correspondence has been forwarded to MK Council with a request they let us know the time line of when the upgrading work is to take place. It was agreed to be included with the other upgrades to play equipment using s.106 money Complaint about anti-social parking on Station Rd at school drop off/pick up times 	5
138/24	Notification of Urgent Decisions that have been made: <ul style="list-style-type: none"> Repair to urinal in Memorial Hall toilets Repair to taps at Memorial Hall 	5
139/24	Councillor's reports and items for next agenda the Annual Meeting of the Town Council: <ul style="list-style-type: none"> 	5
140/24	Date of next meeting: Monday 8 th July 2024. Please note there is no meeting in August. Venue: The Committee Room at The Memorial Hall	

Signed: 

Date: 02/04/2024

Clerk to Woburn Sands Town Council