

Dear Residents

A meeting of the Walton Community Council OPERATIONS COMMITTEE will be held at 7pm on Tuesday 10 MARCH 2020 at MK Snap, Room 2, Bourton Low, Walnut Tree, MK7 7DE.

Signed:

Lesley Sung

Council Manager

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Welcome and Public Forum (15 minutes)

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
Members of the Committee to declare any personal or prejudicial interest they may have in respect of any items on the agenda.
3. **MINUTES**
To approve the minutes of the meeting held on 11 February 2019.
4. **STANDING ITEM: [ASSISTANT COUNCIL MANAGER'S REPORT](#)**
The Assistant Council Manager to update the Committee on actions taken in respect of decisions made since the previous meeting.
5. **STANDING ITEM: [HAVE YOUR SAY MEETINGS](#)**
To receive a report on the February joint Walton Community Council and local neighbourhood policing team 'Have your Say' meetings.
6. **STANDING ITEM: [COMMUNITY WARDEN'S REPORT](#)**
To receive an update on both Community Wardens' activities since their report in February 2020.
7. **STANDING ITEM: [ALLOTMENT ADMINISTRATION AND INSPECTIONS](#)**
To receive an update report on allotment inspections and administration.
8. **STANDING ITEM: BROWNS WOOD SPORTS GROUND**
To receive an update on the maintenance of Browns Wood Sports Ground.
9. **STANDING ITEM – PARISH GUARDIANS / THE CONSERVATION VOLUNTEERS**
To receive an update on the activities of the Council's volunteers (Parish Guardians) and the work of The Conservation Volunteers.

- 10. IT SUPPORT CONTRACT**
To review and agree the quote for renewal of the IT Support Contract.
- 11. OFFICE PHONE CONTRACT**
To receive an update on the quote from a potential supplier for the office telephones.
- 12. OFFICE PRINTER**
To review the quote for a new A3 printer / scanner / copier for the office and to agree budget for 2020-2021 for the associated service contract.
- 13. OPERATIONS PROJECTS – WALK TO SCHOOL GRAPHICS**
To receive an update on the ‘Walk to School’ graphics that have recently been installed on the routes to Herons’ schools.
- 14. EASTER PLAY ACTIVITIES**
To receive details of progress and costings to date.
- 15. [OPERATIONS COMMITTEE BUDGET](#)**
To review the Operations Budget for 2019-2020.

Next meeting of the Operations Committee: Tuesday 7 April 2020

LARGE PRINT COPIES OF THE AGENDA ARE AVAILABLE ON REQUEST