

## INVITATION TO ATTEND FULL COUNCIL MEETING

Dear Residents

You are invited to an Ordinary meeting of

**WALTON COMMUNITY COUNCIL**  
**WEDNESDAY 4 MAY 2022**

to be held at 7.45pm or at the conclusion of the Regulatory Committee, whichever is the later

in Room 4, MK Snap Building, 20 Bourton Low, Walnut Tree, MK7 1DE

You can now view our meetings live on YouTube via the link:

<https://youtu.be/KWN0Pep7EVo>

The recording of this meeting will be available on YouTube until the Minutes are signed at the next Ordinary meeting

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Lesley Sung

Council Manager

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### **WELCOME AND PUBLIC FORUM**

A maximum of 15 minutes will be allowed for members of the public to speak on any matter and to receive any reports from Ward Councillors present. Members of the public can either attend the meeting in person or request to join the public forum remotely. To do this, contact:

Dan Preston at [office@waltoncommunitycouncil.gov.uk](mailto:office@waltoncommunitycouncil.gov.uk) before 1pm on the day of the meeting, and a meeting link will be provided.

**LARGE PRINT OR HYPERLEGIBLE COPIES OF THE AGENDA ARE AVAILABLE ON REQUEST**

### **AGENDA**

**1. WELCOME AND CHAIRMAN'S ANNOUNCEMENTS**

**2. APOLOGIES FOR ABSENCE**

To accept any apologies received for absence.

**3. MINUTES**

To approve and to sign as a correct record, the minutes of the Ordinary Meeting of Full Council held on 6 April 2022.

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### 4. **DECLARATIONS OF INTEREST**

Councillors to declare any personal or prejudicial interest they may have in respect of any items on the agenda.

### 5. **COUNCIL MANAGER'S REPORT**

To receive an update on actions taken since the last Ordinary Full Council meeting in March 2022.

### 6. **SCHEME OF DELEGATED AUTHORITY – DECISIONS**

To accept the report on recent decisions made under the adopted Scheme of Delegated Authority (March 2022)

### 7. **VAT – OPTION TO TAX**

The Council to consider a report from VAT specialist Steve Parkinson and the recommendation from Regulatory Committee, to register for VAT. [Annex](#)

### 8. **FINANCE**

#### (a) **Authorisation of Payments**

(b) **Council Budget 2021/2022** – to agree the end of year budget and financial position and to note any major variances to the budget. [Variance Summary](#)

(c) **Council Budget 2022/2023** – to receive an update from the Responsible Finance Officer

### 9. **PLANNING APPLICATIONS**

The Council to review the following planning applications and make comment to the Local Planning Authority, as appropriate:

(a) **Planning Application 22/01009/DISCON – Site 2 Elmswell Gate, Towergate**  
– Approval of details required by condition 7 (Finished Floor Level) of permission reference 20/03029/FUL (Applicant: SME Corp (2) Ltd).

(b) **Planning Application 22/00141/FUL – 7 Seagrave Court, Walton Park, MK7 7HA** – the erection of a part two-storey rear, side and part single storey rear extension and creation of a new front porch (Applicant: Nayab Haiden)

### 10. **DELEGATION OF ITEMS TO COMMITTEES**

In accordance with the Council's Standing Orders, the first ordinary meeting of the Council should consider the following matters:

- Review of inventory of land and other assets
- Confirmation of arrangements for insurance cover in respect of all insurable risks
- Review of the Council's policy on handling press, media, social media and communications
- Review of the Council's employment policies and procedures

To resolve to delegate consideration of the above to the relevant Committees

### 11. **COUNCIL SUBSCRIPTIONS FOR 2022/2023**

To review the Council's existing subscriptions and to agree subscriptions for 2022/2023.

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- 12. COUNCIL'S COMPLAINTS PROCEDURE**  
To review the Council's existing complaints procedure and to make any amendments for 2022/2023. [Annex](#)
- 13. FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION**  
To review the Council's policies, procedures and practices in respect of its obligations under Freedom of Information and Data Protection. [GDPR](#) [FOI](#) [PRIVACY](#)
- 14. PAYROLL – RECOMMENDATIONS FROM HR COMMITTEE**  
To consider the recommendations from the HR Committee in respect of under-payments of the Council's Employer's National Insurance Contributions.
- 15. SELECTION OF AN INDEPENDENT EXAMINER FOR THE COUNCIL'S REFRESHED NEIGHBOURHOOD PLAN**  
The Council to assist in the selection of an independent examiner of the Council's Neighbourhood Plan.
- 16. COMMUNITY ASSET TRANSFER – OUTCOMES FROM THE STRATEGIC INITIATIVES WORKING GROUP**  
To receive a summary of discussions at the Strategic Initiatives Working Group in respect of a direction of travel in respect of the potential to acquire community facilities situated within the Parish.
- 17. STANDING ITEM – REPORTS FROM CHAIRS OF THE COMMITTEES AND WORKING GROUPS**  
To receive reports from Chairs of Committees (Community Engagement, HR, Operations and Regulatory Committees) and Working Groups.
- 18. STANDING ITEM – REPORTS FROM COUNCILLORS**  
To receive reports / correspondence from Councillors on matters affecting their area.

**Next Meeting:** Wednesday 1 June 2022 at 7pm