

Dear Residents,

You are invited to a meeting of the

**OPERATIONS COMMITTEE**  
**TUESDAY 8 November 2022 at 7.00pm**  
**Room 4, MK Snap, Bourton Low, Walnut Tree, MK7 7DE**

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

<https://youtu.be/-yMdP-LDmEQ>

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

Signed:

*Dan Preston*

Interim 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.

### **AGENDA**

**1. APOLOGIES FOR ABSENCE**

To accept any apologies received 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 and the Chairman to sign as a correct record, the minutes of the Ordinary meeting of the Operations Committee held on Tuesday 11 October 2022.

**4. [OPERATIONS OFFICER'S REPORT](#)**

The Operations Officer to update the Committee on actions taken in respect of decisions made since the previous meeting.

**5. SCHEME OF DELEGATED DECISIONS**

To receive the report on recent operational decisions made under the adopted Scheme of Delegated Authority.

**6. COMMUNITY WARDEN ACTIVITY**

To review the report of daily activities undertaken by the Community Wardens, throughout October.

**7. ALLOTMENT SITES REPORT**

To receive a report on the status of the Council's four allotment sites.

**8. BROWNS WOOD SPORTS GROUND**

To receive a report on the activities and maintenance at the site.

**9. WALNUT TREE PAVILION AND SPORTS GROUND**

- a) **General Update** – To receive an update of activities on the site during October.
- b) **Pavilion and Sports Ground Maintenance** - To receive an update on the works carried out at the Sports Ground and Pavilion during October.
- c) **Winter Planting** – The Committee to consider purchasing daffodil bulbs to be planted around the trees on the perimeter of the sports ground in the small woodland area.
- d) **Drainage Works** – To receive an update on the drainage works that was agreed at the October meeting.

**10. PLAY AREAS – 2022/2023 REFURBISHMENT UPDATE**

To report to the Committee the outstanding works to be completed on the refurbishment programme.

**11. COMMUNITY INFRASTRUCTURE BID 2022/2023 – CARAWAY CLOSE PLAY AREA**

To report to the Committee the status of the works to be completed and the additional costings relating to the match funding on the play area refurbishment at Caraway Close.

**12. OPERATIONS COMMITTEE BUDGET**

- a) To discuss the [draft 2023/24 Operations budget](#).
- b) To review the [Operations Committee budget](#) for 2022/23 [Summary](#)

**13. CONFIDENTIAL ITEM**

To resolve to exclude the press and public so that the Committee may consider Agenda Items

- a) Item 14 – Website design and hosting.
- b) Item 15 – Additional landscape maintenance work on Holst Crescent Allotment.

The reason for confidentiality is because the quotes received for each item are commercially sensitive.

**14. WEBSITE DESIGN AND HOSTING**

The Committee to receive details of hosting services and associated design costs for an updated Council website.

**15. HOLST CRESCENT ALLOTMENT ADDITIONAL MAINTENANCE WORK**

To consider additional maintenance work to be carried out during the winter months on the woodland/hedge line to the rear of the site.

**Next meeting of the Operations Committee:** Tuesday 10 January 2023 at 7pm