



## **PUBLIC NOTICE AND SUMMONS TO ASSET & MAINTENANCE COMMITTEE MEETING**

**Thursday 19 March 2020 at 19h15, Parish Office, 27 Atlas Way, Oakgrove, MK10 9SG**

All MEMBERS of Broughton and Milton Keynes Parish Council Asset & Maintenance Committee are summoned to attend a meeting on **Thursday 19 March 2020**, which commences at 19h15 at 27 Atlas Way, Oakgrove, Milton Keynes, MK10 9SG

Vicky Mote-Clerk to the Parish Council

13 March 2020

### **Admission of the public**

The Council welcomes members of the public to its meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960.

### **Health and Safety**

Please take a few moments to familiarise yourself with the nearest available fire exit, indicated by fire evacuation signs. In the event of an alarm sounding during the meeting you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify themselves should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

### **Coronavirus – COVID19**

If you have any of the coronavirus symptoms, please refer to the guidance from Public Health England and be mindful of whether you should be attending meetings.

### **Mobile Phones**

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

### **Agenda**

Agendas and reports for the majority of the Council's public meetings can be accessed via the Internet at: <http://www.broughtonandmkv-pc.gov.uk/Meetings>

### **Recording of Meetings**

The proceedings at this meeting will 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 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's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

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](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf)

There follows is a list of the business to be transacted (AGENDA).

Ref	AGENDA
AM19/20-22	<b>Public question time, including Ward Councillor updates:</b> 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. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion).</i>
AM19/20-23	<b>Apologies:</b> To receive, note and agree apologies for absence.
AM19/20-24	<b>Declaration of Interest:</b> Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.
AM19/20-25	<b>Minutes</b> to agree as a correct record the minutes of the Asset & Maintenance Committee meeting(s) held on 23 January 2020 and 20 February 2020.
AM19/20-26	<b>Warden Report:</b> To receive a monthly update.
AM19/20-27	<b>Risk Register:</b> To note and comment on any updates.
AM19/20-28	<b>Middleton Pavilion:</b> 1. Signage update. 2. Overflow carpark update.
AM19/20-29	<b>MKV Map Board</b> Agree ideas
AM19/20-30	<b>Worrelle Avenue Development</b> 1. Review response from MKC regarding additional parking. 2. Request from developer (Morris Homes) to use overflow carpark during the week.
AM19/20-31	<b>Project Updates and next actions (transferred from Full council agenda)</b> 1. <u>Phone Box Refurbishments</u> (MK Village and Broughton Village).  2. <u>MK Village garden</u> .  3. <u>The Old Forge</u> .  4. <u>VE Celebrations</u> .  5. <u>Noticeboards</u> (Broughton/Broughton Gate)
AM19/20-32	<b>Allotment Monthly Report</b> 1. To note and discuss items on the monthly report; 2. Vacancies, discuss cross-boundary options.
AM19/20-33	<b>General Landscaping</b> To note and discuss updates.
AM19/20-34	<b>Councillor Reports and Items for Future Agenda</b>
AM19/20-35	<b>Date of next Meeting: 23 April 2020 at 19h15.</b>