



## SUMMONS TO THE MEETING OF MILTON KEYNES CITY COUNCIL

**When: Wednesday 13 September 2023 at 19:30**

**Where: Council Chamber, Civic Offices, 1 Saxon Gate East, Milton Keynes MK9 3EJ and on [YouTube](#)**

Sharon Bridglalsingh  
Director Law and Governance

### **Public Questions and Petitions**

The deadline for the submission of public questions and petitions is 7.30pm on Monday 11 September 2023 and should either be delivered to the address below or sent by email to [democracy@milton-keynes.gov.uk](mailto:democracy@milton-keynes.gov.uk)

The Mayor has the discretion to extend the deadline if the matter is sufficiently urgent and relates to a matter that has arisen in the last 48 hours, subject to the question being submitted a minimum of 30 minutes before the start of the meeting.

### **Public Speaking**

Persons wishing to speak on an agenda item must give notice by not later than 7.15 pm on the day of the meeting. Requests can be sent in advance by email to [democracy@milton-keynes.gov.uk](mailto:democracy@milton-keynes.gov.uk)

### **Enquiries**

Please contact Roslyn Tidman on 01908 254589 or [roslyn.tidman@milton-keynes.gov.uk](mailto:roslyn.tidman@milton-keynes.gov.uk)

## **Public attendance / Participation**

All our meetings are open to the public to attend.

We use our best efforts to either live stream meetings on YouTube, or upload recordings afterwards. From time to time there are technical problems which could mean we are unable to stream the meeting. When this happens, our meetings will continue, and we will do our best to upload a recording of the meeting after it takes place. Meeting minutes form the formal record and are published after every meeting.

For those registering or entitled to speak, facilities will be in place to do so in person or via video / audio conferencing, but this is not guaranteed. From time to time there are technical problems which mean we are unable to enable remote participation. When this happens our meetings will continue, although we will try to provide alternatives options, for example through a telephone call as opposed to a video call.

If you wish to speak at a meeting we recommend reading our guide to Public Participation at Meetings first to understand the process and technology behind participation. This information is [available in our Document Library](#)

## **Agenda**

Agendas and reports for the majority of the Council's public meetings [can be accessed online](#).

## **Webcasting and permission to be filmed**

Please note that this meeting will be filmed either for live broadcast or to view after the meeting on the internet and can be viewed online at [YouTube](#). Generally, the public gallery is not filmed, but by entering the meeting room and using the public seating area you are consenting to be filmed.

## **Recording of Meetings**

The proceedings at this meeting (which will include those making representations by video or audio conference) will be recorded and retained for a period of six months, for the purpose of webcasting and 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. View the [Guidance from the Department for Communities and Local Government](#)

## Agenda

### Procedures

#### 1(a) Apologies

#### 1(b) Minutes

(Pages 5 - 16)

To approve, and the Mayor to sign as a correct record, the Minutes of the meeting of Council held on 19 July 2023.

#### 1(c) Disclosures of Interest

Councillors to declare any disclosable pecuniary interests, other registerable interests, or non-registerable interests (including other pecuniary interests) they may have in the business to be transacted, and officers to declare any interests they may have in any contract to be considered.

#### 1(d) Announcements

### Public Involvement

#### 2(a) Petitions

Any petitions received by the deadline of 7:30 pm on Monday 11 September 2023 will be reported at the meeting.

#### 2(b) Questions from Members of the Public

To receive questions and provide answers to questions received from members of the public by the deadline of 7:30 pm on Monday 11 September 2023 and any urgent questions agreed by the Mayor.

#### 3. Business Remaining from Last Meeting

None.

#### 4. Reports from Cabinet and Committees

#### 4(a) Delegated Decisions - 22 August 2023

(Pages 17 - 20)

Making of the Haversham-cum-Little Linford Neighbourhood Plan.

### Councillors' Matters

#### 5. Councillors' Questions

Councillors to ask questions of the Leader, a Cabinet Member, the Chair of any Committee, or the Leader of a Political Group on the Council.

**6. Notices of Motions:**

The motions are set out in full below:

**6(a) Motion 1 - Save Bletchley and Wolverton Ticket Offices (Pages 21 - 22)**

**6(b) Motion 2 - Pet Food Banks (Pages 23 - 24)**

**Reports**

**7. Limited Scope Review of Polling Districts, Polling Places and Polling Stations (Pages 25 - 36)**

To consider carrying out a Limited Scope Review of Polling Districts, Polling Places and Polling Stations.

**8. Terms of Reference - Joint Health Overview and Scrutiny Committee (Pages 37 - 46)**

To consider approving the Terms of Reference for the Joint Health Overview and Scrutiny Committee.

**9. Quarterly Report on Special Urgency Decisions**

In accordance with Access to Information Procedure Rule 17.4, to note that the Provisions for Special Urgency, as set out in Access to Information Procedure Rule 16, which provides for key decisions to be taken within the usual 5-day notice period, subject to the agreement of the Chair/Vice-Chairs of the Scrutiny Management Committee, was not used during the period 1 June 2023 to 31 August 2023.

The Council is also advised that Scrutiny Procedure Rule 16(j), which provides for the call-in procedure to not apply with the agreement of the Chair and Vice-Chairs of the Scrutiny Management Committee, was not used during the period 1 June 2023 to 31 August 2023.

Contact: Peter Brown (Head of Democratic Services) - 01908 253671

Background Papers: None

**10. Ward Based Budgets 2023/24 (Pages 47 - 48)**

All Councillors have a budget of £1,000 to spend on Ward based issues, giving them the ability to make contributions to projects carried out in their local communities by local organisations.

For the period 1 April 2023 to 31 August 2023, applications totalling £1,960 (Ward Based Budget) have been approved. Details of the applications are attached.

Contact Officer: Siobhan Pitkin (Business Support & Civic Events Manager) - 01908 252426.

Background Papers: None