

WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH
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Members of Woburn Sands Town Council are hereby summoned to attend the Meeting of the Woburn Sands Town Council on **Monday 10th March at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

A G E N D A

T I M I N G S

	A G E N D A	T I M I N G S
50/25	Present:	
51/25	Apologies and approve reasons for absence:	
52/25	DECLARATION OF INTEREST: Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Council's code of conduct, all members must declare any interests which they may have in any of the items under consideration at this meeting.	5 mins
53/25	Town Mayor's Announcements (if any):	
54/25	Public Question Time: The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Town Council meeting itself. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange of the issue between the public and the Council during this period.	3 mins each up to 15 mins total if any members of public wish to speak
55/25	Minutes: <ul style="list-style-type: none"> • To consider the approval of the draft minutes of the last meetings of the Council held on Monday 10th February 2025 • To consider the approval of the draft minutes of the extraordinary meeting held on Monday 3rd March 2025 	5 mins
56/25	Clerk's Report and Actions from Previous Minutes: to be circulated	
57/25	Progress Reports and feedback (committees are standing items): <ol style="list-style-type: none"> a) Finance Committee: b) Environment Committee: update on the Grounds Maintenance contract see item 66/25 c. An update on the benches and planters. c) Halls Committee: To update on meetings between Halls Chairman and Mr Dryden-Hall of Boom7 and a representative of a football club. Also, meetings with other parish clerks by the halls committee. d) Staffing Committee: update e) WSTC Action Plan Working Group: update following meeting f) Emergency Flood Meeting: to update on progress g) Edgewick Farm: a donation has been offered; ICEAW, a Milton Keynes company have approached the council wishing to have a 'volunteering day' for their staff h) GPCC update: Swallowfield gate; annual payment to WSTC for services; missing zipwire and football goalposts i) Meeting with Parks Trust re. Parklands Ponds: notes circulated 	20 mins

58/25	Ward Councillors' reports: a. Ward Cllr Tracey Bailey b. Ward Cllr David Hopkins	5 mins
59/25	Councillor Training updates: Councillors have attended various training sessions including: Councillor Essentials, Engaging with young people, and chairing skills	5 mins
60/25	A visitor book for the office: The council to consider Cllr K Temple's suggestion to have a visitor book for the office	5 mins
61/25	A Youth Club/Youth Cafe for Woburn Sands: following a meeting with the YMCA the council to consider support for a youth club.	10 mins
62/25	Free Fitness Classes: The Town Council has been approached by a fitness coach to subsidise classes to residents. Further information to be circulated	5 mins
63/25	Policies to be reviewed this year: a. Co-Option Policy b. Various HR policies will be considered. Cllr W Green has been looking at what is required.	5 mins
64/25	Newsletters: a. The Town Council Newsletter: to agree who will write articles, and to agree on dates for publication in the coming year (list of proposed dates to be circulated) b. To consider another printer and delivery option for the newsletter. Clerk to circulate information with dates, above. c. To agree who to write The Hogsty End article, deadline Wednesday 12 th March.	15 mins
65/25	VE Day: Thursday 8 th May is the 80 th anniversary of VE Day. To agree the Town Council will be holding an event. This is the register of events across the country, for information: www.veday80.org.uk	5 mins
66/25	Finance: a. To consider and approve payments for March. To be circulated. b. The boiler at the Summerlin Centre has had to be replaced urgently. This was approved by an extraordinary meeting on Monday 3 rd March (minutes attached) c. To approve Environment Committees recommendation for the Grounds Maintenance contract	5 mins
67/25	Planning: a. PLN/2025/0334 pruning three Ash trees by 11m height. 28 Station Road, Woburn Sands. Date to respond 21/03/2025 b. Cllr D Hopkins has forwarded a letter from the Drainage Board with a list of planning considerations. The Clerk will pass this on to Councillors looking at planning applications.	5 mins
68/25	Notifications of decisions made from Milton Keynes Council: <ul style="list-style-type: none"> ● PLN/2025/0018 tree works at 16 Weathercock Lane. APPROVED ● PLN/2025/0046 non-material amendments at Swan Hill development. APPROVED ● PLN/2024/2101 extensions at 49 Elm Grove APPROVED ● PLN/2024/2737 ATM on High Street APPROVED 	

	<ul style="list-style-type: none"> • PLN/2024/2747 illuminated sign for ATM on High Street APPROVED 	
69/25	Correspondence for information: <ul style="list-style-type: none"> • A request for more information about the 20mph consultation • Residents asking when the Swallowfield gate will be in use • Downham Road residents would like to be informed about planters to be installed there, some wish to take on caring for the planters • The Clerk was contacted by someone with an idea for a Woburn Sands town, event but no details as yet 	5 mins
70/25	Notification of Urgent Decisions that have been made: <ul style="list-style-type: none"> • Summerlin boiler replaced – see item 66/25 above 	5 mins
71/25	Councillor's reports and items for next agenda:	
72/25	Date of next meeting: 7.30pm Monday 14 th April Venue: The Committee Room at The Memorial Hall	

Signed:

AJ Jordan

Clerk to Woburn Sands Town Council

Date: 04.03.2025