

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 Town Council Meeting of Woburn Sands on **Monday 9th June 2025 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

A G E N D A

122/25 **Present:**

123/25 **Apologies:**

124/25 **DECLARATION OF INTEREST:**

Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered

125/25 **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 minutes per person if public wish to speak, or at the Chair's discretion

126/25 **Minutes:**

To consider the approval of the draft minutes of the last meeting of the Council held on Monday 12th May 2025. Circulated

127/25 **Actions from Previous Minutes:**

10 mins

- Bank signatories have been updated
- New dog bins installed and additional collections now taking place
- Lantern/lamppost quotes
- Chairs of committees contribute to newsletter (next one Autumn/September deadline)
- The Garden Competition organised by Cllr K Fisher to be judged on Thursday 24th / Friday 25th July

128/25 **To agree committee meeting dates:**

5 mins

- a. Finance Committee
- b. Environment Committee
- c. Staffing Committee
- d. Action Plan Working Group

129/25 **Progress Reports:**

5 mins

- a. Finance
- b. Halls and Library – update on the Sports Hall following a meeting with MKCC officer
- c. Environment and Edgewick Farm
- d. Action Plan Working Group

130/25 **Ward Councillors Reports:**

10 mins

- a. Cllr Tracey Bailey
- b. Cllr David Hopkins

- 131/25 **Councillor resignations and Co-opting councillors:** **5 mins**
 Councillor Gwynn Smitham resigned on 1st May 25
 Councillor Gwyn Jones resigned on 12th May 25
 Councillor Wendy Green resigned on 13th May 25
 Milton Keynes Council has been notified and Public Notice of Vacancies has been advertised but with no one coming forward. The Town Council are now free to advertise for co-option.
- 132/25 **Finance:** **5 mins**
 To consider and approve payments for June. To be circulated
- 133/25 **To approve the Annual Governance and Accountability Returns** **10 mins**
 a. **Audit 2024 - 2025 Internal Audit Report. Circulated**
 Report from the Internal Auditor - to discuss any issues raised
 b. **Audit 2024 – 2025 Section 1: Annual Governance Statement. Circulated**
 To agree AGAR Statement Boxes 1 – 9
 c. **Audit 2024 – 2025 Section 2: Accounting Statement. Circulated**
 To approve section 2 the Accounting Statement supporting papers
- 134/25 **WS Town Council Newsletter** **5 mins**
 The content sent by Friday 6th June. This is to be delivered with this month's Hogsty End towards the end of June. Content for this copy of Hogsty End to be submitted by Wednesday 11th June.
- 135/25 **Policies:** **10 mins**
 a. To consider the draft expenses policy
 b. To consider a new grants policy
- 136/25 **To agree to writing a job description for the Bookings Co-ordinator role** **5 mins**
- 137/25 **To approve the Swallowfield gate agreement with Central Beds Council. Circulated**
- 138/25 **Highways issues:** **5 mins**
 a. double yellow lines on Summerlin Drive The Clerk and Cllr D Hopkins to speak to MKCC for advice
 b. another planter on Downham Road
- 122/25 **Community Action: MK are helping to form a parent/toddler group for Woburn Sands:**
 To agree how to support a new group
- 139/25 **Planning:** **5 mins**
 a. To consider delegation to a committee, individual councillors, or to the Clerk
 b. **PLN/2025/0940** Proposal: Demolition of existing building and wall, erection of 1-bedroom dwelling at Land to the rear of 1 High Street, Woburn Sands, make any comments by: 09/06/2025
 c. **PLN/2025/0904** Proposal: Erection of first floor side extension, removal of porch, erection of new porch, removal of door. New windows to front elevation at 33 CHAPEL STREET, WOBURN SANDS. Make any comments by 12/06/2025
 d. **PLN/2025/0900** Proposal: Erection of single storey and part first floor extension to rear, removal of dormer window and installation to rooflight, removal of window on ground floor side elevation, installation of new window to first floor side elevation, removal of existing front canopy roof and erection of new front canopy porch. Installation of wood burning

stove and new flue to side elevation, removal of existing chimney at 42 THEYDON AVENUE, WOBURN SANDS. Make any comments by: 12/06/2025

140/25 Notifications of decisions made by Milton Keynes City Council:

- a. PLN/2025/0575 28 Vicarage Street, Woburn Sands. PERMISSION APPROVED.
- b. PLN/2025/0639 5 Cranfield Road. PERMISSION APPROVED
- c. PLN/2025/0651 Certificate of lawfulness 70 Station Road APPROVED
- d. PLN/2025/0652 Certificate of lawfulness 68 Station Road APPROVED
- e. PLN/2025/0728 Certificate of lawfulness 2 Chantry Close APPROVED

141/25 Correspondence:

- a. Resident reported the recently repaired potholes outside Nonnas are already failing

142/25 Notification of urgent decisions made:

143/25 Councillors Reports and items for the next agenda:

5 mins

144/25 Date of the next meeting: Monday 14th July, the Committee Room at the Memorial Hall

Signed: 

Clerk to Woburn Sands Town Council

Date: 03.06.2025