

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 **Tuesday 17th March 2026 at 5.00pm**
in the Committee Room, Memorial Hall.

Members of the public are welcome to attend.

DRAFT MINUTES

- 66/26 Present: Cllr David Hopkins (Chair), Cllr K Temple (Deputy Chair) Cllrs T Sutton, A Poppleton, Town Clerk Joanne Farrant, H Lewis** **ACTION**
- 67/26 Apologies: Ward Cllr Tracey Bailey, Cllr Lee George-Barnes**
- 68/26 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.
- 69/26 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.
- 70/26 Minutes:** To consider the approval of the draft minutes of the last meeting of the Council held on Monday 9th February 2026. **Circulated APPROVED AND SIGNED AS A TRUE RECORD**
- 71/26 Co-opting Councillors:** To formally adopt Huw Lewis
CO-OPTED AND OFFICE OF DECLARATION SIGNED.
- 72/26 Mayor's Announcements and Report: Noted (Full report attached)**
- Mayoral Update
 - High St Investment
 - Litter Picks
 - Parishes Forum
 - Theydon Ave Meeting
 - East West Rail
 - TVP Have your Say
 - Universal Studios
 - Proposed Youth Club
 - Community Library Boxes
 - New Local Plan

- Transport Strategy
- Bucks & MK Fire
- Flood & Water Management

73/26 Actions from previous minutes and Clerk's report:

- All halls are now being billed in advance of their bookings. Most hirers have taken this well. We have received a couple of queries but these have been dealt with.
- I have submitted a VAT Return up to the end of February.
- I am booked to attend a Clerks Seminar in April.
- I have booked on to a webinar to prepare for year end.
- I had a call with Lewis Campbell regarding the High ST funding. Details of the call circulated.
- Groups have been invited to the Annual Town Meeting. Confirmed attendance: EWR & Stephen Sleight – Marston

74/26 Ward Councillors Reports:

a. Cllr Tracey Bailey

- I have been chasing up the potholes on Tavistock Close. I am told that the intention is to do a large elastomac patch at the Cranfield Road end of the close. This type of repair can only be done in dry weather to be effective, and the wet weather in January and February has pushed the programme back, so the current estimate for the work is April / May.
- I have had some communications with EWR about residents concerns around the level crossing, foot access to the new station, and the impact of a footbridge and lighting on residents who live directly behind the proposed site. I have passed them quite a lot of feedback and suggestions which they seem to be receptive to and hopefully this will be evident when they present to the Town Council.
- I am told that there are a couple of RVs parked up at the garages near Blackthorn Grove, and some residents are concerned about the space taken up. The homelessness team have visited to see if anyone is living there but have not found anyone there. There does not appear to be any other action that the council is able to take.
- I was really pleased to see the funding made available for public realm improvements from the council is on the agenda, and I am sure the town council will put this to good use!
- Also pleased to see that Cllr Wilson-Marklew had attended Theydon Avenue to hear concerns.

b. Cllr David Hopkins (full report attached)

- Levante Gate planning
- Litter and fly-tipping
- Dog fouling legislation
- MK Nature recovery strategy
- East West Rail
- Fire service exercise
- Local Transport Strategy
- Community Learning Courses

- 75/26 TVP:** Crime Prevention Stand at the Community Market on Saturday 14th March. Have Your Say event in the Memorial Hall – Tuesday 31st March 7pm-8pm – Clerk advised that PCSO Tracey Jones had visited the office, she mentioned that due to an incident in Central MK they neighbourhood team had not been as present in WS as usual. **NOTED**
- 76/26 STANDING ITEM – REPORTS FROM CHAIRS OF THE COMMITTEES AND WORKING GROUPS**
To receive reports from Chairs of Committees (Staffing Committee, Halls Committee, Environment Committee, Finance Committee) and Trustees of the Gravel Pit Charity and any Working Groups
- a. Finance Committee Update:**
To approve payments for March **(list circulated) APPROVED**
To approve bank reconciliation **(circulated) APPROVED**
- 77/26 EWR consultation/information:** Public Event planned for Saturday 25th April in the Summerlin Centre. Confirmed attendance at the Annual Town Meeting. **NOTED**
- 78/26 PCC Community Fund:** Application submitted for £9154.00 – 1x CCTV camera to monitor the High Street with 18 month support from Crimewave. Crimewave will monitor the footage and report directly with Neighbourhood team. If successful we will be invited to a presentation event. **NOTED**
- 79/26 Response to MKCC Transport Strategy Consultation:** Chair, D Hopkins to draft a response for Cllr Temple to amend. Murray Woodburn attended the Little Brickhill PC, March meeting the deadline is 31st March **DH/KT**
- 80/26 Mick George Community Fund:** This funding requires a contributing third party payment. You have to name your donor in the application and they are invoiced for their donation. – Clerk to investigate is GPCC could be the contributing third party **CLERK**
- 81/26 IT Support:** Quotes have been consolidated and will be circulated. **DEFERRED TO APR MEETING** **CLERK**
- 82/26 Crossing for the schools on Station Road:** Awaiting MKCC to confirm that they have liaised with CBC and approached the school highlighting the safer routes to school. Raised with cabinet member when she visited Theydon Ave. Clerk to chase through for an update. **CLERK**
- 83/26 High St Regeneration Fund:** Lewis Campbell, Economic Development Manager at MKCC - £5,000 allocated for Woburn Sands. He advised that the funding should be used for an event aimed at increasing footfall on the High Street. Previously, the funding was used for the birthday celebrations. ACTION: Start looking into availability of band, road closure **CLERK**
- 84/26 Policy Updates:**
- Volunteers policy **(CIRCULATED) APPROVED**
- 85/26 Planning Applications:**
- PLN/2026/0341: The crown raise to 3.5m and prune to remove deadwood (low branches over parking bay and footpath, dead ivy in crown, deadwood in crown) of Acacia (T1), removal of deadwood and prune remaining crown to balance (die back in upper crown, dead ivy in crown) of Acacia (T2) and removal of Ash (T1) at Land at Mowbray Green, Woburn Sands - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003jaAT> - **Comments by 23/03/2026** - Standard reply from WSTC

PLN/2026/0368: Crown reduction of T1 Sycamore by approx. 1.5-2m in height and sides from approx. 7m **at** 26 STATION ROAD, WOBURN SANDS, MILTON KEYNES, MK17 8RW - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003lQGf> - **Comments by: 24/03/2026 - Standard reply from WSTC**

PLN/2026/0386 : Approval of details required by condition 9(b) (Archaeology) of permission ref. TWA/18/APP/04 relating to the Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020 **at** Land Between Bletchley And Woburn Sands Associated With The Route Corridor of The East West Rail Project - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003GqQj> - **Comments by: 30/03/2026 - Standard reply from WSTC**

PLN/2026/0449: Certificate of lawfulness for the proposed single storey side extension **at** 39 ELM GROVE, WOBURN SANDS, MILTON KEYNES, MK17 8QA - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003q7LR> - **Comments by: 20/03/2026 - Standard reply from WSTC**

PLN/2026/0359: The whole crown reduction of Norway Maple tree **at** 1A RUSSELL STREET, WOBURN SANDS, MILTON KEYNES, MK17 8NU - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003kjWf> - **Comments by: 07/04/2026 - Standard reply from WSTC**

PLN/2026/0460: Reduction of overhang to neighbouring garden by approx. 2.5-3m of Oak Tree (T1) **at** MEMORIAL GREEN , Woburn Sands , Woburn Sands - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003qrsv> - **Comments by: 09/04/2026 - Standard reply from WSTC**

Notifications of decisions made by MKCC – NOTED:

PLN/2026/0180: Approval of details required by conditions 3 (development stages), 6 (railway fencing), 9(a) (heritage delivery strategy), 11 (contaminated land), 12(a) (ecological management plan), 13 (flood risk phasing), 14(a) (surface water drainage strategy) and 15(b) (public rights of way) of permission ref. TWA/18/APP/04 relating to the Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020 **at** Land Between Bletchley And Woburn Sands Associated With The Route Corridor of The East West Rail Project - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003ZHFa> - **APPROVED**

PLN/2025/2739: Proposed conversion of existing double car port with a side extension and new roof to a ground floor accessible bedroom along with a new replacement double car port **at** OAK VIEW, 89 NEWPORT ROAD, WOBURN SANDS, MILTON KEYNES, MK17 8UN - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003HZkP..> **APPROVED**

PLN/2026/0060: Certificate of lawfulness for the proposed loft conversion with rear dormer and front rooflights **at** 24 THE LEYS, WOBURN SANDS, MILTON KEYNES, MK17 8QF - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003QNQf..> **REJECTED**

86/26 Notification of urgent decisions made:

- Sensor for automatic door in the Summerlin Centre was fixed **NOTED**
- Leaking valve in the Summerlin Centre was fixed **NOTED**
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87/26 Correspondence to note:

- Queries from a resident on the gate for Woodland Way:
Access for picnics, contractors, emergency services – recommend they have an informal consultation, invite allotment society to have a stand at the annual town meeting.
- Report of mud left from building site – Redrow. Email sent to Redrow – **NOTED**

CLERK

88/26 Items for the next agenda:

Highways drop in: 21st May – consolidate outstanding issues

Biodiversity

GPCC Meeting – before April meeting

Staffing

Prepare for town meeting

Theydon – Signage destroyed.

89/26 Date of next meeting: Monday 13th April 2026, Committee Room at the Memorial Hall

Meeting Ends: 17.47pm

**Signed:
Chairman**

Date: