

# 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 8<sup>th</sup> January 2024 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

## MINUTES

## ACTIONS

<b>1/24</b>	<b>Present:</b> Mayor J Green, Cllrs T Sutton, G Jones, A Poppleton, S Green, S Mills, Town Clerk A Jordan Ward Cllrs D Hopkins, T Bailey	
<b>2/24</b>	<b>Apologies and approve reasons for absence:</b> Cllrs K Temple, G Brooke	Apologies accepted
<b>3/24</b>	<b>Town Mayor's Announcements (if any):</b> Cllr J Green received apologies from G Brooke for this meeting and she has also submitted her resignation to the Chair of the council and the Clerk. Cllr S Mills has also handed in her resignation to the Clerk. These are both for personal reasons, they are no longer able to commit to the council. Cllr J Green attended the Library Volunteers Christmas event, it was very enjoyable and nice to hear members of the Woburn Sands Band members playing.	
<b>4/24</b>	<b>DECLARATION OF INTEREST:</b> 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.	
	<b>The meeting will be adjourned for Public Question Time</b> 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. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. 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
<b>5/24</b>	<b>Minutes:</b> To consider the approval of the draft minutes of the last meeting of the Council held on Monday 11 <sup>th</sup> December 2023. The council resolved to agree the minutes.	<b>AGREED</b>
<b>6/24</b>	<b>The Wolverton Community Energy Co:</b> Jane Grinley was unable to attend this meeting but can come to the February meeting. This item is postponed to next month.	
<b>7/24</b>	<b>Progress Reports and feedback:</b> a. Communications Committee: see item 19/24 below. b. Environment Committee: The dead tree has now been removed from Mowbray Green. The survey will be undertaken by Steve Dear. Due to the number of trees falling and damaged this past year the council note the importance of a regular survey to assess the condition and any work required on trees on our land. c. Halls Committee:	

	<ul style="list-style-type: none"> <li>▪ Jani King Cleaning to start a three month trial on 12th January.</li> <li>▪ Summerlin flooring in entrance lounge being laid 8<sup>th</sup>- 9<sup>th</sup> Jan</li> <li>▪ Summerlin flooring in main hall repaired 19<sup>th</sup> Jan *since meeting 18<sup>th</sup> Jan</li> <li>▪ Damp repairs to committee room will take place 12<sup>th</sup> Jan</li> <li>▪ Library volunteers have been given advice from MK Library Services about what to do if feeling intimidated or in danger while at the library. The librarian has 'lone worker' advice.</li> </ul> <p>d. Cllr J Green reported on the online grant application training undertaken by Zoom. 'Winning Strategies for the Funding Game' run by BMKALC. It appeared aimed at much bigger councils, but was interesting and there were some relevant ideas for the Town Council. Some useful points: what HLF considers 'heritage' is quite broad; and some councils have commercial sponsorship. Cllr J Green suggested we look at if we can have a sponsor for our newsletter.</p> <p>e. Futures Group update: Cllr J Green and Cllr A Poppleton attended the Futures Group meeting and Cllr A Poppleton reported back. Paul Van Geete, Tarriff Programme Manager, and a Parks Trust representative were both present. The meeting discussed the use and maintenance of green spaces in the new South East Milton Keynes (SEMK) development. The Parks Trust cannot manage a pavilion and there is a plan for one, this means a local body will be needed to take on running it. O&amp;H say they are open to ideas on the green zone alongside Parklands off Bow Brickhill Road.</p>	
8/24	<p><b>Ward Councillor's report(s):</b></p> <p><b>Cllr T Bailey:</b> Kiln Drive repair work to the road is imminent. Bow Brickhill Road has been flooding this past few days, warnings were posted on social media to avoid if possible. Drainage an issue in this area and there was concern about cold and ice.</p> <p>The waste collection with the new contractors, Suez, was very successful over Christmas and New Year.</p> <p>Theydon Avenue and Wood Street suffered from flooding in recent heavy rain, Cllr Bailey looking into the drainage issues.</p> <p><b>Cllr D Hopkins:</b> agrees the need to find a solution for drainage issues. East West Rail have changes in management, they are also merging the consultation groups. Nothing to report regarding the SEMK development.</p>	
9/24	<p><b>Clerk's Report:</b></p> <ul style="list-style-type: none"> <li>○ Damp repair work to start on the Committee room wall on Friday</li> <li>○ Outdoor cinema – varied costs and 'packages'. Starting from £1,100 +VAT plus travel and other expenses. If in daylight hours will require a LED screen which is more expensive to hire</li> <li>○ I have invited Jon Balham (Greensand Trust) to talk to us about a Green Infrastructure Plan.</li> <li>○ Jani King are due to start cleaning our halls, their contract is a rolling one and not for a fixed period</li> <li>○ Flooring in the Summerlin lobby is being laid today and tomorrow</li> <li>○ The windows in the Sports Hall can now open except one which needs a new motor</li> <li>○ The door codes are also working again</li> </ul>	

	<ul style="list-style-type: none"> <li>○ National Grid needed to do emergency work following a major power cut which meant digging at the back of the Memorial Green. Now completed.</li> <li>○ We had a leak in the roof of the Memorial Hall, caused by a blocked gutter. All our hall gutters are being cleaned out tomorrow morning</li> <li>○ We are introducing a new system regarding hall keys for staff utilising key safes so keys are not carried around unnecessarily</li> <li>○ We have had eight applicants so far for the Finance Assistant position. The interviews will be held by the Clerk, the Mayor and the Chair of the Finance Committee early in February</li> <li>○ Redrow have started work again but their contractors were parking in Parklands. The (new) site manager has spoken to them and they should be parking on site again. If you see them parking off site let the Clerk know to contact the site manager</li> </ul>	
<b>10/24</b>	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>a. To consider and approve payments for December. Circulated</li> <li>b. Quotes for tree survey to be considered: Resolved to go with Steve Dear</li> <li>c. Grants to various local groups have been <b>agreed</b> by the Finance Committee: <ul style="list-style-type: none"> <li>● Helping Hands - £250</li> <li>● Three Parishes - £300</li> <li>● Sands Singers - £250</li> <li>● Poor's Coal Charity - £200</li> <li>● Woburn Sands Band - £300</li> <li>● Genesis Youth Group - £50</li> <li>● George Wells Education Foundation - £100</li> <li>● Aspley Guise and Woburn Sands Rainbows - £200</li> </ul> </li> </ul> <p>Total of grants awarded by WSTC = £1,650 to be promoted in newsletter</p> <ul style="list-style-type: none"> <li>d. Crimewave contract RESOLVED to agree a three year contract which will be more cost effective than</li> <li>e. <del>Extra hours payment to be approved</del> Item removed from the agenda.</li> </ul>	<p><b>APPROVED AGREED</b></p> <p><b>AGREED</b></p>
<b>11/24</b>	<p><b>Precept requirement for 2024-2025 to be approved:</b> Thank you to Cllr T Sutton and The Clerk for all the work.</p> <p>WSTC will require a precept of £166,660 for the year 2024-2025 which is £9.49 per Band D household. This is an increase of 58p per month from last year.</p>	<b>AGREED</b>
<b>12/24</b>	<p><b>New Caretaker posts:</b> WSTC will be expanding the current Caretaker role to full time and separating the post from the evening on-call role.</p>	Clerk and Cllr J Green to draft an advert
<b>13/24</b>	<p><b>The Institute Cleaning:</b> to agree to offer the contracted cleaner employment with WSTC. Resolved to agree to take on the cleaner directly employed by WSTC.</p>	<b>AGREED</b>
<b>14/24</b>	<p><b>Planning:</b></p> <ul style="list-style-type: none"> <li>a. 23/02800/HOU demolish cycle garage, erect accessible garage <b>22 Bow Brickhill Road</b>. WSTC has no objection but would like neighbours opinions taken into account.</li> </ul>	WSTC resolved to respond with

	b. 23/02772/HOU erection of front dormers, and rooflights to front and rear <b>57 Summerlin Drive</b> . WSTC have no objection.	<b>NO OBJECTION</b> to both applications
<b>15/24</b>	<b>Notifications of decisions made from Milton Keynes Council:</b> <ul style="list-style-type: none"> <li>23/02397/PRIOR 1 High Street REFUSED. WSTC had no objection.</li> </ul>	
<b>16/24</b>	<b>New Councillors:</b> To consider how to recruit new councillors. WSTC currently has two vacancies. There were some good ideas from Cllrs and issues raised including: <ul style="list-style-type: none"> <li>Reminding applicants they can gain transferable skills for their CV</li> <li>WSTC have assets the council manage and which can be attractive work</li> <li>Younger people might find the commitment difficult with young families and jobs</li> <li>There is the potential for helping to strengthen communities</li> <li>WSTC should focus on what Councillors <u>can</u> do</li> <li>A feature in the newsletter or Hogsty End 'We have some new Cllrs and we would like some more'</li> <li>Can committee have more delegated powers? This could shorten the full council meeting</li> </ul>	
<b>17/24</b>	<b>Biodiversity Policy and Action Plan:</b> WSTC resolve to adopt the National Association of Local Council's (NALC) template. The council notes it commits the council to doing practical things. Cllr A Poppleton suggests we should have an audit of our lands and invite public to help. This can be raised at Edgewick Farm Volunteer Group meeting she is attending. The Local Biodiversity plan has to be considered by planners.	<b>AGREE</b> to adopt the model policy Cllr A Poppleton attending Edgewick Farm volunteer's meeting
<b>18/24</b>	<b>Public meeting/event in March:</b> the purpose is: <ul style="list-style-type: none"> <li>To find out public opinions on the green buffer zone and SEMK plans</li> <li>Engage and update residents on the planning that is taking place</li> <li>When there is a Milton Keynes City Council planning meeting in place then have the local meeting to present the information locally and get opinions</li> </ul>	<b>Agreed</b> to postpone until further info from SEMK
<b>19/24</b>	<b>50<sup>th</sup> Anniversary event:</b> a councillors meeting scheduled for 5pm 9 <sup>th</sup> Jan. Event planned for 13 <sup>th</sup> July.	
<b>20/24</b>	<b>Design Code response to Milton Keynes City Council (MKCC):</b> Cllr J Green has drafted a response, Cllr A Poppleton has some notes, to send by 12 <sup>th</sup> Jan so Cllr J Green will write a response.	Cllrs A Poppleton and J Green to write a response
<b>21/24</b>	<b>Correspondence for information:</b> <ul style="list-style-type: none"> <li>A few emails regarding the recreation Ground asking who is responsible for making it good and when will it happen, when can the football pitch be used again. Anglian Water has agreed to make the ground good by reseeding in the spring. Posters at the Recreation Ground give more information.</li> </ul>	

	<ul style="list-style-type: none"> <li>The Town Council received a complaint regarding their response to Weathercock Lane application Haydon House</li> </ul>	
<b>22/24</b>	<b>Notification of Urgent Decisions that have been made:</b> none	
<b>23/24</b>	<b>Councillor's reports and items for next agenda:</b> <ul style="list-style-type: none"> <li>John Ballam from the Greensand Trust was invited to talk about Green Infrastructure Plans. He is unable to attend the Town Council meeting but is happy to meet on another occasion.</li> <li>Jane Grinley to attend the next full council meeting</li> <li>To invite Newport Pagnell Town Council Clerk to a Town Council meeting in March or later</li> </ul>	Clerk
<b>24/24</b>	<b>Date of next meeting:</b> 7.30pm Monday 12 <sup>th</sup> February 2024 <b>Venue:</b> The Committee Room at The Memorial Hall	

Meeting ended 9.45pm

Signed:

Date: