

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 9th September 2024 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

DRAFT MINUTES

ACTION

166/24	<p>Present: Cllrs Gwyn Jones, Keith Temple, Gwynn Smitham, David Hopkins, Alex Poppleton, Trudie Sutton</p> <p>Members of public: x 6</p> <p>Ward Councillor Tracey Bailey</p>	
167/24	<p>Apologies and approve reasons for absence:</p> <p>Robert Allen and Kim Fisher standing to be elected</p>	
168/24	<p>DECLARATION OF INTEREST:</p> <p>Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Council's code of conduct Cllr D Hopkins referred to his entry in the member's register of interests https://www.milton-keynes.gov.uk/parish-register-interests/david-Hopkins</p>	
169/24	<p>Co-option: Following three vacancies there have been five residents put themselves forward for co-option to the council (in alphabetical order)</p> <ul style="list-style-type: none"> • Robert Allan • Valerie Baker • Kim Fisher • Wendy Green • Peter Land <p>The Chair, G Jones explains the process to the meeting and the Councillors voted to co-opt three new councillors.</p> <p>Robert Allen co-opted</p> <p>Kim Fisher co-opted</p> <p>Wendy Green co-opted</p>	
170/24	<p>New Co-opted Councillors to sign their Office of Declaration:</p> <p>W Green signed. R Allan and K Fisher not present.</p>	
171/24	<p>Town Mayor's Announcements (if any):</p> <p>Thanked everyone for 50th anniversary contributions esp. Cllr J Green.</p> <p>Cllr G Jones enjoyed presenting trophies for the garden competition winners</p> <p>Acknowledged Clerk's help in mitigating against potential problem of travellers occupying the recreation ground.</p> <p>The council is communicating with solicitors regarding the gate to Recreation Ground from Swallowfield School.</p> <p>The Community Market had its 10th anniversary, Mayor G Jones was invited to give out prizes.</p> <p>The Mayor attended High Sheriff's Justice Service which he told the meeting was a moving Service that he enjoyed. It is noted there have been difficulties with traffic outside Fulbrook School at the beginning of term</p>	
<p>The meeting will be adjourned for Public Question Time</p> <p>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;</p>		<p>3 mins each up to 15 mins total</p>

	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.	if any members of public wish to speak
172/24	Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Monday 8 th July 2024. RESOLVED to approve	APPROVED
173/24	<p>Progress Reports and feedback (committees are standing items):</p> <p>a) Finance Committee: Cllr G Jones proposed Cllr G Smitham as a member of the Finance Committee</p> <ul style="list-style-type: none"> • New Financial Regulations (see 177/24 for approval) <p>b) Environment Committee:</p> <ul style="list-style-type: none"> • Garden Competition showed outstanding efforts. • Edgewick Farm Volunteers meeting to discuss the Ecology Survey and recommended works • Application for tree works on Memorial Green Out for consultation • Assessment of the Greg Rutherford jump needs tidying and some recognition. Frosts paid for it to be installed can the Clerk ask if they would cover the cost of repairs? Cllr Poppleton asked if we can look at whole of Mowbray Green • Autumn/winter plants to be ordered with a request for winter colour <p>c) Halls Committee:</p> <ul style="list-style-type: none"> • Sports Hall meeting with MKCC officer took place on Friday 6th Sept. with MK Officer P Van Geete agreeing MK Council would pay for required repairs for Sports Hall by means of a grant and a 15% Management / Admin fee. Sports Hall consultant to assess the hall and advice how to make more use of hall for more sports. The Chairman said he is grateful for everyone's work on this. 	Councillors CLERK
174/24	<p>Clerk's Report:</p> <ul style="list-style-type: none"> • Tom started work as our Weekend Caretaker. He has already proved valuable, picking up the work quickly and covering in others absence • I met with Graham Cox from MK Highways at the end of July. WSTC don't need a license but do need their permission for planters on the pavement. This will be on the Environment Committee agenda • I have applied for road closures to MKCC and CBC for Remembrance Sunday's parade and will be applying for the Christmas Fayre this week. We have had a kind offer to play music in the Memorial Hall following the parade and service • There are committee meetings in October for all three committees to consider their budgets. Charlotte and I will draft budgets ready for each committee meeting to consider • I have invited David Hughes, new CEO of East West Rail to meet with us in Woburn Sands • Sam will be having her appraisal this week and I hope to arrange for mine too • Dan is checking the inventory of items at the halls • All halls have now had their 5 year electric wiring (EICR) checks • Several of us successfully completed a one day 'emergency first aid at work' course paid for by East West Rail. We were able to include some of our volunteers from Edgewick Farm and the library 	

	<ul style="list-style-type: none"> • The deadline for the next Hogsty End is this Friday, 13th Sept. • I have applied for tree works on the Memorial Green as discussed in the Environment Committee meeting. I will be applying for works for Mowbray Green Edgewick Farm in the coming month so the works there can be done during November • Fun Fair are coming to town! After inspecting the ground and agreeing it is now dry and firm enough, they are due to arrive at the Recreation Ground on Monday 9th and will leave on Monday 16th Sept. • Cllr D Hopkins agreed to meet with L Smith re accessibility audit • I will be attending a SLCC meeting on 16th October. 	
175/24	<p>Ward Councillors' report(s): Ward Councillor D Hopkins</p> <ul style="list-style-type: none"> • P Van Geete to contact Clerk for venue for meeting. • Cllr Poppleton agreed to be SEMK representative for WSTC. • Updates from Phil Jeffs re. 20mph zones. Need to push on with what we can but some have no funding yet. Discussed Hardwick Rd and need to check traffic lights at roundabout or not. • Fulbrook drop off not working as told/intended but contractors still on site so can't implement yet. • Walton Community Council has offered places on their coach trip for Woburn Sands residents • Complaints about train cancellations/bus replacement new drivers being trained but takes 2 yrs. Extended £1 ticket price until November • Kay Petitt keen to come to talk to WSTC about her role. • Delegated decision last week and Water Safety discussed, budgets, Phil Snell has agreed to install an emergency throw line for Parklands lake. <p>Ward Councillor T Bailey</p> <ul style="list-style-type: none"> • residents raised concerns about parklands pond. MKCC have been and looked and say the water / pond is in good health. Regular landscape and water inspections. • Cllr W Green reported children magnet fishing in the pond and found scooter, trolley and other items of rubbish. 	Clerk to check
176/24	<p>Finance:</p> <ol style="list-style-type: none"> To consider and approve payments for September. Cllr T Sutton to authorise. Payments list of August payments circulated for information. 	Payments resolved APPROVE D
177/24	<p>New Model Financial Regulations to be adopted: as approved by the Finance Committee and circulated. RESOLVED to approved.</p>	APPROVE D.
178/24	<p>Audit 2023 - 2024 External Audit Report Report from the External Auditor (circulated) no issues raised. The Clerk was thanked.</p>	
179/24	<p>Change of bank signatories for Unity Trust Bank:</p> <ol style="list-style-type: none"> J Green to be removed as a signatory as she is no longer a councillor RESOLVED to approved Cllr A Poppleton to be added as a bank signatory 	APPROVE D APPROVE D

180/24	<p>Domain name: to set a date for the new website domain and email addresses to go into use. This will require changes to various signs and the date should take this into account. 1st October.</p>	
181/24	<p>Benches and Planters: for the High Street and Downham Road. Examples and estimated costs to be gathered. Graham Cox (Highways Officer) needs more specific information. Clerk to proceed with quotes including a friendship bench and 50th Anniversary bench. Some funds left from ERG High Street funding Clerk to find out if this can be spent on two benches and planters for top of Downham Road.</p>	<p>AGREED Cllr G Jones and Clerk</p>
182/24	<p>Christmas Fayre: update and Christmas lights installation date. The committee are meeting this week and will report back. There are two more new lights that can go up. In principle WSTC to cover costs of new lights.</p>	
183/24	<p>Thames Valley Police report: Cllr K Temple would like WSTC to request TVP run speeding checks on some of our streets similar to the speeding campaign by Beds Police who are currently targeting villages. Woburn Sands has a Speed Watch group but can the Town Council request TVP take more direct action, e.g. speed traps. Clerk to write to M Barber, Police & Crime Commissioner.</p> <p>A request for a crossing on Station Road for school children end of last year was turned down. WSTC to write to MKCC to request a crossing.</p>	<p>CLERK</p>
184/24	<p>Planning:</p> <ul style="list-style-type: none"> • 24/01526/TCA the removal of a Rowan tree at 5 Wood Street. Deadline for comments is 09/09/2024 (day of meeting). <p>The following are for information only, as there was no August meeting these were not commented on by the council.</p> <ul style="list-style-type: none"> • 24/01469/FUL the extension to existing drop kerb to allow parking access on site, part removal of boundary wall and installation of 4 EV charging points at 8 - 10 High Street, i.e. the old Barclays Bank building. The deadline for comments is the 19th August. • 24/01615/TCA various tree works but no removal of any tree at 19 Theydon Avenue. The deadline is 28th August. • 24/01539/TPO tree work to a tree protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/91 at 8 Sandy Court. The deadline is 20th August. <p>Applications for this month:</p> <ul style="list-style-type: none"> • 24/01806/HOU The erection of a first floor side extension, a single storey front extension, and a single storey rear extension with roof lights 24 Tavistock Close. Deadline 21st September. Subject to neighbours comments. • CB/24/02423/VOC variation and removal of some conditions of planning permission CB/22/04785/REG3 (construction of teaching block, sports hall, car parking. etc.) Fulbrook School. Deadline 17th September • 24/01831/TCA tree works on The Memorial Green, crown raise the Beech Tree, remove deadwood on Red Oak, remove basal growth and crown raise Alder. WSTC's application deadline for other to comment 20th September <p>Clerk recommended Planning training for councillors which G Jones and W Green and A Poppleton happy to undertake. A Poppleton to look at the Rowan tree.</p>	

185/24	Notifications of decisions made from Milton Keynes Council: <ul style="list-style-type: none"> • Notification only amendments to 24/01858/NMA Swan Hill / Redrow site regarding landscaping, layout and appearance. • 24/01469/FUL 8-10 High Street PERMISSION GRANTED 	
186/24	Ward Boundary consultation: To agree a response from WSTC, the deadline has been extended to 9 th September. RESOLVED to agree this response.	CLERK submitting response.
187/24	Correspondence for information: <ul style="list-style-type: none"> • From a councillor of Aspley Guise PC to say Station Rd is dirty, the zebra crossing needs repainting, the pavement outside the wine store needs repairing. The Clerk replied with links to responsible services. • A resident of Drayhorse Crescent reported to me various maintenance issues (street lights out, kerb stones broken, etc.) as this road is not yet adopted by MKCC the Clerk referred him to Taylor Wimpey who have replied to his concerns. • A Station Road resident asked us to contact MKCC to tell them Redrow contractors are not following the agreed route for construction vehicles • A resident contacted the office to ask for bollards outside the off licence to prevent vehicles stopping there as they block the view when turning out of Russell Street. The Clerk sent the contact for MKCC Highways/Customer Services 	
188/24	Notification of Urgent Decisions that have been made: Clerk's laptop needed repairing - £190.00 New office chair purchased after one broke - £157.00	
189/24	Councillor's reports and items for next agenda of the Town Council: SEMK meeting – Cllr A Poppleton	
190/24	Date of next meeting: 7.30pm Monday 14 th October Venue: The Committee Room at The Memorial Hall	

Meeting ended: 9.15pm

Signed:

Date: