

WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH
 Telephone: 01908 585368 e-mail: clerk@woburnsandstowncouncil.gov.uk
www.woburnsandstowncouncil.gov.uk

Meeting of the Woburn Sands Town Council on
Monday 13th January 2025 at 7.30pm in the Committee Room, Memorial Hall.

MINUTES

ACTIONS

	MINUTES	ACTIONS
1/25	<p>Present: Councillor and Chairman G Jones, Councillors D Hopkins, A Poppleton, R Allen, W Green, T Sutton, K Temple, Clerk A Jordan Ward Cllr Tracey Bailey Three members of the public arrived at 8.10pm as discussing 9/25. Two Swallowfield pupils and adult.</p>	
1/25	<p>Apologies and approve reasons for absence: Cllr G Smitham, K Fisher</p>	ACCEPTED
2/25	<p>DECLARATION OF INTEREST: 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>	
3/25	<p>Town Mayor's Announcements (if any): The Chairman received no nominations for the royal garden party. The chair gave the council advance notice that he will not be available for meetings April and May. The Deputy Mayor, K Temple, will chair these meetings.</p>	
4/25	<p>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.</p>	3 mins each up to 15 mins total if any members of public wish to speak
5/25	<p>Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Monday 9th December 2024. Cllr D Hopkins proposed Cllr R Allan second – RESOLVED to ACCEPT.</p>	Minutes ACCEPTED
6/25	<p>Progress Reports and feedback (committees are standing items):</p> <ul style="list-style-type: none"> a) Finance Committee: meeting of 10.01.25 cancelled – no items on agenda. b) Environment Committee: Cllr Temple and Clerk met to discuss the contents of the Grounds Maintenance tender. Clerk has sought advice on the best process and suggested a procedure interviewing potential contractors to ensure they can offer what the Town Council needs. The contract is to say no use of pesticides, as previously agreed. c) Halls Committee: next meeting 15.01.25 agenda has been sent out. d) WSTC Action Plan Working Group: next meeting 28.01.25 at 5.30pm. Cllr R Allan suggested hard copies could be printed ahead of the meeting. Cllr R Allan will be asking all councillors what they think should be the priorities. 	Clerk: d) to confirm copies to be

	<p>e) Emergency planning for flooding: next meeting 6.30pm Thursday 20th February. This is a community meeting with council representation. Cllr A Poppleton raised the issue of storage for flood prevention equipment, but WSTC has no storage</p> <p>f) Three Parishes: update from the Clerk. The Parishes included Bow Brickhill and Wavendon as well as Woburn Sands. This non-profit group runs subsidised coach trips for the over 60's but the funds are depleting each year. Cllr T Sutton suggested Woburn Sands should budget for the actual amount required and ask the other parishes to do the same, rather than rely on small grants which do not cover all costs.</p> <p>g) Neighbourhood Plan: update. This is connected to d) the Action Plan Working Group so should be one item in future.</p> <p>h) Councillor training: Two councillors attending 'Councillor Essentials' and one councillor a session on engaging with young people this month.</p>	<p>printed with Cllr R Allan</p> <p>Clerk: f) this is too late for this year's budget but should be noted for next year's budget</p>
7/25	<p>Ward Councillors' reports:</p> <p>a. Ward Cllr Tracey Bailey: pleased to note the footpath across the Memorial Green has been repaired. Wood Street and Theydon may get footpath repairs during the 1st quarter. More bus/taxi rank stops have been set up following the fire at MK Market. Delegated decision tomorrow about closing three tips and moving to more modern ones, within next two years.</p> <p>b. Ward Cllr David Hopkins: as circulated. Woburn Sands now has a well-received new bus route which is commercial, not subsidised. Very good Futures meeting with EWR and developers, well done to M Geddes. Developers O&H are not submitting an application now this year due to a compulsory purchase order from EWR.</p>	
8/25	<p>Clerk's Report: Thanks to Gwyn for covering Christmas bank holidays. There are a higher than usual number of meetings this month:</p> <ul style="list-style-type: none"> • Full council 13.01.25 • Halls Committee 15.01.25 • Environment Committee 23.01.25 • Staffing Committee 04.02.25 <p>(Finance committee – cancelled)</p> <p>And:</p> <ul style="list-style-type: none"> • 03.01.25 - Three Parishes meeting • 09.01.25 - Lewis Campbell MKCC • 13.01.25 - Viv Tole MK Libraries • 13.01.25 - GPCC • 28.01.25 - Action Plan Working Group • 20.02.25 - Emergency Taskforce/Action Group <p>A tree fell in the Russell St car park before Xmas. I was cleared as a matter of urgency. Sports Hall roof was damaged in the recent high winds. I contacted insurers and roofers to arrange repairs.</p>	

	<p>Working on precept, especially salaries as there has been changes in staff since last year and changes are coming in the NI employer's contributions I am currently preparing the Grounds Maintenance specification: this needs to go out asap</p> <p>Has everyone taken part in the Government Standards consultation?</p> <p>From last meeting:</p> <ul style="list-style-type: none"> ○ Clerk asked to write to P V Geete at MKCC regarding the Sports Hall and having works done to correct original issues with the hall ○ CIL accessibility audit. The Clerk and Cllr W Green attended CIL's AGM. The Clerk to speak to an individual from CIL regarding the audit. ○ Clarified a request for a budget line on the 'payments to be authorised' list, Cllr T Sutton said it need only be 'yes' or 'no' if payment is in the budget or if an unexpected payment and not in the budget 	
9/25	<p>Policies:</p> <ol style="list-style-type: none"> a. to approve a co-option policy. Some amendments were not included in the circulated document, b. to approve rewriting the Grants Policy. AGREED for Finance Committee to review. 	a)Cllr R Allan to draft Co-option policy
10/25	<p>Finance:</p> <ol style="list-style-type: none"> a. To consider and approve payments for January. To be circulated b. To approve buying new outdoor Christmas lights for the Institute building. AGREED c. To approve adding another bank signatory to Unity Trust Bank Account. Cllr W Green 	AGREED
11/25	<p>Precept: To agree to the precept demand from Woburn Sands Town Council to Milton Keynes City Council. Information to be circulated. Following discussion councillors were unhappy with increase, so it was decided to set another meeting to consider the precept.</p>	NOT AGREED
12/25	<p>Planning:</p> <ul style="list-style-type: none"> ● PLN/2024/2491 Proposal: The erection of a micro-energy storage facility at Land at Mowbray Green. Comments by: 30/12/2024 The Clerk identified errors in the application form and has brought them to the attention of the Head of Planning. ● PLN/2025/0010 Notification of consultation on Scoping Opinion for East West Railway Co Ltd. WSTC received notification of the following applications after the agenda had been sent out: ● PLN/2024/2737 The demolition of an existing wall and side gate, installation of an ATM unit and associated concrete slab and installation of new lighting, bollards and signages at 5 HIGH STREET, WOBURN SANDS ● PLN/2024/2747 Advertisement consent for the installation of 1x externally illuminated fascia sign and 1x non-illuminated projecting sign at 5 HIGH STREET, WOBURN SANDS, MILTON KEYNES, MK17 8RQ Cllr W Green delegated to look at these applications. 	<p>See December 2024 minutes</p> <p>Cllr W Green offered to look at planning applications</p>

13/25	<p>Notifications of decisions made from Milton Keynes Council:</p> <ul style="list-style-type: none"> 24/01858/NMA Non-material amendment at Swan Hill site APPROVED PLN/2024/2386 consent APPROVED 40 Station Rd various tree works PLN/2024/2304 consent APPROVED 44 Elm Grove tree works <p>These were received after the agenda had been sent out:</p> <ul style="list-style-type: none"> 24/01894/HOU permission APPROVED 3 Maple Grove extension PLN/2024/2512 scoping request regarding SEMK 	
14/25	<p>To agree to register Mowbray Green with land registry: although there are maps to indicate ownership by the Town Council that this land has not been registered. The cost is £30 resolved to agree the Clerk to arrange this.</p>	<p>AGREED Clerk to apply to Land Registry</p>
15/25	<p>Benches and planters on High Street: Funding will cover two benches, but not the number of planters for which we had quotes. It was requested that the Clerk ask P Van Geete if WSTC can apply for section 106 funding to make up the difference. Cllr G Jones to write to say this our intention rather than ask for permission.</p>	<p>The Clerk to contact MKCC officer P Van Geete Cllr G Jones to write to MKCC Highways</p>
16/25	<p>Newsletter and Hogsty End: The deadline for the Hogsty End is Wednesday 15th January and the next Town Council newsletter is February. Cllr G Jones suggested using the newsletter and Hogsty End article to gather opinions on a youth club. See following item 17/25</p>	<p>Cllr G Jones AGREED to write Hogsty End</p>
17/25	<p>Youth Club: To consider WSTC support of a town youth club. The two young members of the public were invited to speak to the council and gave their opinions on what they would like to see at a youth club. The Chair suggested asking the Head Teachers of Swallowfield and Fulbrook Schools about a youth club. Can the students at this meeting ask to have a survey at their school? AGREED for Cllrs A Poppleton and W Green to look at this.</p>	<p>Cllr A Poppleton Cllr W Green</p>
18/25	<p>East West Rail Consultation: the consultation is on Friday 17th January 2pm to 7pm with Town Councillors invited to attend an hour prior to ask questions. There followed a discussion on how the Town Council are going to approach this and what to ask EWR.</p>	<p>Delegated to Cllr A Poppleton to write a response from WSTC</p>
19/25	<p>Notification of Urgent Decisions that have been made:</p> <ul style="list-style-type: none"> Remove tree fallen into Russell Street Car Park - £100 shared with property owner as the tree was on the property boundary Contacted insurance company and arranged to have roofers look at the Sports Hall roof which suffered some damage in the high winds before Christmas 	
20/25	<p>Councillor's reports and items for next agenda the Annual Meeting of the Town Council: To agree the precept before 29th January 2025</p>	
	<p>Date of next meetings: Full council 6.30pm Monday 20th January 2025 Full council 7.30pm Monday 10th February 2025 Venue: The Committee Room at The Memorial Hall</p>	

Signed:

Date: 13/01/2024