

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 10th February at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

MINUTES

ACTIONS

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28/25 Present: Cllrs G Jones, G Smitham, D Hopkins, W Green, K Fisher, A Poppleton, R Allan, T Sutton. Clerk A Jordan. Ward Cllr T Bailey. Seven members of the public.	Accepted
29/25 Apologies and approve reasons for absence: Cllr K Temple.	
30/25 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	
31/25 Town Mayor's Announcements (if any): The Mayor heard a resident of Burlington house had their 100th birthday recently sends best wishes on behalf of the Town Council	
32/25 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. See item 37/25 below.	
33/25 Minutes: To consider the approval of the draft minutes of the last meetings of the Council held on Monday 13 th January and Monday 20 th January 2025. Cllr G Smitham proposed D Hopkins second. RESOLVED to approve minutes of both meetings.	APPROVED
34/25 Progress Reports and feedback (committees are standing items): a) Finance Committee: nothing to report from the committee. Cllr G Jones has spoken to some other parishes and says we are all feeling financial pressures. b) Environment Committee: update on benches on the High Street. There is funding available for ten planters and two benches to be installed on and near the High Street c) Halls Committee: Cllr G Smitham, the Chair of the committee, presented a report: <ul style="list-style-type: none"> - He is visiting other parishes to look at their bookings practices - He requested to invite Stephen Dryden-Hall from Boom 7 to the March meeting to give a presentation on marketing the Sports Hall 	AGREED to ask the Clerk invite Stephen Dryden-Hall from Boom7 to March meeting

	<ul style="list-style-type: none"> - Cllr G Smitham made suggestions to the cleaning of the sports hall, managing the temperature, and how bookings are paid for - Cllr G Smitham also met with Amber from the MK Snap who has offered to visit the sports hall in view to giving Health & Safety advice. <p>d) Staffing Committee: The council were asked to approve Cllr W Green as Chair and Cllr R Allan as Vice Chair RESOLVED to approve. The Staffing Committee will meet in March to review council HR policies. The committee intends two further meetings, three per year going forward. All full council and committee meeting dates to be set in May.</p> <ul style="list-style-type: none"> - In light of having a new Staffing Committee the council RESOLVED to amend Standing Orders 19. will be amended so all orders referring to ‘Handling Staff Matters’ shall say to the ‘Staffing Committee’ and not the ‘Finance Committee’ or ‘Finance sub-committee’ as the Staffing Committee will now be responsible for all HR issues. (See amended Standing Orders on the WSTC website Policies and Documents - Woburn Sands Town Council) - The Chairman thanks all involved - RESOLVED to accept terms of reference for the Staffing Committee allowing from the amendments discussed at this meeting (see terms on the WSTC website Policies and Documents - Woburn Sands Town Council) <p>e) WSTC Action Plan Working Group: met on 28.01.2024 Cllr R Allan was elected chair. The group aims to look ahead at changes for Woburn Sands and take a strategic view, developing an action plan. Next meeting At 5pm 27.02.25</p> <p>f) Edgewick Farm: the fields to be closed to dogs to clear dog mess so the sheep can be brought into the fields. This is also an issue for nursery school children who are taken to the farm to play. Three needed weeks before sheep arrive. Chairman passed on thanks from the council to the volunteers.</p>	<p>APPROVED Cllr W Green to Chair Staffing Committee and Cllr R Allan as Vice Chair</p> <p>RESOLVED to APPROVE amendments to S.O. 19</p> <p>RESOLVED to AGREE to accept terms of reference with amendments as noted</p> <p>AGREED to close Edgewick Faram fields for three weeks</p>
35/25	<p>Ward Councillors’ reports:</p> <p>a. Ward Cllr David Hopkins: report circulated.</p> <ul style="list-style-type: none"> - A 30mph speed limit to be introduced on Newport Rd underway - The recent East West Rail consultation recorded 449 visitors in person at the Summerlin Centre but there were more who attended and did not leave a name. - Milton Keynes, Bedford & Luton joint expression of interest in devolution was not approved and negotiation is on-going. - Cllr D Hopkins attended a MVCR partnership meeting, they are funding two more real time boards at Woburn Sands station. - Arriva are pleased with use of the Loop bus <p>b. Ward Cllr Tracey Bailey:</p> <ul style="list-style-type: none"> - See MKCC website for information on young people’s mental health support https://www.milton-keynes.gov.uk/ 	

	<ul style="list-style-type: none"> - A Music and Art Festival is to return to Milton Keynes this summer - MK Council is meeting to consider its budget this month - Wood Street are having a 'street sweep' to give a thorough clean, if successful we could try on other streets in Woburn Sands 	
36/25	<p>Clerk's Report:</p> <ul style="list-style-type: none"> • A number of policies are due to be reviewed, these will be presented one or two at a time at each monthly meeting • The Grounds Maintenance specification has been completed and sent out • This month the Clerk attended AI information session by NALC and a HMRC info session on payroll <i>WSTC Councillors would like to consider AI before bringing into use for council business, writing a policy and looking at risks</i> • The Clerk reminded the council of upcoming community meetings: The Flood Planning Taskforce, and Accessibility Audit meeting • Russell Street car park drains have been cleared • Sports Hall windows have had film installed to prevent glare • Trees on Lydbrook Lane have been trimmed following residents persistence 	
37/25	<p>20mph consultation: For the Town Council to agree a response, the deadline to respond is 20/02/2025 https://www.milton-keynes.gov.uk/consultations/proposed-20mph-speed-zones-milton-keynes-and-surrounding-areas-tro-422</p> <p>Cllr D Hopkins gave some background information. The Chairman invited residents to speak and most were in favour of the 20mph limit being town wide, one resident opposed the lower speed limit because it cannot be enforced. Cllr D Hopkins told the council there was evidence to show most people slowed and accidents at 20mph involving pedestrians were less likely to be fatal than at 30mph. The Leys, Hardwick Road and Bow Brickhill Road are not included yet but are still under consideration. WSTC would like Station Road to be considered too because children cross to go to and from the schools.</p> <ol style="list-style-type: none"> 1. Resident Dr P Skelton sent an email which was circulated by the Clerk. The Speedwatch group sees fairly consistent 10% speeding, i.e. over 20mph. Very surprised The Leys/Bow Brickhill Rd/Hardwick Rd not included. 2. Resident Ms M Davies had organised a petition and almost 500 so unquestionably supported a lower speed limit. A Town Council survey conducted in 2022 had 81% support a town wide 20mph limit. 3. A resident not supporting the lower speed limit explained he had never seen a traffic warden to enforce parking, how would a speed limit be enforced? The road is narrow due to street parking and buses and other vehicles will mount the pavement. 4. Other residents stated the need for traffic calming measures. 	<p>RESOLVED to submit a response to MKCC's consultation in support of a 20mph limit through Woburn Sands</p>

	<p>5. There was thanks to the councillors for representing residents views, and a note that with the SEMK development there is likely to be an increase of traffic.</p> <p>6. Slowing for these roads entering Woburn Sands will help slow the traffic for all roads within the town</p> <p>WSTC RESOLVED to support a 20mph limit and also on all other named roads including Station Road and the exit on Bow Brickhill Road.</p>	
38/25	<p>To agree a date for the Annual Town Meeting: Thursday 1st May 7.30pm</p> <ul style="list-style-type: none"> • The Chairman to give one report on behalf of the council. • The Clerk to invite local groups to attend and speak if they wish • It was RESOLVED to not have refreshments 	
39/25	<p>Policies to be reviewed this year:</p> <ol style="list-style-type: none"> a. The Standing Orders to be reviewed in light of recommendations from the Staffing Committee regarding the terms of reference b. Other policies due to be updated – see Clerk’s Report 	Agreed above.
40/25	<p>Newsletters:</p> <ol style="list-style-type: none"> a. The Town Council Newsletter: Cllr G Jones agreed to write the newsletter again, he will be looking at history of Woburn Sands. b. Cllr G Jones also agreed to write The Hogsty End article, deadline Wednesday 12th Feb. c. The Council agreed not to have an article in the Christian News magazine 	Cllr G Jones to write the WSTC Newsletter, and Hogsty End article
41/25	<p>VE Day: Thursday 8th May is the 80th anniversary of VE Day. There was some discussion regarding an event including whether to invite a marketing/events company to organise something on behalf of the council. The Monday is a Bank Holiday and some residents might hold a street party. Cllr G Smitham to ask his contact at Boom7 to advise. Cll A Poppleton suggested asking schools what are their plans.</p>	Clerk to ask schools if they are doing anything for VE Day
42/25	<p>Finance:</p> <ol style="list-style-type: none"> a. To consider and approve payments for February. b. To decide whether to sell PA system – this has been found to be not powerful enough for the Remembrance Sunday event and has no other use. Another parish has expressed an interest in buying it from us. Agree to speak to Stephen Dryden-Hall from Boom 7 for advice. 	AGREED Cllr G Jones to authorise bank payments
43/25	<p>Planning:</p> <p>PLN/2025/0159 Certificate of Lawfulness for a proposed temporary outbuilding at the end of the rear garden at 10 Ridgway, Woburn Sands, MK17 8UT. For information as the date to respond was 05/02/2025 – for info</p> <ul style="list-style-type: none"> • PLN/2025/0018 the crown reduction of sycamore trees and leylandii at 16 Weathercock Lane, Woburn Sands MK17 8NT. Date to respond: 14/02/2025 WSTC has no objection • PLN/2024/2644 non-material amendment replacing 4 plots with a different house type. Date to respond: 07/02/2025 (for info) Cllr T Bailey, the houses replace with smaller ones. Not much difference here but need to keep an eye on any changes 	The Clerk to ask Highways to speak to Redrow regarding keeping the road clean

	<ul style="list-style-type: none"> • PLN/2025/0101 single storey rear extension eaves of 2.6m and max height of 5m, extending 5m from original rear wall at 17 Wood Street. Date to respond: 25/02/2025 – WSTC has no objection 	
44/25	<p>Notifications of decisions made from Milton Keynes Council:</p> <ul style="list-style-type: none"> • PLN/2024/2168 change of use of a unit to MOT centre at Pristine site. Permission refused. • 24/00088/ENF an investigation took place following a complaint regarding an advertising board at 62 Station Rd but has been closed. • ENF/2025/0035 an investigation into the construction of a soakaway at 37 Chapel Street – the case is closed as outside the Planning Service’s remit 	
45/25	<p>Mowbray Green: registering Mowbray Green with the Land Registry requires some specialist knowledge and the Clerk has consulted the Town Council solicitors. RESOLVED to approve the solicitors to undertake this work to ensure it is correctly registered and the land is secured for the future of the town.</p>	APPROVED Clerk to advice solicitors
46/25	<p>Correspondence for information:</p> <ul style="list-style-type: none"> • A Resident has asked to take on the gardening and care of the Holocaust Memorial Garden on Mowbray Green. WSTC agreed. • The Clerk has received a request to purchase part of the Barclays carpark to extend a private garden. The car park belongs to MK Council and is leased by WSTC, so not ours to sell. Outside of this council’s remit. • Complaint received regarding dog mess at Edgewick Farm • The Clerk has received a request for information on the proposed 20mph speed limit throughout Woburn Sands. The request is not from a resident but asks if residents have been consulted. • Also correspondence in support of a 20mph limit and the desire to have The Leys & Bow Brickhill Road included 	APPROVED
47/25	<p>Notification of Urgent Decisions that have been made: Plumbing repairs to the staff cloakroom at the Memorial Hall</p>	
48/25	<p>Councillor’s reports and items for next agenda: Scheduling of meetings Scheduling review of policies BMKALC training</p> <ul style="list-style-type: none"> - annual conference NALC: 23/06/2025 - Award council visit - Place shaping event 	Clerk to report.
49/25	<p>Date of next meeting: 7.30pm Monday 10th March Venue: The Committee Room at The Memorial Hall</p>	

Meeting ended: 9.40pm

Signed:

Date: