

**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  
Annual Town Council Meeting of Woburn Sands on **Monday 11<sup>th</sup> May 2026 at 7.30pm**  
**in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

**DRAFT MINUTES**

- 90/26**      **Elect a Chairman:** The meeting was opened by Cllr D Hopkins. **ACTION:**  
Cllr T Sutton nominated Cllr D Hopkins and Cllr K Temple seconded. It was resolved that David Hopkins is the Chairman.
- 91/26**      **Receive the Chair's Declaration of Acceptance:**  
Cllr D Hopkins accepted the position.
- 92/26**      **Elect a Deputy Chair:**  
Cllr D Hopkins nominated Cllr K Temple and Cllr T Sutton seconded. Resolved that Keith Temple is the Deputy Chairman.
- 93/26**      **Receive the Deputy Chair's Declaration of Acceptance:**  
Cllr K Temple accepted the position.
- 94/26**      **Present:** Chairman D Hopkins, Deputy Chairman K Temple, Cllrs L George-Barnes, H Lewis, A Poppleton, F Pearson, T Sutton – Town Clerk: Joanne Farrant  
2 MOPs
- 95/26**      **Apologies:** Tracey Bailey
- 96/26**      **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.
- 97/26**      **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.  
**Friends of Parklands – EWR** – revised plans for the station and the fisherman's path. What support will WSTC for the point raised by Friends of Parklands with regard to the consultation? DH responded that WSTC will be sending a reply to the consultation.

- 98/26 Minutes:** To consider the approval of the draft minutes of the last meeting of the Council held on Tuesday 13th April 2026. **RESOLVED TO APPROVE**
- 99/26 To appoint statutory or standing committees and working groups: Chair and Deputy Chair on all committees**
- Finance – Cllrs T Sutton, H Lewis, A Poppleton, D Hopkins
  - Staffing – Cllrs A Poppleton, T Sutton, F Pearson, D Hopkins
  - Environment – Cllrs K Temple, F Pearson, H Lewis, D Hopkins
  - Halls – Cllrs L George-Barnes, T Sutton, D Hopkins
  - Christmas Fayre – Cllrs K Temple, T Sutton, F Pearson, Clerk: J Farrant
  - Danesborough Forum and Cross Boundary Parishes Liaison
  - SEMK Stakeholders Group – Cllr A Poppleton, Cllr L George-Barnes
  - Parish Forum – Cllr A Poppleton, D Hopkins
  - Action Plan Working Group – TO BE REMOVED
  - To consider forming any other committees or working groups if required
  - EWR Stakeholder group – Cllr A Poppleton, D Hopkins - EWR response to consultation will be a combined response from the Council.
- 100/26 To confirm membership of charities:**
- Poor’s Coal – Mike Geddes
  - George Wells – Cllr D Hopkins
  - Gravel Pit Close Charity – WSTC is the trustee for GPCC
- 101/26 To approve meeting dates for the year:**
- Confirm monthly full council meetings as every second Monday of the month except for August **CONFIRMED**
  - Committee meetings: Proposed each committee meets every three months, i.e. four times per year, with first meeting to elect or reaffirm chairs **CONFIRMED**
  - To agree GPCC meetings for the year – Quarterly – April, July, October, January. **CONFIRMED**
- 102/26 To approve Town Council Memberships:**
- National Association of Local Councils (NALC) including Bucks & Milton Keynes branch membership (BMKALC) **APPROVED**
  - Society of Local Council Clerks (SLCC) **APPROVED**
  - Bedford to Bletchley Rail Users Association (BBRUA)
- 103/26 Approve Bank Signatories: Circulated and Approved**
- Active Signatories:**  
Joanne Farrant - Clerk  
Trudie Sutton - Cllr  
David Hopkins - Chairman
- Internet Banking Users:**  
Joanne Farrant - Clerk  
Trudie Sutton - Cllr  
David Hopkins - Chairman  
Rachel Marchant – Bookings Co-ordinator
- 104/26 Mayor’s Announcements and Report:**

- As Mayor I attended (along with my granddaughter) an excellent concert given by the Town Band entitled *At The Cinema* and held at the Stables Theatre on Sunday 26<sup>th</sup> April.
- I was part of the team present at the reopening of the Willen Hospice shop on Station Road on Friday 1 May
- I attended a (symbolic) presentation of a cheque for £4K towards adding to our CCTV coverage which was held at Oxford Town Hall on 8 May> the funding comes from the recovered funds accumulated from ill-gotten gains resulting from criminal activity and grants are selected by the team working at the Police & Crime Commissioners Community Fund award for 2026.

As Town Council Chairman I attended the drop in presentation given by East West Rail at the Summerlin Centre on 25<sup>th</sup> April. Approximately 300 residents attended the session held between 12 noon and 5pm and we shall hear more at the Annual Town meeting on 12<sup>th</sup> May when representative of EWR will be in attendance to present and take questions.

On 5<sup>th</sup> May representatives of the Town Council meet with Cute Maps to discuss options for the spend of the s106 Arts funding allocated for the town.

2026 marks the 180<sup>th</sup> Anniversary of the opening of the Marston Vale rail line and amongst other events it is intended that an exhibition of memorabilia connected with the line which will move from the Higgins Museum (Bedford) to Woburn Sands Town Library in June/July.

Local elections for Milton Keynes City Council took place on 7<sup>th</sup> May and I will report verbally on the outcome of those elections at the meeting on Monday 11 May.

**105/26 Actions from previous minutes and Clerk's report:**

- The draft AGAR forms and additional documentation has been submitted to the internal auditor for review. Forms will be circulated to all councillors ready to be signed off in the June meeting.
- The white lines have been repainted in the parking spaces in Greens Car Park. The lines in the road need to be completed and we will plan this, now that the pothole is fixed.
- A majority of calls in to the office this month have been about parking. I have reported 3 cars that are currently parked in the Greens Car Park as they are untaxed.
- I have written to all the shops and restaurants encouraging them to add to their social media or website that there is a car park at the back of the High Street.
- I received the last 3 months traffic warden data from MK. I have circulated it to you. I have the raw data but I consolidated it into the report that I sent around.

- I have been working on a planting project to have a better range of plants that last longer and are more sustainable. The plans for all the beds and planted areas is attached for you to see.
- We have a builder looking at the locations for the Library Boxes. The quote will be circulated when it is received.
- The new IT contractors have been to survey the office and halls in preparation for installing the new system.

**106/26 Ward Councillors Reports:**

- Cllr Tracey Bailey** – Tracey was not present at the meeting but the Chairman, David Hopkins wanted to express his great thanks to Tracey for her hard work and all her help in the community.
- Cllr David Hopkins – Results of the elections – City council will now be led by Liberal Democrat Party & Labour Party – Jane Carr will lead the council.**

**107/26 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. Staffing Committee Update:**

**b. Halls Committee Update:**

Look into getting Solar Panels for the Sports Hall – investigate grants

**c. Environment Committee Update:**

- New planting ideas for the raised beds and the Woburn Sands signs as you enter the town pictures circulated) The new scheme offers all round colour and growth with advantages of being sustainable and biodiverse. Quotes requested from: Blue Diamond/Frosts, Woburn Growers and RS Barnwell.

One quote received from RS Barnwell to provide the plants: £888.80

**APPROVED by D. Hopkins seconded T. Sutton**

**d. Finance Committee Update:**

To approve payments for April **(list circulated) APPROVED**

To approve bank reconciliation **(circulated) APPROVED**

**CLERK TO  
CONFIRM  
ORDER FOR  
PLANTS**

**108/26 Prepare for Annual Town Meeting: Questions raised from last year’s meeting. Minutes Circulated**

If TVP attend they will present first, EWR will then deliver their presentation followed by questions. Reports from the Mayor for the town council will be read out and copies of reports from local groups will be available to take away

**109/26 New local plan (MK2050):**

27th April 2026 - Planning Inspectors P Mileham BA(Hons) MA MRTPI and S Hubbard BSc(Hons) MA MRTPI have been appointed to hold an independent examination of the Milton Keynes City Plan 2050.

22nd April 2026 - Milton Keynes City Plan 2050 submitted to the Planning Inspectorate for Examination.

There is no news as to when the examination for the public will be.

110/26	<b>Universal Studios:</b> Standing Item - nothing more to report at this time.	
111/26	<b>Feedback from meeting with Cute Maps:</b> Pass to the Environment committee to work on ideas	<b>ADD TO AGENDA - ENVIRONMENT COMMITTEE</b>
112/26	<b>180<sup>th</sup> Anniversary of the MRL:</b> Looking for peoples recollections and usage of the line. Suggestion has been made for Luke Littler management company to ask Luke Littler to endorse as it is 180. The 7 <sup>th</sup> Duke of Bedford is involved. Established in 1846, it was the first railway line into Bedford, with several stations designed by the Duke of Bedford to resemble private homes.	
113/26	<b>Highways Drop In – 21<sup>st</sup> May: Outstanding issues:</b> <ul style="list-style-type: none"><li>• Awaiting MKCC to confirm that they have liaised with CBC and approached the school highlighting the safer routes to school.</li><li>• FS814523985 - Theydon Ave Signage</li><li>• MKCC815747220 – Wood Street potholes</li><li>• MKCC815747846 – Tavistock Close potholes</li><li>• MKCC815746338 – Theydon Ave potholes – 13<sup>th</sup> &amp; 14<sup>th</sup> May</li><li>• Summerlin Drive – Double yellow lines</li></ul>	<b>DH &amp; KT TO ATTEND</b>
114/26	<b>Biodiversity:</b> To formally adopt the biodiversity policy – Environment committee to look at the new version from NALC and compare with the 2024 adopted policy currently held by the council.	<b>ADD TO AGENDA - ENVIRONMENT COMMITTEE</b>
115/26	<b>Planning Applications:</b>  <u><a href="#">PLN/2026/0675</a></u> : <b>Location:</b> 1 DEETHE CLOSE, WOBURN SANDS, MILTON KEYNES, MK17 8UP <b>Proposal:</b> The erection of a detached front outbuilding- <b>Comments by:</b> <b>19/05/2026</b>  <u><a href="#">PLN/2026/0824</a></u> : <b>Location:</b> 8 SPRING GROVE, WOBURN SANDS, MILTON KEYNES, MK17 8RY <b>Proposal:</b> Proposed erection of a single storey rear extension with roof light to replace existing conservatory - <b>Comments by:</b> <b>22/05/2026</b>  <b>PLN/2026/0884:</b> The removal of x2 Yew trees at SHELTON HOUSE, HIGH STREET, WOBURN SANDS, MILTON KEYNES, MK17 8SD - <a href="https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000004lnET">https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000004lnET</a> - <b>Comments by:</b> <b>03/06/2026</b>  <b>Tree preservation Order - Circulated</b> <b>Notifications of decisions made by MKCC:</b>  PLN/2025/2247: Demolition of existing rear outbuilding and erection of proposed rear extension at 6 THE LEYS, WOBURN SANDS, MILTON KEYNES, MK17 8QF - <a href="https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000002oKbt">https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000002oKbt</a> - <b>APPROVED</b>  PLN/2026/0449: Certificate of lawfulness for the proposed single storey side extension at 39 ELM GROVE, WOBURN SANDS, MILTON KEYNES, MK17 8QA - <a href="https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003q7LR">https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003q7LR</a> . - <b>APPROVED</b>	<b>CLERK TO COMMENT WITH REPLY FROM WSTC</b>

PLN/2026/0387: Approval of details required by condition 2 (Tree Planting) of permission ref. PLN/2025/2104 at BURLINGTON HALL CARE HOME, 9 STATION ROAD, WOBURN SANDS, MILTON KEYNES, MK17 8RR - <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003mJhl> - **APPROVED**

**116/26 Notification of urgent decisions made:**

**117/26 Correspondence to note:**

- We have received a letter with concerns about medical facilities in Woburn Sands – David will respond.

**DH TO  
RESPOND**

**118/26 Items for the next agenda:**

**119/26 Date of next meeting:** Monday 8<sup>th</sup> June 2026, Committee Room at the Memorial Hall

**Meeting Ends: 8.33pm**

**Signed Chairman:**

**Date: 11/05/26**