

# 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 summonsed to attend the Meeting of the Woburn Sands Town Council to be held at the Council Offices on Monday 12<sup>th</sup> June 2017 at **7.30p.m.**

## A G E N D A

1. **Apologies and approve reasons for absence**

2. **Town Mayor's Announcements**

3. **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.

**The meeting will be adjourned for 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. 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.

4. **Minutes:**

To consider the approval of the draft minutes of the last meeting of the Council held on 8<sup>th</sup> May 2017

5. **Progress Reports** for information

- |    |                                      |  |
|----|--------------------------------------|--|
| a. | <b>Clerk</b>                         | <i>(appendix i)</i>  |
| b. | <b>Halls &amp; Library</b>           | Cllr. M Geddes. Caretaker cover 15 <sup>th</sup> & 16 <sup>th</sup> July |
| c. | <b>Environment</b>                   | Cllr. Temple   |
| d. | <b>Police and Policing</b>           | Cllr Temple  |
| e. | <b>Edgewick Farm</b>                 | Cllr. Skelton (rpt. circulated)  |
| f. | <b>Fulbrook School</b>               | Cllr. Cowmeadow  |
| g. | <b>Market</b>                        |  |
| i. | <b>Christmas Fayre</b>               |  |
| j. | <b>Music Festival 2017</b>           | Cllr. Bunker   |
| k. | <b>East West Rail / Network Rail</b> | Cllr. Hopkins / Cllr Geddes  |

6. **Unitary Councillor Report**

Cllr. Hopkins

7. **Planning**

Notification from Milton Keynes Council of the following applications

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|----|--|--|
| a. | 17/01357/TCA`  | Notification of intention to remove deadwood and prune overhanging branches by up to 3 mtrs to 2 x Sycamore (G1) at:<br><b>18 Station Road</b> Mrs M. Walford  |
|    | 17/01390/FUL   | Single storey side and rear extension with first floor side extension at:<br><b>33 Downham Road</b> P. Breen   |
|    | 17//01373/TPO  | Tree preservation order consent for a crown reduction for up to 5 mtrs. in height and 2 mtrs. in width, up tp 30% thinning and to remove ivy to<br>1 x Lime tree at :<br><b>56 Weathercock Lane</b> Mr Cowmeadow |
|    | 17/01168/ADV   | Advertisement consent for 1 x internally illuminated fascia sign and<br>1 x internally lit projecting sign (retrospective) at:<br><b>23 High Street</b> Mr Abdul Hai   |
| b. | <b>Notification of Decisions made from Milton Keynes Council</b> |  |
|    | Friends Meeting House  | Permitted  |

- c. **Parklands, Greens, Updates**
- d. **F.O. Parklands**
  
- 8. **Plan:MK Consultation** (*appendix ii*)  
Reports that this consultation had no structure, and were not aware of a presentation.
- 9. **Vauxhall Fishermen Parking**  
Meeting to take place either 14<sup>th</sup> June afternoon or 15<sup>th</sup> June anytime during the day.
- 10. **Internal Audit 2016/17**  
Report on the internal audit carried out by Denise Batchelor on 30<sup>th</sup> May 2017 completing the Annual Return.
- 11. **To Approve the Annual Return for year end 31<sup>st</sup> March 2016.**  
To approve the Annual Governance statements 2016/17 boxes 1-9  
To approve the Accounting Statements 2016/17 boxes 1-11
- 12. **Woburn Sands Garden Competition**  
Judging day is Tuesday 25<sup>th</sup> July. To consider if a judge could be nominated to represent the Town Council.  
Required all morning.
- 13. **Halls, Library, all car parks, Health & Safety & Fire Risk Assessments** (Cllr. Geddes)  
Caretaker has declined to carry out these full risk assessments, but has obtained three quotations for professionals to complete all assessments. Costs vary from £1,000 - £2,100
- 14. **Woburn Sands Station Adoption**  
First meeting has been held regarding the adoption of the Station. Woburn Sands Genesis group (youth church group) have expressed an interest in replacing the Station Mural. The Clerk is trying to obtain information regarding funding and professional help to how the Mural should be made.
- 15. **Summer Office Closure**  
The Clerk is requesting at least 2 weeks during August that the office be closed to the public.  
Emails regarding hall bookings will still be answered.  
Time for sorting out papers/office and destroying all old paperwork, by a shredding company.  
Costs for shredding to be approved.
- 16. **Notification of Urgent Decisions that have been made.**  
Nil
- 17. **Finance**
  - a. To consider and approve payments on list enclosed circulated.
- 18. **Correspondence for information**  
Permission requested to serve alcohol in the Memorial Hall on 17<sup>th</sup> June at a 40<sup>th</sup> Birthday.
- 19. **Communications**
- 20. **Councillors' reports and items for future agenda**  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 21. **Date of the meeting will be held on 10<sup>th</sup> July 2017**

Signed: *L. J. Stapleton*

Date: 7<sup>th</sup> June 2017

Clerk to Woburn Sands Town Council