

WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH

Telephone: 01908 585368 (24 hrs.) Fax: 01908 585239

E.Mail: l.stapleton@wstc.org.uk

www.woburnsands.org.uk

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 10th February 2020 at **7.30p.m.**

A G E N D A

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

2. **Town Mayor's Announcements (if any)**

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 13 January 2020 (circulated)

5. **Progress Reports** for information

a. **Clerk**

b. **Halls, Library & Fire Station** Cllr Geddes/Mike Smith Summerlin function tables.

c. **Environment** Cllr Skelton

d. **Police and Policing**

e. **Edgewick Farm** Cllr Skelton

f. **Fulbrook School**

g. **Market**

h. **Christmas Fayre**

i. **Summer Festival**

j. **Communications** Cllr. Rae

k. **Love Woburn Sands**

l. **East West Rail/Network Rail** Cllr. Geddes, notification from Dept. of Transport

i. **SEMK & Expressway** Cllr Hopkins & P. Skelton

7. **Unitary Councillor Report** Cllr. Hopkins

8. **Planning**

Notification from Milton Keynes Council of the following applications:

a. 20/00175/FUL Conservatory and veranda to the rear at:
20 Blackthorn Grove Mrs J Lodge

20/00020/NMA Non-material amendments to 19/00849/FUL to alter eave overhangs, fenestrations on ground floor and 1st floor, external & internal layout on ground floor and 1st floor including addition of a balcony on 1st floor at:
Burlington Hall Mr Hanspaul

20/00048/TCA Lime (T11-T12) – T12 has large decay pocket below existing pollard head. Intention to reduce the pollard to below the decay and reduce T11 to matching height at:

22 Station Road Huw Lewis

b. **Notification of Decisions made from Milton Keynes Council**

17 Asplands No Objection
Land off Asplands Condition details Approved
Burlington Hall Refused

c. **Parklands, Greens, Greens Community Room, Updates (if any.)**

Greens Court Community Room Agreement Signature

Several meetings have been held with all parties present to agree the wording of the agreement.

This document is now ready to be signed by the Town Council and subsequently Greens Court Rooms Management Committee. This has been checked by the Clerk and Cllr Geddes and Cllr Jeffreys.

9. **Budgets up to 31st January** (*appendix ii*)

Budgets for all 3 halls, open space and general Admin have been circulated. The Clerk Report outlines the position of finances for discussion.

10 **Halls – Quotations & Risk Assessments** (*appendix iii*)

Memorial Under Stage

One quotation has been received regarding the access to under the stage, see halls report for details.

Summerlin flat roof replacement

Quotations to be discussed and circulated.

Memorial, Summerlin and The Old Fire Station

Prices from FTS to carry out Fire Risk Assessment

Price to carry out the Service of the Fire Alarm and Emergency Lighting

PAT testing for all 3 halls,

Fire equipment service for all 3 halls.

The Council will then be reminded when it is time to have the service the following year.

11 **Young Environmentalist** (*Appendix iv*)

Cllr Rae to update, attached copy of draft letter to be sent to the relevant people for sponsorship, advice, help and information.

12 **Notification of roads to be a 20mph speed limit**

Chapel Street, High Street, Theydon Avenue, Wood Street

Applications to be considered Station Road, Roads refused Newport Road, The Leys and Bow Brickhill Road.

13 **Consultation on proposed waiting restrictions:**

Station Road, Asplands Close, Downham Road,

14 **Vacancy for 2 Councillors**

To agree a date to speak/interview prospective candidates.

15 **Climate Emergency** (to be circulated)

To consider Council's response to Climate Emergency prepared by Cllr. Skelton.

16 **CCTV Meeting**

A meeting was held on 20 January with the company who supply CCTV for MKC and other Councils.

Report circulated. To discuss and agree if any further action should be taken.

17 **Draft Risk Management Policy & Risk Assessment**

A draft Policy had been circulated Councillors to discuss V.2

18 **Risk Assessment** *appendix v*

A quotation had been received to update the full Risk Assessment, adding the Shoppers car park and the Library car Park

19 **VE Day**

Meeting will be held to discuss timings service music and logistics.

20 **Car Park Barrier**

The Clerk to update on insurance claim.

21 **W.C – Danfo**

Clerk to update

22 **Notification of Urgent Decisions that have been made.**

23 **Finance**

a.. To consider and approve payments on list enclosed.

24 **Correspondence for Information** Nil

25 **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.

26 **Date of next meeting will be on 9 March 2020**

Signed: *L. J. Stapleton*

Date: 04 February 2020

Clerk to Woburn Sands Town Council