

## 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 requested to attend the Meeting of the Woburn Sands Town Council on **Monday 14<sup>th</sup> February at 7pm in the Committee Room, Memorial Hall.**

### MINUTES

28/22	<b>Present:</b> Chairperson and Mayor Jan Rae, Councillors David Hopkins, Peter Skelton, Michael Geddes, Jacky Jeffreys, Jo Green, Trudie Sutton, Clive Cowmeadow, Richard Lanyon-Hogg, Clerk Alison Jordan, and Mr Derek Taylor from Britannia Buses																					
29/22	<b>Apologies and approve reasons for absence:</b> None																					
30/22	<b>Town Mayor's Announcements (if any):</b> The Mayor thanked the Clerk for her achievements this month with staff holiday and sickness. The Clerk is also about to start professional training.																					
31/22	<b>DECLARATION OF INTEREST:</b> 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. Cllr Sutton declared an interest in planning application 22/00120/FUL																					
<b>The meeting will be adjourned for Public Question Time</b>																						
32/22	<b>Minutes:</b> To consider the approval of the draft minutes of the last meeting of the Council held on Monday 10 <sup>th</sup> January 2022.	<b>APPROVED</b>																				
33/22	<b>Bus service for Woburn Sands:</b> Britannia Buses are planning to start a new service for Woburn Sands from <b>Monday 14<sup>th</sup> March 2022</b> . Mr Taylor attended this meeting to inform us about the service. There will be one journey a day Monday to Friday. Britannia Buses has a history of successfully taking on routes dropped by others. There is no time limit to a trial period, no arbitrary targets. There has been a lot of emails and feedback. Mr Taylor clarified the route and timetable: Bus number 450 will run Monday to Friday <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">From</td> <td style="padding-right: 20px;">Returning</td> <td></td> <td></td> </tr> <tr> <td>Woburn Sands</td> <td>11.00</td> <td>MK Centre</td> <td>13.00</td> </tr> <tr> <td>Kingston Centre</td> <td>11.09</td> <td>The hospital</td> <td>13.08</td> </tr> <tr> <td>The hospital</td> <td>11.12</td> <td>Kinston Centre</td> <td>13.11</td> </tr> <tr> <td>MK Centre</td> <td>11.20</td> <td>Woburn Sands</td> <td>13.20</td> </tr> </table> There will be children's fares and the Older Person's free bus pass will be accepted. Full fair likely to be £2.50 single £3.00 return. Thank you Mr Derek Taylor for attending our meeting.	From	Returning			Woburn Sands	11.00	MK Centre	13.00	Kingston Centre	11.09	The hospital	13.08	The hospital	11.12	Kinston Centre	13.11	MK Centre	11.20	Woburn Sands	13.20	
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34/22	<b>Progress Reports:</b> a. Clerk's Report: circulated. b. Halls and Library Report: <ul style="list-style-type: none"> <li>• WSTC can write to Aspley Guise PC regarding their donation to the library windows. WSTC has not yet heard about the CIF grant</li> <li>• The library is sometimes used been for workshops and it is the policy of Woburn Sands TC and of MK Library Services to charge the organisers if they charge those attending their workshops. Due to a misunderstanding the organiser of the current workshops taking place is not paying, this can only be on a trial basis. She will be asked to pay from Easter onwards.</li> </ul>	<p><b>Clerk to check meeting with SEMK</b></p> <p><b>Clerk to write to AGP</b></p> <p><b>Clerk to find out about the CIF grant application</b></p>																				

	<p>c. Environment Report:</p> <ul style="list-style-type: none"> <li>• Climate Change Survey has been delivered to most addresses in the Woburn Sands area and the Town Council are pleased to have received lots of responses. The deliveries might not have reached all residents, but they are available at the Town Council offices or the library.</li> <li>• Edgewick Farm seat in spinney has been removed, will be placed in a more open area of Edgewick Farm.</li> <li>• The Redway on Newport Rd been cleaned and cleared of debris by the caretaker of the Pristine wheels site, Woburn Sands TC would like to thank him for his work.</li> <li>• MK Council have employed Litter Wardens, WSTC would like them to visit Woburn Sands</li> <li>• RTM Landscapes' contract is to be renewed soon, the Town Council will arrange to meet to discuss their work and make a plan for Woburn Sands.</li> <li>• There is a build-up of rubbish in a garden off Club Lane which has been reported to MK Environmental Health.</li> <li>• Woburn Sands TC to consider moving the CCTV camera to Russell Street carpark to monitor long term parking and fly tipping. A survey of the car park was undertaken some years ago and could be repeated.</li> </ul>	<p><b>Clerk to request litter warden comes to Woburn Sands</b></p> <p><b>Clerk to arrange meeting with RTM</b></p> <p><b>Clerk to ask that CCTV to go into car park.</b></p>
35/22	<p><b>Unitary Councillor Report:</b> SEMK PD completed and a stakeholder group to be established for consultation</p> <ul style="list-style-type: none"> <li>• Pete Marland is to take this on. Worked well with MK East.</li> <li>• MK Council have £120K in their budget for Woburn Sands play equipment.</li> </ul>	
36/22	<p><b>Finance:</b></p> <p>a. To consider and approve payments on list circulated. The Clerk was asked to only present payments to be approved to avoid confusion.</p> <p>b. Insurance: the quote to add the Sports Hall to existing insurance estimated at £1,177.00 bringing the annual premium for WSTC to an estimated £4,500 up from £3,420.23 (renewal 1<sup>st</sup> June 2022). WSTC insure the play equipment on the Recreation Ground but it is owned by MK Council. It was AGREED to continue with this arrangement.</p> <p>c. The Clerk confirmed Denise Batchelor has agreed to do the Internal Audit, and Cllr Cowmeadow the Audit Checks for WSTC</p>	<p><b>AGREED to insurance</b></p> <p><b>W/B 28<sup>th</sup> Feb with Cllr Cowmeadow</b></p>
37/22	<p><b>Planning:</b></p> <p>a. 22/00134/TCA crown reduce a Magnolia and a Silver Birch. <b>34 Station Road</b> WSTC has no objection.</p> <p>b. 22/00123/FUL single storey rear extension. <b>6 Sturdy Lane</b> WSTC has no objection.</p> <p>c. 22/00066/TPO crown raise four oak trees. <b>Hungerford, Hillway</b> WSTC has no objection.</p> <p>d. 21/03792/TCA removal of a cherry tree. <b>71b High Street</b> WSTC has no objection.</p> <p>e. 22/00053/FUL first floor side extension <b>8 Maple Grove</b> WSTC has no objection.</p> <p>f. 22/00021/FUL demolition of rear conservatory and erection of a single storey rear extension. New rear patio. <b>27 Vicarage Street</b> WSTC have no objection.</p> <p>g. *22/00120/FUL part single part two-storey front extension including removal of existing structures, two storey side and rear extensions, new roof, skylights, solar panels, removal of chimney, fenestration alterations; erection of a detached garage in front</p>	<p><b>Councillors to consider and</b></p>

	<p>garden with workshop and storage; gym/storage in attic served by dormers, and associated landscaping works <b>76 Weathercock Lane Neighbour has objected. Councillors need to look at the plans and also consider the possible tree root damage. The traffic on Weathercock Lane should be considered. It appears the extension could become a separate dwelling. The extension would overshadow neighbouring cottages. School traffic should be taken into account. WS Town Council can request this is taken to a Development Control meeting and make personal representation.</b></p>	<p><b>feedback to Cllr Green</b></p> <p><b>Cllr Hopkins agreed to represent at DC meeting and speak</b></p>
38/22	<p><b>Notifications of decisions made from Milton Keynes Council:</b></p> <p>a. 21/03414/CLUP 14 Maple Grove APPROVED  b. 21/03666/FUL 41 Theydon Avenue PERMITTED  c. 21/03714/FUL 2 Tavistock Close PERMISSION GRANTED</p>	<p><b>All as WSTC recommendations</b></p>
39/22	<p><b>SEMK:</b>  Outline planning permission applied for by L&amp;Q Estates and Fox Land and Property is being considered. There is a consultation date of 20th Feb. 2022  WSTC Cllrs are not happy with the plans released, they don't agree with the MK Council's Supplementary Planning Document (SPD). Putting a plan forward does not mean it will be passed by planning. The SPD has been approved and authorised so they must adhere to this, the initial plans will not be able to go ahead as they are.</p>	
40/22	<p><b>Starship Robot Deliveries:</b> Starship representatives met with Councillors in an earlier meeting. WSTC received an apology for the way the trial was initially put out. Appeared to be a lack of research about Woburn Sands. WSTC are happy for a trial to restart but we need clear contact information in case of any problems.</p>	<p><b>WSTC APPROVE trial continuing following receipt of contact information</b></p>
41/22	<p><b>Town Meeting:</b> Reports for the Town Meeting on Tuesday 3rd May will be given by:</p> <ul style="list-style-type: none"> <li>• The Chairperson and Mayor</li> <li>• Thames Valley Police – PCSO Ryan. The Clerk to ask if a Sergeant can provide a report and can we have a crime report which includes the Central Beds area alongside Woburn Sands?</li> <li>• Planning – Cllr Green</li> <li>• Halls and Library – Cllr Geddes</li> <li>• Finance – Cllr Cowmeadow</li> <li>• Environment including Edgewick Farm and the Rec Ground – Cllr Skelton</li> <li>• Cllr Hopkins; unitary councillor report including SEMK and EWR</li> </ul>	<p><b>Clerk to contact PCSO</b></p> <p><b>Clerk to ask for a crime report from Central Beds Police report</b></p>
42/22	<p><b>Anglian Water and Recreation Ground:</b> update.  MK Highways is not approving Anglian Water to work on Cranfield Rd and Newport Rd because they do not have permission from Network Rail to work by the rail line. There is still no date when Anglian Water are to be working the Recreation ground. WSTC have Section 106 money for play equipment and risk losing it if it is not spent. The Town Council will go ahead and install equipment.</p>	<p><b>AGREED Clerk to contact Phil Snell regarding play equipment and look up the original schedule.</b></p>
43/22	<p><b>Community Market signs:</b> suggested locations from the Community Market for permanent signs include:</p> <ul style="list-style-type: none"> <li>- The Memorial Hall wall, other side from the Hall for Hire sign or on the wall facing the Memorial Green (near to the exit to car park)</li> <li>- On the wall of the Summerlin Centre, visible from Station Road</li> <li>- Permanently attached to the railings at Summerlin Centre</li> <li>- On the wall to the side of Mrs Macs</li> <li>- On the fence next to the path from the car park to the High Street</li> </ul>	<p><b>WSTC AGREE to a sign on the Summerlin fence and would be agreeable to another by the roadside. Can the Community Market</b></p>

	<p>WSTC are happy to have a sign on the fence of the Summerlin Centre and also recommend by the roadside at the entrances to Woburn Sands, e.g. Bow Brickhill Road, Cranfield Road and /or Newport Road perhaps in Wavendon near the pre-school nursery.</p>	<p><b>let us know which road and where</b></p>
44/22	<p><b>Jubilee event:</b> update.  There is information on MK Council website on how to get a road closure for a Jubilee event.  The Clerk is to write to various organisations to offer a place for a stall at the Mowbray Green event. Also to contact the Christmas Fayre committee as they will be likely to know stall holders who may wish to participate.  The Clerk to contact Zoe McCarthy, the organiser of the Jubilee event at St Mary's Church, and offer to advertise in our next newsletter</p>	<p><b>Clerk to write to contact groups about having a stall  Clerk to contact Zoe</b></p>
45/22	<p><b>The Young Environmentalist Awards:</b> update.</p> <ul style="list-style-type: none"> <li>- The two local schools have been approached and are enthusiastic</li> <li>- WSTC website has information, an entry form, and links for ideas to other sites for ideas</li> <li>- Cllr Rae and the Clerk met with Rev Diana and Val Symon to promote to church and uniformed youth groups</li> <li>- The MK Recycling Officer has offered some small items/stationary to give out to entrants. Waste and Recycling focus more on sustainability than previously but unfortunately MK Council cannot work with Central Beds schools but WSTC considers the local schools as part of our community as residents children attend CBC schools so they are included</li> <li>- Cllr Rae is now considering prizes to award</li> </ul>	
46/22	<p><b>Regeneration Funding:</b> update.  WSTC are having a second set of bags printed due to their popularity and not all local groups have received bags. Schools will be offered some, local groups, and more for the shops. This time they will be invited to collect from the Memorial Hall rather than Councillors handing them out. WSTC does not know if we can claim back the VAT paid on goods bought with ARG money.  Noticeboard: Cllrs Green and Lanyon-Hogg to create a QR code for the noticeboard to show the town/leaflet map and linking to the WSTC website. We could have QR codes on all our noticeboards linking to the WSTC website and events in Woburn Sands  There followed discussion on applying for ERG money following the success of this current funding, but it. Ideas for this include:</p> <ul style="list-style-type: none"> <li>- electric socket on Memorial Green side of The Institute.</li> <li>- Grass protection on the green for stalls, but grass there recovered quickly after recent poor weather so maybe not worth it</li> <li>- Another bench on Memorial Green</li> <li>- Repair the base of the Town Sign and more substantial</li> <li>- Replace broken bench</li> </ul> <p>Cllr Green to find out if the above is within remit.  Return to this in future as a whole council project.  Thank Cllr Green for all her work.</p>	<p><b>All Cllrs to let Cllr Green know if can think of organisations to give bags</b></p> <p><b>The Clerk to find out about a VAT claim</b></p> <p><b>Cllr Green, Cllr Lanyon-Hogg and the Clerk's Assistant to create a QR code</b></p>
47/22	<p><b>Sports Hall:</b> update. Taylor Wimpey appear to be finished but WSTC's solicitor is still waiting for various legal documents.  There has been no reply to the Clerk's letter requesting a hand over date and compensation for the long delay.  Suggestion that Mayor write and ask they give date. Copy in Chief Exec of MK Council.</p>	<p><b>The Mayor to write to TW</b></p>
48/22	<p><b>Caretaker job:</b> update. The job of Caretaker has been advertised and has had some interest. The Weekend Assistant Caretaker job advert is going out this week.</p>	

49/22	<b>WSTC aims and priorities:</b> set up a new data base as a way of communicating with residents. This will be an email list of those who wish to be kept informed by email about Town Council events and activities. The group could also be asked for feedback, e.g. the Climate Change Survey.	
50/22	<b>WSTC small car park:</b> there has been some interest in parking permits from High Street shops, particularly those nearest the Station Road end.	<b>Clerk to print out and distribute permits</b>
51/22	<b>Correspondence:</b> <ul style="list-style-type: none"> <li>• There have been three emails and one verbal complaint to the Clerk about Starship robots, and two comments praising the scheme</li> <li>• Many thanks to WSTC for the bags, plus enquiries from the public asking where to get a bag</li> <li>• Complaints about the High St parking. WSTC has had traffic wardens at least two days in two weeks.</li> <li>• No response from Taylor Wimpey to the request to compensate for loss of potential income from the Sports Hall</li> <li>• No response from MK Council Officers for information on their Sustainability Survey</li> <li>• Quote for railings: very expensive so we could use planting instead.</li> <li>• Cllrs are pleased to see a Hornbeam tree has been planted outside Sandy Court</li> </ul>	<b>Clerk to speak with Cllr Hopkins re. Parklands and contacting TW</b>
52/22	<b>Notification of Urgent Decisions that have been made:</b> The Summerlin Centre gate needed a minor repair Replace fan in staff cloakroom Repair and rehang stage curtain at Memorial Hall Replace pads for defibrillator	<b>Clerk to make a list of all De-fib in WS.</b>
53/22	<b>Councillor's reports and items for next agenda:</b> Jubilee Events Young Environmentalist Award East West Rail work update SEMK development update Climate Change Survey - preliminary results Newsletter and Hogsty End: a volunteer from the council is needed to take this on	
	<b>Date of next meeting: Monday 14<sup>th</sup> March 2022</b> <b>Venue: The Committee Room at The Memorial Hall</b>	

Meeting ended: 9.40pm

Signed by Chairperson:

Date: