

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: a.jordan@wstc.org.uk

www.woburnsands.org.uk

The Annual Town Council Meeting of Woburn Sands on **Monday 15th May 2023 at 7.30pm** in the **Committee Room, Memorial Hall.**

MINUTES

336/23	Elect a Chairman: Outgoing Chairman P Skelton expressed thanks to colleagues and best wishes to the new council. Cllr. G Brooke proposed Cllr Jo Green, Seconded by Cllr T Sutton.	P. Skelton left the meeting following the election
337/23	Receive the Chairman's Declaration of Acceptance: Expressed a desire to have transparency in the council.	ACCEPTED
338/23	Elect a Deputy Chairman: Cllr G. Brooke nominated by Cllr T. Sutton and seconded by Cllr G. Jones	ACCEPTED
339/23	Receive Acceptance of Office forms from councillors	
340/23	Present: Councillors J. Green, T. Sutton, G. Brooke, M. Wathen, G. Jones, A. Poppleton, P. Skelton (outgoing Mayor). Clerk A. Jordan Members of public: x2	
341/23	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	None declared
<p>The meeting will be adjourned for Public Question Time</p> <p>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.</p>		
342/23	<p>To appoint statutory or standing committees and working groups: Chair and Deputy Chair on all committees, (2022-23 list circulated)</p> <ul style="list-style-type: none"> a. Finance: Cllr T Sutton, Cllr G Jones, Cllr A Poppleton b. Finance sub-committee for staffing: As above c. Planning: All councillors, led by Cllr J Green d. Environment: Cllr J Green, Cllr M Wathen, Cllr A Poppleton e. Halls: Cllr J Green, Cllr G Brooke, Cllr G Jones, Cllr T Sutton f. Communication: Cllr J Green (newsletter), Cllr M Wathen, Cllr G Brook g. Christmas Fayre: Cllr T Sutton h. Danesborough Forum and Cross Boundary Parishes Liaison: Cllr M Wathen, Cllr A Poppleton i. George Wells Charity: Cllr M Wathen name to be put forward to GW trustees. j. Wavendon Poors' Coal Charity: Cllr J Green name to be put forward to the charity k. Community Market / WSBA: Cllr T Sutton 	<p>Chairman and Deputy sit on all meetings.</p> <p>15 June Parish Forum meeting – J Green to attend</p> <p>Clerk to contact Paul Van Geete to inform who will be the councillors representing</p>

	<p>l. Friends of St Michaels: admin only unless specifically requested</p> <p>m. Friends of WS Station: Deferred. The Clerk to go to land registry to find out owner of Station building.</p> <p>n. Parish Forum: The Clerk and Councillors as appropriate</p> <p>o. SEMK stakeholders meeting: two Councillors: Cllr J Green and Cllr G Jones. Request it is a regular agenda item</p> <p>p. Futures Panel: Cllr A Poppleton, Cllr M Wathen</p> <p>q. EWR: Cllr J Green to forward to Cllr M Wathen</p>	<p>WSTC at SEMK stakeholders meetings</p> <p>Clerk to apply to land registry for the name of owner of the Station building</p>
343/23	<p>Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Tuesday 11th April 2023. To be circulated. Fewer acronyms and appendices of acronyms. Can action points be followed up on future agendas?</p>	<p>APPROVED</p> <p>Chairman and Clerk to review agenda format</p>
344/23	<p>Progress Reports:</p> <p>a. Halls and Library: nothing to report</p> <p>b. Environmental and Edgewick Farm: promoting 20th anniversary in Hogsty End</p> <p>c. Music Festival: The Swan has requested being a venue, but will not have music outside. 6 venues in total and 110 artists. The music festival is looking for volunteers. WSTC support the Music Festival.</p> <p>d. Futures Panel: about 15 or 16 attended. M. Geddes led the meeting and took notes. Cllr T. Sutton and Cllr A. Poppleton attended. Cllr Poppleton is concerned the group is not representative demographic for Woburn Sands. Cllr A Poppleton requested a meeting to discuss how the Future Panel is run. The Futures Panel are not decision making body, and if there is section 106 money in the future WSTC will be the body bidding, not the Futures Panel. Ideas included setting design criteria for developers.</p> <p>There followed discussion on how WSTC sees the Future Panel and how it should be managed.</p> <p>e. Section 106 funding:</p> <ul style="list-style-type: none"> • Parklands bench: Cllr Brook has been talking to Men in Sheds about designing and creating a bench. This could incorporate a Coronation commemorative element. • Outdoor power supply at Recreation Ground: WSTC is pleased to announce funding has been approved and this can now go ahead. <p>f. Clerk's Report: circulated</p>	<p>Cllr G Brooke to provide an article for the newsletter</p> <p>Cllr A Poppleton and M Wathen to work on how to involve younger people with Future's Panel</p> <p>Cllr G Brook liaising with Men in Sheds</p> <p>Clerk to speak to MKCC about application for bench</p> <p>Clerk to arrange installation of power box</p>
345/23	<p>Finance:</p> <p>a. To consider and approve payments for May. Circulated</p> <p>b. Review of council subscriptions – details not available, to be moved to the next agenda</p> <p>c. Internal Financial Check to be completed by C Cowmeadow and Cllr T Sutton and Internal Audit by D Batchelor</p>	<p>APPROVED</p>

	d. Additional hours for Clerk: 15 additional hours. WSTC want to review the workload and hours worked.	APPROVED
346/23	To approve bank standing orders and direct debits (list circulated)	APPROVED
347/23	<p>Planning:</p> <p>a. 23/00886/TPO Removal of protected oak tree 79 Newport Road WSTC objects, this the same as a previous application which was refused by MKC.</p> <p>b. 23/00885/TPO Removal of protected oak tree 1 Hillway this refers to the same tree and WSTC objects for the same reasons.</p> <p>c. 23/00930/HOU two storey side and rear extension 52 The Leys. WSTC does not object.</p> <p>d. 23/00945/TCA crown an oak tree, remove Hawthorne, Thuja Plicata and Holly trees 52 Weathercock Lane. WSTC no objection.</p> <p>e. 23/00806/HOU single storey side and single storey rear extensions, and garage conversion 49 Summerlin Drive. WSTC asks they consult with neighbour. Cllr J Green to write response.</p>	
348/23	<p>Notifications of decisions made from Milton Keynes Council:</p> <p>a. 23/00448/HOU 11 Deethe Close REFUSED. <i>WSTC had no objection but were concerned about the lack of parking.</i></p> <p>b. 23/00715/TCA 7 Theydon Avenue NO OBJECTION.</p> <p>c. 23/00373/HOU 10 Drayhorse Crescent PREMISSION GRANTED. <i>WSTC had no objection.</i></p>	
349/23	Co-opting Councillors following the elections this month there are three vacancies to be co-opted the Clerk has contacted the Monitoring Officer. WSTC to advertise for co-opting vacancies deadline for applications Friday 9 th June. Interviews to be decided; could interview those who have already expressed an interest earlier.	
350/23	<p>Anglian Water work in the Recreation Ground: an update of dates for work and proposed compensation.</p> <p>WSTC is concerned local businesses have not been told Anglia Water may compensate them. Other neighbouring parishes will be affected too.</p>	Clerk to communicate with Bow Brickhill PC, Aspley Heath PC and Aspley Guise PC
351/23	<p>GPCC: to report on the meeting of Thursday 4th May and consider proposed changes to the charity. Go back to the solicitor to ask them to clarify this is only to incorporate a new charity and other changes involving the Sports Hall need further consideration. Clerk to ask solicitor to draw up GPCC as a charitable company (being a private company limited by guarantee). Clerk to contact MKCC to find out about Sports Hall, what we can and cannot do regarding tax.</p>	Clerk to contact MKCC re Sports Hall rates
352/23	Car Park lease: To agree terms and renew the lease on the Barclays Bank car park (documents circulated). Request to find out how much a bin in the car park and emptying costs. Write and ask neighbouring land owner to trim the hedge which overhangs the entrance of the car park.	AGREED Clerk to investigate bins and hedge trimming

353/23	Club Lane car park steps: decide how and if to make steps easier to approach considering they lead from a parking bay onto private land.	AGREED Clerk to arrange to paint cross hatch to block parking bay
354/23	Summerlin gas oven: with the gas boiler service the gas oven was checked, this is required because it is a commercial oven. It no longer meets health and Safety standards which have changed since installation. There are several options to be considered.	Halls committee to visit and look at the kitchen
355/23	50th Anniversary of WSTC becoming a Town: to consider appropriate celebrations in 2024. Postpone making plans until later in the year.	
356/23	20th Anniversary of Edgewick Farm: being under the management of WSTC and volunteers. To consider appropriate celebrations. Cllr M Wathen is aware of some possible funding.	Cllr M Wathen to investigate funding from MKCC
357/23	Request to approve closing the office to the public: from Wed 16 th August to Wed 30 th August for an annual tidying and filing	AGREED
358/23	<p>Correspondence</p> <ul style="list-style-type: none"> • There have been several messages received by email, text and Facebook to say what a really good event it was on Sunday at the High Street. The Clerk has sent Zoe a formal thank you from WSTC for all her hard work, and also thanked Lorraine for putting up bunting and the High Street flags • Milton Keynes City Council contacted the office via Cllr Hopkins to say the National Grid intend to replace overhead power lines with underground ones along the footpath line between The Groves and Parklands. They were under the impression this land belongs to WS but it does not, it belongs to MKCC. Work is planned for June. • The Clerk has been informed that one of the pair of the Prince of Wales feathers on the Grapevine building is missing. These are historic features of the building. The Clerk is contacting the Grapevine to see if they are aware and know anything about it. • A resident has complained that car has been parked on Cranfield Road verge for some time. The Clerk has asked the PCSO what can be done. • We have received further questions from CBC regarding a gate between the Recreation Ground and Swallowfield, but no official agreement drawn up yet. CBC are reluctant to have a contract. WSTC want children to be safe and hope CBC/Swallowfield agree to take responsibility for the gate and extra path. • Complaints about the grass not being cut on Parklands. Since done but a really bad quality. Clerk complain to MKCC. • Complaints about block paving road surface and leaning lampposts not being repaired by Taylor Wimpey. Clerk complained to TW 	Clerk to contact Taylor Wimpey
359/23	Notification of Urgent Decisions that have been made:	

	<ul style="list-style-type: none"> • Gas boiler repairs, minor leak identified when serviced and is booked to be repaired. • A water leak in the Summerlin was dealt with as an emergency. Permanent repairs to be arranged. Clerk to find out more. • Summerlin Gate accident. Emergency repair done, quotes being collected for full repairs 	
360/23	<p>Councillor's reports and items for next agenda:</p> <ul style="list-style-type: none"> • GPCC • 20th Anniversary of Edgewick Farm • ERG update • Plan a thank you and celebration for past councillors • SEMK • Futures Panel • The presentation of the town, making it look tidy, and what are the Town Council's powers to do this? 	
361/23	<p>Date of next meeting: Monday 12th June 2023, The Committee Room at The Memorial Hall</p>	

Meeting ended: 10.45pm

Signed:

Date: