

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 Meeting of the Woburn Sands Town Council on **Monday 8th April 2024 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

MINUTES

Actions

73/24	Present: Councillors J Green, K Temple, R Townend, D Hopkins, G Jones, T Sutton. Clerk A Jordan Staff. D Hailes Member of Public x1	
74/24	Apologies and approve reasons for absence: Cllr A Poppleton and Ward Cllr T Bailey	
75/24	DECLARATION OF INTEREST: a. 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 https://www.milton-keynes.gov.uk/parish-register-interests/david-Hopkins b. Cllr R Townend declared interest in item 84/24 e	
76/24	Town Mayor's Announcements (if any): WSTC has an information stand at the Community Market. Cllr D Hopkins and Cllr G Jones offered to assist. Burlington House are putting together a time capsule, can Cllrs think of something we could put in the capsule, it would need to be small. Cllr J Green thanks all councillors and the Clerk for support in this turbulent year. Cllr D Hopkins on behalf of all acknowledges the challenging year and thanks Cllr Green for all her hard work.	
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.		3 mins each up to 15 mins total if any members of public wish to speak
77/24	Welcome Dan Hailes, new member of staff, he was introduced to all the councillors.	
78/24	Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Monday 11 th March 2024. RESOLVED to approve	APPROVED
79/24	Progress Reports and feedback: a. Environment Committee: Biodiversity meeting arrange for 6.30pm 16 th April to be Chaired by Cllr A Poppleton. Member of the public invited and Jon Balaam from Greensand Trust agreed	Cllrs A Poppleton and D Hopkins

	<p>to talk. D Hopkins. Cllr J Green suggested a sub-committee of the green environment as well as the main built environment</p> <p>b. Halls Committee: Cllr G Jones pleased with the new Caretaker and his enthusiasm. Asked about the budget for items, Clerk explained it would be under the maintenance budget. Cllrs want to see the Caretaker’s ideas recorded.</p> <p>Cllr G Jones is drafting a letter to Taylor Wimpey regarding the Sports Hall but would like legal advice regarding the contract. Cllr D Hopkins recommended speaking to Paul van Geete at MKCC and ask him to meet with us. RESOLVE to contact Paul van Geete.</p> <p>c. 50th Anniversary: £5,000 budget MKCC has earmarked for WSTC High St Regeneration Fund. This not simply for 50th Anniversary but we do have permission to include this event if it helps High Street regeneration. This is a maximum budget but anything not spent on the anniversary celebrations can be spent on the High Street. Cllr G Jones suggested speaking to the High Street shop owners to ask what they would like. Cllr Green has already handed out poster/leaflets to inform the shops about the event. RESOLVED to consult with shop managers or owners. DATE: for next working group meeting – Monday 22nd April 6.30pm. Cllr Jones has spoken to Georgia Elliot, a local artist, who is happy to judge art competition. Cllr T Sutton has been researching hiring decorative lights and negotiated a price of £2,000 (down from the original price of £10,000)</p> <p>d. Reconnecting Communities Through Community Transport – an online event attended by Cllr K Temple from an online course. There were various ideas discussed at the meeting such as car sharing, vehicle sharing with schools among other ideas. Social isolation effects all ages inc. young not just older. Community Foundation funding for some schemes and they can advise. The Community Transport Association (CTA) can offer advice. Costs of this would be high. Guaranteeing continuity can be difficult when run by volunteers</p>	<p>Clerk to liaise</p> <p>Clerk to contact Paul van Geete</p> <p>Cllrs G Jones, and R Townend to talk to shop owners/managers</p>
<p>80/24</p>	<p>Ward Councillor’s report(s): Fly-tipping on Church Road joining Sandy Lane (Bow Brickhill) blocking road. On-line seminar on employment growth; office development and warehouses. Cllr D Hopkins attended a Greensand Trust meeting. Sensitive information of councillors being considered for security (i.e. personal addresses), to be advised that all councillors use a council addresses only for contact. Danesborough Fort Greensand Trust looking to have it added to heritage at risk register.</p>	
<p>81/24</p>	<p>Clerk’s Report:</p> <p>a. Dan, our new Community Caretaker, has started work</p> <p>b. There is a potential insurance claim against the GPCC who own the recreation ground</p> <p>c. The GPCC has received the full amount of compensation from Anglian Water now and AW tell me the recreation ground is now our responsibility. I have been checking the orange netting and now Dan</p>	

	<p>checks it as this is also now our responsibility, AW say they will not come out for it and do not want it returned when no longer needed</p> <p>d. I attended an online information session about '.gov.uk' domains, See the attachment for information</p> <p>e. Annual fire safety checks have been undertaken in the halls</p> <p>f. Cars having been parking in the old Barclays car park (behind 2 Station Rd) without permits. This is a council car park leased to WSTC and we only have eight spaces so anyone parking without a permit takes a space allocated to someone else. One car was untaxed and so reported as abandoned</p> <p>g. The gas engineer who serviced our boilers tells us the hot water system is massively over spec for the demand and suggests replacing it with a more efficient system but this will be expensive</p> <p>h. We have had the payment notice for this year's insurance, it is £5,217.19. We are in a long term contract which runs out May 2025 so will look for new quotes early next year</p> <p>i. I have been preparing the accounts for the end of the year and for our internal audit</p> <p>j. Cllr K Temple and I met with the owner of property backing onto the Russell Street car park regarding access to clear the land</p> <p>k. The new Finance Assistant should be starting soon, date to be confirmed</p> <p>l. Residents requested a meeting with Thames Valley Police regarding recent crime. The provisional date is Friday 19th April</p>	
82/24	<p>Finance:</p> <p>a. To consider and approve payments for April. RESOLVED to approve</p> <p>b. To approve TOIL for Clerk of 15 hours in May. RESOLVED to agree additional pay instead due to lack of time</p> <p>c. Library automatic doors – to approve a quote of £4,345 (exc. VAT) to repair the doors. Cllr D Hopkin suggested approaching Library service for contribution. RESOLVED to approve quote</p>	<p>APPROVED additional pay for Clerk's overtime hours</p> <p>AGREED quote Cllr D Hopkins to speak to library service</p>
83/24	<p>Bank payment card: to resolve to approve a Corporate Multi-pay Card with Unity Trust Bank, or continue with the debit card with the Co-op Bank. Information to follow. RESOLVED to stay with co-op card but move some funds as too much in this account</p>	<p>AGREED to keep the co-op card for online payments</p>
84/24	<p>Planning:</p> <p>a. 24/00668/TCA pruning away of side lateral branches from the garage and property of 38 Station Road by 1.5m of Yew tree (T1) 40 Station Road. Response by 24/04/2024 – NO OBJECTION</p> <p>a. 24/00667/TCA removal of lowest lateral limb (back to main union) growing towards house and removal of deadwood of Robinia tree (T1), and the crown reduction by 1.5-2m in height and sides of Box Elder tree (T2) 38 Station Road. Response by 24/04/24 – NO OBJECTION</p>	<p>WSTC RESOLUTIONS: no objection to a, b, c,</p>

	<p>b. 214/00669/TCA crown reduction by 2-2.5m of height and sides of Beech tree (T1). 25 Station Road. Response by 25/04/24 – NO OBJECTION</p> <p>c. 24/00701/HOU two storey side and rear extension, single storey rear extension, replacement windows to existing dwelling, new rooflights, installation of air source heat pump. 4 Wood Street. 30/04/24 – NO OBJECTION</p> <p>d. 24/00318/ADV Advertisement consent for the installation of 2400 x 1200mm box sign to gable end of the premises. 3 Aspley Hill. Response by 23/04/24 – WSTC concerned with the size of the box at 0.3m and the potential for it to be lit in the future</p> <p>e. Appeal against refusal for the construction of Angler’s Car Park, widening of existing pedestrian access for vehicular access (resubmission of 18/01508/FUL) at Land Adjacent To Greensand View. WSTC objected and will reiterate the objection</p> <p>f. 24/00329/PRIOR amendment to application for communications mast off Newport Rd on land by Frosts. Response by 22/04/24. WSTC No OBJECTION and reiterate to look like a tree to blend in</p> <p>g. 24/00677/CONINF Consultation on draft Statement of Community Consultation (SoCC) under s.47(2) Planning Act 2008 Land Between Bletchley And Woburn Sands Response by 19/04/24. This appears to be an application to say EWR are having consultation. WSTC no comment.</p>	<p>d some concern</p> <p>e object</p> <p>f no objection</p> <p>g no comment</p>
85/24	<p>Notifications of decisions made from Milton Keynes Council:</p> <p>a. 23/02808/FUL 59 High Street (Doyle’s). Permission granted</p> <p>b. 23/02661/FUL Recreation Ground adjacent to Swallowfield School. Permitted</p>	
86/24	<p>Annual Town Meeting: to agree on speakers for the council: The Chair of the council gives one report and any questions to be answered by chairs of the relevant committee. Others attending so far</p> <ul style="list-style-type: none"> • Mr M Geddes for the Futures Group • Sands Singers • Thames Valley Police • Greensand Trust invited (Cllr D Hopkins) • Cllr D Hopkins • Cllr T Bailey • Edgewick Farm -TBC • Library – TBC 	
87/24	<p>Garden Competition: to consider a new judge for this year. Frosts have always provided a judge. To ask Mr P Skelton again.</p>	
88/24	<p>Community litter pick: postponed until next meeting</p>	
89/24	<p>An official portrait of King Charles III: to resolve whether to have a free portrait as offered to all parish councils. RESOLVED to have portrait.</p>	<p>Clerk to order a portrait of King Charles III</p>
90/24	<p>Correspondence for information:</p> <ul style="list-style-type: none"> • The office received a message to say the defibrillator might have been used, it has been checked and had not been used. 	

91/24	Notification of Urgent Decisions that have been made: <ul style="list-style-type: none"> • None 	
92/24	Confidential staffing matters: <ul style="list-style-type: none"> • Complying with Pensions Act 2008, it was RESOLVED to agree D Hailes will be invited to join the Local Government Pension Scheme as a full time employee of Woburn Sands Town Council • RESOLVED to agree to pay LH holiday of 10 hours not taken 	Agreed to offer the LGPS to D Hailes Agreed to pay LH in lieu of holiday
93/24	Councillor's reports and items for next agenda the Annual Meeting of the Town Council: <ul style="list-style-type: none"> • Elect a new Chairperson • Councillors agree committees and date of first meeting • Review Standing Orders, Financial Regulations, and Health and Safety Policy with changes highlighted • Schedule dates of committee meetings for the year 	
94/24	Date of next meeting: Annual Meeting of the Town Council 7.30pm Monday 13 th May 2024 Venue: The Committee Room at The Memorial Hall	

Meeting ended: 9.40pm

Signed:

Date: