

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

Members of Woburn Sands Town Council are hereby summoned to attend the Meeting of the Woburn Sands Town Council on **Monday 10th June 2024 at 7.30pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

	minutes	ACTIONS
119/24	Present: Cllrs G Jones, J Green, G Smitham, R Townend, A Poppleton, K Temple, T Sutton, Ward Cllr D Hopkins. Clerk A Jordan Ward Cllr T Bailey.	
120/24	Apologies and approve reasons for absence: None	
121/24	DECLARATION OF INTEREST: <ul style="list-style-type: none"> • 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 • Cllr G Smitham declared an interest in item 133/24 d. 	
122/24	Town Mayor's Announcements (if any): <ul style="list-style-type: none"> • Deputy Mayor K Temple attended the MKCC Mayor Making ceremony • Mayor G Jones attended the 10 year anniversary of library volunteer group. This is the tenth year of the special arrangement with MK Library Services. Some of the original volunteers are still working at the library and they were thanked for their efforts, the event was appreciated by volunteers. • 100 people attended the D-Day 80th Anniversary event organised by the Town Council, the turnout was very pleasing • The Mayor and some councillors attended a meeting with P Van Geete regarding the Sports Hall issues. It was a positive meeting and another is planned in early Sept to feedback progress • The Memorial Hall has been painted green along the bottom of the exterior wall but should be reverted to original cream 	AGREED to repaint
<p>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.</p>		3 mins each up to 15 mins total if any members of public wish to speak
123/24	Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Monday 13 th May 2024. RESOLVED to approve	APPROVED
124/24	Progress Reports and feedback: 50 th Anniversary: Cllr J Green thanked Cllrs G Jones, K Temple and D Hopkins for attending the Community Market. Many leaflets were handed out advertising the anniversary event.	

	<ul style="list-style-type: none"> ○ An amendment is needed to a film title on the poster and flyers. Thanks to Dan for putting up banners. There has been widespread advertising of the event in various media. ○ Items to be delivered to shops by councillors includes decorations, poster and an invitation to the coffee morning on 13th July. ○ WI confirmed they will serve refreshments at the afternoon tea and the Rangers will be serving at the coffee morning. Invites to go out to civic residents as soon as possible. Lynne Roberts kindly helping to set up a Spotify account but Councillors will need a device to use on the day. ○ PA system Encore kindly agreed to loan. Risk assessment yet to be done. There followed a discussion on stalls for the event on the recreation ground and a charge of £20 per stand agreed. ○ Next 50th Anniversary meeting - 6pm on Monday 24th June. <ul style="list-style-type: none"> a. Environment Committee: Set a date for next meeting 6.30pm Tuesday 25th June. b. Halls Committee: Memorial Hall roof has been repaired. Summerlin kitchen installed. Institute lock rear door issue. Auto doors repaired. Next meeting already agreed for 2pm Tuesday 1st October to consider budgets. Cllr G Jones asked that if the Caretaker is required the approach should be through the Clerk. c. D-Day event: Following successful event suggested leaving peace lamp at church with a plaque to say what it is. There is a certificate of participation which is to be circulated. d. Finance Committee meeting 6.30pm Thursday 27th June. 	<p>Clerk/Mayor to put out invites Cllrs G Jones and J Green offered to provide devices AGREED to charge for stall holders</p> <p>AGREED committee meeting dates</p>
125/24	<p>Clerk's Report:</p> <ul style="list-style-type: none"> - Despite internet / Wi-Fi problems (a new router has now been installed in the office) our Internal Auditor managed to see everything she need to and has completed the relevant form for the Annual Governance Statement (see below), thank you to Denise Batchelor. - Following up from the Halls Committee meeting, we have a quote of £450 +VAT per day for a cherry picker and operator to enable painting the end gables of the Institute. Will be looking at other quotes before agreeing on the work. - The Halls Committee has requested a banner to be displayed outside the Sports Hall advertising badminton courts for hire, we are waiting to order this until the new domain name has been agreed as this will need to go on the banner for online bookings. <p>Other work is covered in the following items.</p>	
126/24	<p>Ward Councillors' report(s):</p> <ul style="list-style-type: none"> ● Ward Cllr D Hopkins: Resurfacing work is taking place on Wood St, Russell St and Chapel St. Decisions on 25th June and period of consultation on MK2050 Local Plan. Marston Vale trains are being cancelled due to driver shortages. East West Rail (EWR) is looking at battery powered trains. ● Ward Cllr T Bailey: Theydon Avenue culvert cleared. The 450 bus: both ward Cllrs and Town Council are meeting with the cabinet member, a solution is being discussed. 	
127/24	<p>Finance:</p> <ul style="list-style-type: none"> a. To consider and approve payments for June. 	APPROVED

128/24	Audit 2022 - 2023 Internal Audit Report Report from the Internal Auditor (circulated) No issues raised. Resolved to approve.	APPROVED
129/24	Audit 2022 – 2023 Section 1: Annual Governance Statement To agree AGAR Statement Boxes 1 – 9 Resolved to agree.	AGREED
130/24	Audit 2022 – 2023 Section 2: Accounting Statement Circulated To approve section 2 the Accounting Statement Resolved to approve.	APPROVED
131/24	Financial Regulations: to note changes to the model Financial Regulations recommended by the National Association of Local Councils (NALC).	Moved to next meeting.
132/24	Domain name: to agree a new domain name for the website. Changing to a gov.uk domain means we will have to change our website address. This needs to indicate we are a council which our current website name does not. It was resolved to AGREE the new domain name is to be WoburnSandsTownCouncil.gov.uk Cllr Poppleton suggested asking Vision ICT about other domain names to prevent registering their use by others.	AGREED new domain name and for the Clerk to complete the registration and changeover.
133/24	Planning: <ul style="list-style-type: none"> a. 24/01008/COU change of use from Guest House to 8 bedroom multiple occupation. The Stables, Woodleys Farm, Bow Brickhill Rd response by 11.06.24 suggest 6 not 8 for parking. Otherwise no objection. b. 24/01059/PRIOR change of use from Barclays Bank to 4 flats. 8-10 High Street Woburn Sands response by 15.06.24 No objection in principle but recommend reducing the number of apartments from 4 to 3 to decrease parking requirements. c. 24/01013/FUL refurbishment of external decorations and some internal works. The Swan, 2 High Street, Woburn Sands response by 18.06.24 Suggest very good sound insulation and lighting should be limited to opening hours. <p>The following applications came to the council after the agenda was put out:</p> <ul style="list-style-type: none"> d. Unit 9 Pristine – change of use to MOT test centre: Concern there is not enough parking as only 4 spaces designated. e. 6 blackthorn Grove – single storey rear extension. Cllr Green suggested no objection. f. A complaint to Planning Enforcement by a resident brought to the attention of the Town Council. 	AGREED Cllr J Green is delegated to respond where a reply is needed before the next council meeting
134/24	Notifications of decisions made from Milton Keynes Council: Notification in since agenda went out: <ul style="list-style-type: none"> a. 24/00853/HOU Full planning permission granted 73 Elm Grove b. 24/00947/TCA no objection 7 Sandy Court c. 24/00946/TCA no objection 7 Sandy Court 	
135/24	Ward Boundary consultation: The deadline to submit a response has been extended to 9 th September. Councillors to put forward their views to the Chairman and he will put together a suggested response to be approved at the next meeting. Put an item into Hogsty End for residents.	All councillors

136/24	<p>Office closure and staff training:</p> <p>a. The office staff request the council agrees to close the office to the public from Monday 5th August to Friday 16th August. This will allow staff to undertake the annual filing and clearance of documents the council no longer needs to keep as well as enable staff to attend a first aid training course.</p> <p>b. The Clerk also would like to attend a SLCC expo on Wednesday 12th June in Coventry. It is a free event for members but there would be travel expenses. The expo includes training talks and information for clerks.</p>	<p>AGREED</p> <p>AGREED</p>
137/24	<p>Correspondence for information:</p> <ul style="list-style-type: none"> • A resident spoke to the Clerk at the Annual meeting and also emailed about the state of the skateboard park. The correspondence has been forwarded to MK Council with a request they let us know the time line of when the upgrading work is to take place. It was originally agreed to be included with the other upgrades to play equipment using s.106 money • Complaint about anti-social parking on Station Rd at school drop off/pick up times • Complaint from a regular visitor to Woburn Sands that he cannot access Summerlin Centre to use facilities, he is not a hall hirer. The council agreed that the general public cannot access the building as the toilets are not public toilets and only available of the use of hall hirers. Suggest put up a sign to say this is a private building. 	<p>AGREED to a sign</p>
138/24	<p>Notification of Urgent Decisions that have been made:</p> <ul style="list-style-type: none"> • Repair to urinal in Memorial Hall toilets • Repair to taps at Memorial Hall 	
139/24	<p>Councillor's reports and items for next agenda:</p> <ul style="list-style-type: none"> • Christmas Fayre have requested a donation to purchasing a large Christmas tree 	
140/24	<p>Date of next meeting: Monday 8th July 2024. Please note there is no meeting in August.</p> <p>Venue: The Committee Room at The Memorial Hall</p>	

Meeting ended: 8.50pm

Signed:

Date: