

## **WOBURN SANDS TOWN COUNCIL**

Minutes of the Meeting held at the Memorial Hall on Monday 13<sup>th</sup> June 2016 at 7.30p.m

**Present Councillors** C. Cowmeadow (in the chair)  
M. Geddes, D. Hopkins, Mrs J. Jeffreys, Dr. Rae, P. Skelton  
K. Temple  
**Clerk** Mrs L. Stapleton  
**Apologies** Cllr. P. Farrant

### 24/16 **Town Mayor's Announcements**

Cllr. Cowmeadow recorded that a presentation had been made to Mrs Byrne as a token of appreciation for her 10 year service.

He then informed Members of the Clerk's holiday dates 25<sup>th</sup> – 30<sup>th</sup> July and 12<sup>th</sup> – 21<sup>st</sup> September inclusive. Mrs Biggs will take the September meeting.

### 25/16 **Declarations of Interest**

- a. Register of Interests: Councillors were reminded of the need to update their register of interests.
- b. Personal interests: None Declared
- c. Pecuniary interests: None Declared

### 26/16 **Minutes**

Minutes of the meeting held on 9<sup>th</sup> May 2016 had been circulated, approved and signed as a true record.

### 27/16 **Progress Reports** for information.

#### a. **Clerk**

##### The Swan

Requested site visit to investigate Corner of Hardwick Road and large puddles, including broken drain and blocked drain.

#### **On-Going**

#### **Items I am chasing with MKC**

##### Planning/Enforcement

37 High Street air conditioning unit Still awaiting Conservation rpt.

**Carl Stokes**

13 Maple Grove, extension of garden into MKC land

**Legal & Property**

**On Going Cllr Marland has requested an update from planning officer.**

Clerk will chase up with Cllr. Marland,

##### Issues

Pedestrian Refuge Still in negotiations with Network Rail regarding traffic management.

Reported to Rob Ward

**Emma Walton**

#### **Note of complaints registered to Environmental Services.**

Faded Disabled parking bay lines High Street

Planned works

Footway (Station Rd – Wood St ) in Theydon Ave.

Reported again

Illegal parking top of Downham Road

Reported

Pot Holes on Station Road

Planned works July/August

Low kerb outside Co-Op drain, floods pavement

Not an issue

#### Information

**Tree officer site inspection land to rear of 2 Station Road**

No News

**Parking rear 2 Station Road**

No news

**Tree at 40 Station Road**

request letter or to be cut back ready for Christmas

decorations overgrowing street light. Rob Ward will deal with this.

## **Garden Competition 2016**

Clerk reported Frosts will sponsor this event and currently waiting for confirmation of judging date.

The Clerk also requested nominations for a judge and if necessary a driver in case it clashes with the Clerk's holiday.

Cllr. Geddes nominated his wife and Cllr. Jeffreys also knew someone who might be interested in judging.

## **Casual Vacancy**

The Clerk had circulated one application to all Councillors. It was agreed to arrange a suitable date with the applicant to meet/interview her.

### **b. Halls**

Clerk reported that 80 chairs had been purchased for the Library.

Clerk had reported that the Old Fire Station flooded on 7<sup>th</sup> June, reported to Insurance and assessor has carried out inspection, the After School Club is currently being accommodated in the Summerlin Centre.

The Clerk was given authorisation to arrange for all necessary contractors to clean, dry and repair damage to building.

### **c. Environment**

Cllr. Temple reported on the impact of the recent flooding in Woburn Sands.

Drainage cannot cope in extreme storms, Aspley Hill is made worse when cars drive through the water, creating a tidal wave which results in houses flooding. MKC will be asked to liaise with Central Beds to see if there would be any means of getting the road closed in such an emergency.

The drain outside the Co-Op overflows which floods the footway and water runs down Vicarage Street causing flooding. The kerbs need replacing as almost level with the road. Roads need cleaning, to be reported to MKC.

### **d.. Police and Policing**

No reply received from Police regarding our reply will write again if no response received by next meeting.

### **e. Edgewick Farm**

Cllr. Skelton reported that a kissing gate will be installed shortly and his planned tours of Edgewick.

Resident has requested permission to place raw meat down for the fox cubs.

This was discussed at length and the Clerk will write to inform them that the Council does not wish for this to continue.

### **f. Fulbrook School**

Cllr. Cowmeadow reported that a meeting will be taking place shortly and that the school has circulated a flyer asking parents for ideas on how they see the school developing in the future.

Cllr Temple reported that Swallowfield has a new Chair of governors and he is considering joining.

### **g. WSBCA – Community Market**

Cllr. Mrs Jeffreys reported that refreshment sales were not good, probably due to a coffee stall giving out samples and coffee being served in the Memorial Hall. She suggested that the market should be held on a monthly basis.

### **h. Christmas Fayre**

Meeting had to be cancelled due to weather conditions.

The Clerk reported that the wiring for the small Christmas Trees on the front of shops needs to be re-configured, and part of the footway will be closed whilst this work is in progress.

Milton Keynes Council has been made aware.

### **i. East West Rail**

Cllr. Hopkins reported that planning approval will be sought under the Town & Country Planning Act for solution at Woburn Sands School Crossing (bridge)

28/16 **Unitary Councillor Report**

Report had been circulated by Cllr. Hopkins commenting on outcome of DC meeting 7<sup>th</sup> June Glebe Farm, Church Farm appeal expected by end of June, and assessment of 5 yr. land supply. Eaton Leys outline planning application, Caldecote Business Park, MK Local Development Scheme and Plan:MK.

Station Road Traffic A resident had circulated questions regarding an update on the A5130. Rob Ward had replied and these will be forwarded on.

29/16 **Planning**

The following notifications had been received from Milton Keynes Council:

- a
- |  |  |
|--|--|
| 16/01236/FUL                               | Erection of single storey extension including new roof to existing extension at: |
| <b>8 Russell Street</b>                    | <b>Mr &amp; Mrs Mcleod</b>   |
| No comment                                 |  |
| <b>16/01329/CLUE</b>                       | Single storey rear extension at  |
| <b>10 Chapel Street</b>                    | <b>Lisa Searle</b>   |
| Leave to officer decision                  |  |
| <b>15/02319/FUL</b>                        | Erection of 86 dwellings, 458 sq m of employment                                 |
| Amended proposal                           | land (use class B) sports building (use class D2)                                |
|  | associated car parking, access, play area and                                    |
|  | landscaping at:  |
| <b>Nampak Phases 5 &amp; 6</b>             | <b>Taylor Wimpey</b>   |
| Only minor changes to original objections. |  |
- b. **Notification of Decisions made from Milton Keynes Council**
- |                                       |           |
|---------------------------------------|-----------|
| 46 The Leys                           | Permitted |
| Frosts Garden Centre                  | Permitted |
| Greens Hotel discharge of condition 4 | Refused   |
- c. **Parklands, Greens, Updates (if any.)**
- Parklands Cycle store which has been constructed to the side of the new block of flats on Station Road was installed due to new conditions of social/shared ownership of flats. Members were not happy that changes to landscaping plans which had been approved were changed with no notification. A meeting has been arranged with the planning officer dealing with phases 5 & 6 this week and will be brought to her attention.
- Greens The one way system in the shoppers car park will commence Monday 20<sup>th</sup> June.
- d. **F.O. Parklands (if any)**
- Cllr. Farrant had circulated a report of the last meeting. Further details will be discussed with MKC regarding changes to the footpath links and dog bin locations.

30/16 **Memorial Green Beech Tree**

Clerk had submitted a planning application submitted to raise crown and reduce laterals inspection of cavity and removal of deadwood.

31/16 **Shakespearean Evening 7<sup>th</sup> July**

Tickets have now been sold. Cllr. Skelton and the Clerk will help with refreshments during the evening.

Clerk will confirm time to set up and request helpers.

Funds raised will fund childrens activities in the Library during the summer holidays.

- 32/16 **To Approve End of Year Accounts**  
Income & Expenditure and Balance Sheet have been circulated. There were no questions raised and approved.
- 33/16 **Internal Audit 2015/16**  
Denise Batchelor carried out the Internal Audit on 2<sup>nd</sup> June.  
Report was read out, and noted that no issues were raised.
- 34/16 **To Approve the Annual Return for year end 31<sup>st</sup> March 2016.**  
Annual Governance statements 2015/16 boxes 1-9 Section 1 of the Annual Return was approved and signed by the Chairman.  
The Accounting Statements 2015/16 boxes 1-11 on the Annual Return was approved and signed by the Chairman.
- 35/16 **Logo**  
Bespoke Media had sent draft logos and an image was agreed. Clerk will check with Bespoke on colours and quality of printing.
- 36/16 **Communication Working Group**  
Cllr Jeffreys reported on meeting held 6<sup>th</sup> June. Clerk had sent notes round. This covered improvements to the Noticeboards, website and also to find a substitute for Cllr. Mrs Jeffreys to write the newsletter and Hogsty if required.
- 37/16 **Notification of Urgent Decisions that have been made.**  
Flood Issues to the Old Fire Station.
- 38/16 **Risk Assessments**  
It was agreed to look at Risk Assessment policies and agreed the way forward to update the current Risk Assessments in place.
- 39/16 **Library**  
Cllr. Mrs Jeffreys reported that the coffee machine needs repairing and will be used in the committee room from now on.
- 40/16 **Finance**  
a. List of Payments circulated was approved for payment  
b. Forward Planning group met on 6<sup>th</sup> June. Cllr. Cowmeadow reported that Clerk model contracts were discussed, and job descriptions. This is to have a documents in place in case staff changes. This will be ongoing to be approved by the November meeting.
- 41/16 **Correspondence / Communication for Information**  
a. Letter of thanks had been received from Woburn Sands Angling Club for their grant. Cllr. Mrs Jeffreys queried how the Club will be publicised and would like information to go into the next newsletter.  
Cllr. Mrs Jeffreys requested that Communication be a separate item on the agenda.
- 42/16 **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.
- 43/16 **Date of next meeting will be held on 11<sup>th</sup> July 2016**

Meeting Closed 9.27 p.m.