

## **WOBURN SANDS TOWN COUNCIL.**

Minutes of the Meeting held at the Summerlin Centre on Monday 11 May 2020 at 2.30p.m.

Chairs for Councillors and any members of the public were set at least 2 mtrs. apart, hand gel, disposable gloves and masks were on hand for anyone to use to comply with social distancing rules.

### **Present Councillors:**

Cllr M Geddes (in the chair)  
P.Farrant, D. Hopkins, J. Jeffreys, Dr J Rae, P. Skelton, J. Green,  
R. Lanyon-Hogg  
Mrs L Stapleton  
C. Cowmeadow

**Clerk**  
**Apologies**

### **1/20 Town Mayor's Announcements**

Cllr. Geddes thanked the Clerk for working from home for a very short time then coming into the office everyday.

He informed Members that he had agreed that a couple of Members from Love Woburn Sands could use The Old Fire Station a couple of times a week as an outpost of the Food Bank for local people to collect. Chris Batten was also given a key.

Response to MK50 had been circulated and has been sent to Milton Keynes Council.

VE Day celebration had to be cancelled but at the last minute a video was made o Revd. Diana Young giving a short service, Woburn Sands Band and photos playing, and Siobhan singing.

Many thanks given to the organisers. It was also suggested that consideration should be given to celebrating VJ Day in August. RBL support this idea.

### **2/20 Declarations of Interest Nil**

### **3/20 Minutes**

Minutes of the meeting held on 6 April 2020 had been circulated, approved and signed as a true record along with March Minutes.

### **4/20 Progress Reports for information**

#### **a Clerk**

- Trying to sort out car park barrier, and insurance claim.
- Met with the Chairman and 2 members of Love Woburn Sands to show them around Fire Station to offer a local pick up point for the Food Bank.
- Problems with Nat West Bank in stopping Morris Roofing cheque, when there were sufficient fund and correct signatures and referred to the queries team. Mandate needs updating, see item on Finance report.
- Working on Year End papers ready for internal audit, notification received regarding Year End Audit.
- Requested Meeting with Phil Snell regarding Recreation Ground. 3 times!
- Met Ringway who will be sending a quotation to rectify some of the surface at Hardwick Road lay-by. Still no reply or quote
- Sent letter regarding the Town Council's comments regarding MK50 which the Chairman had prepared.
- Put all Town Meeting Reports on the Website.
- Unable to proceed with the BT upgrade offer which was approved at the last meeting due to the Community Alarm is plugged into the BT socket .
- Weston Power have disconnected all electrical power supply to the W.C. Anglian Water are hoping to disconnect the water supply this week, waiting for a survey.
- Worked out figures to send invoices to Aspley Heath, Wavendon, Aspley Guise and Bow Brickhill Parish Councils for their contribution towards the printing of Covid-19 leaflets and stickers.
- I took opportunity to deliver a final warning to one of the hirers who owed money who then paid straight into the bank £60 money outstanding.

- Trying to get the resident who put the goal net up in the Rec. to remove it.  
Members suggested to contact the owner of the net and request that this is taken down in the next 72 hours, anyone using this facility would not be able to comply with social distancing, the Clerk concerned regarding safety of this net especially as MKC have advised us to get it removed.
- Letter had been received regarding waiting restrictions and speed limits from Milton Keynes Council. Agreed that the Clerk reply to Mr Jeffs asking for a meeting as soon as allowed to discuss some of the points before any formal decision.

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

Tree down over footpath No. 2, MKC made it safe and will be reported to O&H Properties when works can be carried out by them.

Chasing the post on Mowbray Green Highway verge which is broken  
Circulated email with report from CCTV.

- b. **Summer Festival 2020**  
Cancelled

### 5/20 **Unitary Councillor Report**

Cllr Hopkins reported that the Police had given him the crime figures throughout the Ward which he will circulate. Members thanked him for his daily reports which were found very informative.

### 6/20 **Planning**

Notification from Milton Keynes Council of the following applications:

- a. 20/00884/FUL Demolition of existing dwelling and erection of two dwellings with associated works at:

**73 Newport Road** JJK Homes Ltd

*Concern about the number of applications on this road for 2 dwellings to replace 1, traffic on the Newport Road considering the large development already taking place 3,000 plus, footprint too large, design allows potential for separate dwelling consider redesign without a linking corridor from master bedroom to main house and should become part of the main house. Object on overdevelopment.*

- 20/00974/NMA Non Material amendment to application 18/00581/REM to change the access, appearance, landscaping, layout and scale at:

**Frosts Landscape Construction**

*No Comment*

- 20/01035/TCA Reduce Yew tree by 1m-1.5m to improve shape. Tree cut by neighbouring side and over become hugely mis-shaped & unbalanced. Hazel, to remove deadwood & epicormics growth to improve health of tree at:

**11 Hardwick Road** **Mr D. James**

*No Comment*

- b. **Notification of Decisions made from Milton Keynes Council**

71 High Street	Granted
WS Rail Station	Refused, Pavement assessment Report remainder approved
33 Downham Road	Approved
52 Theydon Avenue	Granted
87A Newport Road	Granted
2 Plysu Way	Granted
46 The Leys	Granted
13 The Leys	Granted

### 7/20 **Business Plan / Clerk delegations**

In March a Business Plan had been circulated to cover actions required during covid-19 lockdown This was approved in principle by email by all Councillors.

During April a draft Clerk Delegations were circulated which covers the legal aspects of the running of the Council during an emergency.

It was **RESOLVED** to adopt Delegation to the Clerk and to be reviewed May 2021.

It was **RESOLVED** that the Business Plan will be adopted.

Agreed that there would be no meeting in June, unless a matter of urgency needs arises, payments list will be circulated for approval near to the 8<sup>th</sup> June.

There will be a meeting held 13 July as the Audit papers will need to be approved.

#### 8/20 **Clerk Employment Details**

The Clerk has notified the Council that after 33 years she will resign as Clerk at the end of the year, then work January, February and March for a smooth transition. The Clerical Assistant will also resign at the end of the year.

Draft advert, personal specification, job description and particulars of the post of Clerk and RFO

Had been circulated, these to be advertised on the notice boards, in Hogsty End and on website, BALC and MKC will also be notified which will be circulated around the Parishes.

It was **RESOLVED** to approve the documents and the advertising with a closing date for end of June.

A small panel of Councillors will then meet applicants.

#### 9/20 **Applications for a Community Grant**

It was **RESOLVED** that due to the current situation that the window for applications for a community grant will be extended to end of September.

#### 10/20 **Finance**

a. A list of payments had been circulated, all invoices were tabled, and it was **RESOLVED** to authorise all payments and duly signed by two members.

b. **RESERVES**, due recent emergency works to Halls and future expenditure during this financial year the following transactions were made, which had been agreed during meetings and budget planning on 1<sup>st</sup> April.

£10,000 from the halls reserve, to cover the cost of replacing flat roof at the Summerlin Centre at the cost of £10,210

c. It was **RESOLVED** to approve Nat West new Bank Mandate with signatures from 4 Councillors and Clerk.

The Clerk also mentioned that due to the closure of the halls no income will have a significant impact on expenditure in this current year, all non-essential works should be delayed until finances can be reviewed.

**Date of next meeting 13 July**

Meeting Closed 3.05pm