

## MINUTES of the MEETING held on Monday 9<sup>th</sup> September 2019 at St. Mary's Church, Woughton on the Green at 7.30pm

**Present:** Parish Councillors: A. Humphries (in the Chair); R. Brown; V. Freeman Gwynn; C. Hall; R. Kenyon; M. Major; J Morrison; P. Nash. Seven members of the public.  
Clerk: J. Vischer

### 1. Public Open Forum

No issues raised.

### 2. Procedural

**2.1. Apologies** – R. Grindley. These were accepted.

#### **2.2. Declarations of Interest by councillors –**

**2.2.1.** Cllr Hall regarding: the Woughton Heritage Group (Chair); the Patch Allotment Association (President); and Treasurer of the MK Heritage Association Executive Team.

**2.2.2.** Cllr Major as a Trustee of the Patch Allotment Association; *item 5.1*, Passmore ward mini-project, as a closely affected resident.

**2.3. To agree July Meeting Minutes** – Approved. Proposed by Cllr Brown, Seconded by Cllr Morrison. Unanimous.

**2.4. Matters arising from these Minutes** not covered elsewhere on the agenda – none.

### 3. Finance<sup>[1]</sup><sub>[SEP]</sub>

**3.1 Balances and approval of the payments schedule** – Spending vs budget graphs were displayed (*see annex A*) – these show a predicted overspend on maintenance expenditure, but an underspend on Reserves. Figures up to the end of August showed a net spend of £2,752. Overall reserves: £53,162.

Cleared Balances at 31<sup>st</sup> August: Main account: £2,832; Allotments account: £997; Key deposits (residual): £120; instant access account: £20,159.

Payments schedule since the last meeting (May) to date -

Main account: Bins (July) £201.49; Clerk's salary (05) £360.75; OWIS subscription (Aug) £117.30; website hosting (July) £5.99; Clerk's admin/expenses (July-Sep) £65.17; Clerk's salary (06) £288.92; venue hire £80.00; OWIS subscription (Sep) £117.30; ward mini-projects Cllr refund (WotGN/S) £49.60; website hosting (Aug) £5.99; 2<sup>nd</sup> Quarter PAYE £234.60; bins (Aug) £198.49;

Balances and payments were approved unanimously. Proposed by Cllr Hall, Seconded by Cllr Brown.

**3.2 Capital Improvement Programme** - Cllr Hall gave an update on the previously circulated projects spreadsheet.

**3.2.1 Fly-tipping signage** – awaiting scheduling of works.

**3.2.2 Gateways signage** – Cllr Hall reported that designs were restricted to MKC contractors' approved list (Glasdon). Written confirmation required to cover the possible delay with spending the MNKC grant monies (verbal confirmation already given). **CH**

- 3.2.3 **Passmore white-lining** – this has been added to the MKC works list.
- 3.2.4 **Boundary fencing** (allotments match-funding) – this was planned for the Autumn.

#### 4. Allotments

- 4.1 **Patch Report** – Cllr Kenyon gave a verbal report as the Patch Allotment Association (PAA) had yet to circulate the Report: Occupancy was currently at 91% with two renewals lapsing for the new rental year.
- 4.2 **Auditing** – independent audit of the accounts - Cllr Morrison was looking into corporate sponsorship. JM
- 4.3 **Patch Open Day** – Saturday 13<sup>th</sup> July had proved very well attended with almost 100 visitors and over £100 raised for the charity raffle. An annual Fish Supper and annual Vegetable Show had also been held in August.

#### 5. Environment

##### 5.1 Ward projects

- 5.1.1 **Woughton Park** - Cllr Freeman Gwynn reported that the additional bin at Walton Lake car park had appeared to have achieved the goal of absorbing the excess from the nearby dog bin. The removal of the dead elm trees along Newport Road had begun. It had been noted that both these initiatives were being undertaken at no charge to OWPC. The next meeting of the group is on 13<sup>th</sup> September when the landscape architect would present her draft proposals.
- 5.1.2 **Passmore** - Cllr Major proposed the expenditure of £1,980 on three landscaping projects but had declared an interest as one of these affected the shrub planting by her house. The projects were approved: Proposed by Cllr Morrison, Seconded by Cllr Brown. Unanimous. Cllr Major took no part in the voting.
- 5.1.3 **Woughton on the Green North and South** (now combined) – the residents’ survey had been circulated and responses were already being received. A deadline for responses of the end of September had been issued.
- 5.2 **Speedwatch Programme** – Cllr Kenyon reported that liaison with Great Linford PC had been initiated. New information had been received from MKC regarding administration. An important development was the requirement to seek Thames Valley Police approval for proposed Speedwatch locations. Cllr Kenyon would be attending a Speedwatch session hosted by MKC Environment & Property on 18<sup>th</sup> September.
- 5.3 **Conservation Area Review** – Cllrs Hall and Freeman Gwynn were working closely with Conservation Officers to support the upcoming consultation processes. Cllr Hall proposed that OWPC formally request that within the draft document for consultation the greatest scope is given based on the work and previous review (which was not ratified) carried out in 2015 and the more recent background work engaged by MKC (inclusion of Article 4(2) etc). This was approved: proposed by Cllr Hall, Seconded by Cllr Brown. Unanimous. [*post meeting note*: It has been confirmed that The Conservation Area Review Consultation period will commence on the 21/10/19 for 6 weeks (ending 02/12/19)]
- 5.4 **Grand Union Canal update**
  - 5.4.1 Cllrs agreed to invite the new mayor, Cllr Crooks, to an upcoming towpath refurbishment session as he had expressed a desire to visit parishes. The next date: 5<sup>th</sup> October A further date to be sought to provide choice for the Mayor’s Office. VFG
  - 5.4.2 Damaged OWPC/C&RT partnership sign - to be re-fitted. JM
- 5.5 **LED streetlight replacement programme** – Cllr Hall noted that if the conservation area is extended this would impact on the streetlight replacement programme. Although Passmore and Woughton Park streetlights had already been changed it appeared there were a few streetlights of the old type. It was agreed to collate these and report through the Clerk.

## 5.6 Bins and Noticeboards

- 5.6.1 **Vandalised bin** – a bin by the canal in WotGN had been vandalised but a nearby resident had undertaken repairs and reinstalled it on its post. The Clerk had thanked the people concerned on behalf of OWPC. Cllr Nash pointed out that the bin was resting precariously on a piece of wood and needed some proper fixings. Clerk to contact contractor.

CLK

- 5.6.2 **Re-siting of WotGN noticeboard** – the Clerk and Cllr Kenyon had met with the Permit Coordinator from MKC regarding licensing and re-siting. She agreed to the proposed re-siting on the other side of the redway but explained that only accredited contractors would be allowed to undertake the work. She had supplied the Clerk with contact information - quotations were awaited. She had also agreed to waive the costly verge licence fee.

- 5.7 **Litter-picking Programme** – the most recent litter-pick had taken place successfully at Woughton on the Green North on 7<sup>th</sup> August. Cllr Hall was endeavouring to match litter-pick dates more appropriately with the MKC and Parks Trust schedule. Planned dates: Woughton Park: 21<sup>st</sup> September; Passmore: 12<sup>th</sup> October.

- 5.8 **Log** – previously circulated – six issues had been completed since the July meeting and fourteen new ones added - out of a total of forty-two ongoing issues. The Clerk invited councillors to double-check old issues whose status was unknown.

- 5.8.1 **Fallen tree branch on Allotments** – (not entered on the Log) - Cllr Nash reminded councillors about the apparent confusion over land ownership of the strip of land bordering the allotments as MKC had denied responsibility and liability to remove the large fallen tree branch. Allotment holders and Cllr Nash had removed the branch. All present agreed that the land did belong to MKC according to local maps. Clerk to clarify.

CLK

## 5.9 Planning comment

### 5.9.1 Update on Previous Planning Applications

None outstanding.

### 5.9.2 *Planning Applications since the last meeting*

19/01740/TCA 13 The Green Woughton On The Green, Notification of works to 1 Willow tree that requires pollarding and 2 Prunus trees that require trimming. *Permitted*

19/01738/TCA 12 The Green Woughton On The Green, Notification of works to three Leylandii trees to remove to ground level. *Permitted*

19/01781/DISCON (for info only) Mercure Parkside Hotel Newport Road Woughton On The Green, Details submitted pursuant to discharge of condition 9 (Submission of a Written Scheme of Investigation for a programme of archaeological monitoring and recording (a watching brief) for approval) attached to planning application 17/01009/FUL. *Agreed*

- 5.9.3 **Pub car park low-level bollard lighting** - Cllr Hall noted that the approved lighting scheme had yet to be implemented.

- 5.9.4 **Ye Olde Swan Community Right to Bid approval** - Cllr Hall had filled-in the renewal application and proposed its submission. Approved. Proposer Cllr Hall, Seconder Cllr Nash. Unanimous.

## 6. Communications

- 6.1 **Recognition Scheme** – The final version had been completed. A meeting to be called to consider those applications received.

AH

- 6.2 **Playing Fields Rights of Way** – the application is with MKC Rights Of Way Officer. Our bid to amend the Definitive Map is supported. Consideration how cycle traffic should be included is in process.
  - 6.3 **Proposed Mayoral visit** – (*see above*) - it had been agreed to invite the Mayor to participate in a canal towpath workday.
  - 6.4 **Thames Valley Police Invitation to future PC Meeting** – to be invited to the next or the following meeting.  
**CLK**
  - 6.5 **Consultations**
    - 6.5.1 Mobility Strategy – had been reviewed by Cllrs Humphries, Freeman Gwynn and Grindley. It was agreed that OWPC would not support a comment.
    - 6.5.2 Housing Strategy – currently under review by Cllrs Humphries and Freeman Gwynn.
  - 6.6 **Woughton Heritage Group** – The Quiz Night had been a success. Cllr Hall invited all present to the forthcoming exhibition to which the Mayor was scheduled to visit. A request for a grant had been received for £120. Proposer Cllr Nash, Seconder Cllr Brown. Unanimous. Cllr Hall took no part in the voting.
  - 6.7 **Reports from any other outside meetings** – None.
  - 6.8 **Correspondence** (other than email) – SLCC Clerks' Quarterly.
  - 6.9 **Newsletter** – the next edition was being proof-read. Circulation was due at the end of the month. Cllr Nash pointed out that costs would be incurred to operate the online survey of \$39.90 equivalent, monthly for two months. This expenditure was approved. Proposer Cllr Nash, Seconder Cllr Kenyon. Unanimous.
7. **Date and Time of next Meeting** – 11<sup>th</sup> November at St. Mary's Church, Woughton on the Green at 7.30pm.

Then: 13<sup>th</sup> January 2020.

Meeting closed 8.40pm

signed

date

**Annex A**

Spending versus budget graphs

