

MINUTES of the Parish Council Meeting held on Monday 13 September 2021
At 19h30, St Mary's Church, Woughton on the Green, MK11 9GR
(In accordance with social distance and guidance principles)

Councillors Present: Cllr Charlotte Hall (CH)-(Chair)
Cllr Vanessa Freeman Gwynn (VFG)-(Vice Chair);
Cllr Ray Brown (RB); Cllr Roy Kenyon (RK);
Cllr Geoff Long (GL); Cllr Mary Major (MM);
Cllr Phil Nash (PN);
Cllr Emma Wilson (EW)-left at 20h11

Ward Councillor(s) Cllr Charlotte Hall (dual hat)

Officer Present: Vicky Mote-Locum Clerk
In Attendance: Charlie Davies (Newly appointed Clerk) and 8 members of the public

Meeting started at 19h30

REF	MINUTES
1.	<p>Appointment of New Clerk - (Chair) Cllr CH (Chair) introduced the new Clerk/RFO, Charlie Davies. Council RESOLVED to appoint Charlie Davies as the newly appointed Clerk/RFO</p>
2.	<p>Public question time, including Parish and Ward Councillor updates: In accordance with Standing Order 3(e) & 3(f) members of the public may ask questions on any matters dealt with by Full Council included on this agenda. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion).</i></p> <ol style="list-style-type: none"> 1. Consider lighting in strategic places around the village green, no footpath, footfall has increased in last two years as has speed and volume of traffic. 2. Outside the Close, the speed ramp is not effective, can this be reviewed and possibly another speed ramp is required by the allotments as speeding has increased and this poses a safety risk. 3. Dealings with The DONS, playing fields and Pavilion Site: footfall has increased on the AstroTurf. The old path stops at the tennis courts however, people still walk on from there. The football parking has increased and making is harder for residents to find parking. Young children in the Close are vulnerable to the speeding problem. 4. Cllr CH suggested that the Parish Council engage with the PCSO on arranging a speed watch. Cllr CH will talk to Highways to see which options would be available regarding speeding and resident safety. 5. Pavilion tenants appear to be less engaged with keeping the place in good order. 6. Resident asked how long the temporary tent would be in situ. 7. At the back of Lucas Place the bridleway fencing has been deteriorating for a number of years. Cllr CH stated that one of the challenges is that there are various landowners and that across MK there was a massive lack of maintenance investment in this type of infrastructure. Cllr CH to see how to progress on this issue. 8. Resident asked if the bush at the corner of The Swan could be cut. Cllr CH confirmed she has a meeting with the landscaping contractor to discuss this and other issues. 9. Resident thought that City Fibre were going to go through service hatches however, this is not the case as they are going in at the front of building. Cllr CH confirmed that she will contact City Fibre to find out what is happening.

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	Open Session finished at 19h50
3.	<p>Procedural</p> <p>3.1 <u>Apologies.</u> Council RESOLVED to accept Cllr Rob Grindley's apology.</p> <p>3.2 <u>Declarations of Interests by Councillors.</u> Cllr CH regarding item 5: the Patch Allotment Association (President). Cllr CH is a neighbor of planning application Ref 21/01842/FUL & 21/01262/DISCON Cllr MM regarding item 5, as a Trustee of the Patch Allotment Association. Cllr's VFG & MM, Members of Soroptimist International:MK under agenda item 7.2.</p> <p>3.3 <u>To agree 12th July 2021 Meeting Minutes (Chair).</u> Council RESOLVED that the draft minutes of the meeting held on 17 July 21 be accepted as a true copy; duly signed by Cllr CH (Chair).</p> <p>3.4 <u>Matters arising from these Minutes not covered elsewhere on the agenda (Chair).</u> No matters arising.</p>
4	<p>Finance (Cllr. Kenyon)</p> <p>4.1 <u>Approval of the latest payments schedule (previously circulated).</u> Cllr RK ran through the report. Council NOTED payment schedule dated : 01/07/21 to 31/08/21</p> <p>4.2 <u>Bank and signatory update.</u> Cllr RK confirmed that previous Clerk and retired councillor have been removed. Council RESOLVED that Charlie Davies (Clerk/RFO) be added as a new signatory.</p> <p>4.3 <u>Financial situation report (circulated prior to meeting).</u> Savings Account: 12-month fixed term interest account has recently matured. Current rate is 0.5% higher than the instant access account. Monies will be left on instant access, there being some possibility of an increased rate being offered in the not-too-distant future on fixed term accounts. Dormant Accounts: The OWPC Allotments account and OWPC Allotments key deposits accounts have been closed. Devolved management at the Patch allotments has now been running for three years and there is no longer a requirement to retain these accounts. Bank Balances : Monies held at Metro Bank as at 12/09/21 were £34,912 and outstanding liabilities were £3,961 with a net balance of £ 30,951 Council RESOLVED to accept the Finance Report.</p> <p>4.4 <u>Internal Audit Report.</u> New provider will be sourced as agreed in previous minutes.</p> <p>4.5 <u>External Audit Return.</u> PKF Littlejohn's has raised some queries, Cllr CH will work with VM (Clerk/RFO) and respond by deadline of Tues 14/09/21. Cllr CH confirmed that the 30 day or Provision of Exercise of Public Rights had ended and there were no queries raised.</p>

5	<p>Allotments</p> <p>5.1 <u>Patch Report (previously circulated) (Patch Allotment team).</u> Council NOTED the Patch Allotment Committee Report presented by Cllr RK.</p>
6	<p>Environment</p> <p>6.1 <u>Canal & River Trust Partnership (Cllr. Long).</u> Council NOTED Cllr GL's update. Offensive boats have been moved, collapsed tree has been cleared up. Complaint raised about large tree that has collapsed into a garden in Woughton Park. The Canal & River Trust confirmed that they have not got the money to deal with this and that there is no legal liability on them.</p> <p>Cllr CH confirmed she had received an email from the Clerk at Simpson and Ashland Parish Council's regarding some joint initiatives like towpath tidy up. Cllr GL to explore this further with their Clerk.</p> <p>6.2 <u>Ward projects.</u> Cllr CH proposed to continue to put ward projects on hold until budget and forward planning has been discussed and confirmed. Council RESOLVED to continue to accept the proposal to put on hold.</p> <p>6.3 <u>Environment Log (previously circulated) (Cllr.Hall).</u> Usual activities of fly tipping happening. Cllr CH put a motion forward to ask MKC to concentrate on the H8 layby as a hotspot. Council RESOLVED to accept the motion.</p> <p>Newsletter going out shortly, article included on impact of noise on our community, specifically on Standing Way. We are asking the whole parish on their views. All councillors to communicate with their residents.</p> <p>6.4 <u>Litter Picking Programme (Cllr Hall).</u> Passmore had an event last weekend, group of eight residents attended. Will continue with these events, councillors to put forward dates.</p> <p>6.5 <u>Street light replacements in Adams Court and Baskerfield Grove/Verley Close.</u> Cllr CH confirmed that she has not managed to get to the bottom of why the Globe lights, which had already changed to Down Head LED, have now disappeared. Cllr CH confirmed that the same is about to happen in Verley Close (14 lights). Cllr CH is working with Chris Hales at MKC regarding this matter and will give feedback at next meeting.</p>

6.6 Planning (Cllr. Grindley).

6.6.1. Update on Previous Planning Applications.

Cllr CH gave an overview in the absence of Cllr RG. Council NOTED the update on planning applications RESOLVED to make further enquires as to the specifics on conditions of 52 Passmore granted application.

REFERENCE	ADDRESS	DETAILS	STATUS
21/01262/DISCON	5 The Green, WOTG	Details submitted pursuant to discharge Conditions 6 (Surface water drainage), 7 (Surface Water drainage maintenance plan), 8 (Boundary treatment and access gate) & 9 (Hard and soft landscaping) attached to planning application 20/02611/FUL.	PENDING
21/01591/PANOTH	Baskerfield Grove / Newport Road, WOTG	18m 5G Mast and associated cabinets / works.	REFUSED
21/01617/FUL	5 Goodmans Gardens, WOTG	Single storey side extension	PERMITTED
21/01688/FUL	52 Passmore	[Retrospective Application] - Extension of Conservatory / Porch	PERMITTED with conditions
21/02067/FUL	15 Medland WP	The erection of a single storey front ex-tension	PENDING
21/02238/FUL	15 Castle Rose WP	Garage conversion and replace flat roof over garage with new pitched roof	PENDING [Ob-jected to]
21/01842/FUL	5 The Green WOTG	Erection of garden shed	PENDING

21/02588/PANOTH	Baskerfield Grove / Newport Road, WOTG	15m 5G Mast and associated cabinets / works	PENDING
21/02647/TPO	1 Rogers Croft	The reduction in height by 2.5 m of x 7 Yew Trees TPO order: PS/540/15/40	PENDING

6.6.3. Planning Matters.

6.6.3.1. Conservation Area Review – progress.

Cllr VFG confirmed that there is nothing to report on the Conservation area review. This matter has been ongoing since 2014 and there has been not update for the past 18 months. MK Officer has confirmed that it is a matter of weighted priority; they are waiting for a delegated decision date. Cllr CH will invite MKC to a future meeting to explain further.

Cllr CH informed Council that the Hotel might be going on the market due to change in management and that the parish council will need to keep a close eye to ensure that the Covenant on parking is not overlooked.

7. Communications

7.1. Reports from any other outside meetings (All).

7.1.1 Lucas Place.

Cllr RB gave an update. There was talk about limited parking of 2 cars/household and that they will have to apply to have a permit to allow visitors on site for the day.

There were distressed elderly resident with carers. Cllrs RG, RB & CH had a meeting with Orbit and shared survey results showing resident prefer no parking permits and the proposals have now been withdrawn.

City Fibre lack of communication and works is upsetting residents. As an architect, Cllr RG is keen to understand the proposed work on roofs to maintain the architectural value of the development as a whole. Cllr CH confirmed that this will be an 18-month programme.

7.2. Correspondence - other than email (All).

Cllr VFG confirmed that Soroptimism is celebrating its centenary in 2021 and, to mark the occasion, SI:MK presented its 'Violet awards' to ten Women of Action during the pandemic and Cllr CH was a runner up for her work as Trustee of the Woughton Welfare Trust, as well as stepping up as OWPC Chair mid-year and then running a successful campaign for election to MKC. All these positions are about selfless support to her home community and are all unpaid. The meeting added congratulations to Cllr CH on her recognition.

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	<p>7.3. <u>Newsletter (Cllrs Freeman Gwynn, Hall, Nash).</u> Cllr CH confirmed the Autumn newsletter is imminent. There are also Flyers regarding Woughton Heritage and Festival of Flowers. Cllr CH asked councillors to bring in an apple if they have an old tree as they are trying to identify the original Ancient Jubilee Apple. Councillors to encourage people to come along at the weekend. A Heritage walk with Tim Skelton is fully booked for Saturday, which will be looking at new town architecture in Woughton.</p> <p>7.4. <u>Budget Survey update (Cllr. Nash).</u> 26 responses received (6%). Budget discussions to take place before November meeting.</p>
8.	<p>Date and Time of next Meetings: Council NOTED next Full Council on 8th November 2021 @ 19h30 and Annual Parish Meeting on 6th December from 19h00 to 20h30.</p>

Meeting ended at 20h40

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