



**MINUTES of the Parish Council Meeting held on Monday 14th March 2022
at 7.30pm, St Mary's Church, Woughton on the Green, MK11 9GR**

Councillors Present: Cllr. Charlotte Hall (CH) - (Chair)
Cllr. Vanessa Freeman Gwynn (VFG) - (Vice Chair & Minutes)
Cllr. Ray Brown (RB); Cllr. Rob Grindley (RG);
Cllr. Roy Kenyon (RK); Cllr. Mary Major (MM);
Cllr. Phil Nash (PN)

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

Officer Present: Locum Clerk - Apologies

In attendance: 15 members of the public

Meeting started at 7.30pm

REF	MINUTES
1.	<p>Public Open Forum, 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">Whether there was a City Fibre update for Woughton Park. CH was able to report a recent response from the company, which would have personnel on site this week.Whether there had been any movement from MKC on the Rights of Way (RoW) at Woughton Playing Fields, given that this work had been initiated 5 years ago. CH reported that contact was still in place, although progress was remarkably slow and now complicated by a new study of historic footpaths and RoWs borough-wide. CH also advised the meeting that there were developments with the 1Life contract generally, which looked likely to be replaced by a new Operator and that we need to be vigilant about all the routes through the fields. It was clarified that Rights of Way are quite distinct from usages. It was, therefore, Agreed to escalate concerns through MKC (CH).The issue of deteriorating behaviours by boaters especially around the Groveway underpass, which now seemed to be being used for major repairs and generating unsightly debris. Agreed that GL, the C&RT link would be asked to add this to the current list of issues on his return.Whether there would be an update on the previous enquiry about Jubilee celebrations. With the meeting's agreement, CH brought forward item 3.5 and RG, as project lead, gave an update. In brief, that a 'street party-type' event would be hosted by the Woughton House Hotel in its grounds on Sunday, 5th June between 2-5pm.

	<p>A small working party had been created and a draft project plan had been produced and would continue to be developed as more of the activities became clearer. In the meantime, an item had been drafted for the Spring Newsletter inviting all those interested – in organising and/or attending - to step forward. There was considerable enthusiasm and many useful suggestions from the public gallery and it was unanimously Agreed to establish a small project fund of £1,200 to allow early bookings to be undertaken (RG). OWPC would establish an e-mail group (jubilee@oldwoughton.org.uk) to facilitate on-going discussions (PN).</p> <p>5. Whether there had been progress with their concerns about lighting and highway repairs on the Green. CH reported that she had met MKC's Head of Highways on site and repairs were agreed as necessary. Road conditions are continuously monitored by MKC and priorities drawn from this monitoring. Timing would be the issue as large planning application for no.14 had now been received and the same heavy delivery vehicles would be re-appearing. CH would arrange another meeting when development timescales were available and the resident would be welcome to attend. This was accepted.</p> <p>6. A resident from Adams Court added vehicle issues in her area, where strange and intimidating behaviours could be seen by car drivers not from Woughton. Specifically, could a lower speed limit be introduced? CH offered to provide the guidance on the process of seeking to lower speed limits (complex) and urged everyone to report nuisance parking on pavements as a matter of course. It was further Agreed that CH would arrange for the PCSO to attend a future meeting, to raise awareness of the levels of anti-social behaviour now being experienced in Woughton.</p> <p>7. Whether the 1Life contract could be won by the Dons and, if so, what guidance would be issued to them to promote respect for their neighbours in the village. CH advised that events were moving quite quickly with an 1/4/22 start date in prospect and that she had already opened up discussions at the MKC end to establish that the new contract would remain for leisure uses (ie not development) and that she would remain in close contact. The meeting was reminded that Agreements of more than 7 years duration are required to be Land Registered.</p> <p>The Chair thanked everyone present and Open Session finished at 20:20</p>
<p>2.</p>	<p>Procedural</p> <p>2.1 <u>Apologies.</u> Council RESOLVED to accept Cllrs GL & EW's apologies.</p> <p>2.2 <u>Declarations of Interests by Councillors.</u> Cllr CH regarding items: the Patch Allotment Association (President) (item 4). Cllr CH is a neighbor of planning application Ref 21/01842/FUL (item 6). Cllr MM as a Trustee of the Patch Allotment Association (item 4).</p> <p>2.3 <u>To agree 10th January 2022 Meeting Minutes (Chair).</u> Council RESOLVED that the draft minutes of the meeting held on 10th January be accepted as a true copy. Duly signed by Cllr CH (Chair).</p>

	<p>2.4 <u>Matters arising from these Minutes not covered elsewhere on the agenda (Chair)</u>. There were no matters arising.</p> <p>2.5 CH reported that despite best efforts, EW has announced her decision to retire in May. CH thanked EW and hoped she would continue to work with OWPC. A vacancy notice would be produced for Noticeboards and the Newsletter (VFG)</p> <p>2.6 CH reported the difficulties being experienced in finding a Clerking solution. The matter was pressing with the 2021022 Audit already underway and the AGM approaching in May. Locum solutions had not proven robust, yet there seemed little alternative in the short-term. MM remarked that this was not generally an open area of recruitment and it was Agreed that, in addition to the Newsletter, we all need to try and produce leads whilst other solutions were being explored (All).</p> <p>2.7 Cllr. Nash's work on the Risk Register update was unanimously agreed.</p>
<p>3</p>	<p>Finance (Cllr. Kenyon)</p> <p>3.1 <u>Balances and Approval of the latest payments schedule (previously circulated)</u>. Cllr RK ran through the report. Council NOTED <u>Payment Schedule</u> dated 1/1/22 to 28/2/22. <u>Financial situation report</u>: Monies held at Metro Bank on 28/02/22 were £30,978 and outstanding liabilities were £12 leaving a net cash balance of £30,966.</p> <p>3.2 Budget and Precept 2022-2023 CH confirmed that she had notified the OWPC Precept to MKC.</p> <p>3.3 Bank Reconciliations (previously circulated) Confirmed, verified and noted. RK reported that the BUDGET v ACTUAL trend graph showed the revenue expenditure running still further below budget, almost entirely due to the reduction in administration costs following the resignation of the Clerk. The Council RESOLVED to accept the Finance Report.</p> <p>3.4 AUDIT 2021-2022 The internal Audit is underway and PART1 of information has been completed on schedule and receipt acknowledged.</p> <p>3.5 JUBILEE – BUDGET MATTERS RK recommended that the £1200 proposed be met from the capital expenditure budget. CH added that there were also some small external funds and she was looking to access these. Agreed. RK also advised setting aside a small sum for RIALTAS support to the year-end accounts. £500 was Agreed. Finally, defibrillator pads needed replacing. £60 x 2no. sets was Agreed.</p>

4	<p>Allotments</p> <p>4.1 <u>Patch Report (previously circulated) (Patch Allotment team),</u> Council NOTED the Patch Allotment Committee Report presented by Cllr RK. The 'clear up' had been carried out on 12/3/22.</p>																										
5	<p>Environment</p> <p>5.1 <u>Conservation Area Review</u> RG had had contact from the Conservation Team in connection with Lucas Place drawings and the issue of Permitted Development Rights. It is thought that MK Forum have had a similar approach about Bellis Grove.</p> <p>CH reported, inter alia, that she had enjoyed some success in helping to encourage the progress of the establishment of New Town Heritage Register, where OWPC had nominated features for inclusion.</p> <p>5.2 <u>Environment Log (Cllr. Hall).</u> Monitoring of reports to MKC continues. In respect of the Green Canopy initiative, PN reported that MKC has advised that OWPC is in the 2nd tranche for delivery.</p> <p>5.3 <u>Devolved Landscaping (Cllrs. Freeman Gwynn & Hall)</u></p> <p>This matter continues to progress with OWPC confirming its continued Interest in devolution contingent upon the MK Parks Trust's active involvement. In turn, MKPT has confirmed that it is continuing to prepare Quantities for MKC for the whole parish with a view to their inclusion in the next round of tender documents.</p>																										
6	<p style="text-align: center;">6.1 Planning Applications</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>REFERENCE</u></th> <th style="text-align: center;"><u>ADDRESS</u></th> <th style="text-align: center;"><u>DETAILS</u></th> <th style="text-align: center;"><u>STATUS</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Since Last Meeting:</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">22/00520/FUL</td> <td style="text-align: center;">14 The Green</td> <td>Demolition of conservatory. Replacement of original windows and door with new and 2 x rear bi-fold doors. Erection of 1.5 storey pitched front porch. First floor extension to form an additional storey. Erection of a single-story front/side and rear. Internal alterations to form 1 bedroom annex. Erection of double garage with EV charging point. Rendering of main dwelling and garage</td> <td style="text-align: center;">PENDING</td> </tr> <tr> <td style="text-align: center;">22/00521/FUL</td> <td style="text-align: center;">14 The Green</td> <td>Erection of single storey pool house/pitched roof in rear garden.</td> <td style="text-align: center;">PENDING</td> </tr> <tr> <td style="text-align: center;">22/00060/TCA</td> <td style="text-align: center;">11 The Green</td> <td>Removal of Birch Tree</td> <td style="text-align: center;">PERMITTED</td> </tr> <tr> <td style="text-align: center;">21/03506/TCA</td> <td style="text-align: center;">17A The Green</td> <td>Pollard 14 Ash Trees</td> <td style="text-align: center;">PENDING</td> </tr> </tbody> </table>			<u>REFERENCE</u>	<u>ADDRESS</u>	<u>DETAILS</u>	<u>STATUS</u>	Since Last Meeting:				22/00520/FUL	14 The Green	Demolition of conservatory. Replacement of original windows and door with new and 2 x rear bi-fold doors. Erection of 1.5 storey pitched front porch. First floor extension to form an additional storey. Erection of a single-story front/side and rear. Internal alterations to form 1 bedroom annex. Erection of double garage with EV charging point. Rendering of main dwelling and garage	PENDING	22/00521/FUL	14 The Green	Erection of single storey pool house/pitched roof in rear garden.	PENDING	22/00060/TCA	11 The Green	Removal of Birch Tree	PERMITTED	21/03506/TCA	17A The Green	Pollard 14 Ash Trees	PENDING
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	Update on Previous Applications:			
	21/03561/FUL	22 Passmore	Erection of ramp to primary access. New front door-single storey extension	GRANTED
	21/03381/FUL	17 The Green	Extension of Garage	GRANTED
	21/02238/FUL	15 Castle Rose	Garage Conversion and replacement of flat roof over garage with new pitched roof	REFUSED
	<p>6.2 <u>Planning Matters.</u></p> <p>RG introduced the new Application at 14 The Green, where extensive alterations are proposed. It was Agreed to seek further particulars in respect of Materials; and a drainage site management plan (RG).</p>			
7.	Communications			
7.1	<p>7.1. <u>Reports from any other outside meetings (All).</u></p> <p>7.1.1 <u>Lucas Place Update (Cllr. Grindley)</u> RG reported that the proposed meeting with Orbit had now taken place on the range of matters at Lucas Place and that he would be maintaining that dialogue.</p> <p>7.1.2 <u>Woughton House Hotel (Cllr. Hall)</u> CH confirmed that the hotel is likely to open this summer and OWPC's Jubilee event was part of the 'soft touch' re-launch plans.</p>			
7.2	<p><u>Correspondence - other than email (ALL)</u></p> <p>Nothing to report.</p>			
7.3	<p><u>Newsletter (Cllrs. Freeman Gwynn, Hall & Nash)</u></p> <p>The Spring 2022 Newsletter (due end of March) is now at Proof stage. It majors on the Jubilee and historic connections to these events.</p>			
8.	<p><u>Date and Time of Next Meeting</u></p> <p>Full Council Monday 9th May 7.30pm</p>			

Meeting Closed at 9pm