



## PUBLIC NOTICE AND SUMMONS TO A MEETING OF FULL COUNCIL

**ALL MEMBERS** of Old Woughton Parish Council are **summoned** to attend the Full Council meeting to be held:

**Monday 11 September 2023 at 19h30**  
**Venue: St Mary's Church, Woughton on the Green, MK6 3BS**

Signed

**Vicky Mote**

Parish Clerk

05 September 2023

### **Admission of the public and media:**

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meetings) Act 1960. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of business on the agenda (OWPC Standing Orders 3e).

### **Mobile Phones:**

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

**Recording of Meetings:** The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting. In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting on the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda.

Guidance from the Department for Communities and local government can be viewed at the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/343182/140812\\_Openness\\_Guide.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf)

There follows a list of the business to be transacted (Agenda).

<b>AGENDA</b>	
FC23/24-41	<b>Public question time, including Parish and Ward Councillor updates:</b> In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. (Please note that this item will generally, be restricted to a maximum of 15 minutes, subject to Chair's discretion).
FC23/24-42	<b>Minutes.</b> To agree as a correct record the minutes of the AGM & Full Council meeting held on 10 July 2023.
FC23/24-43	<b>Finance (RFO)</b> <ol style="list-style-type: none"> <li>1. <u>Payments</u>, Council to note payment schedule (previously circulated).</li> <li>2. <u>Actual vs Budget 2023/24 report</u> (previously circulated).</li> <li>3. Ratify DD bank change (TTNC/Google)</li> <li>4. Ratify DD bank change Google Drive.</li> <li>5. <u>Payroll</u>, Council to agree to payroll being set up as a Standing Order for the Clerk's contracted hours, any overtime to be agreed in line with contract and paid as a separate transaction.</li> </ol>
FC23/24-44	<b>Meeting Log Update.</b> Council to note and review highlighted items.
FC23/24-45	<b>Office 365 Migration.</b> Update and further actions.
FC23/24-46	<b>Allotments (Cllr Kenyon)</b> <ol style="list-style-type: none"> <li>1. Patch Allotment Report (PAA) (previously circulated). - Open Day 15<sup>th</sup> July.</li> <li>2. National Allotment Society-annual membership AT £66 (incl. VAT), council to consider if this is still required (Due 18/09/23).</li> </ol>
FC23/24-47	<b>Environment Updates and decisions.</b> <ol style="list-style-type: none"> <li>1. Canal Matters (Cllr's Wickramasinghe, Long)</li> <li>2. Speedwatch, Cllr Kenyon to give an update.</li> </ol>
FC23/24-48	<b>Planning Applications:</b> To note, consider, ratify and comment on new and amended planning applications.  <b>23/01442/HOU-At:</b> Fairview 1 Newport Road Woughton On The Green Milton Keynes MK6 3BS. <u>Proposal:</u> Construction of single storey side extension, containing a new ground floor bedroom. New single-storey rear extension including a first floor balcony above the proposed flat roof. Installation of lift to facilitate first floor access within the existing property. Deadline response: 31/07/23. 22/08/23 MKCC Granted Permissions.  <b>23/01557/HOU- At:</b> The Lodge The Green Woughton On The Green Milton Keynes MK6 3BE. <u>Proposal:</u> Erection of a house single rear extension.  <b>23/01560/HOU-At:</b> 2 Bellis Grove Woughton On The Green Milton Keynes MK6 3EZ. <u>Proposal:</u> Installation of solar panel. Deadline response: 14/08/23.  <b>23/01631/TCA-At:</b> 2 The Green Woughton On The Green Milton Keynes MK6 3BE. <u>Proposal:</u> The removal to ground level of 1x Quince (T1)(approx 4m tall) due to heavy case of blight, and replant with something suitable. Tree protected by Milton Keynes Tree Preservation Order no PS/540/15/19. Deadline response: 24/08/23.  <b>23/01668/DISCON-At:</b> 5 The Green Woughton On The Green Milton Keynes MK6 3BE. <u>Proposal:</u> Approval of details required by condition 2A (Schedule and statement - Phased) of permission ref. 23/00301/LBCM. Deadline response 18/08/23.  <b>23/01715/TCA-At:</b> 29 Baskerfield Grove Woughton On The Green Milton Keynes MK6 3ES. <u>Proposal:</u> The crown reduction of Cherry Tree by 3-4ft. Deadline response: 30/08/23.

	<p><b>23/01775/HOU-At:</b>10 Verley Close Woughton On The Green Milton Keynes MK6 3ER. <u>Proposal:</u> The erection of a single storey front extension. Deadline response: 07/09/23.</p> <p><b>23/01932/TCA-At:</b> Peartree House The Green Woughton On The Green Milton Keynes MK6 3BE. <u>Proposal:</u> Willow tree (1) on drive, fallen blocking drive. Tree is rotten at base - remove. Prunus tree (4) fallen/leaning on garage. Advised by structural engineers report to remove. Sycamore (2) and ash trees (2) overgrowing barn - pollard to 3m. Dead silver birch with associated risk of falling on barn structure - remove. Deadline response: 03/10/23.</p>
FC23/24-49	<p><b>Licensing Applications:</b> To note, new and amended licensing applications.</p> <p><b>Boroughwide Street Trading Consent – New</b> We have received an application from <b>MK Ices on</b> 10.08.23 for 1 ice cream van (DK13 FFJ) to trade Boroughwide for the following times: <b>Monday to Sunday 15:00 to 18:00</b> Deadline response: 07/09/23.</p>
FC23/24-50	<p><b>Boroughwide Consultation(s).</b> To consider if they wish to respond.</p> <ol style="list-style-type: none"> <li>1. Milton Keynes New City Plan: various consultation activities to be held throughout Autumn and Winter 2023.</li> <li>2. Local Enforcement Plan 2023 from 01/09/23 to 13/10/23.</li> </ol>
FC23/24-51	<p><b>Working Groups (Task &amp; Finish).</b> Council to consider and agree the general Terms of Reference for Working Groups, followed by an agreed deadline to complete more specific Terms for each working group listed below:</p> <ol style="list-style-type: none"> <li>1. Finance.</li> <li>2. Communications.</li> <li>3. Planning.</li> <li>4. Allotments.</li> </ol>
FC23/24-52	<p><b>2023/24 Projects</b> Agree future projects in readiness for 2023/24 budget planning.</p>
FC23/24-53	<p><b>Community Engagement:</b> Council to discuss and consider the following:</p> <ol style="list-style-type: none"> <li>1. MK Citizens Advice outreach service: council to agree future dates</li> <li>2. Residents meeting 20/06/23 Update; see attached Q&amp;A addendum.</li> <li>3. Age UK (Milton Keynes); digital inclusion support and technology help services.</li> </ol>
FC23/24-54	<p><b>Communications</b></p> <ol style="list-style-type: none"> <li>1. <u>Reports:</u> Members to give an update on any meetings attended.</li> <li>2. <u>Newsletter/Calendars:</u> (Cllr's Freeman-Gwynn, Hall and Nash).</li> </ol>
FC23/24-55	<p><b>Meetings</b> Council to NOTE the next full council meeting on Monday 13 November 2023 at 19h30</p>

#### ADDENDUM - FC23/24-53 (2) RESDENTS MEETING 20/06/23 Q+A

<p><b>Q.1</b> Would the 'enhanced monitoring option' for devolved landscaping be parish by parish or altogether?</p>	<p><b>A.1</b> The 'third way' as it is sometimes badged, is a series of bi-monthly meetings with MKCC to enable greater focus on landscape works, involving <b>all</b> parishes, which opt to join. 13 parishes have so far devolved and there are 5 parishes that currently meet using the 'enhanced monitoring option'. There would be an additional cost to OWPC if the Clerk attends (Clerk Hours)</p>
<p><b>Q.2</b> Do devolving parishes receive funding from MKCC?</p>	<p><b>A.2</b> Yes, there is a sum equivalent to existing annual cost, which would transfer between MKCC and OWPC, which could be then re-contracted by OWPC. This was estimated at £13,000 @ for the whole parish. Whilst not devolved, spend levels can be changed by any approved MKCC budget.</p>

<b>Q.3</b> Where verges only are mown, does MKCC manage seed dispersal into adjacent gardens?	<b>A.3</b> No
<b>Q.4</b> How is the electricity for the new contractor's fleet provided?	<b>A.4</b> As part of MKCC's recycling functions at Old Wolverton.
<b>Q.5</b> Why is there no maintenance of W. Park Village 'Green'?	<b>A.5</b> There is a metre-wide cut on all the Green's verges. Tree management can be explored in a joint site visit.
<b>Q.6</b> Why is there no tree or French drain management on W. Park Village Green?	<b>A.6</b> Per <b>A.5</b> above, this can be reviewed in the site visit.
<b>Q.7</b> Why is ivy not managed (causes weakened overhanging branches especially into neighbouring gardens)?	<b>A.7</b> MKCC has an ivy management policy, which does not include the routine control of ivy. This can also be reviewed through the site visit.
<b>Q.8</b> What will MKCC do about tree interference with my television signal?	<b>A.8</b> There is no right to a TV signal, nor solar gain, for that matter.
<b>Q.9</b> Why is landscape not managed around road signs?	<b>A.9</b> Please use MKCC's 'Report It' service to notify problem instances.
<b>Q.10</b> What about having a 'Report It' service for all these issues?	<b>A. 10</b> MKCC's Report It service is widely available ( <a href="https://www.milton-keynes.gov.uk/pay-report-and-apply/report-it">https://www.milton-keynes.gov.uk/pay-report-and-apply/report-it</a> ) & <b>Fact Box or ring customer services on MK 691 691 . and info on the PT</b>
<b>Q. 11</b> Are the original blue recycling boxes now redundant?	<b>A.11</b> Yes. Please feel free to re-purpose them.
<b>Q.12</b> Are smaller wheelie bins available?	<b>A.12</b> All wheelie bins are now a standard size. They do not have to be put for every collection.
<b>Q13</b> Will all these bins be returned to their own properties?	<b>A.13</b> The new waste contract has much tighter requirements and bins are expected to be returned to their properties. This will be a monitoring issue.
<b>Q.14</b> Can all complaints be made on-line (no phoning in needed)?	<b>A.14</b> Yes, via MKCC'S Report It service (see Fact Box).
<b>Q.15</b> What will be the frequency of collection (by bin colour)?	<b>A.15</b> Green and Black collections remain weekly. Blue and Red collections will alternate fortnightly. Printed details will be delivered with the bin roll out.
<b>Q.16</b> Are we really going to recycle glass in plastic sacks?	<b>A.16</b> Yes, where properties have been assessed and eligible for sacks rather than bins.
<b>Q.17</b> Who is responsible for clearing up after the crows?	<b>A.17</b> The change to a fully binned system helps to reduce bird damage. Ensure bin lids are fully closed as this is important for the mechanism of the trucks.
<b>Q.18</b> My daughter lives in Woburn Sands, how does she make space for this?	<b>A.18</b> Your daughter can ask for a review of her property.
<b>Q.19</b> Which bin is the right one for soft plastics?	<b>A.19</b> It is not currently economical for MKCC to recycle these items, so place them in Black bin. Alternatively, some larger supermarkets offer this service (e.g. the Co-op, M & S etc.)
<b>Q.20</b> How do the operators know there is an 'assisted collection' at a property?	<b>A.20</b> There is an in-cab system which will notify the crew of this.
<b>Q.21</b> Where do you put shredded paper?	<b>A.21</b> In red bin ( it must be clean and dry)
<b>Q.22</b> How will the service be monitored?	<b>A.22</b> A more robust Contract with rigour; performance targets and KPi's and clear penalties for poor performance. Vehicles have 360' cameras