



## MINUTES

**Monday 13 November 2023 at 19h30**

**Venue: St Mary's Church, Woughton on the Green, MK6 3BS**

Members Present: Cllr Charlotte Hall (CH)-Chair, Cllr Vanessa Freeman Gwynn (VFG) - (Vice Chair), Cllr Rob Grindley, Cllr Roshini Wickramasinghe, Cllr Ray Brown, Cllr. Geoff Long (GL); Cllr. Mary Major (MM), Cllr. Roy Kenyon (RK); Cllr. Phil Nash (PN)

Officer Present: Vicky Mote (Clerk/RFO)

Residents: 4

Meeting Started @ 19h30

MINUTES	
FC23/24-56	<b>Apologies:</b> No apologies.
FC23/24-57	<b>Declarations of Interests:</b> Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.  Cllr VFG-who is currently the Link Officer of Soroptimist International: MK and Women & Work (a trading unit of Citizens Advice, Milton Keynes), declared an interest in agenda item FC23/24-60.3 Draft Budget/Precept 2024/25.  Cllr CH is the PAA president and declared an interest in agenda item FC23/24-63 Allotments. Cllr CH declared that she is a Trustee of The Parks Trust.
FC23/24-58	<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 the Chair's discretion).  Residents raised the following: <ol style="list-style-type: none"><li>1. Ditches along the road to The Green, run off from the fields, are overgrown and full. Cllr CH has asked The Parks Trust to assess the runoff from the fields and confirmed that MKCC will not be doing any further work on the ditches.</li><li>2. Ditch in orchard needs clearing. Cllr CH has raised this issue on numerous occasions, responsibility for this does not appear to be very clear between Milton Keynes City Council (MKCC) and The Park Trust.</li><li>3. The Green Road is in poor condition. Cllr CH confirmed that it has been assessed each year by MKCC and not deemed necessary for any works as it has not met the criteria for action. Cllr CH continues to raise the issue.</li><li>4. Lighting around the green.<ol style="list-style-type: none"><li>a) Cllr CH confirmed that there is a new Officer in place at MKCC and has asked to meet with her to explore the issue.</li><li>b) Cllr CH asked the resident to put forward what the expectation is regarding lighting around the green.</li></ol></li></ol>

	<p>c) Resident responded to say that there should be enough lighting so people can see when walking, not expecting high level street lighting.</p> <p>d) Cllr VFG made the point to the resident that it is very difficult for the parish council to take forward any such request, when there is only one resident raising the issue.</p> <p>e) Cllr CH has invited the resident and any others who would like to attend, to meet up and discuss further.</p> <p>f) CH will set out some options to meet up during the daytime.</p>
FC23/24-59	<b>Minutes.</b> Council RESOLVED that the draft minutes of the Full Council meeting held on 11 September 2023 be accepted as a true copy. Duly signed by Cllr CH (Chair).
FC23/24-60	<p><b>Finance (RFO)</b> Chair put a motion forward to move this agenda item to the end of the agenda, Council RESOLVED to agree.</p> <ol style="list-style-type: none"> <li>1. <u>Payments</u>, Council NOTED the payment schedule 01/09/23 to 31/10/23 (previously circulated).</li> <li>2. <u>Actual vs Budget 2023/24 report</u>, Council NOTED the report YTD 31/10/23 (previously circulated).</li> <li>3. <u>Draft Budget /Precept2024/25</u>, Council to review and approve the budget and precept for 2024/25.</li> </ol> <p>Clerk presented the draft budget, Chair asked Council to consider additional items they wanted to be included in the draft budget. The following was put forward:</p> <ol style="list-style-type: none"> <li>a) £1,000 for Passmore 50<sup>th</sup> Commemorative Project.</li> <li>b) £1,000 for Lucas Place “Big Tidy”, to be open to all residents.</li> <li>c) £200 for the cleaning of the war memorial.</li> <li>d) £500 scanning project.</li> </ol> <p>Councillors to send through any further additions to the Clerk by week ending 17/11/23. Clerk to look at the last 12-months RPI figure in order to apply a percentage mark up on the 2024/25 actual budget figures.</p>
FC23/24-61	<b>Meeting Log Update.</b> Council NOTED the updates.
FC23/24-62	<p><b>Policies</b>, Council to review and adopt <u>Vexatious Policy</u> Council RESOLVED to adopt the policy. Clerk to correct 3.2 reference to Section 3, should be reference to Section 8.</p> <p>Working Groups (Task &amp; Finish) Terms of Reference.</p> <ol style="list-style-type: none"> <li>2.1 Finance.</li> <li>2.2 Communications.</li> <li>2.3 Planning.</li> <li>2.4 Allotments</li> </ol> <p>Clerk presented draft ToR for council to consider. Council RESOLVED that each group to review and bring back any additions/amendments for consideration and approval in the next full council meeting on 08 Jan 24.</p>
FC23/24-63	<p><b>Allotments (Cllr Kenyon)</b> Patch Allotment (PAA) Report NOTED Cllr CH highlighted that there is an issue regarding ownership of the trees that run along the entrance of the site. Both Cllr CH and Clerk to meet with MKCC to discuss further.</p>
FC23/24-64	<p><b>Environment Updates and decisions.</b></p> <ol style="list-style-type: none"> <li>1. <u>Environment &amp; Canal Matters.</u> Cllr GL gave an update and confirmed that both he and Cllr RW do a patrol once a month. Hedging still remains an issue, which is the responsibility of the Canal Trust.</li> </ol>

	<p>Very little litter around at the moment. Clerk to find out who the contact is for the Canal Trust, in order to find out what their maintenance program is.</p> <p><u>H9 Groveway Bridge</u> Cllr RG asked about the deposit of stone along the bridge. Cllr CH confirmed that major works are about to commence on the bridge, which will go on through to February 24.</p> <p>2. <u>Speedwatch</u>, Cllr RK gave an update. Two new volunteers have passed the test and signed up. Volunteers have looked at ideas for locations, once all have been identified, they will be submitted to Thames Valley Police (TVP) and viable options will be agreed by them. Cllr CH will find out from MKCC Highways, the process of requesting signage on lamp posts.</p>
FC23/24-65	<p><b>Assets</b> <u>Bins</u>: 2023 risk assessment carried out by the Clerk and a recommended bin replacement plan put forward. Council RESOLVED to go ahead with the recommendations as follows:</p> <p>Bin replacements: 01 (£160), 09 (£185), 13 (£160), 14 (£160), 16 (160). Lid replacements: 03 (£25), 15 (£25). Bins to be lifted off the ground by contractor DNH: 06, 07 (no cost).</p> <p>Total cost of £875 exc VAT to be actioned within this financial year 2023/24.</p> <p>Cllr PN pointed out that the bin location map needs updating with the new bin numbers, which he will action.</p> <p><u>Noticeboards</u>: 2023 risk assessment carried out by the Clerk and a recommended noticeboard replacement/refurbishment plan put forward. After much deliberation about Passmore noticeboard position and whether Woughton Park needs a noticeboard, as the bus stop is no longer in use, Council asked the Clerk to bring back the total cost of replacing a noticeboard.</p>
FC23/24-66	<p><b>Training</b> Council RATIFIED the Clerk' attendance at the SLCC Community Engagement Summit 22/11/23.</p>
FC23/24-67	<p><b>Consultations:</b> To note, consider and comment on new consultations. <u>Carbon and Climate study</u> Cllrs CH+RG attended a workshop, which is involved in giving feedback into the new City Plan. Cllr CH confirmed that the public survey has been extended until 28/11/23. Councillors were encouraged to go online and complete the survey as individuals.</p>
FC23/24-68	<p><b>Planning Applications:</b> To note, consider and comment on new and amended planning Applications.</p> <p><u>23/02291/PRIOR</u>-Deadline for comment 13/11/23 At: The Old School Newport Road Woughton Park Milton Keynes MK6 3AP Proposal: Prior Approval for change of use from a mixed C3 residential and class B1a office use to a class C3 residential use only. Council RESOLVED that there were no comments to add.</p> <p><u>3/02030/TCA</u>-NO OBJECTIONS At: 8 The Green Woughton On The Green Milton Keynes MK6 3BE. Proposal: The removal of storm damage and reduction by 1.5m of Plum tree (T2) (current height approx. 5m) and reduction of lateral branches overhanging road by 1m of Hawthorn (T1) (current height approx. 4m).</p>

FC23/24-69	<b>Licensing Applications:</b> There were no applications to review.
FC23/24-70	<p><b>Community Engagement:</b> Council to discuss and consider the following:</p> <ol style="list-style-type: none"> <li><u>MK Citizens Advice outreach service.</u> Cllr VFG notified Council that the third session will take place on Tues 05/12/23 at St Mary' Church from 10h30-13h30. This is a "walk in" service for residents.</li> <li><u>MKCC Winter Plan Funding Payment 23/24.</u> Council thanked the Clerk for applying for the funding. Clerk confirmed that the £500 funding had been received and would be earmarked.</li> </ol>
FC23/24-71	<p><b>Communications</b></p> <ol style="list-style-type: none"> <li><u>Reports:</u> Members to give an update on any meetings attended. Cllr CH confirmed that she had attended The Parks Trust apple day event, along with some other councillors. The day and traffic were very well managed and there were only two minor complaints.  Cllr CH confirmed that Woughton on the Green Pavilion has a new feedback "Report It" form, which will be circulated after the meeting.</li> <li><u>Newsletter/Calendars:</u> (Cllr's Freeman-Gwynn, Hall and Nash). Cllr VFG confirmed that the council had changed to a new production company, xpress, who are very efficient. The next newsletter edition will be end of March 24.</li> </ol>
FC23/24-72	<p><b>Meetings</b></p> <p>Council to NOTED the next full council meeting on Monday 08 January 24 at 19h30. Council to AGREED the meeting dates for 2024, second Monday of the month, starting at 19h30 as follows: 08 Jan 24, 11 Mar 24, (AGM) 13 May 24, 08 Jul 24, 09 Sept 24, 11 Nov 24. Council to discuss and AGREE a date for the Residents meeting in 2024, to be confirmed at the next full council meeting on 08 Jan 24.</p>

Meeting closed at 21h12

Chair	Cllr Charlotte Hall
Signature:	
Date:	15/01/2024