

## MINUTES FULL MEETING OF THE COUNCIL

**Monday 10 March 2025 at 19h30**

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

### Members Present

Councillors: Charlotte Hall (Chair), Vanessa Freeman Gwynn (Vice Chair), Phil Nash, Rob Grindley, Ray Brown, Mary Major, Ryan Gillies, Roshini Wickramasinghe.

**Officer Present:** Vicky Gladstone (acting clerk)

**Meeting Started:** 7.30 pm

### FC24/25-087 **Public Questions:**

6 Members of the public present

Issues raised:

- 1) Passmore: Illegal Encampments - putting in place measures to prevent access to the Village Green – Council to raise issue with MKCC / appropriate department.
- 2) Speeding vehicles on The Green – suggestion that there is an article put into the newsletter on this safety matter.
- 3) The Green ditches - MKCC aware and The Parks Trust have on their list of works the repair / installation of drainage in the gateway to reduce water runoff.
- 4) The Green – state of road, including potholes, tracking and crumbling haunches. A request has been made to MKCC Highways to review this road. All defects have been reported on a number of occasions by residents and Council.
- 5) The Close – Parking and overspill parking due to activity in the Pavilion / playing fields and events locally. Request for better signage, marshalling use of cones during events. Also that there should be advance notice, especially of the bigger events. Also, what plans to the Dons (Leaseholders) have for the site. Also what maintenance works will be done especially on paths and bridges etc. Council is seeking to arrange a meeting with the DonsSet staff.
- 6) Generally and on redways: scooters, motorbikes at speed causing a serious danger to other users. Cllr Hall asked that residents always report any event, whilst it is happening (Ring 101 / or online form or 999 if needed). This allows TVP to have better data and ability to make best use of resources.

FC24/25-088 **Apologies and Conflicts of Interest:** No apologies received.

Conflict of Interests were noted from: Cllr Mary Major as a Trustee of the Patch Allotment Association (PAA) and Cllr Charlotte Hall as President of the PAA. Cllr Vanessa Freeman Gwynn and Cllr Charlotte Hall noted an interest regarding a planning matters (Item 094).

FC24/25-089 **Minutes:** Full Council meeting minutes held on 13<sup>th</sup> January 2025 were approved and signed as a correct record of the meeting held with the Date corrected to 2025.

FC24/25-090 **Finance & Admin (RFO):**

1. Payments: Council noted payment schedule 01/01/25 to 28/02/25
2. Yr to date Activity v Budget was noted
3. Bank Reconciliations (METRO £20,696.70 and LLOYDS £27,083.65) were agreed and signed.
4. It was agreed that the RFO should be given full access to bank accounts / Signatory arrangements and that there would be a review of the Metro Account and Accounting Software.
5. To agree list of regular payments for 2025-2026: The list previously circulated was agreed.
6. To appoint Internal Auditors: It was approved that J Simonds would be appointed as Internal Auditor for 2024/2025. Cost / Quotation received £200
7. Policies to review:
  - Risk Register – this has been circulated and was approved by the meeting.
  - Financial Regulations (note new Model issued April 2024) - this was previously circulated and is to be reviewed.
  - Asset Register – The revised and updated register was agreed.

FC24/25-091 **Allotments:**

1. Patch Allotment Report (PAA) (Previously circulated) This was received and noted. Cllr Nash noted also that the waiting list for plots is currently about 20. There is a management meeting shortly to forward plan Capital Projects and to set a budget. The Chairman of the PAA is stepping down and a new Chairman will need to be found. Cllr Gillies asked of the 200 plots, how many were tenured by residents and that this data shared in reports going forwards.
2. Edge Software: This is ongoing and training and setup well in hand.

FC24/25-092 **Environment Updates and decisions:**

1. Canal Matters: CaRT - Partnership Renewal has now been completed. A deep litterpick by 8 CaRT members has taken place (canal side nr Groveway flyover). There will be a hedge laying workshop shortly to look at filling gaps / repairs to hedges created by boat users cutting through to the road and other egress and access points.
2. Speedwatch Scheme Update: This is fully up and going with signage now in place .However, more volunteers are needed specifically from Woughton Park and Passmore.
3. Environment – ‘Parish Monitoring Option’: Cllr Hall is now attending monthly meetings with Officers. This allows a closer link and opportunity to raise specific parish landscaping issues.

FC24/25-093 **Consultations:**

To note, consider and comment on consultations & updates:

1. Ward Boundary Review second submission. Council response has been submitted and outcomes expected in early June.
2. MKCC Community Governance Informal Consultation (Parishes) – Council has submitted a response to questions posed and given fuller statements also. Full public Consultation will take place in the Summer.
3. Community Right to Bid – Ye Olde Swan – notification of sale by Freeholders. Old Woughton Parish Council will not be submitting a bid.
4. Groveway (H9) 40mph Consultation due shortly.

**FC24/25-094 Planning & Licensing Applications:**

To note, consider and comment and update on new and current planning & licensing applications:

Cllr Gillies requested that on future Agendas – the planning application refs are listed. This was agreed.

- 1) 7 The Greys – no comment.
- 2) Enforcement Queries – no update or responses from MKCC Planning to date.

**FC24/25-095 Council Projects:**

Council to consider any Ward Projects submitted:

- 1. Maintenance of Parish Boards - WoTGS Cllr Hall contacted 3 contractors 2 of whom were not interested. One quotation received for £550 (repair of one board). It was resolved to accept this quote and that a total budget of £1,500 allocated for all board repairs as needed.

**FC24/25-096 Community Engagement:**

- 1. MK Citizens Advice outreach service update (4 April 2025) – It was agreed to continue sessions through the 25/26 and in partnership with Simpson and Ashland Parish Council.
- 2. Annual Residents meeting 24 June 2025 – Keynote Speakers: Parks Trust, MK Hospital and The Canal and River Trust
- 3. Community Events – Working Party for VE80 Day - 8<sup>th</sup> May agreed for celebration date. In line with the National Programme -Church Bells will be rung; suggested tea and cakes and possibly Fish and Chip van and music and a beacon. It was resolved that a budget of £1000 be allocated.
- 4. Apple Day (The Parks Trust Oct 25) – working with MK Arts for health to develop OWPC presence / activity and stall.

**FC24/25-097 Communications:**

- 1. Reports: Members to give and update on any outside meetings attended. None noted that had not already been discussed within the body of the meeting.

**FC24/25-098 Meetings.**

- 1. Council NOTED the next full council and AGM meeting on 12<sup>th</sup> May 2025

**Meeting Ended 9pm – Cllr Brown left meeting 8.45pm**

DATE: 12/05/2025	CHAIR:	SIGNATURE:
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