



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON MONDAY 15th FEBRUARY 2021 VIA ZOOM.

Present: Cllr's D Hopkins, (Chairman), A Braddish, Cllr R Hill, D Ostler, R Jamieson, Y Thakker and 1 resident. Clerk was in attendance.

- 1. To receive apologies for absence:**
Ward Councillor's V Hopkins, and A Jenkins.

2. Public Open Session:

The following issues have been raised by a resident.

2.1 – Recycling - I wonder if we could support the charity recycling initiative by having a terracycle collection point/bins at the community centre? I know like us there are a few households who support it, collecting certain packets that otherwise cannot be recycled and at the moment individually people take theirs to the point near MK centre where a volunteer in MK runs Charity Recycling MK from his home. He has raised over £40,000 for Willen hospice and an animal charity. I know there are other collection points in MK that then go to him, it would mean contacting him to discuss as folk have to sort and carefully present what they send and would also need volunteers this end to get the donations over to his facility, but it would encourage better recycling in the village.

It was agreed that this was a good suggestion, and the Clerk was asked to include this item on the first agenda for the recently reformed Community Centre Committee.

2.2 – Village Issue - Now we have lost the rural feel we all loved about Stockwell Lane and are reeling from the imposed decimation of trees and verges which has created more traffic noise and sight from Newport road and will also have affected wildlife, please could we have more trees planted along there (I think Trevor has already mentioned more cherry trees in the village) and equally as important all the verges planted up with wild flowers?

Cllr D Hopkins agreed to take this issue up with MKC.

2 Declaration of interest:

Cllr D Hopkins declared an interest in item **9.11** of the agenda and did not take part in any discussions on this item.

3 Chairman Announcements.

The report covered the following:

- Little Oaks Nursery has experienced an outbreak of Covid-19. Two adult members of staff have been diagnosed as positive (on Friday 12 February 2021 and Sunday 14 February 2021). The proprietor of the nursery immediately contacted the Hall Manager and myself (as Chairman of the Parish Council) and Cllr Robert Hill (in his role as Caretaker) was immediately informed. Thankfully, this is half term for the nursery which will allow sufficient time for a deep clean and for staff to isolate. However, given the second diagnosis half term will now be extended for a few days.
- I was able to make a £200 grant available to local residents' group, Wavendon Voice to assist in their current work relating to SEMK etc.
- There will be local elections on 6 May 2021 and the main hall at the community centre is booked as a polling station (as normal). MK Borough council will liaise with the PC and the Hall Caretaker regarding one way movement of voters etc closer to the date.
- Despite requests the Highways team at MK Council have been unable to provide any updates on Highways issues in the Parish (as there is progress) beyond providing the statistics for the SID monitors. Locally MKC Highways have however been extensively involved in working with Asplands Surgery in Woburn Sands arranging signage for vaccination parking and a very successful one-way traffic flow for those receiving vaccinations (including those patients attending from surgery's in Fishermead and Walnut Tree).

4 Approval of Minutes:

The minutes of the meeting of 18 January 2021 were approved and signed as a true record.

5 Matters Arising:

	ACTION
<p>6.1 - (item 2.2 of minutes 19/10/20) - An issue was raised regarding broadband in the village asking when there will be some investment in improving the service to existing areas of Wavendon.</p> <p><i>It was noted that this is still a major issue for Wavendon and it was agreed to keep this on the minutes whilst further investigations are underway.</i></p>	Cllr D Hopkins
<p>6.2 - (item 2.1 of minutes 16/11/20) - This is a question submitted on behalf of 'Village Voice' – an informal group of residents seeking improved provision of green space and buffer zones in the new developments around Wavendon.</p> <p>Question: Wavendon seems to have fared badly in the provisional plans for the South East Urban Extension. The green buffer between the southern edge of the village and the new development is small in relation to that afforded Bow Brickhill and there is an area of high-density development close to the southern village perimeter as well as a proposed grid road. The key MK policy plan trumpeted bold assertions about green provision such as buffer areas and structural landscaping to prevent coalescence with existing communities. But with respect to Wavendon there is very little evidence of this. <u>Does the Parish Council intend to make any further challenges to the SE extension plan and how best can residents support them?</u></p> <p><i>No further action is required as this will be covered in the Parish Council response to the SEMK Consultation covered under minute reference 7.</i></p>	
<p>6.3 - (item 2.2 of minutes 16/11/20) - Question - Does the PC think if the current planning application for Frosts landscape gets the go ahead it will push the proposed highway closer to Wavendon?</p> <p><i>No further action is required as this will be covered in the Parish Council response to the SEMK Consultation covered under minute reference 7.</i></p>	
<p>6.4 - (item 2.3 of minutes 16/11/20) - Question - Stockwell lane WAS the countryside gateway to the village giving it its rural identity and has always been much loved by residents, it is clearly being urbanised without any reference / input / discussion with residents, how can we protect Phoebe lane against similar urbanisation? What should we be doing as a village to have a say in the development that is pushing and suffocating the village from all sides? This is an ancient village; how can we best protect our village identity?</p> <p><i>No further action is required as this will be covered in the Parish Council response to the SEMK Consultation covered under minute reference 7.</i></p>	
<p>6.5 - (item 7.1 of minutes 21/12/20) - Email received 09/12/20 from MKC regarding Public Spaces Protection Order No.2 – Dog Fouling and requesting help from Parish Councils in displaying posters.</p> <p>Clerk confirmed that he would obtain some posters and display them in Wavendon, where appropriate. <i>Ongoing.</i></p>	Clerk
<p>6.6 - (item 7.1 of minutes 18/01/21) - Email received 23/12/20 from MKC (Transport Policy Team) regarding the Cycling and Walking Infrastructure Plan requesting projects to be submitted by the 30/01/21.</p> <p><i>Clerk confirmed that a response to the consultation was emailed to MKC on the 28 January 2021.</i></p> <p><i>Grateful thanks to Cllr Y Thakker for co-ordinating / providing the information to enable a comprehensive response from Wavendon Parish Council.</i></p>	

<p>6.7 - (item 2.1 of minutes 18/01/21) - Tree Planting – Following the successful planting of small trees at St Marys Green a local resident asked the Clerk to ask the Parish Council if further funds could be made available to plant trees in other parts of Wavendon.</p> <p>It was agreed that this was a good suggestion and accepted in principle, subject to availability of funds, where the trees are planted, and the necessary landowner permissions obtained. <u>Ongoing.</u></p>	Clerk
<p>6.8 - (item 2.2 of minutes 18/01/21) - Grant Application – A group of residents have created a simple community channel for the sharing (electronically) of information about developments in the area, to facilitate resident discussion, with the objective of being able to gather and consolidate views on items such as upcoming planning. This is called Wavendon Voice. It is run by a core group of residents.</p> <p>The grant money would be used for printing of simple leaflets to be distributed to residents and other miscellaneous expenditure.</p> <p><u>This was agreed in principle and the Clerk was tasked with ensuring that the correct procedures are followed. Amount to be agreed at a future Parish Council meeting.</u></p>	Clerk
<p>6.9 - (item 18.1 of minutes 21/12/20) - Trees on St Marys Green: Cllr Hill asked if the old trees could have tree preservation orders applied to them.</p> <p>Clerk to contact MKC on this request. <u>Ongoing.</u></p>	Clerk
<p>6.10 - (item 18.4 of minutes 21/12/20) - Waste Collection: Cllr Braddish raised an issue regarding Serco accessing 4 new properties via an access lane known as Simons Drive off Newport Road (adjacent to 34 Newport Road). Apparently despite the access point being constructed to a width to allow the waste vehicle to access the houses (as required by the planning officer) Serco are insisting instead that the occupiers of the new homes bring their waste and recycling to the junction of the access land and Newport Road.</p> <p><u>It was noted that Cllr Hopkins has raised this issue with MKC and that no further actions are now required. Item closed.</u></p>	

7 To discuss the Parish Council response to the SEMK – Strategic Urban Extension Development Framework Supplementary Planning Document Consultation taking place from Monday 8 February 2021 to 19 April 2021.

It was noted that at least five consultants had been approached for a quotation, four consultants declined to provide a quotation as they were conflicted. Following agreement via email correspondence a planning consultant has been engaged at £3,500 + VAT plus £300 + VAT per meeting (if required?). This expenditure was approved by all present.

A special edition of Wafas & Wallas will be distributed to all households in Wavendon by the 24 February 2021.

A project meeting will be held with our Consultant on Thursday 18 February 2021.

8 Correspondence:

8.1 – Letters received from **Woburn Sands Town Council** thanking the Parish Council for the donations made in January 2021 to the **George Wells Educational Foundation and Three Parishes (coach outings)**

9 Planning:

	ACTION
<p>9.1 - 21/00001/FUL – Erection of 2 buildings to facilitate 4 retail units (Class (E) (a) and dog grooming - Sui Generis at Frosts Garden Centre, Newport Road, Milton Keynes. <u>No issues were raised.</u></p>	

<p>9.2 - 21/00079/NMA – Non-material amendment to alter the approved brick detailing for plots 43-46, 52, 53, 54-137, 148-163, 166 & 167 and the approved roof tiles on plots 43-46, 52, 53, 60-62, 67-69, 71-77, 79, 80, 114-117, 148-150, 153, 154, 157-163, 166 & 167 relating to application 18/02183/REM at Land West of Eagle Farm South, Lower End Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.3 - 21/00081/NMA – Non-material amendment to alter approved brick detailing to plots 52, 53, 57-129, 157-160 & 164-166, to alter approved roof tiles on plots 52, 53, 61-66, 73, 75-77, 79-83, 105, 108-110, 118, 119, 122-124, 128, 129, 157-160 & 164-166 and to alter approved house types for plots 62, 65 and 82 from H536 to H538 relating to application 17/02483/REM at Land West of Eagle Farm South, Lower End Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.4 - 21/00175/DISCON – Details submitted pursuant to the discharge of condition 16 (noise mitigation) relating to application 13/02382/OUTEIS at Lot 1 - Parcel A Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.5 - 21/00184/DISCON – Details submitted pursuant to discharge of condition 27 (Storm Water Drainage Design) attached to planning permission 13/02382/OUTEIS at Land at Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.6 - 21/00185/DISCON – Details submitted pursuant to discharge condition 46 (Surface Water) attached to planning application 13/02382/OUTEIS at Land at Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.7 - 21/00188/DISCON – Details submitted pursuant to discharge condition 4 (Landscape and Surfacing) attached to planning application 19/02201/REM at Land at Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.8 - 21/00220/NMA - Non-material amendment to 20/01841/REM to substitute house type on plot numbers N223, N224, N225 & N226 at Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.9 - 21/00239/NMA – Non-material amendment to application 18/00581/REM to change the approved house type on plot 1 at Frosts Landscape Construction, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>9.10 - 21/00247/NMA – Non-material amendment to application 17/03283/REM for updated house types to Plots 90, 91 and 92 at Site South East of Elmswell Gate, Towergate, Milton Keynes. <u>No issues were raised.</u></p>	
<p>9.11 - 21/00249/DISCON – Details submitted pursuant to discharge condition 8 (Written Scheme of Investigation for archaeological mitigation following evaluation) attached to planning application 14/01610/OUT at Land South of Church Farm, Walton Road, Wavendon. <u>No issues were raised, however the Clerk highlighted that there is some interesting historical information in the archaeological report and agreed to email a copy to all Parish Councillors for interest.</u></p>	Clerk
<p>9.12 - 21/00261/NMA – Non-material amendment to application 18/01304/REM to add a single storey rear extension to plot 20 to accommodate show home at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon Gate. <u>No issues were raised.</u></p>	
<p>9.13 - 21/00277/DISCON – Discharge of conditions 4 (contamination) and 5 (drainage strategy) relating to application 17/02328/OUT at Land South of Wavendon Manor, Cross End, Wavendon. <u>No issues were raised.</u></p>	
<p>9.14 - 21/00317/DISCON – Details submitted pursuant to conditions 11 (Detailed Glazing Specification) and 15 (Acoustic Fence) attached to planning application 18/01304/REM at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon Gate. <u>No issues were raised.</u></p>	

<p>9.15 - 21/00339/NMA – Non-material amendment to application 19/00618/FUL for the proposed extension to be finished in render to match existing front elevation at 31 Parkway, Woburn Sands. <u>No issues were raised.</u></p>	
<p>9.16 - 20/03392/FUL - Erection of one dwelling and associated works parking, access, and landscaping at Land to the West of 6 and 8 Cross End, Cross End, Wavendon.</p> <p><u>Clerk advised that we have until the 11 March 2021 to respond to this planning application.</u></p> <p><u>Cllr Ostler agreed to investigate this planning application and advise the Clerk if there is a requirement for the Parish Council to make any comments to MKC.</u></p>	<p>Cllr Ostler / Clerk</p>
<p>9.17 - 21/00165/CLUP - Certificate of lawfulness for replacement of windows in front and rear dormers on listed building at 4 Wavendon House Drive, Wavendon. <u>No issues were raised.</u></p>	
<p>9.18 - 21/00354/FUL - Single-storey rear extension and single storey side extension link to detached garage at 7 Devereux Court, Glebe Farm, Milton Keynes. <u>No issues were raised.</u></p>	
<p>9.19 - 21/00411/REM - Regulation 3 application for the approval of Reserved Matters for the development of a community building with ancillary car parking, external hard and soft landscaping and associated works pursuant to outline approval 13/02382/OUTEIS relating to access, appearance, landscaping, layout and scale at Wavendon Community Building and Sports Pitches Site, Stockwell Lane, Wavendon.</p> <p>It was noted that this planning application was only received on the 15 February 2021 with a date to comment to MKC by the 15 March 2021. <u>Clerk to send details to Parish Councillors.</u></p>	<p>Clerk</p>
<p>9.20 – 20/03196/DISCON – Details submitted pursuant of conditions 4 (Arboricultural Survey, Impact / Method Statement with Tree Protection Plan) and 5 (Proposed Foundation Details) attached to planning application 20/01655/FUL at 3 Manor View, Cross End, Wavendon.</p> <p><u>Notification received 01/02/21 from MKC that planning condition had been approved.</u></p>	
<p>9.21 – 20/03219/DISCON – Details submitted pursuant to discharge conditions 5 (Drainage), 12 (Levels), 13 (CoCP), 16 (Estate roads), 18 (Boundary Treatment), 20 (Phasing Plan), 24 (Access & Movement Plan), 30 (Substations), 33 (Surface Water - Highways) & 34 (Access, Site Layout) attached to Planning Permission 14/00350/OUTEIS) at former Wavendon Golf Centre, Lower End Road, Wavendon.</p> <p><u>Notification received 03/02/21 from MKC that planning condition had been approved.</u></p>	
<p>9.22 - 20/03282/DISCON – Details submitted pursuant of condition 8 (Ground conditions) attached to planning permission 14/00350/OUTEIS at Former Golf Centre, Lower End Road, Wavendon.</p> <p><u>Notification received 09/02/21 from MKC that planning condition had been approved.</u></p>	
<p>9.23 – 20/03366/NMA – Non-material amendment to application 18/03056/REM for the detachment of Plots 49 and 50 and update house types to Plots 90, 91 & 92 at Site South East of Elmswell Gate, Towergate, Milton Keynes.</p> <p><u>Notification received 21/01/21 from MKC that non-material amendment had been approved.</u></p>	
<p>9.24 - 20/03295/FUL - Demolition of existing dwelling and erection of single dwelling with associated works at 73 Newport Road, Wavendon.</p> <p><u>Notification received 11/02/21 from MKC that full planning permission had been granted.</u></p>	

10 To discuss 106 Tariff Projects / Funding:

MKC have agreed to fund the following projects and we are currently waiting for payment of the monies before starting work on any of these projects. To help MKC with cash flow, the Clerk has split the projects into three phases and the monies should be received in this current financial year. Still waiting a date from MKC when the funds for the first phase will be paid but chasing on a regular basis.

Clerk confirmed that he had changed the phasing of the projects to include in phase 1 the fence on the recreation ground so that we can try and get the groundwork completed before the end of March 2021. **Suggested that we meet with Towns land Trust and the allotments association in February 2021 (or as soon as lockdown rules allow) to agree the project with them.**

Phase 1

- St Marys Green – Tree planting.
- Replacement tree for Recreation Ground.
- New fence for allotments and tree / hedge work at the Recreation Ground.
- 6 x Dog Bins for new developments.
- Replacement Bus Shelter on Newport Road – Some issues have been raised by MKC (Highways) on whether Parish Councils can have responsibility for bus shelters on the Highway and the Clerk is dealing with query. MKC Highways have been asked for a quotation to demolish the bus shelter and prepare the base for a new bus shelter.

Phase 2

- Picnic tables for the Recreation Ground and replacement tree.
- Replacement benches at the front of the Community Centre & St Marys Green.
- Replacement of Street Name Signs (i.e., Stockwell Lane etc.).
- 4 x Parish Notice Boards for new development area.
- CCTV and Intruder Alarms – Community Centre.

Phase 3

- 6 x Dog Bins for new developments.
- Two defibrillators.
- Extension of path from the side of the Community Centre to the MUGA.
- Outside Lighting – Community Centre.
- New Village Welcome Sign.
- Funding for 4 editions of Wafas & Wallas.

Street Light survey has been completed on Walton Road and St Marys Green, waiting details of the survey from MKC so that this can be discussed and agreed by the Parish Council. CLERK TO ARRANGE A MEETING WITH MKC AND PARISH COUNCILLORS WHEN LOCKDOWN RESTRICTIONS HAVE BEEN RELAXED.

11 To receive a progress report on the expansion of the existing and new Community Facilities.

Dates to be arranged for quarterly meetings of the Community Centre Committee starting in March 2021.

11.1 - New Community Hub progress update:

Cllr R Hill gave the following brief update.

- Feedback on the recent consultation on how the Community Hub will be utilised have been submitted to MKC to assist with the layout of the building.
- Groundwork should commence in March 2021.
- Discussions will be held with the Staples Theatre on how the two enterprises can work together and support each other.

The following question was asked by a member of the public.

- Will members of the public be able to use the proposed electric charging points at anytime as most household do not have in built charging facilities available. It was agreed to look into this request.

The following issue was raised.

- How secure is the current site to stop illegal encampments and rubbish dumping? Issue to be taken up with MKC.

11.2 - Updating of the former school site:

- Additional information received from our Solicitor regarding the drafting of the Sub-lease for the nursery. Clerk is dealing with Little Oaks Nursery.
- List of outstanding issues and requests for quotations has been sent to our contractor. Clerk is now liaising with the contractor now he has recovered from illness.
- Fire Safety Review – This was scheduled for the 9 November 2020 but had to be postponed because of Lockdown. To be rearranged when appropriate.
- Clerk advised that he was getting a quotation for consideration to have the conservatory roof insulated.

11.3 - Reports on existing Community Centre:

- Requested quotation to resolve a problem with a roof leak in the chair storage room.
- Clerk advised that a problem with hot water to the showers is being investigated.

11.4 - Other Issues:

- Clerk is still in discussion with MKC regarding the Gas & Electricity Bills since the commencement of the lease for the former school on the 26 January 2020. As the bills are extremely high and that the heating system is old, we should commission an energy survey to establish if any savings could be implemented. Clerk to obtain costs for consideration.
- Clerk is completing the paperwork for new premises licence combining the complete building for submission to MKC as soon as possible.

12 To receive Financial Statements:

12.1 - Bank Statement: Balance as of 15th February 2021:

Community Account as of 29 th January 2021:	£32,174.06
Less Cheques to be cashed – 101185, 101200, 101210, 101237	(£529.25)
Less New Cheques – 101036, 101038, 101050 to 101255, plus S/O's & D/D's	(£8,084.82)
Total	£23,559.99
Less Ring Fenced 106 funding balance for updating the Community Centre and former school building	(£18,932.65)
Parish Funds Balance	£4,627.34

Business Saver Account (Parish Funds)	£10,995.01
Business Saver Account (Ring Fenced Funds from Wavendon Cricket Club)	£2,830.01
Total	£13,825.02

Business Saver Account (Mrs Robinson's Account)	£861.98
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12.2 - Payments:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
101236	MKC (Bus Shelter Demolition)	£2,784.60
101238	Mrs H Price (Wafas & Wallas)	£1,585.00
S/O	Alan Kemp – (February 2021 Salary)	£640.00
101250	H M Revenue & Customs – (Tax & NI for Clerk)	£276.46
S/O	Robert Hill – (Salary)	£201.50
101251	W&WFC (Grass Cutting)	£1,000.00
101252	ISE Fire (Fire Alarm Service -Community Centre)	£306.60
101253	Vision ICT (Hosting Fee)	£108.00
101254	Marcus Young (New Dog Bins + Emptying)	£607.20
101255	D Hopkins (Postage Charge)	£7.65
101256	D2D Distribution Ltd (Wafas & Wallas)	£342.00
S/O	EON (Electric) – (Community Centre)	£110.29
S/O	EON (Gas) – (Community Centre)	£55.53
D/D	BT – (Community Centre)	£59.99

12.3 - Receipts:

None

This expenditure was proposed, seconded, and carried unanimously.

12-4 – VAT Claim:

Clerk confirmed that he had submitted a VAT claim to HMRC for the period – 1st August 2020 to 31st December 2020 for a refund of £4,682.45.

12.5 – National Insurance:

Cheque 101250 includes £116.46 as the Parish Council is liable to start paying National Insurance on the Clerks Salary.

12.6 – Parish Council Insurance Policy:

Clerk is currently reviewing our insurance policy to see if any savings can be achieved.

13 To discuss any Highway Issues:

It was noted that it was again not possible to arrange another (web based) meeting with Highways to progress outstanding issues again this month because of other work pressures in MKC Highways.

Clerk confirmed that he had again reported the street light problems on Walton Road under reference FS307013352 to MKC on 11 February 2021.

The following response has been received.

Street Lighting Repairs

- We are aware of delays with street lighting repairs and apologise to anyone who is still waiting for their reported faults to be actioned. We have programmed all the outstanding repairs and the engineers will be working through this list over the next few weeks.
- All faults reported to us will be checked and any necessary repairs planned. Sometimes we will need to disconnect the mains supply to a light column which will include additional delays of up to six weeks as this is done by the power supplier, Western Power Distribution. Extensive or complex cabling faults will require additional planning and resources and these type of works tend to affect several lighting units. We may also need to schedule in traffic management to create a safe work site.
- Our Highways team and service provider Ringway are working in difficult circumstances and extra demands have been made on our resources, such as the recent flooding events, gritting services and assisting the overall response by the Council and partners to the Covid-19 pandemic, including arrangements for the vaccinations centres across MK and helping to create space for social distancing.
- There are over 58,000 street lights across Milton Keynes so we have a lot to manage but thanks to our LED upgrade, the number of maintenance repairs is significantly less than in recent years. LED lights are more efficient as they last longer and do not need as much maintenance and they use significantly less energy than the traditional sodium (orange) lamps.
- If you have already reported a fault to us, please be assured that it will be reviewed by the Street Lighting team. We appreciate your patience and understanding as we do this.

The following issues were raised at the meeting.

- Drains blocked on Walton Road.
- Pot hole on the double bend has been reported several times to MKC for repair.
- Regular flooding on Newport Road.
- When will MKC (Highways) be designing a traffic scheme for Walton Road following MKC Cabinet decision in January 2021 to implement a Low Traffic Neighbourhood?

Clerk / Cllr D Hopkins to again raise these issues with MKC.

14 Clerks Report / Local Issues:

14.1 – NO CHANGE - Recreation Ground.

Amended Fields in Trust paperwork completed, now waiting return of a signed copy of the agreement. Promised return in February 2021 as staff have been furloughed. Clerk confirmed that he had managed to get the Statutory Declaration signed by an independent solicitor and this will be returned to our solicitor together with the Fields in Trust agreement in February 2021. This will enable the Recreation Ground to be registered with the Land Registry.

14.2 - NO CHANGE - St Marys Green Registration.

This is now waiting completion by the Land Registry.

14.3 - NO CHANGE - Tree Work on the Recreation Ground.

Work was not able to be completed on the Ash Tree and Oak Tree on the 9 December 2020 because of the recreation ground being waterlogged. New date to be obtained. **Need to order a replacement Oak Tree as soon as possible.**

14.5 – NO CHANGE - Footpath Phoebe Lane to Recreation Ground.

Wavendon Volunteers are going to lay some gravel or sub-base in various areas entering the footpath and along this path when lockdown restrictions have been relaxed. Funded by a Ward Councillor Grant.

14.6 – Dog Waste Management.

Clerk is updating the dog waste service agreement now that we have additional 5 dog bins installed and obtaining some stickers to advise who to notify should there be any problems.

15 To discuss the management of allotments located in the new development areas.

- Clerk will prepare an action plan following attending three Zoom training sessions run by BALC and the Allotment Society. This will help to establish what processes are involved in the management of the day to day running of the allotments.
- Clerk recommend the Parish Council joining the Allotment Association at £55 less a small discount which will give access to advice and contractual templates. All present agreed to this request.
- Six people now on a waiting list.

16 Progress report on the two Task & Finish Groups:

16.1 - T&F Committee for a Green Agenda for Wavendon in response to the climate emergency.

Nominations are being sought for a small number of volunteers from Wavendon to join this Climate Change Group with members from Woburn Sands.

16.2 - T&F Committee for a working group working with IFTL on community issues.

A meeting will be held in March 2021 to progress the creation of a Community Access Agreement and provide support to applying for grants (if required), to help develop the facilities.

17 Unitary Reports:

A copy of the Ward Councillor's reports to Wavendon Parish Council for February 2021 are available to view on the Parish Council website and are appended to these minutes.

18 Councillor Reports:

18.1 – Redway, Newport Road - Cllr A Braddish confirmed that he has contacted MKC Planning Department and MKC Highways about serious Safety issues on part of the Redway on Newport Road and was waiting for an appropriate response from both departments. He asked if the Parish Council could contact MKC to seek a satisfactory response from both departments.
Action: Cllr D Hopkins.

18.2 – Walton Road Drains - Cllr Y Thakker reported that the drains on Walton Road require cleaning and asked if this issue could be reported to MKC. Action: Clerk

18.3 – New Road Sign - Cllr R Hill advised that a new road sign installed at Kings Close does not meet the standard that MKC adopt. Cllr D Hopkins agreed to take this issue up with MKC.

18.4 – New Development Area - Cllr R Hill asked who is responsible for the maintenance of all the green spaces located in the new development areas. Cllr D Hopkins agreed to contact the Parks Trust on this request.

19 To agree items for forthcoming agendas:

- To review / agree the Clerks Salary for 2021/2022 – March 2021
- Risk Assessment Review – TBA

20 Future Meetings:

The next two meetings of the Parish Council will take place on Monday the 15 March 2021 and Monday the 19 April 2021. **The next meeting will be via Zoom.**

There being no further business the meeting closed at 8.50 pm.