



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON MONDAY 15th MARCH 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 issue has been raised by a resident.

- With the mass development of Wavendon parish, the very notion of what 'Wavendon is' is fast disappearing, this will only continue given the plans for the SEMK SUE. If you search Rightmove for housing in MK or indeed this region, Wavendon is one of the biggest locations for new homes. Wavendon is more known regionally as the location of massive distribution centres than for being a Domesday Book village. This dilutes our sense of place and heritage within the heart of the village. I would like to suggest, that at an appropriate time, WPC consider (and likely involve the residents) that the traditional part of the village is given an enhanced identity such as 'Old Wavendon' or 'Church End, (Old Wavendon'. This would appear on prominent place name markers, literature/official documents, and importantly postal addresses.

It was agreed that this suggestion should be investigated, and the Clerk was asked to contact Milton Keynes Council to seek help and guidance on this item.

3. Declaration of interest:

- Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Councils code of conduct Cllr D Hopkins referred to his entry in the member's register of interests about **agenda item 7** and planning application reference 21/00411/REM under **agenda item 9.25**.
- Cllr Braddish declared an interest in item **9.29** of the agenda and did not take part in any discussions on this item.

4. Chairman Announcements.

The report covered the following:

- Government information about Parish Council meetings from May 2021.
- Broadband Update.
- SEMK Consultation.
- Re-establishment of Community Forum with Thames Valley Police.
- Introduction of Demand Responsive Transport in Milton Keynes.
- Provision for Cycles at Walnut Tree.

5. Approval of Minutes:

The minutes of the meeting of 15 February 2021 were approved and signed as a true record.

6. Matters Arising:

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| <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>The following update was provided by Cllr D Hopkins following contact with City Fibre regarding connectivity in Wavendon.</p> <ul style="list-style-type: none"> • Milton Keynes phase two build is not part of the list announced today as it is an extension of the existing network. • Wavendon is currently being revisited yet again by our planning team to see if there is any solution. • The next build programme is still yet to be finalised as we are endeavouring to include as many homes as possible - as soon as I am able, I will be cascading information and updates to BBSG and local councillors and a press release will announce the further investment. | |

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| <p>6.2 - (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><i>Clerk confirmed that he had asked MKC to deliver some posters to the Community Centre for display in Wavendon when lockdown restrictions are relaxed.</i></p> | Clerk |
| <p>6.3 - (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>No change to be investigated by the Clerk when lockdown conditions have been relaxed.</u></p> | Clerk |
| <p>6.4 - (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>It was agreed to support the work that this group are undertaking on the response to the SEMK Consultation that the Parish Council would give a donation to enable the printing of leaflets for distribution locally to encourage as many residents as possible to response to MKC on this consultation by the 19 April 2021. The cost would be under £100 and would be refunded to the group on receipt of an invoice. <u>All present agreed to this expenditure.</u></p> <p><u>Consideration for a further grant would be considered at a future Parish Council meeting as the group is more formally constituted.</u></p> | |
| <p>6.5 - (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><u>Clerk confirmed that he had investigated the MKC processes to follow and would start actioning this request in April 2021.</u></p> | Clerk |
| <p>6.6 - (item 2.1 of minutes 15/02/21) – 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 now 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.</p> <p><u>This will be included as an agenda item on the first agenda for the recently reformed Community Centre Committee. Date for first meeting to be agreed.</u></p> | Clerk |
| <p>6.7 - (item 2.2 of minutes 15/02/21) - 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?</p> <p><u>Cllr D Hopkins has taken this issue up with MKC and we are waiting for a response.</u></p> | |

6.8 - (item **18.4** of minutes 15/02/21) - **New Development Area** - Cllr R Hill asked who is responsible for the maintenance of all the green spaces located in the new development areas.

The Parks Trust have been asked to share a definitive map showing the land they manage, and we are waiting for a reply.

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 we are working to the following timescale.

- SEMK Consultation started on the 8 February 2021.
- A project meeting was held with our Consultant on Thursday 18 February 2021 and minutes circulated to all Parish Councillors.
- A special edition of Wafas & Wallas was distributed to all households in Wavendon.
- First draft of report from Consultant – 10 March 2021.
- Report reviewed at WPC meeting – 15 March 2021.
- Feedback from WPC to Consultant – 22 March 2021.
- Final draft report from Consultant – 5 April 2021.
- Report reviewed by Wavendon Parish Council – 12 April 2021.
- Response agreed by WPC and Consultant – 14 April 2021.
- Report submitted to MKC – 16 April 2021 (at the latest)
- SEMK Consultation closes at 5pm on 19 April 2021.

The first draft of the report from our consultant was reviewed and Parish Councillors were asked if they have any further comments to circulate them within the next few days in order that changes can be submitted to our consultant.

A question was asked when the Parish Council response would be available to view to help residents to send their individual responses to MKC. It was noted that this would be available as soon as possible to Wavendon Voice and on the Parish website.

8. Correspondence:

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| 8.1 – Letter dated 02/02/21 from CCLA regarding Mrs Robinsons Charity Investment . <i>This was noted, no actions are required.</i> | |
| 8.2 - Email received 23/02/21 from MKC regarding Longacre, 38 Cranfield Road being demolished and replaced with 4 new properties on the site . There will be a new street and the developer would like the street name to be Longacre and is asking for comments from the Parish Council. <i>All present supported the suggested name for this road and the Clerk was authorised to notify MKC accordingly.</i> | Clerk |

9. Planning:

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| 9.1 - 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. Clerk confirmed that he had responded to this planning application with the following comments. <ul style="list-style-type: none"> • I have been requested to write to you on behalf of my Parish Council concerning the above-mentioned planning application. • My Parish Council is aware that neighbours have raised objections to this planning application and have sympathy with their concerns. • We ask that these concerns are considered and satisfactory resolved before any planning decision is made. | |
| 9.2 - 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. <i>Notification received 10/03/21 from MKC that planning condition had been refused.</i> | |

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| <p>9.3 – 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.</p> <p><i><u>Notification received 10/03/21 from MKC that planning condition had been refused.</u></i></p> | |
| <p>9.4 - 20/03338/DISCON - Details submitted pursuant to discharge condition 6 (Sustainable Drainage Strategy and detailed design) attached to planning application 20/01406/FUL at Long Acre, 38 Cranfield Road, Wavendon.</p> <p><i><u>Notification received 15/02/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.5 - 20/03297/DISCON - Details submitted pursuant to discharge condition 4 (Estate roads, redways, footways) attached to planning application 20/01841/REM at Wavendon Golf Centre, Lower End Road, Wavendon.</p> <p><i><u>Notification received 16/02/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.6 - 20/03332/FUL - Details submitted pursuant to discharge conditions 3 (Materials), 20 (Coach Tracking) & 14 (Ground Conditions) attached to planning application 20/02015/FUL at Land at Glebe Farm, Newport Road, Wavendon.</p> <p><i><u>Notification received 16/02/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.7 - 20/02979/REM - Regulation 3 application for the approval of the reserved matters of access, landscaping and layout for community playing fields, community pavilion, car park and associated works pursuant to outline approval 13/02382/OUTEIS (Re-submission of 20/01440/REM) at Land at Glebe Farm, Newport Road, Wavendon.</p> <p><i><u>Notification received 18/02/21 from MKC that reserved matters planning permission had been approved.</u></i></p> | |
| <p>9.8 - 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.</p> <p><i><u>Notification received 18/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.9 - 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.</p> <p><i><u>Notification received 18/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.10 - 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.</p> <p><i><u>Notification received 22/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.11 - 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, Milton Keynes.</p> <p><i><u>Notification received 23/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |

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| <p>9.12 - 20/03229/DISCON - Details submitted pursuant of condition 26 (Lighting scheme) attached to planning application 18/01304/REM at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon Gate, Milton Keynes.</p> <p><i><u>Notification received 23/02/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.13 - 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.</p> <p><i><u>Notification received 23/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.14 - 20/03041/ADV - Retrospective advertising consent for non-illuminated entrance and directional signage to 4no totem signs, 4no billboard signs and 24no individual house builder flags at Land at Glebe Farm, Newport Road, Wavendon.</p> <p><i><u>Notification received 24/02/21 from MKC that advertisement consent had been granted.</u></i></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, Milton Keynes.</p> <p><i><u>Notification received 24/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.16 - 21/00046/LBC - Listed building consent for the retrospective approval for the provision of a link between the house and the garage at Site to North West of Wavendon House Drive, Wavendon.</p> <p><i><u>Notification received 02/03/21 from MKC that listed building consent had been granted.</u></i></p> | |
| <p>9.17 - 21/00045/FUL - Retrospective approval for the provision of link between dwelling and garage at Site to North West of Wavendon House Drive, Wavendon.</p> <p><i><u>Notification received 03/03/21 from MKC that full planning permission had been granted.</u></i></p> | |
| <p>9.18 - 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.</p> <p><i><u>Notification received 03/03/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.19 - 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.</p> <p><i><u>Notification received 24/02/21 from MKC that non-material amendment had been approved.</u></i></p> | |
| <p>9.20 - 20/03245/DISCON - Details submitted pursuant to discharge conditions 16 (Landscape Details), 20 (Eastern Buffer Landscape), 21 (Local Play Area), 27 (Soft Landscape Management and Maintenance Plan) attached to planning permission 18/01304/REM at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon Gate, Milton Keynes.</p> <p><i><u>Notification received 02/03/21 from MKC that planning condition had been approved.</u></i></p> | |
| <p>9.21 - 21/00109/FUL - Secure shed with associated screenings at St Marys Church, Walton Road, Wavendon. <i><u>No issues were raised.</u></i></p> | |

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| 9.22 - 21/00391/DISCON - Details submitted pursuant to discharge Conditions 11 (cycle storage) 12 (remedial works) & 13 (electric charging) attached to planning application 19/02551/FUL at Land at Junction of Newport Road and Lower End Road, Wavendon. <u>No issues were raised.</u> | |
| 9.23 - 21/00404/DISCON - Details submitted pursuant to discharge condition 31 (Open space specifications) attached to planning application 13/02381/OUTEIS at Land at Eagle Farm, Cranfield Road, Wavendon. <u>No issues were raised.</u> | |
| 9.24 - 21/00594/DISCON - Details submitted pursuant to discharge condition 3 (Framework Travel Plan) attached to planning application 20/00345/FULMMA at Glebe Land North of Broughton Brook, Fen Street, Magna Park, Milton Keynes. <u>No issues were raised.</u> | |
| 9.25 - 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. <u>No issues were raised.</u> | |
| 9.26 - 21/00582/DISCON - Details submitted pursuant to discharge condition 16 (Estate roads) attached to planning application 14/00350/OUTEIS at Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u> | |
| 9.27 - 21/00602/NMA – Non-material amendment to application 20/01841/REM for the re-siting of the electricity substation by central square to within the parking courtyard serving plot nos. N206-N210 and the relocation of 2 resultant displaced visitor parking spaces to entrance to parking courtyard serving plot nos. 192, 194-198 at Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u> | |
| 9.28 - 21/00667/NMA – Non-material amendment to planning application 19/01632/REM (Revision to plots 110-114. Brickwork changed from Worcestershire Red to Minster Cream) at Land at Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u> | |
| 9.29 - 21/00695/FUL - Proposed detached garage and conversion of integral garage to habitable space. Proposed 1.8m wall and sliding electric gate at 1 Simons Paddock, Newport Road, Wavendon. <u>No issues were raised.</u> | |
| 9.31 - 21/00727/ADV - Advertisement consent for the installation of new non-illuminated corporate signage to the building and site generally at Magnitude 314 (Unit 410), Fen Street, Magna Park, Milton Keynes. <u>No issues were raised.</u> | |

10. To discuss 106 Tariff Projects / Funding:

To help MKC with cash flow the projects have been changed as noted as below: The payments for **phase 1** will be paid by MKC to WPC by the end of March 2021.

Phase 1

- Funding for 4 editions of Wafas & Wallas.
- St Marys Green – Tree planting (already completed).
- Picnic tables for the Recreation Ground and replacement tree.
- 6 x Dog Bins for new development area (already installed).
- 6 x Additional Dog Bins for new development area.
- Replacement benches at the front of the Community Centre & St Marys Green.
- 4 x Parish Notice Boards for new development area.

Phase 2

- CCTV and Intruder Alarms – Community Centre.
- Outside Lighting – Community Centre.
- Extension of path from the side of the Community Centre to the MUGA.
- One defibrillator.

Phase 3

- One defibrillator.
- Replacement of Street Name Signs (i.e., Stockwell Lane etc.).
- New Village Welcome Sign.

Separate Project

- 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.

Separate Project

- New fence for allotments and tree / hedge work at the Recreation Ground. Clerk will arrange a meeting with Town's Land Trust and the members of the allotments committee as soon as lockdown rules allow to agree the project with them.
- This will also incorporate required expenditure on new allotments sited within the new development area.

Separate Project

- 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 as soon as practical. Draft agenda being prepared by the Clerk.

11.1 - New Community Hub progress update:

- It was noted that the next project meeting with MKC should be held in April 2021.

The following question was asked by a member of the public at the last PC meeting.

- 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 investigate this request. Ongoing

11.2 - Reports Community Centre:

- Additional information received from our Solicitor regarding the drafting of the Sub-lease for the nursery. Clerk confirmed that Little Oaks Nursery will return the draft in the next couple of weeks.
- List of outstanding issues and requests for quotations now been progressed by our contractor.
- Fire Extinguishers Annual Inspection / Service booked for 12/04/2021.
- Fire Safety Review – This has been rescheduled for Tuesday 13/04/2021.
- Clerk advised that he was getting a quotation for consideration to have the conservatory roof insulated.

11.3 - 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.
- Paperwork submitted to MKC for new premises licence covering the complete building with the same conditions as before.
- We do not have a disclaimer notice in the car park. Clerk to get quotation.
- Clerk is seeking permission from MKC regarding having an electric charging point installed in the car park.

12. To receive Financial Statements:

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

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| Community Account as of 26 th February 2021: | £29,534.75 |
| Less Cheques to be cashed – 101185, 101200, 101210, 101237,101238, 101243, 101244, 101245, 101250, 101251, 101252, 101253, 101254, 101255, 101256. | (£7,300.90) |
| Less New Cheques – 101057 to 101263, 101265 to 101267 plus S/O's & D/D's | (£8,433.55) |
| Total | £13,800.30 |
| Less Ring Fenced 106 funding balance for updating the Community Centre and former school building | (£18,932.65) |
| Parish Funds Balance | (£5,132.35) |

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| Business Saver Account (Parish Funds) | £10,995.01 |
| Business Saver Account (Ring Fenced Funds from Wavendon Cricket Club) | £2,830.01 |
| -18932.65 | |
| Total | £13,825.02 |
| Business Saver Account (Mrs Robinson's Account) | £929.92 |

12.2 - Payments:

| <u>Cheque No.</u> | <u>Payee</u> | <u>Amount</u> |
|-------------------|---|---------------|
| S/O | Alan Kemp - (March 2021 Salary) | £640.00 |
| 101257 | H M Revenue & Customs – (Tax & NI for Clerk) | £169.38 |
| S/O | Robert Hill – (Salary) | £201.50 |
| 101258 | Alan Kemp – (Administration / Fee for Premises Licence) | £371.67 |
| 101259 | D2D Distribution Ltd - (Wafas & Wallas) | £342.00 |
| 101260 | Mrs H Price – (Wafas & Wallas – Special Edition) | £1,337.00 |
| 101261 | BHIB Ltd - (Insurance Premium) | £3,982.09 |
| 101262 | BBRUA - (Annual Membership Renewal) | £10.00 |
| 101263 | Safewater Environmental Ltd - (Legionella Surveys) | £252.00 |
| 101265 | Anglian Water Business Ltd - (Community Centre - Water Rates) | £199.43 |
| 101266 | Safewater Environmental Ltd - (Legionella Surveys) | £90.00 |
| 101267 | Steve Dear Tree Services - (Recreation Ground) | £672.00 |
| D/D | BT – (Community Centre) | £59.99 |
| S/O | EON (Electric) – (Community Centre) | £106.49 |

12.3 - Receipts:

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| Business Premium Account – Mrs Robinsons Account – Dividend | £67.94 |
| Business Premium Account – Parish Council – Ward Councillor Grant) | £500.00 |
| Business Premium Account – Parish Council – Ward Councillor Grant) | £800.00 |
| Business Premium Account – Parish Council – Ward Councillor Grant) | £200.00 |

This expenditure was proposed, seconded, and carried unanimously.

12.4 – Parish Council Insurance Policy:

The Parish Council renewal quotation for 2021/2022 from our current provider (Came & Company Broker) is **£6,397.04** reducing to **£6,080.94** if we take out a three-year agreement. **Cost for 2020/2021 was £6,343.82.**

Clerk has obtained an alternative quotation (SAME COVER) from BHIB Ltd at **£4,254.33** reducing to **£3,982.09** if we take out a three-year agreement. This includes free subscription to Parish Online for three years. It was agreed by all present to change our insurance provided to BHIB Ltd on a three-year deal saving £2,098.85 each year for the next three years.

13. To review / agree the Clerks Salary for 2021/2022:

The Motion: After a brief debate it was resolved to increase the Clerks hours by 5 hours per week to 19 hours and to authorise the resulting increase in salary. The Clerks salary per hour will continue at £13.051 per hour from the 1 April 2021. This takes the annual Clerks Salary to £11,900.00 per annum. It was also agreed that the annual allowance to cover Office Accommodation and home working will remain the same at £520.00 per annum from the 1 April 2021.

14. To discuss any Highway Issues:

14.1 - Clerk confirmed that he had asked MKC if they could restart the monthly meetings that were held before lockdown restrictions were introduced and was still waiting for a response. A list of all major projects and maintenance issues was emailed to MKC during week commencing 8 March 2021 asking for updates. Clerk will keep trying to get updates.

The list included the following issues that were raised at the PC meeting in February 2021.

- 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?

Cllr Thakker suggested that the Parish Council should consider preparing a contingency plan just in case a scheme designed by MKC does not achieved the desired results for Walton Road. To be discussed again at a future Parish Council meeting.

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

14.2 - (item **18.1** of minutes 15/02/21) - **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.

MKC have agreed to a site meeting when COVID lockdown measures are further relaxed.

14.3 - (item **18.3** of minutes 15/02/21) – **New Road Sign** - Cllr R Hill advised that a new road sign installed at Kings Close does not meet the standard that MKC adopt.

MKC have confirmed that the developer has been instructed to change the sign to the correct standard as soon as possible.

14.4 - Newport Road Lay-by

When planning permission was granted on planning application reference 17/03125/FUL a condition was included that two additional parking spaces must be installed. As all the five properties are occupied there is a clear breach of planning approval. Clerk has reported this to Planning Enforcement and confirmation received that they will investigate.

15. Clerks Report / Local Issues:

15.1 – NO CHANGE - Recreation Ground.

Amended Fields in Trust paperwork completed, now waiting return of a signed copy of the agreement. Promised return in March 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 March 2021. This will enable the Recreation Ground to be registered with the Land Registry.

15.2 - NO CHANGE - St Marys Green Registration.

This is now waiting completion by the Land Registry.

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

Work on the Ash Tree will be completed on 16 March 2021.

Work on the Oak Tree will be completed on 24 March 2021. Need to order a replacement Tree as soon 106 funding is received in March 2021.

15.4 – 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.

15.5 – NO CHANGE - 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.

16. 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 that the Parish Council join 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.

17. Progress report on the two Task & Finish Groups:

17.1 - 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.

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

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

18. Unitary Reports:

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

19. Councillor Reports:

19.1 – Construction Traffic – Cllr Thakker was concerned about construction traffic using Walton Road and particularly major safety issues with the blind double bend and asked what restrictions could be put in place to stop this practice continuing.

Cllr D Hopkins agreed to seek advice from MKC.

19.3 - Cross End – Cllr Ostler was concerned about the damage to the grass verges caused by the house building. *This issue has been reported to MKC and if the verges are not re-instated on completion of building work then the problem will be reported to MKC Planning Enforcement Team by the Clerk.*

19.4 – SEMK Consultation – Cllr Braddish thanked a resident (Steve Thomas) for the help that he is providing regarding documenting the gas pipe mains in Wavendon and asked for this to be recorded in the minutes.

19.5 – Fly Tipping – Cllr Hill advised that a large amount of soil had been deposited on the grass verge outside one of the properties in Cross End and asked the Clerk if he would raise this issue with MKC.

19.6 – Farm Building – Cllr Hill raised a concern about some derelict farm building in Phoebe Lane and asked if the Clerk could take this issue up with the property owner.

20. To agree items for forthcoming agendas:

- Risk Assessment Review – April / May 2021.
- To review all Legal Documentation – April 2021.

21. Future Meetings:

The next two meetings of the Parish Council will take place on Monday the 19 April 2021 and Monday the 17 May 2021. The next meeting will be via Zoom.

There being no further business the meeting closed at 9.14 pm.