



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON THE 21 JUNE 2021 AT WAVENDON COMMUNITY CENTRE.

Present: Cllr's D Hopkins, (Chairman), A Braddish, R Hill, R Jamieson and 6 Residents.

Clerk was in attendance.

1. To receive apologies for absence:

Cllr D Ostler

2. Public Open Session:

2.1 – Four residents attended the meeting today to raise issues regarding planning application reference **21/01795/FUL** for one new dwelling.

For details on the discussion on this item see minute reference 10.14.

They also asked for an update on the issues that they raised at the Parish Council meeting on the 17 May 2021.

For details on the discussion on this item see minute reference 6.1.

The Parish Council was also asked to report that the hedges along Lower End Road need action to prune overhanging branches as soon as they are legally allowed to undertake the work. They also asked the Parish Council to investigate the feasibility of installing a defibrillator somewhere in Lower End as soon as possible.

It was also noted that there was an accident on Lower End Road recently and since this incident MKC / Highway England have cut the grass verges down to help with better visibility for drivers.

2.2 – Two residents attended the meeting today to raise the following issues regarding planning application reference **20/01406/FUL**

For details on the discussion on this item see minute reference 10.12.

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 minute **item 10.1**.
- Cllr D Braddish declared an interest in **agenda item 10.12** of the minutes and did not take part in any discussions on this planning matter.

4. Chairman Announcements:

It was noted that a copy of the Chairman's Report was circulated to Parish Councillors via email before the Parish Council meeting. A copy will be available to view on the Parish Council website and are appended to these minutes.

5. Approval of Minutes:

The minutes of the meeting of 17 May 2021 were approved and signed as a true record.

6. Matters Arising:

	ACTION
<p>6.1 – (item 6.1 of minutes 17/05/21) Seven residents attended the meeting today to raise the issue regarding planning application reference 20/01406/FUL for four large dwellings and other concerns regarding reducing the speed limit on Cranfield Road.</p> <p><u>Clerk confirmed that he had sent a Letter to Jonathan Palmer (Head of Planning) regarding the issues raised by residents on the above-mentioned planning matter on the 10 June 2021. He contacted MKC on Friday 18/06/2021 and an initial response is expected during week commence 21/06/2021.</u></p> <p><u>It was noted that Cllr D Hopkins has written to Central Bedfordshire Council regarding the reduction of the speed limit to 40 MPH and the ongoing drainage problems that are within their boundary. Ongoing</u></p>	<p>Clerk</p> <p>Cllr D Hopkins</p>

<p>6.2 - (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><u>This issue has been included in WPC Priority Work Programme for 2021/2022 and will be monitored monthly.</u></i></p>	
<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><i><u>This issue has been included in WPC Priority Work Programme for 2021/2022 and will be monitored monthly.</u></i></p>	
<p>6.4 - (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><i><u>Clerk confirmed that he has written to MKC on this issue and was waiting for a reply and confirmed that he would follow up for a response.</u></i></p>	Clerk
<p>6.5 - (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><i><u>This issue has been included in WPC Priority Work Programme for 2021/2022 and will be monitored monthly.</u></i></p>	
<p>6.6 - (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.</p> <p><i><u>NO CHANGE - The Parks Trust have been asked to share a definitive map showing the land they manage, and we are waiting for a reply.</u></i></p>	Clerk
<p>6.7 - (item 19.6 of minutes 15/03/21) - Farm Building – Cllr Hill raised a concern about some derelict farm building in Phoebe Lane.</p> <p>Clerk confirmed that O&H Properties representatives have now installed locks and chains to the gates, and they have obtained quotations to have the building demolished. They are checking with MKC if they require planning permission. They have also been made aware of birds (swallows) nesting in the buildings.</p> <p><i><u>It was also noted that Bucks Fire & Rescue Service has contacted O&H Properties representatives on this issue as there have been several recent fires on this site.</u></i></p>	
<p>6.8 - (item 17.1 of minutes 15/03/21) - T&F Committee for a Green Agenda for Wavendon in response to the climate emergency.</p> <p><i><u>NO CHANGE - Nominations are being sought for a small number of volunteers from Wavendon to join this Climate Change Group with members from Woburn Sands.</u></i></p>	
<p>6.9 - (item 22.1 of minutes 19/04/21) – Cllr Braddish stated that he was sure that some anti-social behaviour was taking place on Stockwell Lane.</p> <p>TVP asked that any issues are always reported to them via the contact numbers and the details were published in the June 2021 edition of Wafas & Wallas. <i><u>Item closed.</u></i></p>	
<p>6.10 - (item 22.2 of minutes 19/04/21) – Cllr Jamieson asked if the Clerk would investigate whether the Lime trees in the field opposite the Wavendon Arms are protected with tree preservation orders and if not start the process for them to be protected.</p> <p><i><u>Clerk confirmed that he has written to MKC on this issue and was waiting for a reply and confirmed that he would follow up for a response.</u></i></p>	Clerk

<p>6.11 - (item 22.4 of minutes 19/04/21) – Cllr Thakker again raised concerns on how the hedgerow are being removed by developers and urged the Parish Council to be more forceful when responding to planning applications.</p> <p>It was noted that a group of local volunteers have offered to help create a list of all the hedgerows in the Parish to try and protect as many as possible from removal or damage by any new housing developments. Advice was sought from MKC on how to approach this task and it was suggested that the PC appoint an ecologist to help with actioning this item.</p> <p><i><u>Before deciding on this the Clerk was asked to contact MKC to ask for a meeting with the correct department to seek further advice on how to undertake this task.</u></i></p>	Clerk
<p>6.12 - (item 22.5 of minutes 19/04/21) – Cllr Oster stated that there is an exit onto Lower End Road from one of the development sites and asked for this to be investigated.</p> <p><i><u>Clerk was asked to write to MKC Planning Department to remind them that no access from the SLA developments onto Lower End Road was a condition applied when planning permission was granted.</u></i></p>	Clerk
<p>6.13 - (item 7 of minutes 17/05/21) To discussion the current Parish Councillor Vacancies:</p> <p>It was noted that four candidates were interviewed on Thursday the 17 June 2021 and Cllr D Hopkins gave the following update.</p> <ul style="list-style-type: none"> • To appoint two candidates that resident in the new development area, one from Eagle Farm and one from Glebe Farm. • Head of Legal and Democratic Services for MKC has been approached and it seems highly likely that Wavendon Parish Council will be able to extend the number of Councillors from 7 to 9 from May 2022. The remaining 2 candidates will be asked to attend and participate in Parish Council meetings (without voting rights) until being appointed when approval to increase by a further two Parish Councillors in May 2022. <p><i><u>All presented accepted and supported the above proposal and the Clerk was authorised to inform the candidates accordingly.</u></i></p>	Clerk
<p>6.14 - (item 25.2 of minutes 19/04/21) – Walton Road Drains / Flooding – Cllr R Hill asked if MKC could be approached to obtain a date when the drains in Walton Road and Newport Road will be cleaned.</p> <p><i><u>Update – To be followed up by the Clerk.</u></i></p>	Clerk
<p>6.15 - (item 25.3 of minutes 19/04/21) – Graffiti (Kingston Island) – Cllr R Hill asked if MKC could be approached to ascertain if there is a long-term plan for resolving this issue because as soon as an area is cleaned the artwork reappears.</p> <p><i><u>Update – To be followed up by the Clerk.</u></i></p>	Clerk
<p>6.16 - (item 25.4 of minutes 19/04/21) – Table Tennis Table – Cllr R Hill highlighted that the tennis table on the Recreation Ground is not level and possibly not in the correct location.</p> <p><i><u>NO CHANGE - To be investigated by the Clerk.</u></i></p>	Clerk

7 To discuss the Parish Council response to the East West Rail consultation and addition comments on the SEMK consultation:

WPC response submitted to EWR by our consultant on the 4 June 2021 together with additional comments submitted to MKC on the SEMK consultation. Both reports are available for the public to view on the Parish Council Website.

8. To discuss Wavendon Parish Council Priority Work programme for 2021 / 2022:

It was agreed that a copy of the work programme would be reviewed and updated at each Parish Council meeting with a copy appended to the monthly minutes.

9. Correspondence:

	ACTION
9.1 - Email received 10/05/2021 from MKC giving details of the Community Infrastructure Fund for 2022 / 2023 and how to apply for grants . <u>Clerk advised that the closing date for applications is the 27 August 2021. To be discussed in more detail at the next Parish Council meeting on the 19 July 2021.</u>	
9.2 - Email received 21/05/2021 from MKC regarding Street Naming and Numbering on Glebe Farm . <u>Clerk advised that the proposed names are Clarke Gardens, Henry Hoare Drive, Inwood Way, Locke Close and Sander Crescent.</u>	
9.3 - Email received 24/05/2021 from MKC advising of a Consultation for IFTL's brand new all-through school in Glebe Farm from the 24 May 2021 to the 5 July 2021 . <u>This was noted no actions are required.</u>	

10. Planning:

	ACTION
10.1 - (item 15.4 of minutes 17/05/21) - 21/00943/REM - Reserved matter application for the approval of access, appearance, landscaping, layout and scale in respect of 350 dwellings, neighbourhood play area, surface water attenuation, electricity sub stations, foul pumping station and discharge of conditions 12 (surface water disposal),14 (storm water drainage system),15 (foul water strategy) and 26 (open space including the neighbourhood play area) relating to application 14/01610/OUT at Land South of Church Farm, Walton Road, Wavendon. <u>Clerk confirmed that he had sent a response to MKC on the 24 May 2021 following discussion at the Parish Council meeting on the 17 May 2021.</u>	
10.2 - (Item 14.5 of minutes 17/05/21) - 21/01109/REM - Reserved matters application for appearance, landscaping, layout, and scale pursuant to outline planning permission 18/00295/OUT for one detached dwelling at 20 Newport Road, Wavendon. <u>Clerk confirmed that he had sent a response to MKC on the 20 May 2021 following discussion at the Parish Council meeting on the 17 May 2021.</u>	
10.3 - (Item 15.25 of minutes 17/05/21) - 20/02188/OUT - Outline planning application, with the matters of appearance and landscape reserved, for the demolition of existing storage shed and the erection of a 96-bedroom care home with parking and associated development (re-submission of application 20/00284/OUT) at Woburn Sands Emporium, Newport Road, Wavendon. <u>Clerk confirmed that £50,000 has been included in the Section 106 agreement as a contribution to extend the pavement from Cross End to the development, installation of a defibrillator and a contribution to Public Transport (now demand responsive transport) of £26,367.60. All items that we asked for a contribution have been included.</u>	
10.4 - 21/01321/CONS – Outline proposals, with all matters reserved except for access (Plots A, B, C and D), for a mixed-use development comprising: commercial, business and service uses (including retail and leisure floorspace); flexible commercial and business floorspace; car and cycle parking; and associated access, highways, utilities, drainage, landscaping, and associated ancillary works and structures at Land Adjacent Junction 10 to 10A M1, Newlands Road (North Site), Luton. <u>No issues were raised.</u>	
10.5 - 21/01360/NMA – Non-material amendment to application 20/01841/REM for the substitution of house types within plot nos. N3-N6, N14, N26, N28-N29, N31, N48-N50, N55, N87, N115 & N205-206 at Former Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u>	

<p>10.6 - 21/01456-DISCON – Details submitted pursuant to condition 3 (landscape management and maintenance plan) attached to planning application 20/02743/REM at Former Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u></p>	
<p>10.7 - 21/01465/FUL – Insert bi-fold doors with Juliet balcony to east side elevation at attic level at 12 Wavendon Lodge Mews, Wavendon. <u>No issues were raised.</u></p>	
<p>10.8 - 21/01499/DISCON – Details submitted pursuant to the discharge of condition 14 (sample panels of external materials) attached to planning application 14/00350/OUTEIS at Former Wavendon Golf Centre, Lower End Road, Wavendon. <u>No issues were raised.</u></p>	
<p>10.9- 21/01514/NMA – Non-material amendment to application reference 20/01999/FUL for 2 roof windows on the north-west roof pitch of the 1st floor extension at 63 Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>10.10 - 21/01539/FUL – Demolition of existing storage barn and erection of a replacement storage barn to the north-east of the site at Woburn Sands Emporium, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>10.11 - 21/01700/TPO – Tree Preservation Order Consent for - T1 - Oak - Reduce overall crown by 3m, T2 - Oak - Reduce overall crown by 3m, T3 - Oak (Ivy on trunk) - Small crown - Sectional fell close to ground level, T4 - Oak - Reduce overall crown by 3m, T5 - Twin Stemmed Oak - Reduce overall crown by 3m at Crabtree Cottage, Crabtree Lane, Wavendon. <u>No issues were raised.</u></p>	
<p>10.12 - 21/01701/DISCON - Details submitted pursuant to conditions 3 (external materials), 8 (arboricultural), 9 (levels), 10 (sustainable drainage) and 14 (broadband) attached to planning application 20/01786/FUL at Land Incorporating 32 and 36 Newport Road, Wavendon.</p> <p>Following discussion, the Clerk was asked to write to MKC highlighting the following concerns.</p> <ul style="list-style-type: none"> • <u>Residents that live in nearby properties are concerned that there are some anomalies in the reports submitted by the developer that do not take into consideration the existing water and sewer arrangements for their properties. The drainage system is incredibly old, and the area is already subject to flooding on a regular basis and if this scheme to connect the new dwellings is not installed correctly then the situation will only get worse. Therefore, we ask that this situation is not approved without consulting the experts within Milton Keynes Council on this subject and their advice followed.</u> 	Clerk
<p>10.13 - 21/01759/NMA – Non-material amendment to planning permission 20/02979/REM including relocation of the Pavilion building location and alterations to the Parking layout. The addition of an attenuation Pond for the Pavilion & Car Park, layout to match the Pavilion Reserved Matters Application. Additional fencing added to pond and amendments to the enhancement Planting on the Landscape Strategy to fit with the current proposals. A reassessment of the approved District Licence to capture the above alterations and the addition of the pond at Land at Glebe Farm, Newport Road, Wavendon. <u>No issues were raised.</u></p>	
<p>10.14 - 21/01795/FUL - Construction of new dwelling and alterations to existing access (re-submission of refused application 21/00765/FUL) at Long Acre, 38 Cranfield Road, Wavendon.</p> <p><u>Clerk was tasked with writing to MKC to raise the same concerns that WPC raised on a previous rejected planning application reference 21/00765/FUL.</u></p> <p>The Parish Council also agreed to support the concerns of the residents and if planning permission is granted by the Planning Officer, then a request will be made for it to be referred to the MKC Development Control Committee or Panel for a decision. <u>The Chairman will speak in support of the residents' objections to this planning application.</u></p>	Clerk
<p>10.15 - 21/01820/FUL - Single storey rear extension at Kynaston, 69 Newport Road, Wavendon. <u>No issues were raised.</u></p>	

<p>10.16 - 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><u>Notification received 18/06/21 from MKC that reserved matters planning application permission had been granted.</u></p>	
<p>10.17 - 21/00830/DISCON - Details submitted pursuant to the discharge of condition 18 (Interim Travel Plan) relating to application 15/02337/OUT at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon Gate.</p> <p><u>Notification received 13/05/21 from MKC that planning condition had been approved.</u></p>	
<p>10.18 - 21/00885/ADV - A strip advertisement hoarding (non-illuminated) measuring 12 metres wide and 3 metres tall at Former Wavendon Golf Centre, Lower End Road, Wavendon.</p> <p><u>Notification received 09/06/21 from MKC that advertisement consent had been granted.</u></p>	
<p>10.19 - 21/011808/FUL - Proposed new double garage with a home office in roof with dormers and roof lights at 6 Cranfield Road, Wavendon.</p> <p><u>Notification received 08/06/21 from MKC that full planning permission had been granted.</u></p>	
<p>10.20 - 21/01215/FUL – Single storey rear/side extension for conservatory replacing existing rear conservatory and glazed lean-to extension at 63 Newport Road, Wavendon.</p> <p><u>Notification received 16/06/21 from MKC that full planning permission had been granted.</u></p>	
<p>10.21 - 21/01304/DISCON – Details submitted pursuant to the discharge of condition 5 (Drainage) attached to planning application 17/02328/OUT at Cross End, Wavendon.</p> <p><u>Notification received 16/06/21 from MKC that planning condition had been approved.</u></p>	
<p>10.22 - 21/01309/NMA – Non-material amendment to application reference 20/01915/FUL for the multifold doorset in lieu of window to rear elevation (kitchen/reception area) and inset balcony to master suite at 10 St Marys Close, Wavendon.</p> <p><u>Notification received 25/05/21 from MKC that non-material amendment had been approved.</u></p>	
<p>10.23 - 21/01320/NMA – Non-material amendment to planning application 20/00288/REM (Reserved Matters Application (Access, Landscape, Appearance, Scale and Layout) for 381 Dwellings pursuant to Outline Planning Permission 13/02382/OUTEIS) to revise facing bricks and roof tiles (Plots 447,505-506,508, 545-553,562-569,584,589-590,607-608,612-613,615 - bricks revised to houses and associated garages and Plots 545-553,562-569 & 590 - tiles amended to suit brick changes above at Land at Glebe Farm, Newport Road, Wavendon.</p> <p><u>Notification received 03/06/21 from MKC that non-material amendment had been refused.</u></p>	
<p>10.24 - 21/00955/TPO - Notification of intention to remove failed limb & reduce overall crown by 4m & deadwood on Oak (T1); remove overall crown by 4m & deadwood on Oak (T2); sectional fell close to ground level on Oak with ivy on trunk (T3); reduce overall crown by 3m & deadwood on Oak (T4); reduce overall crown by 4m & deadwood on twin-stemmed Oak (T5) at Crabtree Cottage, Crabtree Lane, Wavendon.</p> <p><u>Notification received 24/05/21 from MKC that tree preservation order works had been refused.</u></p>	

11. To discuss 106 Tariff Projects / Funding:

Phase 1 - *Payment received from MKC on the 7 April 2021 for Phase 1 projects.*

- Picnic tables for the Recreation Ground and replacement tree. Quotations being obtained.
- 6 x Additional Dog Bins for new development area. Order placed.
- Replacement benches at the front of the Community Centre & St Marys Green. Quotations being obtained.
- 4 x Parish Notice Boards for new development area. Order to be placed.

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.

Clerk to arrange another meeting with MKC to start planning for the release of funds to enable projects under phase 2 & 3 to commence.

Separate Project

- Replacement Bus Shelter on Newport Road – NO CHANGE - 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 to agree details of the project with them.
- This will also incorporate required expenditure on new allotments sited within the new development area.

Separate Project – Street Lighting Upgrade.

- Clerk confirmed that he met with MKC to agree a scheme to replace the street lighting on Walton Road. Stockwell Lane and some new ones in St Marys Close on the 19 May 2021 and is currently waiting for a quotation to obtain agreement with MKC on funding and gain Parish Council agreement.

Task & Finish Committee for a working group working with Inspiring Futures Through Learning Trust (IFTLT) on community issues.

- A draft Community Access Agreement has been sent to the IFTLT for comments which will provide support for applying for grants (if required), to help develop the facilities. When formal agreement has been agreed with all parties this will be presented at a future Parish Council meeting for approval. It was noted that it may be necessary to seek advice from our solicitor. A meeting with all concerned will be held on the 22 June 2021 to progress this issue.

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

12.1 - New Community Hub progress update:

- Work will commence on the Link Road on Monday the 7th of June 2021 with a road closure from Monday the 21st of June 2021 until Friday the 4th of July 2021 between the times as agreed with MKC Highways 09.30am until 04.30pm.
- Building work to commence in August 2021 with a target completion date in May 2022. A budget will be prepared over the next two to three months and negotiations will start with MKC on the preparation of a lease.
- **The following question was asked by a member of the public at the March 2021 Parish Council 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

12.2 - Reports Community Centre:

- Additional information received from our Solicitor regarding the drafting of the Sub-lease for the nursery. Clerk to update lease following discussion with Little Oaks Nursery on the 19 May 2021.
- Requests for quotations should be completed by our contractor during week commencing 21/06/2021.
- Fire Safety Review – This was held on 13/04/2021. Recommendations are now being implemented as quickly as possible. Additional Fire Safety documentation being purchased for display by the Clerk.
- Clerk advised that he was getting a quotation for consideration to have the conservatory roof insulated.
- Some lights & Heater's require replacing in the former school and the emergency lights require testing. The cost is £465 + VAT and £288 + VAT. Work scheduled for 24/06/2021.
- Problem with Broadband coverage in the former school building will cost £199.00 + VAT to resolve by BT. Addition Wi-Fi discs purchased – see cheque 121286.
- Clerk reported that there is a problem with one of the outside drains that will cost up to £200.00 + VAT to resolve. Completed see cheque 121285. However, a new drain cover is required, quotation being obtained.
- Introduce a Recycling Scheme at the Community Centre. Clerk to obtain costs.

12.3 - 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 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.
- We do not have a disclaimer for the recreation ground, i.e., no barbeques are allowed, parking at owner's risk, litter etc? Quotation received, cost £144.54 each (including installation). Expenditure for two signs was agreed.
- Clerk is seeking permission from MKC regarding having an electric charging point installed in the car park. No change.

13. To receive Financial Statements:

13.1 - Bank Statement: Balance as of 21 June 2021:

Community Account as of 28 May 2021:	£54,210.39
Less Cheques to be cashed – 101185, 101200, 101275, 101272, 101281	(£1,841.41)
Less New Cheques – 101283 to 101290 plus S/O's & D/D's	(£9,079.13)
Total	£43,289.85

Business Saver Account (Parish Funds)	£10,960.35
Business Saver Account (Ring Fenced Funds from Wavendon Cricket Club)	£2,830.01
Total	£13,790.36
Business Saver Account (Mrs Robinson's Account)	£929.94

13.2 - Payments:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
S/O	Alan Kemp - (June 2021 Salary)	£828.00
101283	JB Planning Ltd - (Consultant Fee)	£2,412.00
101284	H M Revenue & Customs – (Tax & NI for Clerk)	£248.12
S/O	Robert Hill – (Caretaker Salary)	£201.50
101285	Draincare Ltd - (Community Centre)	£183.00
101286	Alan Kemp – (Stationary + Community Centre)	£278.62
101287	Marshalls Coaches LLP (Mrs Robinsons Outing)	£146.25
101288	JB Planning Ltd - (Consultant Fee)	£2,416.56
101289	JB Planning Ltd - (Consultant Fee)	£923.04
101290	Mrs H Price (Wafas & Wallas)	£1,225.00
D/D	BT – (Community Centre)	£61.13
S/O	EON (Gas) – Community Centre	£66.26
S/O	EON (Electric) – (Community Centre)	£45.05
S/O	EON (Gas) – Community Centre	£44.60

This expenditure was proposed, seconded, and carried unanimously.

13.3 - Receipts:

Business Premium Account – Mrs Robinsons - Dividend

£68.98

13.4 – Budget Update – Budget was updated by the Clerk and emailed to Parish Councillors prior to the Parish Council meeting.

13.5 - Budget Review - A copy of the forecast against budget (2021/22) up the end of June 2021 was emailed to Councillors prior to the Parish Council meeting. A copy will be appended to the Parish Council meeting minutes.

14. To sign off the Annual Financial Return for 2020/2021:

14.1 – It was confirmed that the **Internal Audit** was concluded by Auditing Solutions Limited in June 2020 and that there were no issues raised. It was noted that a copy of the internal audit report was emailed to Parish Councillors prior to this Parish Council meeting.

14.2 – The **Annual Return** for financial year 2020/21 was examined in detail and it was confirmed that all procedures are being correctly followed. **The Motion:** That Wavendon Parish Council accepts the Audited Accounts, was proposed, seconded, and carried unanimously. The **Annual Return** was accordingly signed off by the **Chairman** and will be forwarded to the External Auditor by the Clerk.

15. To discuss any Highway Issues:

15.1 – Major Projects.

The following update has been received from MKC on the following schemes.

- **Low Traffic Neighbourhood Scheme for Walton /road** – James Povey (Strategic Transport Lead) is looking at the introduction of these.
- **Stockwell Lane Traffic Scheme** – there is no funding available for this project, however Paul Van Geete may be able to provide Tariff monies. See note below from PVG. It was agreed that Cllrs D Hopkins, Hill, and Jamieson would arrange to meet onsite before the next Parish Council to investigate the options originally proposed.
- **Cross End Closure** – the S106 funding has not been paid by developer yet. Completion date TBA.
- **Cranfield Road Speed Reduction** – we believe that because most works are in CBC, unfortunately there is no funding available for this. See note below from PVG.
- **Lower End Road Speed Reduction** – there is no funding available for this project, again though there may be Tariff funding available. See note below from PVG.

The following input has been received from Paul VanGeete.

- There is potentially funding for 'local roads' schemes around areas of Tariff development, to cater for the additional impacts of growth, subject to identifying and agreeing on the appropriate schemes. Stockwell Lane and Lower End Road could both qualify under this heading given the ongoing SLA development.
- On Cranfield Road we have been working on a more comprehensive study which would assess growth in a wider context, South-East MK, and potential CBC development adjacent to MK, so perhaps this is something that could be looked at as part of that work although this would need to be in conjunction with CBC.

15.2 - (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.

15.3 - (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. No change.

15.4 - 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 are still investigating.

15.5 - (item 19.3 of minutes 15/03/21) - Cross End.

- Cllr Ostler was concerned about the damage to the grass verges caused by a house building developer. No change - 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.

15.6 - item 22.3 of minutes 19/04/21) – Redway concern.

- Cllr Braddish stated that the signs on the redways are not adequate and believed that pedestrians are not protected enough from some cyclists. No change - This will be added to the list of issues for discussion and resolution with MKC Highways Department.

16. Clerks Report / Local Issues:

16.1 – NO CHANGE - Recreation Ground.

- Amended Fields in Trust paperwork completed, now waiting return of a signed copy of the agreement. Promised return by the end of June 2021. 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 when their paperwork is received. This will enable the Recreation Ground to be registered with the Land Registry.

16.2 - NO CHANGE - St Marys Green Registration.

- This is now waiting completion by the Land Registry. No change.

16.3 - Tree Work on the Recreation Ground.

- Work on the Ash and Oak trees have been completed. Quotation received to replace the Oak tree in September / October 2021.

16.4 – 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. No change.

16.5 - Christopher Welch Memorial Bench & Tree at Wavendon Tower.

- Clerk has been approached to ascertain how these memorials can be protected. Ongoing.

16.6 – Mrs Robinsons Outing.

- Every effort is being made to organise this year's outing on Tuesday the 14 September 2021 (for residents over the age of 60 and living in the Ancient Parish of Wavendon), visiting **Stratford-upon Avon with meal included.** A quotation has been obtained for the coach and as current health emergency lockdown conditions are fully relaxed, arrangements will be sought for a suitable venue for the community meal. No change.

16.7 – Cherry Trees.

- Two of the new trees at St Marys Green require replacing. Request for replacements submitted to the supplier by the Clerk.

16.8 – Damaged Football Gate.

- The footpath gate (FP4 and FP5) from Wavendon Recreation Ground requires replacing. Request submitted to MKC Rights of Ways for this to be undertaken.

16.9 – MKC Landscaping Workshop.

- Clerk attended an online workshop on the 9 June 2021 regarding Parishes taking on Landscaping Services from 2023/2024. The Serco contract ends March 2023 and further information will be provided by MKC in the next few months.

17. To discuss the Queens Platinum Jubilee 2022:

It was agreed to include monies in the budget for 2022/2023 and offer grants up to £200 towards the cost of local concerns arranging their own events to celebrate the Queens Platinum Jubilee in June 2023. More detail and on how much to reserve for this event and how to claim will be decided by the end of November 2021.

18. To review all Parish Council Legal and Procedural Documents:

Clerk to review / update the following documents in June 2021.

- **Standing Orders** – No changes required.
- **Financial Regulations** – No changes required.
- **WPC & WCC (Roles & Responsibilities)** – No changes required.
- **Community Centre Financial Regulations** – No changes required.
- **Freedom of Information Act** – No changes required.
- **Parish Code of Conduit** – No changes required.
- **Parish Privacy Notice – Data Protection** – No Changes required.
- **Councillor Privacy Notice – Data Protection** – No changes required.
- **Equality Policy** – To be reviewed.
- **Wavendon Recreation Ground Licence** – Signed by both parties as per agreement at the PC meeting 17/05/2021.
- **Wavendon Heights Playing Fields / Storage Facilities Licence** - Signed by both parties as per agreement at the PC meeting 17/05/2021.
- **Guidance and Rules for the Recreation Ground** – To be issued in conjunction with new signage.
- **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.

19. To conduct a Risk Assessment Review:

Clerk to update reports for discussion and approval at PC meeting on the 19 July 2021.

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

Clerk gave the following update.

- MKC Landscape Team have been engaged to draw up plans on how many allotments can be accommodated within the plot.
- Clerk will arrange a further meeting with MKC in August 2021 to produce a project plan with target timescales for the completion and opening of both allotments sites.

21. Unitary Reports:

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

22. Councillor Reports:

22.1 - Cllr Braddish asked if MKC will continue with the booking system for the Household Refuse Sites as he believed that this policy was not helping to stop fly tipping. Clerk to ask MKC.

22.2 – Cllr Jamieson asked if TVP will be undertaking any speed checks in Wavendon, and Woburn Sands as promised at the recently held Community Police Forum via Zoom. If the Clerk cannot get a satisfactory response from TVP it was suggested that we should invite a representative from TVP to attend the September 2021 Parish Council meeting.

23. To agree items for forthcoming agendas:

- Normal Agenda items.

24. Future Meetings:

The next two meetings of the Parish Council will take place on Monday the 19 July 2021 and Monday the 20 September 2021 commencing at 7.30pm in Wavendon Community Centre.

There being no further business the meeting closed at 9.46 pm.