



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON THE 16 SEPTEMBER 2024 AT WAVENDON COMMUNITY CENTRE.

Present: Cllr's D Hopkins, A Braddish, R Hill, M Levermore, J Wilkinson, L van den Berg, S Thomas, P Chambers & S Pugh (David Lock Associates) and 9 residents.

Clerk was in attendance.

1. To receive apologies for absence:

Cllr's R Jamieson & J Goss, Ward Cllr's T Bailey & V Hopkins.

2. Public Open Session:

2.1 - Peter Chambers and Simon Pugh from David Lock Associates attended the meeting regarding planning application **24/01605/OUT at 2 Walton Road, Wavendon.**

The representatives from the applicant gave a short presentation on the proposed development and answered questions from the Parish Council and residents.

It was noted that the deadline for the Parish Council to respond to this planning application was the 13 September 2024 and a copy was emailed to Parish Councillors before this meeting. The Clerk had also emailed a copy to David Lock Associates as well.

It was noted that objections have been logged by Highways, Landscape Architecture, Ecology, T Bailey (Ward Councillor) and several residents to date.

Following discussion, it was agreed that the Parish Council still could not support this planning application, and our issues are noted below:

- There are so many unknowns with this outline planning application with many consultees raising issues and requesting more information.
- We still have major concerns over surface and foul water drainage and the potential impact that this will have on the existing infrastructure and properties that are near the proposed development site. As we have mentioned before Walton Road and Newport Road does have regular flooding issues.
- We repeat again about our major concerns about the number of vehicles likely to use the entrance to the site at the chicane, the visibility for drivers when the Wavendon Arms have service vehicles parked outside their entrance, or the potential impact of future calming schemes for Walton Road on the applicant's proposed plans.
- We are still concerned about the potential for dangerous traffic build up with access for refuse trucks / larger delivery vehicles would involve either reversing in or reversing out onto Walton Road. Potential for traffic build up at Walton Road / Newport Road junction with possible tail backs. Lack of room on Walton Road for placing of waste bins and recycling bins on collection days at this narrow part of Walton Road.
- We note that there are many issues that have been raised by residents and we again ask that their comments / objections are taken into consideration.
- Request that the planning application is referred to the Development Control Committee or Panel for a decision should the Planning Officer recommend approval. A member or representative of Wavendon Parish Council will attend the meeting to object against this planning application.

2.2 – Walton Road – A resident raised a concern on the delay by MKCC (Highways Team) to consult on further traffic calming measures following the workshop held on the 14 June 2024. The Chair responded to advise that the Parish Council are pressing MKCC to consult on this as quickly as possible.

3. Declaration of interest:

3.1 - 'Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Council's code of conduct Cllr D Hopkins referred to his entry in the member's register of interests'

3.2 – Cllr S Thomas declared an interest in item 2.1 and did not participate in any discussions.

3.3 – Cllr D Hopkins declared an interest in item 6.21 and did not participate in any discussions.

4. **Chairs Announcements:**

It was noted with sadness that a former Parish Councillor, David Oster had recently passed away and before the formal meeting commenced the Chair asked everyone present to observe a minute's silence.

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 15 July 2024 were approved and signed as a true record.

6. **Matters Arising:**

	ACTION
<p>6.1 - (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>6.2 - (item 20.3 of minutes 15/11/21) – Tree Preservation Order – Cllr A Braddish advised that there are three mature trees on the field next to Simons Paddock and asked if MKC could be contacted to ask for tree preservation orders to be applied.</p> <p>Clerk confirmed that this was still with the MKCC (Legal Department) for the legal documents for TPO's to be applied. It is likely that the order is due to be made in July / August 2024 if no urgent work displaces it.</p> <p><u>Still waiting for MKCC (Legal Team) to complete this task, Clerk to try and obtain an update for the next Parish Council meeting on the 21 October 2024.</u></p>	Clerk
<p>6.3 – Email received 10/10/23 from MKCC regarding Second Winter Plan – funding for Parishes. Total funding received is £3,650 and will be used towards the Community Fridge Project at Glebe Farm School. The balance after expenditure is £1,087.76 that will fund a replacement dishwasher in the Walton Road Community Centre and any other initiatives within the Parish.</p> <p>Clerk stated that he would arrange for a replacement dishwasher to be installed and would arrange a follow up meeting as soon as possible with representatives from Glebe Farm School to progress the community fridge project and any other initiatives that require funding.</p> <p><u>Clerk has still to order a replacement dishwasher, and a meeting was unable to be arranged with Glebe Farm School. Clerk to action this before the October 2024 Parish Council meeting.</u></p>	Clerk
<p>6.4 - (item 21.3 of minutes 17/07/23) - Cllr R Hill advised that there is a school sign on Walton Road that requires a repair or removal. Clerk has reported this issue again to MKCC on the 10 January 2024 under reference FS579111705. Clerk has emailed MKCC (16/06/24) again asking for a progress update on this.</p> <p><u>No response received from MKCC. Clerk has emailed MKCC (14/09/24) including photos of the current state of the sign / post asking for when this action will be completed.</u></p>	

<p>6.5 – (item 2.4 of minutes 20/11/23) – Footpath at Pheobe Lane: A resident asked if anything could be done as the path at the end of this road is very muddy and asked the Parish Council if they would contact MKCC to request this to be investigated and action taken. <u><i>A representative from MKCC (Rights of Way Team has confirmed that they are going to carry out some further research about potential funding for some improvements and that further details should be available to share in August / September 2024.</i></u></p> <p><u><i>No response received from MKCC. Clerk has emailed MKCC (14/09/24) requesting an update.</i></u></p>	Clerk
<p>6.6 - (item 22.2 of minutes 20/11/23) – Illuminated Sign on the M1 – Cllr J Goss asked if Highways England could be contacted to highlight again a very bright sign on this road that is causing some problems for residents in Eagle Farm. Cllr D Hopkins advised that a member of the MKCC Highways Team had visited the site and will report the issue to Highways England to investigate / resolve.</p> <p>Unfortunately, MKCC (Highways Team) have not reported this issue to Highways England. Clerk has asked Cllr J Goss to email a photo as soon as possible so that the issue can be reported for investigation.</p> <p><u><i>Clerk confirmed that he had received confirmation that Cllr J Goss would action this by the 20 September 2024.</i></u></p>	
<p>6.7 - (item 21.3 of minutes 18/12/23) – First Aid Training / CPR – Cllr R Jamieson asked if any first aid training sessions could be arranged for Wavendon residents to be invited to attend. Clerk has received confirmation that a resident from Little Brickhill has agreed to host an event in Wavendon.</p> <p><u><i>Clerk to agree a suitable date with the Hall Manager as soon as possible.</i></u></p>	Clerk
<p>6.8 - (item 21.6 of minutes 18/12/23) - Stockwell Lane – Cllr R Hill advised that the verges had been damaged by the refuse vehicle and that he had asked the Clerk to report this to MKCC. Clerk has reported this issue again to MKCC on the 10 January 2024 under reference MKCC579110841.</p> <p><u><i>No response received from MKCC. Clerk has emailed MKCC (14/09/24) including photos of the current state of the verge asking when this action will be completed.</i></u></p>	
<p>6.9 - (item 23.3 of minutes 15/01/24) – Cllr R Hill stated that the street lights at Laine Rise on Newport Road are still not working. Clerk has emailed MKCC (16/06/24) again asking for a progress update on this. Response received from MKCC (Street Lighting Team) - We changed to a new asset system and unfortunately this job did not get pulled through from the old system. We are going to get this surveyed and look at what is required to get these lights back up and working. Thank you for your patience and I apologise for the time taken to get this issue resolved.</p> <p><u><i>Clerk to check if this has been completed by MKCC.</i></u></p>	Clerk
<p>6.10 - (item 8.3 of minutes 15/01/24) – Letter received 09/01/24 from Wavendon residents regarding the following. Two points with respect to Stockwell Lane, Wavendon. Can we ask that these are considered by the WPC.</p> <ul style="list-style-type: none"> • Footpath upkeep on Stockwell Lane • More footpath needed on Stockwell Lane <p>MKCC are investigating this issue under reference FS597515394.</p> <p>MKCC have confirmed that there are no plans to undertake any further improvements on Stockwell Lane. <u><i>Item closed.</i></u></p>	

<p>6.11 - (item 23.1 of minutes 15/01/24) – Cllr L van den Berg advised that he had noticed that some trees in Eagle Farm looked that they were dying. The chair asked if he could highlight the areas so that the Clerk could report this to the Developer / MKCC.</p> <p>Clerk and Cllr L van den Berg meet on the 23 July 2024 on this issue. Clerk has reported this to MKCC including the same issues in Glebe Farm. <u>Clerk has asked MKCC for an update.</u></p>	
<p>6.12 - (item 2.1 of minutes 19/02/24) - Jane Grindley, Director of Wolverton Community Energy attended the meeting to discuss energy savings initiatives. She explained how they could potentially help organisations who have premises within their responsibility and answered questions from Parish Councillors. It was agreed to seek advice on this initiative and the Clerk was asked to send gas and electric bills for the last two years for both Community Centres. <u>Clerk has emailed the bills for the last two years to Jane and it will take two to three weeks for her to respond.</u></p> <p><u>It was noted that we have received a proposal, and a summary was provided at the meeting by Cllr R Hill and the Clerk. It was agreed that we should obtain another quotation for comparison before making any decisions on this item.</u></p> <p><u>It was noted that three quotations had been obtained, One at £37,125.89, one at £22,226.55 and one at £14,491.27. It was noted that it was difficult to obtain any grants for this at the present time. Ongoing.</u></p>	
<p>6.13 - (item 12.2 of minutes 20/05/24) - Letter received 23/04/24 from The Valuation Office Agency requesting Ownership of Wavendon Community Hub.</p> <p>Clerk confirmed that he had completed the online registration on the 10 June 2024. It looks like that the Hub has been registered twice under different post codes and that he will have to contact MKCC on this issue.</p> <p><u>Clerk advised that he has got to contact the Valuation office for further advice.</u></p>	Clerk
<p>6.14 - (item 12.4 of minutes 20/05/24) – Email received 08/05/24 from The Local Government Boundary Commission for England - Milton Keynes Ward Boundary Review - Initial Consultation closing on the 15 July 2024. <u>Consultation closing date now extended until 9 September 2024 because of the General Election.</u></p> <p>Clerk confirmed that he had sent a response on the 4 September 2024. <u>Item closed.</u></p>	
<p>6.15 - (item 12.5 of minutes 20/05/24) – Email received 20/05/24 from a resident regarding A421 & MI sound pollution at Eagle Farm South.</p> <p>It was noted that Cllr D Hopkins has raised this issue with MKCC planning, highways and Environmental Health for advice on how to respond to this issue.</p> <p><u>Response received form Environmental Health.</u></p> <ul style="list-style-type: none"> <u>The Environmental Protection Act 1990 gives environmental health powers to investigate noise emitted from premises which may be prejudicial to health or a nuisance. However, the provision does not apply to noise made by traffic, this is excluded from action (s79 (6A)). Environmental Health will therefore be unable to assist.</u> <p><u>No responses received yet from MKCC (planning and highways). Clerk to discuss this with MKCC and provide an update to the resident as soon as practical.</u></p>	Clerk
<p>6.16 - (item 27.1 of minutes 20/05/24) – Cllr R Hill reported that there had been damage to benches on the recreation ground with at least one beyond repair. <u>It was agreed to investigate replacements when funds are available after budget review in November 2024.</u></p>	Clerk

<p>6.17 - (item 8.2 of minutes 17/06/24) – Letter received 28/05/24 from Southern Gas Networks regarding a High-Pressure Gas Pipeline on Parish Land and requesting confirmation of land ownership. It was noted that this pipeline does not run through land under the responsibility of the Parish Council.</p> <p>Clerk confirmed that they have now asked for contacts on who is responsible for the land that the pipeline crosses. <i>Ongoing.</i></p>	Clerk
<p>6.18 - (item 15 of minutes 15/07/24) – To discuss whether to apply for a Community Infrastructure Funding Grant for 2025/2026:</p> <p>There is a requirement to install a Height Restriction Barrier and speed hump at the Hub. This would enable the site to be open for residents to use the Electric Charging points on a more regular basis. We have one quotation at £6,629.11 (not including VAT) and another one is being sought. This would mean that the Parish Council contribution would be at 50% of the cost and be included in the budget for 2025/2026.</p> <p>Clerk confirmed that he had completed and emailed the application form to MKCC on the 29 August 2024. <i>Item closed.</i></p>	
<p>6.19 - (item 23.1 of minutes 15/07/24) – Overhanging Trees – Cllr J Wilkinson advised that she had been asked by a resident who is responsible for the maintenance of the hedgerow on the allotments boundary that backs onto Phoebe Lane dwellings. This is the responsibility of Towns Land Trust. <i>Item closed.</i></p>	
<p>6.20 - (item 23.2 of minutes 15/07/24) – Music Events – Cllr L van den Berg advised that he attended a Networking Event for the Music Industry last week at High Wickham Campus. He explained that the Arts Council England offer funding grants to support grassroots music endeavours and asked if we should consider if there is a requirement within Parish of Wavendon for any events.</p> <p><i>It was agreed to establish if any other Councils hold any music events and discuss this again at the Parish Council meeting on the 21 October 2024.</i></p>	
<p>6.21 - (item 23.3 of minutes 15/07/24) – Former Village Footpath – Cllr A Braddish raised concerns on the proposed forthcoming Highways Consultation on the safety of road users (vehicles, pedestrians and cyclists) using Walton Road and asked for details on a public 'rights of way' footpath that was closed in 1990 following a Public Enquiry held in the Village.</p> <p>Following looking back through the Parish Council minutes from 1990 an update was provided by the Clerk but mainly by Cllr S Thomas that confirmed that no evidence could be found that the footpath was in existence following the Public Extinguishment Order dated the 31 October 1995. Grateful thanks were given to Cllr S Tomas for undertaking this research.</p> <p><i>It was noted that although Cllr A Braddish still thought that the footway was in regular use after the issue of the Public Order he agreed that the matter should now be closed.</i></p>	

7. To discuss Wavendon Parish Council Priority Work programme for 2024/2025:

It was noted that the document had been update and emailed to all Parish Councillor prior to the June 2024 Parish Council meeting. Some suggestions were made on how to make this document more workable.

Cllr D Hopkins has updated / combined some items and the Clerk will try and re-issue this to Parish Councillors before the October 2024 Parish Council meeting.

8. Correspondence:

	ACTION
<p>8.1 – Notice dated 22/08/24 advising that MKCC has on the 20 August 2024 made a Road Traffic Regulation order (reference TRO-402). The effect of the proposed order will be to prohibit right-turn manoeuvres at the junction of Lower End Road and Cross End in Wavendon.</p> <p><i><u>This was noted, no further actions are required.</u></i></p>	
<p>8.2 - Notice dated 22/08/24 advising that MKCC has on the 20 August 2024 made a Road Traffic Regulation order (reference TRO-391). The general effect of the proposed order will be to introduce a 40mph speed restriction along part of Lower End Road and 50mph speed restriction along part of Cranfield Road in Wavendon.</p> <p><i><u>This was noted, no further actions are required.</u></i></p>	

9. Planning:

	ACTION
<p>9.1 - 24/01270/HOU – The erection of a two-storey front extension with pitch roof. New front porch. Part single storey rear extension with enclosed balcony above, part two storey rear extension with pitched roof and a Juliet balcony. Raise roof height and loft conversion with a rear dormer and front roof light. Removal of a chimney and new doors and windows including fenestration changes at 12 Newport Road, Wavendon.</p> <p><i><u>Clerk confirmed that he had sent a response to MKCC on the 24 July 2024 following discussion at the Parish Council meeting on the 15 July 2024.</u></i></p>	
<p>9.2 - 24/01228/HOU – Garage conversion to habitable room, relocation of boundary fence and erection of garden gates at 210 Burney Drive, Glebe Farm, Milton Keynes.</p> <p><i><u>Clerk confirmed that he had sent a response to MKCC on the 24 July 2024 following discussion at the Parish Council meeting on the 15 July 2024.</u></i></p>	
<p>9.3 - 24/01232/FUL – Demolition of existing bungalow and garage and construction of a replacement single storey dwelling with associated landscaping works at The Orchard, 5 Parkway, Woburn Sands, Milton Keynes.</p> <p><i><u>Clerk confirmed that he had sent a response to MKCC on the 24 July 2024 following discussion at the Parish Council meeting on the 15 July 2024.</u></i></p>	
<p>9.4 - 24/01594/DISCON – Approval of details required by condition 4 (archaeological evaluation) of permission ref. 21/02541/FUL at Land to the North of Eagle Farm, Cranfield Road, Wavendon.</p> <p><i><u>It was noted that the Clerk advised Parish Councillors of this planning application via email on the 11 August 2024 and that no issues were raised.</u></i></p> <p><i><u>Notification received 15/08/24 from MKCC that planning condition had been approved.</u></i></p>	
<p>9.5 - 24/01617/DISCON – Approval of details required by conditions 3 (brickwork) and 4 (pipe installation details) of permission ref. 24/00724/LBC at Deethe Farm house, Deethe Farm, Cranfield Road.</p> <p><i><u>It was noted that the Clerk advised Parish Councillors of this planning application via email on the 11 August 2024 and that no issues were raised.</u></i></p> <p><i><u>Notification received 05/09/24 from MKCC that planning condition had been approved.</u></i></p>	

<p>9.6 - 24/01636/CLUE – Certificate of Lawfulness to confirm the existing lawful use of the planning permission to allow for the construction of 8 Devereux Court, as approved under permission ref. 15/01492/FUL at 8 Devereux Court, Glebe Farm, Milton Keynes.</p> <p><i>It was noted that the Clerk advised Parish Councillors of this planning application via email on the 11 August 2024 and that no issues were raised.</i></p>	
<p>9.7 - 24/01662/NMA – Non-material amendment seeking to remove Leylandii Cypress trees from boundary (relating to permission ref. 22/00385/REM for Application for approval of reserved matters (appearance and landscaping) pursuant to outline planning permission 20/02188/OUT for the demolition of existing storage shed and the erection of a 96-bedroom care home with parking and associated development) at Woburn Sands Emporium, Newport Road, Wavendon.</p> <p><i>It was noted that MKCC had approved this condition on the 21 August 2024 before the Clerk had managed to raise some concerns with MKCC. The Clerk advised that he had discussed this with the MKCC Tree Officer who was raising no issues with this planning item.</i></p>	
<p>9.8 - 24/01753/DISCON - Approval of details required by condition 5 (surface water drainage) of permission ref. 21/01539/FUL at Woburn Sands Emporium, Newport Road, Wavendon.</p> <p><i>It was noted that the Clerk advised Parish Councillors of this planning application via email on the 11 August 2024 and that no issues were raised.</i></p>	
<p>9.9 - 24/01605/OUT – Outline application (matters of access to be considered, with matters of layout, scale, appearance and landscaping reserved) for the erection of up to 7 Self-Build/Custom Build dwellings including access, demolition and any necessary ground remodelling at 2 Walton Road, Wavendon.</p> <p><i>See minute reference 2.1 for record of discussions on this planning application.</i></p>	
<p>9.10 - 24/01751/REM – Approval of reserved matters (access, layout, scale, appearance and landscaping) pursuant to outline permission ref. 13/02382/OUTEIS for the construction/erection of 5 units in relation to the local centre at Land at Glebe Farm, South of A421, Newport Road, Wavendon.</p> <p><i>No issues were raised.</i></p>	
<p>9.11 - 24/01769/HOU & 24/01770/LBC – The erection of a single storey rear extension, re-roofing the garage and stables and installation of a new timber boarded ceiling to the vaulted ceiling in the stable building at Wavendon Manor, 18 Cross End, Wavendon.</p> <p><i>No issues were raised.</i></p>	
<p>9.12 - 24/01773/HOU – Proposed erection of outbuilding in rear garden to form ancillary annex at 6 Guess Gardens, Glebe Farm, Milton Keynes.</p> <p><i>No issues were raised.</i></p>	
<p>9.13 - 24/01781/DISCON – Approval of details required by conditions 5 (foul water strategy), 12 (finished floor levels), 14 (noise), 17 (site management), 18 (external materials), 27 (storm water drainage), 30 (LEMP), 32 (species survey report) and 35 (biodiversity opportunities) of permission ref. 13/02382/OUTEIS at Land at Glebe Farm, South of A421, Newport Road, Wavendon.</p> <p><i>No issues were raised.</i></p>	

<p>9.14 - 24/01788/DISCON – Approval of details required by condition 21 (Storm water drainage) of permission ref. 13/02381/OUTEIS at Land at Eagle Farm, Cranfield Road, Wavendon.</p> <p><u>Notification received 12/09/24 from MKCC that planning condition had been approved.</u></p>	
<p>9.15 - 24/01836/PRIOR – Prior Approval of single storey rear extension, with eaves of 2.4 metres and maximum height of 3 metres, extending 6 metres from the original rear wall at 13 Ravi Way, Glebe Farm, Milton Keynes.</p> <p><u>No issues were raised.</u></p>	
<p>9.16 - 24/01906/CLUE - Certificate of Lawfulness for the lawful implementation of planning permission reference 21/01539/FUL at Woburn Sands Garden Centre, Newport Road, Wavendon.</p> <p><u>No issues were raised.</u></p>	
<p>9.17 – 24/01931/HOU- The conversion of the garage into a habitable room at 13 Ravi Way, Glebe Farm, Milton Keynes.</p> <p>Planning application received 12 September 2024 and unable to access the Public Access Site until the 30 September 2024. The Parish Council have until the 10 October 2024 to respond to this planning application. <u>Clerk to write to MKCC should any residents raise any issues.</u></p>	Clerk
<p>9.18 – 24/01511/HOU - The retention of electric shutter doors to the front and rear for the carport (retrospective) at 9 Brosse Crescent, Glebe Farm, Milton Keynes.</p> <p>Planning application received 12 September 2024 and unable to access the Public Access Site until the 30 September 2024. The Parish Council have until the 10 October 2024 to respond to this planning application. <u>Clerk to write to MKCC should any residents raise any issues.</u></p>	Clerk
<p>9.19 - 24/00782/FUL - Installation of a portacabin to provide an office for the base of operations for supported living services to serve residents at Heath Court, Lower End Road, Wavendon.</p> <p><u>Notification received 19/07/24 from MKCC that full planning application had been refused.</u></p> <p><u>Notification received 15 August 2024 of an appeal by the applicant reference APP/Y0435/W/24/3349883.</u></p>	
<p>9.20 – 24/01186/HOU – Garage conversion to habitable room, relocation of boundary fence and erection of garden gates at 210 Burney Drive, Glebe Farm, Milton Keynes.</p> <p><u>Notification received 15/08/24 from MKCC that full planning application had been granted.</u></p>	
<p>9.21 – 24/01232/FUL – Demolition of existing bungalow and garage and construction of a replacement single storey dwelling with associated landscaping works at The Orchard, 5 Parkway, Woburn Sands, Milton Keynes.</p> <p><u>Notification received 21/08/24 from MKCC that full planning application had been refused.</u></p>	
<p>9.22 – 24/01270/HOU – The erection of a two-storey front extension with pitch roof. New front porch. Part single storey rear extension with enclosed balcony above, part two storey rear extension with pitched roof and a Juliet balcony. Raise roof height and loft conversion with a rear dormer and front roof light. Removal of a chimney and new doors and windows including fenestration changes at 12 Newport Road, Wavendon.</p> <p><u>Notification received 28/08/24 from MKCC that full planning application had been refused.</u></p>	

<p>9.23 – 24/01285/OUTM - Variation of condition 11 (Uses) seeking to amend the condition to remove the reference to non-food retail within the local centre, to be replaced with Class E(a)(b)(c) and also seeks to clarify the condition to refer to gross internal areas (relating to permission ref. 13/02382/OUTEIS - The development of Glebe Farm as part of a mixed-use sustainable urban extension comprising: up to 1,140 dwellings; land for one primary school (for children between the ages of 2 - 11) and one secondary school (for children between the ages of 12 and 18); a mixed use neighbourhood centre comprising of a retail food store of approximately 350 square metres (gross floor space area), additional non-food retail, a GP health centre; multi-functional green infrastructure (totalling approximately 18.5 hectares.) including parkland, sports pitches, children's play areas, informal open space, allotments, woodland, landscaping and surface water attenuation; new multi-functional community building; vehicular access points from the A421 via the Fen Farm roundabout, Newport Road and a future connection to the adjoining development land to the east; and internal streets, footpaths and cycleways) at Land at Glebe Farm, South of A421, Newport Road, Wavendon.</p> <p><u>Notification received 12/09/24 from MKCC that outline planning application had been granted.</u></p>	
<p>9.24 - 24/01416/TPO – The removal of 2x Prunus avium (45, 46), 4x Thuja plicata and Chamaecyparis lawsoniana group (G47), 3x Populus canescens (48, 49, 50), 1x Thuja plicata (51), and 3x Populus alba (52, 53, 54) protected by Milton Keynes Council Tree Preservation Order no PS/540/15/423 at Woburn Sands Garden Centre, Newport Road, Wavendon.</p> <p><u>Notification received 27/08/24 from MKCC that tree preservation order consent had been approved.</u></p>	
<p>9.25 - 24/01311/NMA – Non-material amendment seeking to amend the proposal description to remove the reference to non-food retail to be replaced with Class E(a)(b)(c) and also replace the reference '(gross floor space area)' with '(Gross Internal Area)' (relating to permission ref. 13/02382/OUTEIS for the development of Glebe Farm as part of a mixed-use sustainable urban extension comprising: up to 1,140 dwellings; land for one primary school (for children between the ages of 2 - 11) and one secondary school (for children between the ages of 12 and 18); a mixed use neighbourhood centre comprising of a retail food store of approximately 350 square metres (gross floor space area), additional non-food retail, a GP health centre; multi-functional green infrastructure (totalling approximately 18.5 hectares.) including parkland, sports pitches, children's play areas, informal open space, allotments, woodland, landscaping and surface water attenuation; new multi-functional community building; vehicular access points from the A421 via the Fen Farm roundabout, Newport Road and a future connection to the adjoining development land to the east; and internal streets, footpaths and cycleways) at Land at Glebe Farm, South of A421, Newport Road, Wavendon.</p> <p><u>Notification received 17/07/24 from MKCC that non-material amendment had been approved.</u></p>	
<p>9.26 - 24/01445/DISCON – Approval of details required by condition 10 (sustainable construction) of permission ref. 23/02373/FUL at Stokesay Cottage, 75 Newport Road, Wavendon.</p> <p><u>Notification received 15/08/24 from MKCC that planning condition had been approved.</u></p>	
<p>9.27 - 24/01185/HOU - Removal of first floor balcony and erection of first floor side / rear extension with new gable end roof, part loft conversion with side / rear dormers, rooflights and Juliette balcony, alteration to front driveway pier and brick wall, and installation of solar panels to front pitch roof at Black Horse House, 2 Cranfield Road, Wavendon.</p> <p><u>Notification received 20/08/24 from MKCC that full planning application had been refused.</u></p>	

<p>9.27 – 24/00373/ENF – 214 Burney Driven Glebe Farm.</p> <p>The Council, in its capacity as the local planning authority, has received a complaint alleging a breach of planning control at the above address.</p> <p>The alleged breach is:</p> <ul style="list-style-type: none"> • <u>Description of alleged breach Operating a food business from a truck on a residential driveway.</u> 	
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10. To discuss and agree the Parish Council Response to the MK2050 Plan consultation:

10.1 – MK2050 Consultation.

Closing date for response to the MK2050 consultation is Wednesday 9 October 2024.

All present agreed to the cost for a consultant to support the Parish Council in responding to this consultation of £800.00.

The draft response prepared by Cllr D Hopkins was reviewed and any comments from Parish Councillors to date / future comments will be incorporated. A final draft will be submitted to our consultant for a final review and a copy will be circulated to Parish Councillors prior to submitting the Parish Council response to MKCC.

It was noted that a resident has incurred expenditure of £500 for printing costs for 5000 posters regarding the Wavendon Park proposal within our response to this consultation. It was agreed by all present to contribute to this expenditure with a grant of £200.

10.2 – SEMK.

MKCC are proposing to hold a meeting of the **SEMK Stakeholder Group** on the evening of 3rd October 2024 in Wavendon. The purpose of the meeting will be for the Group to receive updates on the two major Outline applications, with a focus on Highways and Transport, prior to the applications being considered by the Planning Committee.

11. To discuss 106 Tariff Projects / Funding:

The request for further tariff funding has been summarised into categories as follows.

Walton Road Community Centre / Security / Safety / Other / Allotments– Priority 1

- CCTV and Intruder Alarms – Community Centre
- New Fence and tree / hedge work on the Recreation Ground in Wavendon.
- Two defibrillators

Revised quotations emailed to MKCC on the 20 June 2024 that indicated a price increase of £1,500 to £24,500. Clerk was requested by MKCC to send an invoice to MKCC and monies have been authorised for payment with within 3 days from the 13 September 2024.

Based on the commitment from MKCC the Clerk placed the orders for the CCTV and the Security System on the 26 August 2024. CCTV system has been installed and the Security System will be completed week commencing 16 September 2024.

The supplier has been asked to make the front door more secure and fix the security issue on the internal door in the corridor to the disabled toilet and provide access to set and unset the alarm remotely for the Caretaker and Hall Manager. Costs for this will be covered by a contingency within the grant amount.

We need to meet with the Church and Allotment Committee to agree the fence details. Clerk to arrange.

Money was provided within the grant for hedge trimming on the recreation ground at £2,620 + VAT and the order to be placed on the contactor as soon as possible by the Clerk.

Play Equipment / Gym Equipment – Priority 3

- Wavendon Recreation Ground to add small play items - (Match funding) – Clerk has started the process of obtaining three quotations to submit a grant application to FCC Community Foundation. This will include the re-installation of the tennis table at the hub and installation of a disabled bench on the Recreation Ground. Applications open on the 18 September 2024 and closes on the 20 November 2024. Clerk has now obtained three quotations and has started the application. MKCC confirmed that they will support this application.

Arts Funding

- Cllr D Hopkins advised that there is a considerable amount of 106 funds are available to the Parish.

Following the very sad death of Luise Izod the council's public arts officer efforts will be made to engage with MKCC as soon as possible to move this action forward.

Heritage Projects – Priority 2 – We may have to look for other options for funding of the items below: Can any of this be completed using monies from the Art Project 106 funding?

- Repair and include artwork to the Boundary Wall – St Marys Close
- Village History Boards
- Replacement benches at St Marys Green

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

Following a conversation with our Solicitor the Clerk advised that they had suggested that they could finish drafting an agreement. Clerk confirmed that the cost for our solicitor to complete this will be £750.00 +VAT and all present authorised this expenditure. Our Solicitor has started discussions with MKCC but has not yet received a response despite several reminders.

No change.

13. To receive a progress report on the existing and new Community Facilities.

13.1 - New Community Hub progress update:

- **Traveller Solution** – It was noted that Cllr R Hill had obtained three quotations to install a more secure gate to the field with the costs ranging from £2,327.00 to £2,632.80. It was noted that the Clerk was currently undertaking a budget review for 2024/2025 and all present agreed to this expenditure proving that funds are available.
- **Drainage Issue** – We have a problem with water running from Stockwell Lane onto the Community Hub site. It was noted that Cllr R Hill had obtained three quotations to try any rectify this drainage issue and the costs ranging from £1,017.74 to £5,493.98. It was thought that the cheaper option of £1,017.74 would resolve this issue and the Clerk was authorised to place the order as soon as possible.
- **Legal update** - MKCC and our Solicitors have agreed the electric charging point lease. MKCC will issue the documents relating to this and the Hub shortly with a view to completing by the end of the month if this acceptable to Wavendon?

Clerk has raised this issue with our solicitor on the 12 September 2024 - I assume that we will be able to make any comments on the document as we need to state the hours that the premises are open as the gates are locked with access to the site for hirers. We are applying for funding to have a height restriction barrier so that the site can be open safely for longer, but it will be locked overnight.

- **Schedule of Condition Survey** – MKCC requested and completed a survey on the 9 August 2024.
- **Maintenance Contracts** – Clerk thanked Cllr R Hill who is currently obtaining quotations for all the items in the Hub that require regular annual maintenance. We do have a maintenance contract in place that has been extended by Ambivent Facilities Management Limited for 6 Months (FOC) until February 2025 and will complete a service for the Heat Source Pump on the 16th & 17th September 2024.

- **Bike Storage Shelter** – It was noted that this had been damaged recently by the high winds and costs to repair this are not available from MKCC. Do we need to get a quotation for this? Cllr D Hopkins agreed to contact MKCC to ascertain if they will reconsider funding the repair costs for this. It will be the responsibility of the Parish Council to fund the repair for this.
- **Charity Status:** Draft information received, awaiting evaluation. It was noted that details on income and expenditure are required before a decision on this can be made. A meeting will also be arranged with our solicitor. No change.
- **Charity clothing bin** at one of our Community Centres. We have received an offer for consideration of installing a clothes recycling bin for the Fire Service and they have now completed a site survey (at the Hub) and made some location recommendations. It was noted that we are unable to agree to this until we have taken on the Freehold of the building and the Clerk has updated the Fire Service on this. No change.
- **Solar Panels:** Clerk stated that there was an issue with the National Grid regarding the registration of the site with them. This has now been resolved and should enable the registration of the Solar Panels.
- **Electric Charges** – Because of the delay in registration of the site with the National Grid the Clerk confirmed that he had fixed the price for another year at a cost slightly higher than this year.
- **Banners** – Cllr R Hill advised that a hirer had installed a banner at the Hub and asked if this was acceptable and should we have a policy on this. Several good suggestions on how to control this issue have been forthcoming. Ongoing.

13.2 – Walton Road Community Centre:

- **Conservatory Roof** - Cllr R Hill has obtained three quotations for consideration to have the conservatory roof insulated. They are £5,200 + VAT, £6,500, and £18,000 - £22,000. Budget this in 2025/2026.
- **Electric Charging Points** - Clerk is seeking permission from MKCC regarding having an electric charging point installed in the car park. Draft sub-lease agreement (24 pages) received from MKC that requires the Clerk to review / complete. For information this will mean that we will lose two car parking spaces at the front of the Community Centre. We are still waiting for MKCC to send an agreement to our solicitor. No change.
- **Dishwasher** – We will have to replace the dishwasher. Clerk stated that he would arrange for a replacement dishwasher to be installed in September / October 2024.
- **Asbestos Legal Requirement** – Clerk and Cllr R Hill attended an online training session on the 10 April 2024 and a Management Plan has been implemented. We are advising all contractors that are undertaking work at the premises.
- **Asbestos Survey Results** – The recent asbestos annual survey has highlighted significant changes that will require remedial action to be completed and the cost for this to be completed will be £7,875.00 + VAT. Now that we have an Asbestos Management Plan there is not an immediate need to complete the work. We were advised to put a lock on the loft access point so that unauthorised access cannot be made to the roof. This has been completed, thanks to Cllr R Hill. Budget expenditure for 2025/2026 year.
- **Damaged Blinds in the Conservatory** – The cost to replace / update will be £416.00 + VAT. Clerk to review expenditure for a decision at a future PC meeting.
- **Electric Installation Condition Report** – This requires completing every 5 years and is a legal requirement and the cost will be £750.00 + VAT. Clerk has placed the order with a completion on the 20 September 2024.
- **Internal Notice Board** – A replacement is required. Clerk to obtain a quotation.
- **Conservatory Lighting** – There is a requirement for more lighting. Clerk to obtain costs.
- **Outside Light (W11)** – Clerk advised that the light in the car park was vandalised on the 26 August 2024 and reported to TVP (reference 43240410525). MKCC were asked to inspect the light on the 11 September 2024 and confirmation was received that the light is safe. Since the street lights were upgraded on Walton Road the light in the Community Centre grounds is not under the responsibility of MKCC to repair. Clerk has requested a quotation from MKCC for consideration.
- **Drains** – As the outside drains have not been cleaned for several years and are currently flooding the car park, Clerk has placed an order at £345 + VAT and asked for the work to be completed week commencing 16 September 2024. Now confirmed for the 23 September 2024.
- **Kitchen Lights** – The ceiling lights are old and two are not working. The cost to replace all four is £588 + VAT reduced from the first quotation of £911 +VAT. Clerk was authorised to place the order as soon as possible.

- **Electric Meters** – Clerk is liaising with EoN for a convenient date to have smart meters fitted.
- **Emergency Lighting** – At a recent inspection it highlighted that we have problems with several emergency light signs that we have a legal requirement to have fixed. Under the circumstances the Clerk placed the order at £318 + VAT and the work will be completed on the 17 September 2024.

14. To discuss Climate Change Initiatives:

Cllr D Hopkins gave an update on the online NALC training course he attended on Wednesday 26 June 2024 and confirmed that he would document some initiatives that the Parish Council could consider, for discussion at the Parish Council meeting on the 21 October 2024.

Review further actions at the October 2024 Parish Council meeting. Prepare and adopt for the Parish Council a Sustainable Procurement and Investment Policy and Environmental Policy?

15. To discuss Grass Cutting for 2025/2026 Budget Year:

The Parish Council has been notified by our current grass cutting contractor (W&WFC) that they unable to continue to provide the service from the 1 April 2025.

The current cost per year for the Village is £4,800.00 (not including VAT).

Two quotations have been received one for £3,523.00 + VAT and another one for £4,500.00 +VAT. Another quotation is being sought.

There is no change to the grass cutting at the Hub for 2025/2026 price at £7,776.00 + VAT.

16. To receive Financial Statements:

16.1 – Bank Statement: Balance as of 16 September 2024:

Community Account as of 30 August 2024:	£34,902.64
Less Cheques to be cashed – 101784, 101788, 101791,101792, 101794	(£1,324.45)
Less New Cheques + S/O's & D/D's	(£27,286.43)
Total	£6,291.76
 Business Saver Account (Parish Funds)	 Total £13,944.59
 Business Saver Account (Mrs Robinsons Account)	 Total £533.05

Cheque No.	Payee	Amount
101776	ISE Fire Products & Services Ltd – FA Annual Monitoring Fee	(£474.00)
101784	ISE Fire Products & Services Ltd – FA Annual Monitoring Fee	£474.00
101779	Dixons Plumbing & Electrical Works – Plumbing Works at CC	(£2,088.00)
101785	Dixons Plumbing & Electrical Works – Plumbing Works at CC	£2,088.00
101786	Anglian Water Business Ltd – Water Charges – New Hub	£226.51
101787	Npower – Walton Road Community Centre - Electric Charge	£400.31
101788	ICP Hygiene – Community Centres	£229.03
101789	Lockcraft Electrical Ltd – Electrical Work at New Hub	£559.20
101790	Alan Kemp – Portrait of Queen Elizabeth 11 for CC	£41.98
	Alan Kemp – Gardening Tool for Caretaker	£32.95
	Alan Kemp – Parking Charge for meeting in MKCC	£4.00
S/O	Alan Kemp – August 2024 Salary	£1,563.20
S/O	Robert Hill – Caretaker Salary – August 2024	£547.50
S/O	Susan Hopkins – Hall Manager August 2024	£1,005.80
101791	Aegis Support Services – Lock up charge	£16.74
101792	Aegis Support Services – Keyholding Annual Charge	£460.68
101793	J Darlow – Pest Control	£288.00
101794	LIW Advertising Ltd – Hogsty Article	£144.00
101795	H M Revenue & Customs – Tax & National Insurance for staff	£799.67
101796	Total Ground Management Ltd – Hub Grass Cutting	£777.60
D/D	Biffa – Waste & Recycling	£226.85
D/D	Biffa – Waste & Recycling – New Hub	£130.92

D/D	BT – Walton Road Community Centre	£68.33
D/D	BT – New Community Hub	£65.93
D/D	EE Mobile Bill	£8.40
D/D	EoN Next – Walton Road Community Centre – Electric Charge	£110.89
D/D	EoN Next – Walton Road Community Centre – Gas	£15.16
D/D	EoN Next – New Community Hub – Electric Charge	£1,031.63
S/O	Alan Kemp – September 2024 Salary	£1,563.20
S/O	Robert Hill – Caretaker Salary – September 2024	£547.50
S/O	Susan Hopkins – Hall Manager September 2024	£1,005.80
101797	H M Revenue & Customs – Tax & National Insurance for staff	£799.67
101798	Total Energies Gas & Power Ltd – Gas Charge at CC – July 24	£111.78
101799	ISE Fire Products & Services Ltd – FA Servicing – Walton Road CC	£702.60
101800	ISE Fire Products & Services Ltd – FA Servicing – Community Hub	£210.00
101801	XL Circondare Ltd - Newsletter	£3,086.00
101802	Total Ground Management Ltd – Hub Grass Cutting	£777.60
101803	Vision ICT Ltd – Website Maintenance	£60.00
101804	Robert Hill – Community Centre Maintenance / Repairs	£6.75
101805	VOID	
101806	Anglian Water Business Ltd – Water Charges – Walton Road CC	£371.29
101807	D2D Distribution Ltd – Newsletter Delivery	£594.00
101808	Ambivent Facilities Management – New Hub Heating Repairs	£162.00
101809	Npower – Walton Road Community Centre - Electric Charge	£387.67
101810	ICP Hygiene – Community Centres	£142.93
101811	Alan Kemp - Signs for Community Centre Halls	£19.70
	Alan Kemp - Disabled Sign & Fixings for Community Centre	£40.68
	Alan Kemp - Addition fixing for Disabled Sign	£12.84
	Alan Kemp - 5 x Lifebuoy Labels for Community Hub	£47.94
	Alan Kemp - 16 x 1 st & 24 x 2 nd Class Stamps	£42.00
101812	Aegis Support Services – Lock up charge	£16.74
101813	PKF Littlejohn LLP – External Audit Fee	£756.00
101814	LIW Advertising Ltd – Hogsty Article	£36.00
101815	Dixons Plumbing & Electrical Works – Plumbing Works at CC	£750.00
101816	Tickford Security Systems – Call-out charge	£120.00
101817	W&WFC – Village Grass Cutting	£1,200.00
101818	Total Energies Gas & Power Ltd – Gas Charge at CC – Aug 24	£108.38
101819	Tickford Security Systems – CCTV & Security System - CC	£11,821.20
101820	Npower – Walton Road Community Centre - Electric Charge	£222.72
D/D	Biffa – Waste & Recycling	£226.85
D/D	Biffa – Waste & Recycling – New Hub	£130.92
D/D	BT – Walton Road Community Centre	£68.33
D/D	BT – New Community Hub	£65.93
D/D	EE Mobile Bill	£8.40
D/D	EoN Next – Walton Road Community Centre – Electric Charge	£79.54
D/D	EoN Next – Walton Road Community Centre – Gas	£15.49
D/D	EoN Next – New Community Hub – Electric Charge	£967.98

This expenditure was proposed, seconded, and carried unanimously.

16.2 – Receipts

Business Premium Account – Parish Council – MKCC (Repayment for Electrical Work)	£348.00
Business Premium Account – Mrs Robinsons Charity – Dividend	£71.81

16.3 – Banking for the Parish Council:

Barclays Bank have been contacted and a new bank mandate is in the process of being completed. This will enable the Parish Council to change to online banking.

Barclays Bank have now asked for more information (13/09/24). Clerk to get another document signed at the Parish Council meeting. Following completion of this action by the Parish Council Barclays Bank have confirmed that the new bank mandate will be completed.

16.4 – Annual Financial Return for 2023/2024:

Clerk advised that he had received the notice of conclusion of the audit from PKF Littlejohn LLP (external auditors) and will post the details on the notice boards and website. No issues were raised.

16.5 – Budget / Forecast Review for 2024/2025:

Clerk will undertake a review at the end of September 2024 for presentation at the October 2024 Parish Council meeting.

16.6 – Accounting System:

Clerk confirmation that he is making progress with the new accounting system but there is more to understand but it will save time in the future.

16.7 - Microsoft 365 Business Package:

Clerk is arranging to purchase this for the Parish Council and is seeking advice and guidance from other Councils before proceeding.

17. To conduct a Risk Assessment Review:

Clerk gave his apologies, but this action will have to be deferred until the October 2024 Parish Council meeting because of other pressing work commitments.

18. To progress Future Staffing arrangements and Governance as the Parish grows:

A Governance meeting will be arranged in November 2024 when the precept for 2025/2026 is available.

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

The following still require completing by the Clerk.

- New - social media Policy – Clerk still to complete.
- New – Expenses Form / Policy – Clerk still to complete.
- New – Grant Application Policy – Clerk still to complete.
- New - Biodiversity Policy – Clerk still to complete.

The following new templates have been issued this month by NALC that the Clerk will update as quickly as possible.

- Standing Orders - Up to date and does not require updating.
- Financial Regulations – Currently being updated by the Clerk.

20. To discuss any Highway Issues:

Update from MKCC on current projects as below:

- **Cross End/Lower End Road - Road Safety scheme.** Works due to begin next month (October 2024). This scheme will incorporate speed limit works on Cranfield Road as well.
- **Newport Road - 30mph proposal.** Statutory consultation to begin next month (October 2024).
- **Walton Road Options** - There remains some nervousness to consult on the possible scheme options when one of these options is not yet deliverable by the Council. The submission of an application to the Department for Transport for Moving Traffic Contravention enforcement using automatic number plate recognition (ANPR) was approved by delegated decision on 27th August and officers would prefer to await an indication of the outcome of this application before confirming the possible options for the informal consultation – as one of these is dependent upon this permission being granted. We can appreciate how residents will be frustrated by this delay, but we are keen to avoid a situation where a preferred option may be chosen by the community but may then not ultimately be deliverable. We will continue to work on the consultation materials for the various options in the meantime to ensure we take on board the comments on pros and cons of options that have been suggested to us by residents, and as soon as we have an indication from DfT on the outcome of our application, we will move forward with the informal engagement with the camera-enforced options included or excluded as appropriate.

I appreciate that this is not all good news, but we would hope to have some indication of how our application will be received by DfT in the next month or two, which will give us the necessary confidence to proceed with the informal engagement exercise.

21. Clerks Report / Local Issues:

21.1 - (item 18.2 of minutes 19/04/22) - Lack of Post Boxes in Eagle Farm & Glebe Farm – One post box has been installed in Eagle Farm. Clerk contacted Royal Mail (12/04/2024) regarding installing more post boxes and he has now received confirmation that they will install one near 262 Burney Drive.

Confirmation received from Royal Mail on the 13 August 2024 that arrangements are in hand to install the second post box by the 1 October 2024.

21.2 – Ash Tree on Recreation Ground – There is an overhanging tree from a property on Walton Road that requires pruning. The cost is £420.00 + VAT. The last time this occurred the Parish Council paid for work to be completed. This expenditure was agreed.

Clerk has placed the order on the contractor, waiting date for completion. Clerk has notified the neighbouring property that the work will be completed.

21.3 – Defibrillators for Crow Lane and Cross End – Clerk has ordered two defibrillators at a cost of £1,500, 2 x Steel Support at £475 each = £950. A grant payment of £2,500 from MKCC is anticipated in September 2024. The cost to the Parish Council for a contractor to provide an electric supply to the unit will be £467.87 + VAT for the one located in Crow Lane. Costs TBA for Lower End Road.

Problems have occurred with installing an electrical supply to the Defibrillator in Crow Lane. A new quotation is being obtained. The one for Cross End will require a metal post to be purchased at £165. Ongoing.

21.4 – Recommendation from BALC for moving to **Gov.UK Domains for websites and Email** to provide more security.

Clerk has placed the order on our website provider to make this change.

New email accounts will be created for Parish Councillors in due course.

21.5 – Consideration of initiating a **Community Champion Award within the Parish of Wavendon**. The proposal from Cllr D Hopkins is noted below:

- The award to be given to show the Council's appreciation of a resident or group that has done a lot of excellent work within the community.
- The recipient would be awarded an engraved rose bowl, funded from the Annual Parish Meeting budget.

This was accepted in principle. Clerk / Cllr D Hopkins to prepare costings for final approval at a future Parish Council meeting. No change.

21.6 – Walton Road Pavement – It was noted that the Clerk had received confirmation from MKCC (Highways Team) that this pavement does not meet the criteria for a repair and have promised that it is inspected / monitored on a regular basis.

Clerk has emailed MKCC (15/09/24) requesting that someone inspect this pavement and provide evidence that the pavement is being inspected by MKCC on regular basis and reasons why this cannot be included in the work schedule for repairs.

21.7 – Clerk confirmed that Ward Councillor, Tracey Bailey has asked if a page '**What's on in Wavendon**' could be placed on the Parish Council website and updated on a regular basis.

Clerk confirmed that a page had been included on the website and would be reviewed and updated regularly.

21.8 – Dog Bins – We have six dog bins in store. Clerk has identified sites for installation of three bins and is currently seeking permission from MKCC to install.

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

Clerk gave the following update.

Number of allotments

- **Glebe Farm** – There will now be 32 allotments and 12 small, raised beds.
- **Eagle Farm** - There will be **22 allotment plots** over four sites, **six** on site one, **five** on site 2, **seven** on site 3 and **four** on site 4. The last four will not be ready for another year.

Waiting List

- Glebe Farm – 59
- Eagle Farm – 40
- Queries – 5
- **Total to date - 104**

Actions required.

- Agree date from MKCC when the allotments will be completed for Glebe Farm and Glebe Farm.
- Agree timescales when legal work will be completed by our Solicitor / MKCC / Developer.
- Agree Hire Fees.
- Work out monthly costs that the Parish Council will incur to reflect in hire fees. (Path and hedge maintenance etc.
- Order booking / accounting system from Scribe at £180 + VAT plus £100 + VAT set up fee.
- Make sure that Water meters are installed by Anglian Water.
- Draft Hire Agreements to include erection of shed and greenhouses etc.
- Need a separate bank account.
- We need to consider employing a staff member to manage and complete all tasks. Include in Budget for 2025/2026.
- Others?

23. Unitary Reports:

A copy of the Ward Councillor's reports to Wavendon Parish Council for September 2024 are available to view on the Parish Council website and are appended to these minutes.

24. Councillor Reports:

- Cllr L Berg has raised an issue regarding residents that undertake renovations and are inconsiderate with discarding building materials. It was agreed to include an article in the next issue of the Newsletter to raise awareness.
- Cllr L Berg raised a concern that some of the Dog Bins are not being emptied on a weekly basis. Clerk to discuss this with our contractor.
- Cllr L Berg raised a concern regarding fly-tipping on the A421 near Kingston Roundabout. MKCC are / or dealing with this issue.
- Cllr M Levermore has received a request from a trader (Egg O'Clock) regarding finding a suitable site in Wavendon to trade. Discuss further at the October Parish Council meeting.

25. To agree items for forthcoming agendas:

- Claire Walton from MK Community Action – October 2024.
- Budget / Precept Setting - November 2024 & January 2025.

26. Future Meetings:

The next two meetings of the Parish Council will take place on **Monday 21 October 2024 at Walton Road Community Centre** and **Monday 18 November 2024 at Walton Road Community Centre** both commencing at 7.30 PM.

We will try and plan to have a future meeting at Glebe Farm School.

There being no further business the meeting closed 9.50 pm.