

Full Council

Minutes of the meeting held on Monday 9th May 2022, 6:30pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes

Present: Cllrs Sue Smith (Chair), Jordan Coventry (Vice-Chair), Elina Apse, Jeanette Bobey, Maggie Ferguson, Donna Fuller, Brian Hepburn, John Orr, Nick Scott, Alan Williamson, Pam Wilson.

Also present:

Brian Barton (Committee & Member Services Officer)
Steve McNay (Council Manager)

In attendance:

Samone Winsborough (Responsible Financial Officer/Operations Manager)
Cllr Luke Louis
Cllr Lauren Townsend

FC 27/22 Apologies for Absence:

Cllr Phil Hopcraft (work)
Cllr Ruth McMillan (holiday)
Cllr Amber McQuillan (personal)
Cllr Terri Parish (work)
Cllr Liz Simpkins (personal)

AGREED

FC 28/22 Declaration of interests:

There were no declaration of interests.

NOTED

FC 29/22 Minutes of the previous Full Council meeting(s):

The minutes of the meetings held on:

- Tuesday 3rd May 2022 (Parish Meeting)
- Tuesday 3rd May 2022 (Annual Meeting)

Were **AGREED** as a true and correct record and signed by the Chair.

FC 30/22 Chair's Announcement(s)

The Chair informed the meeting that a new Ambassador has been appointed, Cllr Brian Hepburn, and to please let Woughton Community Council know if you wish for him to attend any events.

The next meeting of the Operations Committee will be held on Monday 16th May 2022, 6:30pm at the Woughton Community Council Hub in the Council Chamber the deadline for notifying the Committee & Member Services Officer of any agenda items is Tuesday 10th May 2022.

Potato and Leek soup will be served at the Community Café on Tuesday 10th May 2022.

NOTED

FC 31/22 Questions from the public:

There were no questions from the members of the public.

NOTED

FC 32/22 Ward Matters arising:

Cllr Elina Apse raised parking problems on Netherfield with contractor vehicles due to recent building work at the Milton Keynes University Hospital, there are also issues with the amount of traffic at the Redway School on Netherfield, especially during the morning and at the end of the School day, this causes access problems on the street, and could be a problem for emergency vehicles, something needs to be done about access perhaps staggered times at the School, and to approach Milton Keynes University Hospital.

The Netherfield Councillors and the Netherfield Residents Association have been in constant contact with the School.

Cllr Donna Fuller said the Milton Keynes University Hospital has been approached about contractor vehicles parking.

The Council Manager said that any planning application for the Milton Keynes University Hospital does have a traffic and travel plan, and if contractor vehicles are still parking on neighbouring estates then they are in breach of the conditions to the approved planning application, and so the hospital needs to be aware of this.

The Council Manager also said that there could be the possibly of a one way system with access from Farmborough and leaving by The Hide.

Cllr Jordan Coventry pointed out that the school does have a large car park and that most pupils are driven to school because they cannot get to the school by themselves.

Cllr Jeanette Bobey said that mostly staff and volunteers use the car park after the buses have dropped the pupils off and have returned to the depot, since the school extension to the former housing office the situation has got worse.

Concern was expressed that tensions are developing with residents who are now leaving notes on cars parked outside their properties.

The Chair suggested that a representative from the Milton Keynes University Hospital and the Redway School are invited to attend a Full Council meeting to try and seek a solution to these parking issues that have been raised.

Cllr Jordan Coventry asked if there was any update on the salt bins, the Council Manager said that he would chase the matter up.

RESOLVED

- 1. To invite a representative from the Milton Keynes University Hospital and the Redway School to attend a Full Council meeting to try and seek a solution to the parking issues.**
- 2. That the Council Manager to chase up Milton Keynes Council about the provision of salt bins in the Woughton Community Council area.**

FC 33/22 Milton Keynes Council Ward Councillors report:

Cllr Donna Fuller informed the meeting that casework is ongoing with housing problems, issues with rats, parking challenges, Cllr Fuller said please let her know of any issues in your ward and if there are the same multiple issues they can be presented together to hopefully get something done.

NOTED

FC 34/22 Feedback from meetings with Outside Bodies:

- Woughton Welfare Trust - **Cllr Elina Apse - no report.**
- MKALC – **Cllr Liz Simpkins, Cllr Sue Smith, Cllr Pam Wilson - no report.**
- Parishes Forum - **Cllr Liz Simpkins, Cllr Sue Smith – no report.**

FC 35/22 To note the minutes from the following Committees:

- Planning Committee – Tuesday 19th April 2022.
- Services Committee - Wednesday 20th April 2022.

NOTED

FC 36/22 Council Manager's report:

The Council Manager updated the council on activities and delegated decisions made since the previous meeting.

Staff absences due to illness has impacted on the Council and now seems to be improving.

The Arts and Heritage event on Netherfield was well attended and well received, with lots of feedback, ideas and historical discussion.

There was some disability awareness training that took place in the Chambers, attended by officers, members and volunteers.

Officers and members also attended the Community Iftar at the Islamic Centre on Coffee Hall, commemorating the breaking of the fast during Ramadan.

Carole Burselm, the County Officer for B&MKALC retired and her leaving event was held in Aylesbury, attended by the Chair and Council Manager.

The Chairs Awards was held and was well received, despite some issues with the catering.

Delegated powers have been used to agree to roofing repairs at the Tinkers Bridge Meeting Place (immediate action was needed, due to rotten boarding, damaged

rubber, broken roofing felt and water incursions that threatened to cause more internal damage).

With Cllr Yvonne Tomlinson retiring due to moving out of the area, this means a casual vacancy will be declared for the Leadenhall Ward.

Due to the really sad news that Cllr Carole Baume, Ward Councillor for Woughton and Fishermead, passed whilst on holiday last month there will shortly be a by-election.

A student from the Milton Keynes Academy spent a week of work experience, covering all aspects of the services provided by Woughton Community Council. After some discussion it was agreed to put on the agenda for the next meeting of the Operations Committee, possible remuneration for work experience placements which was raised by Cllr Janette Bobey.

RESOLVED

- 1. To note the report.**
- 2. To put on the agenda for the next meeting of the Operations Committee, possible remuneration for work experience placements.**

FC 37/22 To agree the Internal Auditor's report and the Annual Governance and Accountability Return 2021/2022 (AGAR):

The Responsible Financial Officer went through the AGAR form with Members and the various budget heading and variances.

The Internal Auditors report had not proposed any actions and or recommendations.

The meeting thanked the Responsible Financial Officer and the Finance Officer for all their hard work on the accounts and the end of year process.

RESOLVED

To agree the Internal Auditor's report and the Annual Governance and Accountability Return 2021/2022 (AGAR).

FC 38/22 update on the Lead Member roles:

The Council Manager updated the meeting on the Lead Member roles, following the Annual Meeting.

The Council Manager collated a list of possible Lead Member roles covering the following subjects:

- Council Strategic Plan(s)
- Neighbourhood Plan
- Communications
- Partnerships / External Relationships
- Safeguarding (Adults and / or Children)
- Housing
 - Repairs and maintenance
 - Social housing stock and development
 - Private sector housing
- Homelessness and rough sleeping

- Health (physical and / or mental, plus public health)
- Renewal and regeneration
- Finance and budgets
- Procurement, tendering and contracts
- Property and facilities
- Human Resources
- Waste, recycling, fly tipping, bins, etc.
- Community safety, police liaison, crime, anti social behaviour
- Equality, diversity, reducing inequality
- Education and learning
- Leisure and sports
- Schools, family centres, youth services
- Transport and transport infrastructure
- Environment, bio-diversity, climate action, etc.
- Quality and improvement
- Addressing poverty
- Public realm
- Early years/education
- Elderly issues
- Public health

This is not a comprehensive list, and there will be flexibility as to whether some roles will be needed or additional roles required in the future.

There will be support given to a Lead Member by Officers and ongoing training provided.

Each role will be elected at the Annual meeting for a 12 month tenure.

Members were requested to let the Council Manager know if they were interested in a lead member role.

The Council Manager will provide a full list of those who have expressed an interest in a lead member role at the next Full Council Meeting.

RESOLVED

1. That Council considers lead member roles, considering the information in the report.
2. That Council decides on which Lead Member roles are suitable.
3. That Council considers decision process in the event that more than one member requests any one role (i.e. voting, submission of reasons why, etc.)
4. That Council considers any length of time allocated – is there a set term for each role.
5. That Council agrees the following:
 - a. That Lead Members are elected in each future year as part of the annual meeting.
 - b. That for this year, members are ‘elected’ via vote at Full Council.

- c. That in the event of more than one member wishing to hold a specific role, that each interested member submits a supporting statement for consideration, in advance of the vote.
 - d. That Lead Members are 'elected' for a period of one year, renewable at each subsequent Annual Meeting.
 - e. That there is no maximum number of terms that a member can hold a specific post.
6. That lead members will provide written reports at either Full Council or relevant committees at least quarterly or when requested.
 7. That members are invited to consider which, if any, lead member roles they may wish to undertake and submit their preferences to the Committee & Member Services Officer for formal agreement at the Full Council meeting in June 2022.

FC 39/22 To propose the reminder of and signing of the Code of Conduct and related policy documents:

The Council Manager reminded Members about their obligations after signing the Code of Conduct and brought to their attention the social media policy document.

The meeting agreed to review the code of conduct at the Annual Meeting, and which afterwards a printed copy by the Council Manager will be given to each member for them to sign.

RESOLVED

1. That Council notes the report and associated papers.
2. That Council considers the reason for these documents and the impact on their role.
3. To review the code of conduct at the Annual Meeting, and which afterwards a printed copy by the Council Manager will be given to each member for them to sign.

FC 40/22 To discuss ideas for the Community Infrastructure Fund:

The Council Manager informed the meeting that Milton Keynes Council has circulated a 2023/2024 Community Infrastructure Fund criteria and guidance note and a quick guide in making an application.

The deadline for submitting an application is Friday 26th August 2022.

Full Council would need to review any proposals before making an application.

Residents suggestions would also be welcomed.

Ideas expressed at the meeting were to make all Meeting Places more environmentally friendly and to propose schemes to help alleviate various parking problems on estates.

The meeting agreed to discuss this further at the next Full Council meeting.

RESOLVED

To include on the agenda for the next Full Council meeting to discuss ideas for the Community Infrastructure Fund.

FC 41/22 To review the 2022/2023 Service Plan:

The Council Manager updated the meeting on each of the items in the 2022/2023 Service Plan.

Advice and representation:

A new officer is in post, drop in sessions are happening at Family Centres, they are getting increasingly busy. Two (2) volunteers are also involved, work to be undertaken to fully embed and have a collective and collaborative approach, utilising the expertise on offer.

Community Building and engagement:

Series of events planned, with some changes made to the previously discussed items the jubilee now has a series of local events across the Woughton Community Council area and significantly more small events happening.

Training, employment, and education:

A proposal from the MK Dons SET to continue to deliver some partnership work around employment, etc. to come to the Services & Community Committee when ready. Job Club is back and mostly running, awaiting clarification from Milton Keynes Council as to value. New library in Netherfield potentially a suitable venue for this type of work.

Fly-tipping and waste management:

Some positive steps taken, with fixed penalty notices issued, a far more proactive approach from Milton Keynes Council and ongoing work to reduce the impact of antisocial waste behaviour.

The Environment Team continue to work around education, with regular updates and improved website presence, as well as a standing item within the Woughton Gazette. Litter picks have taken place on Peartree Bridge, Beanhill (weekly via the Residents Association), Netherfield (monthly via the Residents Association). Further work is being planned to expand into other estates, with monthly Woughton Community Council events. The Peartree Bridge litter pick was limited in terms of resident engagement.

Landscaping:

Plans are in place for a less intensive, more ecological approach with this contract.

Proposal made regarding the 'infrastructure' improvements money that was offered by Milton Keynes Council, but timescales look 'flexible' on this.

Depot site is progressing. Some funding has been identified to help with the costs of this and the transfer of the land has been approved, this can happen quite quickly.

Positive start to the season, with the tractor really proving its worth over the past winter and huge inroads made to reduce issues this year. Mowing continues to be going reasonably well, despite the usual repairs and maintenance issues.

Community growing space:

“To continue to develop the space behind Rochfords to create growing and additional Woughton Community Council resources space.”

The Land registry are ‘fast tracking’ this application due to the lottery grant issue, so hopefully there will be a quick resolution.

Positive response from the Big Lottery and some funding for fencing already agreed via CIF.

‘Geeks in Sheds’ / Library of Things / repair café:

“To look at how we can reduce waste of items, repairing where possible, supporting people to develop new skills and creating a ‘library’ of items, mostly occasional use, that can be borrowed by residents.”

No progress, awaiting the depot site delivery.

Blue Light Discos:

No action on this as yet.

More ‘cultural’ events:

Some steps towards this with attendance at the Community Iftar, but much still to do. Additional focus needed over the coming months.

Community Choir:

No action on this as yet.

Local market:

No action on this as yet.

Arts and Heritage trails:

A route has been identified and walked, with some excellent resources already present (e.g. street art, Jed’s Trail, Community Garden, etc.) that covers Tinkers Bridge and Netherfield. Talking with Milton Keynes Council regarding the ‘Love Exploring’ app to get this started, but some permission, remedial work and potentially new art installation to be considered.

Community Boxing:

Working with the existing group, there is now an established space in the Eaglestone Activity Centre. Further work needed to improve and develop this, in agreement with the Services & Community Committee, as part of the Improvement Plan.

Item from the previous Youth Service Plan:

YIS offering a Wellbeing Hub at No 95 Jonathans on Coffee Hall. Other updates to follow.

Library provision:

A Library is in place and open. Limited in scope and scale and can be built upon. Ideas for additional use of that space are welcome to bring people in and ensure it is used.

Community Centre development plan:

Issues have been identified and a project plan being prepared with clear priorities.

Jubilee Carnival:

No carnival, as limited interest. However, numerous events planned across the Woughton Community Council area, including a beacon lighting at the Hub.

CCTV:

“To make further use of CCTV across the Woughton Community Council area, to assist with the management and reduction of anti social behaviour, fly tipping, etc.”

No action on this as yet.

The Council Manager was requested to email all Members with a copy of the 2022/2023 Service Plan for them to review and make any further comment(s).

Cllr John Orr thanked Woughton Community Council for all their support to residents associations.

RESOLVED

That the Council Manager to email all Members with a copy of the 2022/2023 Service Plan.

FC 42/22 To confirm the arrangements for setting up a Strategy Working Group:

The Council Manager thanked Members for their response, the meeting frequency will need to be revisited.

It was agreed to hold the first meeting on Monday 30th May 2022 at 6:30pm.

Cllr Jordan Coventry expressed his concern that a representative from Thames Valley Police was not in attendance at this meeting, regarding the placement of the knife amnesty bin.

The Council Manager confirmed that he did not get a response to his email from Thames Valley Police.

The Council Manager was requested to write to Sergeant Mark Tarbitt and invite him to attend the next Full Council meeting.

RESOLVED

- 1. To hold the first meeting of the Strategy Working Group on Monday 30th May 2022 at 6:30pm.**
- 2. That the Council Manager to write to Sergeant Mark Tarbitt and invite him to attend the next Full Council meeting.**

Date of next meeting:

Monday 13th June 2022 6:30pm, at the Woughton Community Council Hub, The Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

THE CHAIR CLOSED THE MEETING AT 7:47PM

Chair _____ Date _____

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