

Tuesday 16th April 2024

To: All members of the Services & Communities Committee

Cllrs Nick Scott (Chair), Jeanette Bobey (Vice-Chair), Eamon Bobey, Maggie Ferguson, Michael Ferguson, Donna Fuller, Penny Glasgow, Charlie Marsh, Ruth McMillan, D'Anne Mordecai, Deanna Norris, April Rennie, Liz Simpkins, Sue Smith, Lorna Webb.

Notice of Meeting

You are hereby summoned to attend a meeting of the **Services & Communities Committee** to be held on **Monday 22nd April 2024** commencing **6:30pm** at the **Woughton Community Council Hub, Council Chamber, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG**, when the business set out in the following agenda will be transacted.

Members of the public can attend in person, submit questions in advance and or watch live via www.facebook.com/woughtoncc.

Please be aware that this meeting is being recorded and broadcast live. Microphones are live at all times – if you are not speaking formally within the meeting, please do keep any additional noise to a minimum and be aware that anything said within this meeting will be in the public domain'.

The full Calendar of Meetings can be accessed from the following link on the website:

<https://www.woughtoncommunitycouncil.gov.uk/council-meeting-calendar/>

Steve McNay
Council Manager

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

AGENDA

SC 103/24 Apologies:

To receive and accept apologies from members unable to attend the meeting.

SC 104/24 Declarations of Interest:

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared.

SC 105/24 Questions from the public (maximum 10 minutes):

To receive questions and statements from members of the public.

SC 106/24 Chairs announcements:

To receive announcements from the Chair.

SC 107/24 Minutes of previous meetings:

To receive and approve as a correct record the minutes of the meeting held on:

- Monday 18th March 2024.

(Attached)

Communities and Environment Fund Application(s)

No applications received.

Reports

**SC 108/24 Update from Estates Manager
(For info only- paper attached)**

**SC 109/24 Suggestions received regarding the use of No 99 and update on progress.
(Paper attached – for info only)**

**SC 110/24 CCTV update from Crimewave.
(Paper attached – for info only)**

**SC 111/24 Service Plan update and any further suggestions for inclusion.
(Paper attached)**

**SC112/24 Proposal regarding the use of the Tinkers Bridge Meeting Place office space by the Tinkers Bridge Residents Association
(Cllr April Rennie to present).**

Date of next meeting:

To be confirmed at the Annual Meeting on 7th May, but probably Monday 20th May 2024, 6:30pm, at the Woughton Community Council Hub, Council Chamber, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.



Woughton Community Council

Services & Communities Committee

Minutes of the meeting held on Monday 18th March 2024 at 6:30pm
Woughton Community Council Hub, Council Chamber,
60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

Present: Cllrs Nick Scott (Chair), Jeanette Bobey (Vice-Chair), Eamon Bobey, Maggie Ferguson, Penny Glasgow, Charlie Marsh, D'Anne Mordecai, Deanna Norris, April Rennie, Sue Smith, Lorna Webb.

Also present:

Steve McNay (Council Manager)
Sean Perry (Community Services Manager)
Tash Darling (Youth Manager)

SC 88/24 Apologies:

Cllr Ruth McMillan (unwell) – attended online
Cllr Donna Fuller (unwell)
Cllr Liz Simpkins
Cllr Michael Ferguson (work commitment)

RESOLVED - All accepted

SC 89/24 Declarations of Interest:

There were no declarations of interest
Noted

SC 90/24 Questions from the public (maximum 10 minutes):

Cllrs Eamonn and Janette Bobey both declared an interest in SC 94/24 and SC 95/24.
Noted

SC 91/24 Chairs announcements:

The councillor training programme starts on 10th April with a Domestic Abuse session provided by MK Act.

SC 92/24 Minutes of previous meetings:

To receive and approve as a correct record the minutes of the meeting held on Monday 19th February 2024.

The minutes were accepted as a true record.

Proposed: Cllr Nick Scott

Seconded: Cllr April Rennie

Communities and Environment Fund Application(s)

SC 93/24 1st Langland Scout Group

Sean Perry spoke to the application for £1,500 towards provision of an inclusion fund, providing funding for members of the scout group that may not be able to take part without a level of financial support. This includes items such as uniform, but also other costs, such as Scout camps, membership fees, etc. A uniform costs around £65, with a week long camp costing around £120. There are around 20 beneficiaries coming from Netherfield – mostly on parish.

Cllr Smith expressed concerns about the nature of the fund – this is a ‘just in case’ fund, rather than a specific project, suggesting that there is no formal plan in place. If money was awarded, could there be some reporting and accountability, with feedback to ensure

Cllr E Bobey questioned where the amount had come from for the application – the Council Manager explained that they had spoken to him on the phone and he had suggested that £1500 was a reasonable level of application, given the end of year and the remaining fund. Cllr Bobey also questioned the value of the Scout group, suggesting that they have not delivered on the estate, citing the raised beds outside the meeting place as an example of where they didn’t maintain things that they agreed to and suggesting that they don’t deliver on the estate / for the community and wondered what the focus of the group is and whether they could be asked for details of the plans / activities undertaken.

Steve McNay explained that the policy does state that feedback needs to be provided within an agreed date after the project (42 days) – this works well when it is a specific activity (e.g. A coach trip), but that this is more difficult in a situation like this. However, requesting feedback within a set timescale, with specific reporting requests is possible and asked if the committee would like to see this, with a date from which money should be spent or returned? Alternatively, it could simply be provided on the understanding that they spend it as they see fit.

Cllr Scott asked if we would be able to ask for feedback on what it has been spent on – can a request be made on what activities they undertake on the estate / parish? Many people are unaware that there is a Scout group. It was also explained that there are 20 beneficiaries from parish, the majority from Netherfield. Cllr Scott also requested that someone from the Scouts attend to report back on what the money is spent on and what they are doing.

Cllr Norris suggested that the spending may not be spent within the period, as the nature of the fund is that it will be spent as needed.

Cllr Scott reiterated that the spending should be reported on and spent only on children from within the parish.

Proposal:

‘That the funding of £1500 is awarded to the Scout group, with additional request made for reporting back on the use of the funding and an invitation to attend a meeting to present on what the Scout group do locally’.

Proposed by: Cllr Scott Seconded by: Cllr Norris

RESOLVED by way of unanimous vote.

SC 94/24 Netherfield Residents Association

Sean Perry spoke to the paper detailing an application for £895 towards a trip to Skegness. Cllr Smith stated that as usual, the application from the NRA was excellent, but requested that people who don't usually get onto the trips be prioritised. Cllr J Bobey agreed that people would be allowed to do one trip or the other. Cllr Bobey also stated that people from elsewhere on parish often wish to take part.

Proposal

'That the funding of £895 be awarded to Netherfield Resident Association'

Proposed by: Cllr Scott Seconded by: Cllr Norris

RESOLVED by way of unanimous vote.

SC 95/24 Netherfield Residents Association

There was further discussion about the application for £1250 towards a trip to Weymouth.

Proposal

'That the funding of £1250 be awarded to Netherfield Resident Association'

Proposed by: Cllr Scott Seconded by: Cllr Marsh

RESOLVED by way of unanimous vote.

SC 96/24 Phoenix Arts

Tash Darling (TD) spoke to this application for support for teaching of swing dance for performance at D-Day event at a cost of £460.96, after being asked to by the Chair. TD explained that she was part of the management committee for Phoenix Arts and so had understanding of the application. The application includes both sessions to train members and staff of Phoenix in swing dance AND attendance at the D Day event to support attendees in learning swing dance moves. Despite funding being available through the events budget to support this (as explained by the Council Manager), TD stated that the organisation benefits from having successful grant applications and so the application had been made.

Proposal

'That the funding of £460.96 be awarded to Phoenix Arts'

Proposed by: Cllr Scott Seconded by: Cllr Norris

RESOLVED by way of unanimous vote.

Reports

SC 97/24 To update the committee on grants applied for and received.

Tash Darling (TD) spoke to the paper, explaining the purpose and updating on some successes and some disappointments. This included the award of circa £7,400 towards CCTV in buildings, and the disappointment of not being awarded the £100,000 towards the revamp of the Netherfield Meeting Place and courts.

Cllr Smith stated that she was proud of bringing in so much additional money to the parish.

RESOLVED – noted by the committee.

SC 98/24 To propose updates to the Resident Association (RA) agreement.

The Council Manager spoke to the paper, giving details of the purpose and delay in reviewing the agreement, further updating the committee on the reasons for the suggested changes. These changes are:

- a. That to receive the annual allowance, RA's must be accredited by MKCC using the agreed process, showing that they have suitable systems and controls in place,*
- b. That RA's should have an agreed 'close down' process, that details what will happen to any remaining funds or assets in the event of closure,*
- c. That the number of forums reduces to two (2) per year, reflecting attendance and demand.*
- d. That the reporting line within Appendix A be altered to include reporting to 'other agencies', rather than just to WCC officers or members.*
- e. The inclusion of 'City' where appropriate, reflecting the change of name for the principal authority.*

Cllr Bobey requested that consideration be given to extending the amount of time that RA's are given 'free' by WCC within the community venues, as he stated that once all meetings have taken place, there is insufficient time left to deliver events. He then tabled the following motion:

Proposal:

'That the amount of time given to RA's for meetings and events be increased from 30 – 35 hours per year and remove the 'maximum of 12 times'

Proposed by: Cllr E Bobey Seconded by: Cllr Smith

RESOLVED by way of majority vote.

There was a further motion tabled following this that spoke to the need for the RA's on estates without meeting places to have their allowance extended too, as costs have increased.

Cllr Rennie questioned the amount of free time offered, when considering the time spent by the Tinkers Bridge RA on delivering community food approaches. It was explained that this would sit separately from the regular agreement, in the same way that the Netherfield and Eaglestone food sessions do.

Proposal:

'That the RA agreement be altered to state that estates without a community space have the allowance increased from £200 per year to £300 per year to pay for renting space'

Proposed by: Cllr Smith Seconded by: Cllr Marsh

RESOLVED by way of unanimous vote.

There was further discussion around some of the other elements, specifically around creating a way of lending equipment – the Council manager explained that this would likely be via the Library of Things (see later item). Further discussion also took place around the

changes that have taken place within the RA's since the initial document, with the proposal that the new Coffee Hall and Beanhill Associations be recognised within this policy and the contact list of names be updated, as stated within the updated document.

Proposal:

'That the RA agreement be altered to include the following changes:

- a. That to receive the annual allowance, RA's must be accredited by MKCC using the agreed process, showing that they have suitable systems and controls in place,***
- b. That RA's should have an agreed 'close down' process, that details what will happen to any remaining funds or assets in the event of closure,***
- c. That the number of forums reduces to two (2) per year, reflecting attendance and demand.***
- d. That the reporting line within Appendix A be altered to include reporting to 'other agencies', rather than just to WCC officers or members.***
- e. The inclusion of 'City' where appropriate, reflecting the change of name for the principal authority.***

and that

That the new Coffee Hall Residents Association, the new Beanhill Resident Association and updated contact names be considered as the recognised RA for the estate, updating the list accordingly.

Proposed by: Cllr Scott Seconded by: Cllr Smith

RESOLVED by way of unanimous vote.

SC 99/24 To look at the Food Coordinator role and propose an approach for the future, prior to recruitment.

There was considerable discussion about this issue, following an introduction to the paper from the Council Manager. The purpose of the paper was stated as:

- The committee considers the role that community food plays within the council and wider community, gives a clear view on the wishes for future delivery to enable a new job role to be developed.
- That the job description creation is delegated to officers, to enable advertising the role in a timely manner, with consideration of the discussions that take place and any subsequent clarifications from committee members.
- That the job role goes 'live' for applications by the end of March, with a view to appointing a new co-ordinator as quickly as possible.

The Council Manager posed some questions, asking whether the cafes should be considered cafes or social spaces, should the role encompass a wider range of services (e.g. cafes on NF, ES, support to the food delivery at the church on NF and the TB approaches), how has the change in approach impacted since the start (e.g. waste reduction to food poverty) and where the 'pastoral' elements of the role may sit.

Cllr Smith stated that the social aspects of the cafes are essential, with some attendees only getting social contact through the cafes.

The discussion included a suggestion that there was no need for a coordinator as other areas deliver using volunteers only, that the new post should include a wider, parish wide

approach (as the view from some is that the former coordinator was the 'Coffee Hall' coordinator, rather than covering the whole parish) and that community led approaches were better. It was also suggested that seeing if a bank of volunteers and / or a charity would come in and run the food delivery projects. If the council is trying to save money, is this a role that is needed?

Other Cllrs suggested that a volunteer role was fine IF there are sufficient interest in volunteering, but that it can be difficult to manage if there is insufficient time. The Tinkers Bridge food volunteers explained that they spend upwards of 40 hours each week on the community food projects on that estate (one fridge, one larder, one café – all in one session).

Cllrs spoke about their experiences of volunteers and supporting them, with others suggesting that there is a role, but that this may need revamping. It was also acknowledged that different estates have different challenges and that in some areas, employed officer support may be needed.

There was also discussion about the provision of cafes, with comments made regarding the fact that they only run because they are supported by WCC Officers, with a query as to whether this is an effective use of time.

Cllr Scott suggested that there is a need revamping the role to include a wider remit, but that the role remains important. This was echoed by Cllr Ferguson, who spoke about the challenges at the Netherfield Café.

This was followed by discussions around the changing role. There was insufficient support for continuing the role as it stands, with further proposals suggesting:

- More community based, rather than Coffee Hall only.
- A suggestion that there may be a need for additional hours
- To explore the potential for delivery of services on Peartree Bridge and Leadenhall
- Consider that there are external factors (e.g. availability of food for any additional provision).

Tash Darling spoke about the consideration of the support offered to young people through the coordinator. This has happened with some success stories, and this should be considered in whatever decision is made. Both TB and NF also support young people (Princes Trust, DofE) and spoke about the time that this takes. There was stated support continuing the work with young people.

Cllr Smith asked the Council Manager to define what was needed. The Council Manager explained that around 26 hours would be sufficient to deliver what is happening now, plus taking on the two other cafes and liaison across the parish. However, delivery of a 1 hour session on Peartree Bridge is probably 4 hours work, so a level of flexibility will be needed.

Cllr Smith suggested prioritising the support to volunteers, working towards some of the other aspects over the coming months – 'nobody expects everything sorted by the end of April'.

Proposal:

'That the committee tasks the Council Manager with developing a new job role that takes into account discussions that took place within the committee meeting, which,

when completed will be shared with committee members via email with delegated powers to the Council Manager to then advertise and employ accordingly’.

Proposed by: Cllr Scott Seconded by: Cllr Norris

RESOLVED by was of unanimous vote.

SC 100/24 Update on the Library of Things and confirm an approach to charging.

The Council Manager spoke to the paper provided, which gave background on the Library of Things and progress to this point. With the service ready to launch in the new council year, agreement on a charging policy was requested. They ran through different options that could be in place, with a request that the committee give a steer on what they would like to see.

Several points were raised that were linked to the issue but not directly about charging:

- Clarity needed that loans from the library are for personal use only and cannot be used for business, to make a profit or similar.
- That whilst breakages happen, any damage that is deliberate or negligent should be chargeable, perhaps via use of any deposit.
- That different items may have different values / costs, especially where ‘consumables’ are involved (e.g. strimmer cord).
- Security with any monies must be considered under any risk management scheme – having money paid at the depot is probably unsafe so alternatives are needed (online payments are an option, but this may exclude some, so payments at the office).
- PAT testing is in place and can be done internally.
- Suggestion that donations could be utilised to increase the levels of equipment available, as well as asking companies for sponsorship.

Membership is necessary (for security purposes – knowing who people are, where they live, etc.).

Cllr Smith stated that as a deprived parish, putting a charge in place would prevent some from accessing the scheme – paying £20 in one go, may be too much. The option of having a ‘discretionary’ option, much the same as is offered by the larder, may help address this scheme. An instalment scheme was also suggested – pay smaller amounts until membership is paid and then borrowing can happen. Another option was a refundable fee – paid, and then if no issues for the year, this is refunded (as with the community centres – a refundable deposit that is returned if no problems).

There was further discussion around individual rental costs, with different items likely to cost additional monies. There are consumables (e.g. strim cord, carpet cleaning liquid) with others that are less likely to be damaged / need replacing and therefore less cost involved.

Proposal:

‘That an annual membership fee is charged, with discretionary waiving of this where necessary, and loan pricing for individual items based upon consumables and / or replacement costs’.

Proposed by: Cllr Scott

Seconded by: Cllr Rennie

RESOLVED by way of unanimous vote.

SC101/24 Update on the Youth service provision

Tash Darling (Youth Manager) spoke to the paper, giving a brief overview. She also updated the committee on a delay on the event on Peartree Bridge (due to waterlogged field), with a view to delivering this on 24th July.

RESOLVED – noted.

SC102/24 To inform the committee of the Hedgehog Highways scheme and clarify whether WCC would like to provide ‘gates’.

The committee was provided with a copy of a letter sent regarding the potential to buy ‘hedgehog highways’ gateways for installation on fences, providing a route for hedgehogs to travel for food. It was suggested that these could be sold at cost price, with the money ringfenced to buy further supplies if successful.

Proposal:

‘That WCC agrees to purchase an initial batch of 50 hedgehog highway fence arches at a cost of £150, with a view to selling to residents at cost and continuing this process using the proceeds if successful.’

Proposed by: Cllr Scott Seconded by: Cllr Marsh

RESOLVED by way of unanimous vote.

Date of next meeting:

Monday 22nd April 2024, 6:30pm, at the Woughton Community Council Hub, Council Chamber, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 22nd April 2024

Agenda Item SC 108/24

PURPOSE OF REPORT: To provide an update on the Landscape service provision.

RECOMMENDATION:

1. That the committee notes the report

MAIN ISSUES AND CONSIDERATIONS:

As part of the regular review of services by this committee, this paper covers the Landscape services, provided on a devolved basis through a contract with Milton Keynes City Council.

The move from Fishermead to the new depot was, as has been shown, more challenging than anticipated – issues around electricity and water supplies caused both delays and cost increases, the perceived ‘dilapidations’ on the old depot were originally £26,000 (this was reduced to £5750, which was still a significant sum) and, as has been previously noted, delays in planning, lease agreements, delivery, fencing, etc. all meant that the move was later than planned. However, this is now complete and, with the exception of the water supply (due to happen next week), all is up, running and in place. This means that running costs will reduce from the £7,000 per year, to around £2,000 (although this will be clearer, once there is some ‘track record’ of payments.

In terms of delivery, currently ride-on grass cutting, hand mowing and strimming (the ‘summer season’ stuff). The route around the parish for this is set, with, at the time of writing:

Tinkers Bridge
Peartree Bridge
Eaglestone
Eaglestone West (hospital)
Leadenhall
Coffee Hall
Beanhill
Netherfield

New Scag Turf Tiger II ride-on mower purchased this year to replace the seven year old machine that was at end of life. This, combined with the purchases of a replacement transit, updated chipper and the bought (rather than leased) four x four, means that all planned expenditure for large items is now complete for the year.

Staffing wise, we have a full team again, with both new guys (Vinnie and Phil) doing well and bringing a lot to the team. This is a welcome situation to be in, following some staffing ‘ups and downs’ over the past few years.

Currently bird nesting season so unable to do any major shrub work until end of August, but will, where possible and essential, undertake sight line work and other health and safety issues, as well as

noting any issues that arise over the summer to be addressed once the birds have finished with their nesting.

STAFFING IMPLICATIONS:

AUTHORS

Ian Tegerdine – Estates Manager

Steve McNay – Council Manager

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 22nd April 2024

Agenda Item SC 109/24

PURPOSE OF REPORT: To update the committee on the transfer of No 99 Jonathans and proposals for future use.

RECOMMENDATION:

1. That the committee notes the report
2. That the committee considers any other ideas around usage

MAIN ISSUES AND CONSIDERATIONS:

Following the decision to take on the lease of No 99 Jonathans (the former 'Coffee Tots' building), there has been some work undertaken to assess the building, consider any works needed and look at the use of the building to ensure that it meets the needs of the Woughton parish.

Transfer

The initial lease agreement has been provided and the Council Manager has responded with some queries around the current state of the property and the potential for the landlord to expect it to be returned in perfect condition (dilapidations). This relates to a significant amount of waste remaining on site (anticipated to be around two – three skip loads), the general state of repair (undecorated, some strange wiring, etc.) and the lack of evidence of compliance checks having been undertaken (e.g. gas checks, electrical installations, lack of effective fire system, etc.).

Works needed / proposals in place

As noted above, there are some immediate works needed (as detailed in the initial transfer paper and noted above). These include the disposal of waste, immediate checks (gas, water, electrics, etc.) and provision of white goods in the kitchen.

Mears have agreed to undertake these initial checks as part of their charitable arm, with further consideration of other works, depending on the findings. They will also be preparing CAD drawings of the building for any future works.

An initial look at the building suggests that works will include the installation of a fire system, changes to some electrical installations (lighting) and the possibility of building some additional stud walls / doors to create some smaller meeting rooms, suitable for councillor surgeries, 1:1 sessions, consultations, advice sessions, etc.

There is also work needed in the gardens to update and tidy up, but this is relatively minimal and could be covered through other means.

MK College has also expressed an interest in undertaking some of the works as part of their learning for students who are on suitable courses.

Community Payback may also be a helpful resource for some of the work – they are also eager to have 'projects' that they can work on, where they can see the difference that they make.

Ideas for provision

The following ideas have been submitted by officers regarding the space – this is an initial list which can / should be added to.

- *House wellbeing team
- *WCC advice 1:2:1s
- *WCC Wellbeing and mental health meetings
- *Spec Savers: Tests & fittings
- *BLMK Mind- crisis café
- *NHS Counselling service
- *Service Six support self harm sessions – may be 99 may be 95
- *Healthwatch/ GP/ Social prescribing service
- *DWP
- *Children’s speech and Language services
- *Money stuff- money lifeline, community bank, loan shark awareness, Debt service.
- *Chair Yoga
- *Mums and tots groups
- *Moorlands Music time session
- *Young Parents Group?
- *Vaccination / immunisation clinics
- *Classes: art, pilates, yoga, photography, drama, dance, cookery etc
- *A sensory space / disability play area (Could be hireable through Short break vouchers)
- *BMLK Adult Autism team.
- *Team Training space (WCC or hired)
- *Parcel collection point
- *MKCC Contact centre appointments
- *Rape Crisis / SAAS services
- *Base for Payback when needed
- *Adopt a grandparent / intergenerational buddies – skills swap
- * Mens health / mental health /
- * Connexions
- *Cat protection/animal chipping
- *Lego clubs
- *Repair café/ shop & *swap shops- used electricals etc
- *podiatry
- *General hireable space for other organisations to run their sessions
- *Hired Counselling space
- *Hearing service
- *Motobility (aid drop/collection service)
- *Relate
- *Small group workshops/ support groups
- *Freedom programme
- *Book club or film club for adults
- *Health visitors/ baby clinics
- *Sexual health drop in / C Card pick-up for adults
- *Escape the Trap / Who is in Charge (larger groups)
- *AA / CA meetings
- *Carers MK / Young Carers / McMillian
- * Gaming cafe
- *Dementia Café
- *Counsellor surgeries
- *Recovery College
- *Job Club
- * Careers advice

There are projects that could merge use between no95-99 so use is based on size needed rather than age, for example Men’s group may work better in NO95, larger Escape the Trap and Who is in Charge may work better from No99. I would like to look at Fitness and Bootcamp projects for adults but we would need to use inside no99 and outside and Gym at no95. Also many of these things are currently under Youth Umbrella but for children & Families. Perhaps we need to run a Youth & Community Hub?

STAFFING IMPLICATIONS:

Unclear at this time, but there will be an additional demand to 'co-ordinate' the building in the early stages.

FINANCIAL IMPLICATIONS:

Unclear at this time, but budget agreed is currently what is being worked to.

OTHER IMPLICATIONS:**BACKGROUND PAPERS:****SUGGESTED PROPOSAL:**

That any further ideas are shared with the Council Manager for a formal project plan to be developed as the building

AUTHOR

Steve McNay – Council Manager

UPDATE: MARCH 2024

Woughton Community Council



Cameras currently deployed:

- **Beadlemead, Netherfield**
- **Brent (near Redway), Tinkers Bridge**

March Findings:

Beadlemead, Netherfield:

Install date: 26th October 2023

Reason for install:

This camera is in place due to reports of anti-social behaviour.

Reports/Identified incidents:

There have been no reported incidents during the month of March.

Outcomes:

We have been informed that the council are in the process of court proceedings to regain possession of the property, and the police are looking to get an extension to the closure order.

Status:

We are continuing to review this camera regularly.

Redeploy?

N/A

Brent, Tinkers Bridge:

Install date: 22nd February 2024

Reason for install:

This camera is in place due to environmental/dog fouling issues.

Reports/Identified Incidents:

There have been no reported incidents during the month of March.

Outcomes:

There are no outstanding outcomes for this location.

Status:

We are continuing to review this camera regularly.

Redeploy?

N/A

Service Plan – Initial ideas.

- Refurbishment of Netherfield Meeting Place, to include toilets, ceiling, windows (where necessary), lighting and general tidy up. If possible, also to include the minor changes needed with the kitchen layout to enable fridge freezer and decent cooker.
 - o Toilet improvements = £18k
 - o Ceiling replacement (including lighting) = £10K
 - o Kitchen works (incl. 'white goods') = £3k
 - o Window replacements = £1500
 - o Internal décor, door furniture, etc. = £1k
 - o Sockets, electrics, CCTV, etc. = £1k*
 - o Contingency @10% = £3400
 - o **Total around £40k**

- Library of Things to open, with delivery starting at 2 afternoons per week, with a view to building volunteer capacity, utilising online booking and payment options, recycle equipment and resources where possible with a view to expanding into a 'Repair Café' and recycling service in the longer term.
 - o This is already costed at approx. **£60** per year for software costs with other costs included within existing resources. There will be other costs associated (e.g. PAT testing) but unclear until we start delivering the service.

- No 99 Jonathans. Looking at the space (internal and external) and how best this can be used to support the health and wellbeing for people within the parish, provide additional space for either current or future delivery and offer space for councillor surgeries, training sessions and a smaller space to rent / loan to community groups that need space that isn't a community centre size.
 - o Initial costs (compliance, legal, immediate needs, etc.) - **£4,000**
 - o Annual costs (to be confirmed, but based on No95) - **£9,000** per year*

This initial period is intended to allow time to assess the suitability and viability of the space for WCC, with a view to 'hand back' if this becomes untenable.

*This doesn't take into account any income from the space, which may come from renting to other groups, having 'tenants', utilising space from services that move there (e.g. wellbeing room becomes a rentable space), etc. Currently unclear about potential income from this building or associated spaces.

- Identify key spaces on each estate to provide projects for Payback and potential community approaches. This could include play parks (e.g. the mosaics at Two Halls Play area), utility spaces (such as the old 'pocket parks' on Beanhill and other estates), areas subject to ASB (the 'ends' of the garages in Netherfield) or simply focusing on an area for litter picks, painting bollards, cutting back, path edging, etc. This will not only provide a very visible example of works being undertaken, but also provide opportunities to build upon successful 'multi agency' events that have happened previously (e.g. tree planting).
 - o Costs are going to vary, but are likely to be minimal, other than use of tools (already in place) and potentially paint, etc.

- Development of the Community Food provision, to include parish wide approaches, collaborations and potential new mobile services utilising the new van. This follows discussion within the council meetings around the role and the wishes of the council to see extended provision.
 - o Whilst costs are already considered (e.g. use of the van, etc.), some aspects of this proposal are linked to food being available (outside the control of WCC) and therefore the ability of the council to expand. Within existing budgets.

- Improvements to the Communications of the council. Linked to the staffing restructure, was the inclusion of a new role, a Communications Officer. This may be something that can be included within the Administrator role (depending on demand), but the very real need for there to be a concerted effort to have a communications focus is clear. This should include all aspects within the council; The Gazette, online Gazette, e-shots, social media, notice boards, website, etc. as well as looking at a clear visual approach (the Woughton 'look'), press releases, professionalising our publications (e.g. an Annual Report) and generally having a singular focus on this area.
 - o This is costed within the new staffing model, currently at around **£15,000** for 15 hours per week (this could be lowered / higher accordingly).

- Woughton is 50, year of celebration. With the first people moving into the parish in 1974, this year focuses on celebrating the anniversary of the parish proper (excluding Old Woughton, and rightly so!). A series of grant applications has been made, alongside an allocation from the budget already in place. This is to include activities in the run up to a large festival, plus some legacy work in the aftermath. Total costs will be dependent on any grant success, but between £8 - £20k.

- Review of the Neighbourhood Plan. Updating the Neighbourhood Plan to reflect the changes that have taken place since 2017, when the current plan was made. Work has started on this with consultants, but further work to undertake over the coming year.

- Environmental, biodiversity and carbon neutrality plan. The Green Initiatives Working Group (GIWG) to produce the first draft of the new plan, with the 'highlights' of areas which need further investigation, investment or specialism. To link in with an application to the Open University for support and further applications to the Carbon Neutrality Fund for additional infrastructure projects.

- Incident Plan review, building on early work and creating both a robust and inclusive plan and a training programme to run alongside, ensuring the parish is best placed to manage in the event of any significant incident. To include provision of community first aid courses for people across the parish, specifically around those that are the 'community leads' for the plan, but to include other community 'leaders' who can make a difference.

- Development and implementation of a CCTV policy, to include the installation of the CCTV at all venues (funded via the TVP Funding), provision of the Crimewave cameras and how to accept / decline requests for use of said cameras from partner

organisations.

- Achieve Quality Standard in the Local Government Award Scheme, building upon what is hoped will be a successful submission for Foundation level in May 2024. This will need to include reviews of all relevant documents, plus development of key NEW documents, including an annual report (published), a scheme of delegation, engagement strategies, involvement at annual meetings, etc.
- Refurbishment of Tinkers Bridge Meeting Place (painting, decorating, minor repairs and improvements), plus development of further proposals for larger scale works and utilisation of space.

Service plan ideas from Youth & Community team

***Cycling initiative (TASH)-** Getting Woughton on 2 wheels. A wide range of activities and ideas that all work together towards an overall commitment to have Woughton become more connected, resourced and set up to enable families, children and adults to use cycling for transport. Green group / Youth / engagement/ community *remember when Lauren got that bike for someone.

Could include:

*children and youth projects for cycle proficiency, bike maintenance, also available through MKCC for families

*fun day activities

*greener initiatives.

*signposting / support accessing ride to work schemes etc

*help folks get bikes to support entry into employment where transport an issue

*work with MKCC to get our redways better signposted

*Work with Cycle saviours to get repairs and old bikes up to safety rideability

*potential for training and small enterprise related to bike repairs long term

*Secure cycle stores on parish so people can cycle to work / school / doctors etc and store bikes

Generation of Living Archive and Arts & Heritage Trails (Tash & Sean)

We have started in this and this year (50 n all that) is the right time to really launch this for the whole parish.

*look at our existing art and repair as necessary.

*get some new art onto the parish

*document what we have, what's happened here, who has lived here and still does and what they have to say.

* develop the trails properly

*work on the podcasting idea we talked about before

Food – Eat Street / Grub Hub / Late Lunch Munch whatever... be good to celebrate some of the diversity of culture within Woughton and encourage people into the parish for a positive reason.

Delivery of wellbeing programmes / activities by our officers .

Development of a welfare, wellbeing and community hub space at No99.

Our team were particularly keen on facilitating external service providers onto parish to better support residents and really want to look at intergenerational work- SUE could talk about this- but we can see the therapeutic and a skill sharing opportunity if we could facilitate some intergenerational sessions at no99

There is also some work to be done about supporting and equipping our parents.

I also think we need to consider **weekend offer**.... Don't know what that would look like but think this is a good time to consider it

From young people and further discussion

- Refreshing play parks and looking at settings that are suitable for both younger children (e.g. under fives) and those with disabilities. This was something that has also been mentioned by members of the public and was discussed within a wider discussion at the Operations Committee, who shared the concerns about the perceived lack of suitable provision.
Having been informed that there was funding for these at the start of the previous financial year (? SPF?), this may be suitable for funding through MKCC in terms of payment and ongoing support. Some opportunities to engage with young people around what is wanted, what is realistic and what could be achieved through collaborative approaches and joint funding.