

Tuesday 12<sup>th</sup> November 2024

To: All members of the Services & Communities Committee

**Cllrs Nick Scott (Chair), Ruth McMillan (Vice-Chair)**, Eamon Bobey, Janette Bobey, Maggie Ferguson, Michael Ferguson, Donna Fuller, Penny Glasgow, Luke Louis, Charlie Marsh, D'Anne Mordecai, April Rennie, Liz Simpkins, Sue Smith, Lorna Webb, Alan Williamson.

## Notice of Meeting

You are hereby summoned to attend a meeting of the **Services & Communities Committee** to be held on **Monday 18<sup>th</sup> November 2024** commencing **6:00pm** 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](https://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/calendars/>

Steve McNay  
Council Manager

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

## **AGENDA**

### **SC 174/24 Apologies:**

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

### **SC 175/24 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 176/24 Questions from the public (maximum 10 minutes):**

To receive questions and statements from members of the public.

### **SC 177/24 Chairs announcements:**

To receive announcements from the Chair.

### **SC 178/24 Minutes of previous meetings:**

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

- Monday 21<sup>st</sup> October 2024.

**(Attached)**

## **Communities and Environment Fund Application(s)**

**No applications received.**

### **SC 179/24 To receive feedback forms from previously funded activities**

**(Attached)**

## **Reports**

### **SC 180/24 Update on the agreement with the Boxing Club at EAC**

**(Paper attached)**

***Continuation of SC 158/24 and SC167/24 – Proposal that and agreement is made with MK Boxing ABC regarding use of the space and rental agreement***

### **SC 181/24 CCTV update from Crimewave.**

**(Paper attached)**

### **SC 182/24 Proposal regarding potential warm room funding**

**(Verbal update and discussion)**

### **SC 183/24 Discussion with regard to the 'Together we Can' document, prior to feedback at Full Council**

**(Document attached)**

### **SC 184/24 Update on the winter programme for Landscaping**

**(Verbal update)**

**Date of next meeting:**

Monday 16<sup>th</sup> December 2024, **6:00pm**, 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 21<sup>st</sup> October 2024 at 6:00pm  
Woughton Community Council Hub, Council Chamber,  
60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.**

**Present: Nick Scott (Chair)**, Ruth McMillan (Vice Chair), Eamonn Bobey, Michael Ferguson, Maggie Ferguson, Penny Glasgow, Luke Louis, Charlie Marsh, Ruth McMillan, D'Anne Mordecai, April Rennie, Sue Smith, Alan Williamson.

**Also present:**

Steve McNay (Council Manager – via online)  
Tash Darling (Youth and Communities Manager)

**SC 162/24 Apologies:**

Cllrs Janette Bobey, Liz Simpkins, Lorna Webb and Penny Glasgow. All apologies were accepted by the committee.

**RESOLVED – apologies accepted.**

**SC 163/24 Declarations of Interest:**

No declarations were made.

**RESOLVED - Noted**

**SC 164/24 Questions from the public (maximum 10 minutes):**

No questions were received

**RESOLVED - Noted**

**SC 165/24 Chairs announcements:**

- The Chair reminded all of the Remembrance Events coming up – the Sunday 10<sup>th</sup> event and the larger, Children's Parade taking place on Monday 11<sup>th</sup> November.

**RESOLVED – noted.**

**SC 166/24 Minutes of previous meetings:**

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

- Monday 15<sup>th</sup> July 2024.

Cllr McMillan requested that a change was made regarding feedback relating to the Peartree Bridge event under item SC 160/24. This was specifically around the note relating to the perceived unsuitability of the space, which was noted as 'due to proximity to a main road'. Cllr McMillan requested that this was not her intended meaning and that the issue she raised was the lack of fencing around the space, as this was removed when the horses ceased using the space, suggesting that horse welfare was more important than that of children. It was agreed to add 'lack of fencing' prior to 'proximity to a main road' to the minutes, which were then accepted.

**Cllr McMillan proposed that these were an accurate record of the meeting, with the change noted above. Seconded by Cllr Michael Ferguson.**

**RESOLVED by way of unanimous vote**

## **Communities and Environment Fund Application(s)**

No applications received, but the Council Manager did state that the end of project feedback reports have been received from Tinkers Bridge Residents Association and will come to the November meeting.

### **SC 167/24 Update on the agreement with the Boxing Club at EAC**

#### ***Continuation of SC 158/24 – Proposal that and agreement is made with MK Boxing ABC regarding use of the space and rental agreement***

The Council Manager explained that the information requested at the previous meeting has not been provided by the Boxing Club. With this in mind, they suggested that one further month be allowed for a response, with clear information provided that failure to provide this in time for the next meeting would result in defaulting to business rates being charged to the club, alongside rental for the storage and associated costs.

#### **PROPOSAL**

*That the Boxing Club is given one (1) further month to provide:*

- *Governance documentation and clarity about charitable / other structure*
- *Details of attendees (this simply needs to be number on and off parish)*
- *Social value statement – why should WCC subsidise any provision?*

**Proposed by Cllr Smith. Seconded by Cllr McMillan**

**RESOLVED by way of unanimous vote.**

### **SC 168/24 CCTV update from Crimewave.**

The Council Manager gave the update from September, alongside information about the movement of cameras to new locations. In answer to a query from Cllr Bobey, it was also stated that there has been no further information provided with regard to the proposed costs associated with moving the cameras.

**RESOLVED - noted**

### **SC 169/24 Update on Remembrance Parade and options for additional resources**

#### ***Proposal around any additional bunting, flags or other resources for the parade and associated events***

The Council Manager provided details of a company that provides bunting and similar resources that are branded for remembrance events. The committee felt that there was sufficient in place already and no further resources were needed at this time. It was also clarified that road closures are in hand, that there are wreathes for RA's and that the Council Manager would request that the road is cleaned in advance of the parade.

**RESOLVED - noted**

### **SC 170/24 Request from MKALC and MKCC regarding 'free food' provision in the parish and a decision as to whether this information should be shared**

#### ***Proposal around provision or not of information to the wider city around Woughton based food provision.***

The Council Manager provided information regarding both MKALC and MKCC requesting details of 'free food' provision, so that this could be collated and shared across the city. The Council Manager explained that they felt it was important for the committee to decide whether this was something that they wished to happen, due to the potential for additional demands to be made on the provision, from visitors from outside the parish – as the sessions are funded in part through the precept, this may not be something that the committee wishes to see. There was considerable discussion around this issue, with a view

that whilst the cafes and similar are aimed at residents, that the Community Fridges are open to all.

**Proposal**

*That the committee tasks the Council Manager with responding to the various contacts explaining that the council chooses not to share the details more widely, with the exception of the community fridges, due to capacity and the need to prioritise Woughton residents.*

**Proposed by: Cllr Scott. Seconded by: Cllr Rennie**

**RESOLVED by way of unanimous vote.**

**SC 171/24 Proposal to promote additional use of community venues**

***Proposal around whether to consider alternative approaches to the creation of new community groups through use of community venues***

The Council Manager gave a brief overview of the paper that had been prepared by the Community Development Officer. They recommended that, due to the nature of the proposals and the current ongoing discussions around budgets and priorities, that the paper should be deferred until such time as these issues are resolved. This was echoed by others present.

**Proposal**

*That this paper be deferred until January 2025.*

**Proposed by: Cllr Smith. Seconded by: Cllr Bobey**

**RESOLVED by way of unanimous vote.**

**SC 172/24 Discussion regarding items for 2025/26 Service Plan and inclusion in 2025/26 budget planning**

The Council Manager explained that this item was for information only, but committee members are requested to provide details of projects, provision or services that could be included in planning for the coming year. Ideas proposed included:

- Concentrated engagement on Leadenhall and Peartree Bridge, due to lack of Residents Associations, with a view to the creation of new RA's (use of trailer?)
- Work with ALL RA's to build closer links
- Beanhill to have a new community building
- Remedial work to be undertaken on Netherfield Meeting Place.

The Council Manager encouraged further submission as and when ideas happen.

**RESOLVED - noted**

**SC 173/24 Clarification of dates / times / estates for the Santa Sleigh events**

***Proposal to agree the specific route, days, times for Santa Sleigh, to allow sufficient planning and publicity.***

The Council Manager requested that there was an agreed and ratified decision regarding the Santa Sleigh event, so that publicity and planning could take place.

**Proposal:**

*That the Santa Sleigh will take place on the following days:*

- Wednesday 18<sup>th</sup> December – Netherfield (6pm)
- Thursday 19<sup>th</sup> December – Peartree Bridge (6pm) and Eaglestone (7pm)
- Friday 20<sup>th</sup> December – Leadenhall (6pm) and Coffee Hall (7pm)
- Saturday 21<sup>st</sup> December – Tinkers Bridge (4pm) and Beanhill (6pm)\*

*\*Timings to be confirmed*

**Proposed by: Cllr Rennie. Seconded by: Cllr Marsh**

**RESOLVED by way of unanimous vote.**

**Date of next meeting:**

Monday 18<sup>th</sup> November 2024, **6:00pm**, at the Woughton Community Council Hub, Council Chamber, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

The Chair closed the meeting at 19.54hrs.

Signed:



**The 76th Annual General Meeting  
of the Buckinghamshire and Milton Keynes Association of Local Councils is  
being held as a hybrid meeting on Friday 29th November 2024 at 5:00 pm**

**Those attending physically will be at the Haddenham Airfield Pavilion, Tibbs Road  
Aylesbury, Haddenham, HP17 8FH**

or

## Microsoft Teams meeting

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 336 271 167 078

Passcode: cDabTw

**Two Councillors from every member council may attend, only one Councillor from each attending Council may vote and we ask that you respect this if you are joining virtually. Clerks are welcome to attend but may not vote.**

## AGENDA

1. Welcome and Apologies – Cllr Des Bray (BMKALC – Chairman)
2. Address by the President – Countess Howe.
3. Approval of the minutes of the 75th Annual General Meeting – *Appendix 1 - AGM Minutes*  
**Resolution: to Confirm the minutes of the 75th AGM held 1st November 2023 are a true record of decisions taken.**
4. Chair's Report – To receive and note the annual Chair's Report by Cllr Des Bray, Chair of Executive Committee – *Appendix 2 – 2023/24 Annual Report*
5. Honorary Treasurers Report – To receive and note the annual Honorary Treasurers Report by Cllr Isobel Darby – *Appendix 2 – 2023/24 Annual Report*



6. County Officers Report – To receive and note the annual report from the CEO, Mel Woof – Appendix 2 – *Appendix 2 – 2023/24 Annual Report*

7. To receive and approve the independently inspected annual accounts for 2023-2024 – Appendix 2 – *Appendix 2 – 2023/24 Annual Report*

**Resolution: To approve the independently inspected annual accounts for 2023-2024**

8. Appointment of Independent Examiner for 2025-26 – The Executive Committee recommends that the AGM appoint APS Accountancy Limited (Angell Pinder) of Aylesbury as the Independent Examiner of accounts.

**Resolution: To agree to appoint APS Accountancy Limited (Angell Pinder) as the Independent Examiner for 2025-26.**

9. To receive and approve the budget for 2025 - 26 – *Appendix 3 – 2025/26 Annual Budget*

**Resolution: The Executive Board recommends to the AGM that the proposed budget for 2025-2026 be adopted.**

10. To consider and agree the subscription rates for 2025-26.

Current BMKALC rate is 13.06p per elector per annum. The NALC rate of subscription will rise from 7.94p to 8.34p per elector for 2025-26. The Executive Committee recommends to the AGM the following motion:

**Resolution: The Executive Board recommends to the AGM that the membership rate for 2025 – 26 per elector, is increased for the BMKALC contribution to 14.6 pence per elector / per year and that the NALC subscription is collected in full at 8.34 pence per elector / per year. This results in a total contribution of 23 pence per elector / per year.**

11. To schedule appointments to the Executive Board

There are local elections in the Buckinghamshire Council area and all current Town and Parish Councils will retire in May. It is therefore proposed that existing board



members continue in their role until these elections in May 2025. Immediately thereafter that returning current councillor board members continue until a new board is elected and those councillors not returning, retire and those positions remain vacant until the new board is elected. Thus, ensuring continuity within the Association during this time.

**Resolutions:**

- 11.1. To defer the election of a new Executive Board after the local elections in May 2025.**
  - 11.2. To defer the appointment of representatives to NALC and the BC Parish Focus Group until after the election of the new Executive Board**
  - 11.3. That existing Board Members continue their appointment to the Executive Board until the elections in May 2025**
  - 11.4. That Councillor Board Members returning at the next election remain in post until an election for the new Executive Board can take place.**
  - 11.5. That those Board Members not returned as Councillors retire and their positions remain vacant until an election for the new Executive Board can take place.**
  - 11.6. That the appointment of Vice Presidents be deferred until next Executive Board election.**
12. To consider and resolve the proposed update to the appointment process to the BMKALC Executive Board – following changes in boundary designations and the demographics of our council members. *Appendix 4 - BMKALC Appointment Process*

**Resolution: To accept the recommendation that future appointments to the Executive Board be on the basis of 3, member council representatives, from each Electoral Constituency area.**



**Resolution: To approve the nomination process and election schedule for the appointment of members to the executive board as outlined in Appendix 4 – to be circulated under separate cover**

13. To consider the updates to the Constitution which include grammatical and reference updates as well as the updated Executive Board Selection as described in Item 12. *Appendix 5 – BMKALC 2025 Constitution*

**Resolution: To approve the proposed updates and adopt the BMKALC 2025 Constitution, in full.**

14. To consider the adoption of a Reserves Policy – *Appendix 6 – BMKALC Reserves Policy*

**Resolution: To adopt the BMKALC Reserves Policy.**

15. To consider the proposal for a Bursary supporting small councils who are supporting CiLCA training for their clerks. Small councils up to £25K income face a disproportionate hit in providing the opportunity to enable their clerks to attain their professional CiLCA qualification. The SLCC have matched this and now offer a bursary scheme to support these councils in the Portfolio Assessment and Certification element, BMKALC propose to match this bursary scheme for the Tutorial element – *Appendix 7 – BMKALC Bursary Scheme*

**Resolution: To establish a Bursary to support the professional development of clerks in smaller councils – below £25 K income.**

16. Proposed Meeting Dates for 2025

- TBC

The business of the AGM concludes, and we now hear from Cllr Jon Harvey.

5:45 Cllr Jon Harvey – Leadership in the Community

6:10 Thanks and Close – Cllr Des Bray

6:15 – 7:00 Social Exchange



Buckinghamshire & Milton Keynes  
Association of Local Councils

75 years empowering clerks, councillors and councils delivering for their communities



If you would like to discuss an item on the agenda before this meeting please contact **Mel Woof**, on **01296 383154** or by email [Mel@bucksalc.gov.uk](mailto:Mel@bucksalc.gov.uk). **Appendices will follow shortly under separate cover.**



## Woughton Community Council

Woughton Community Council Hub, The Local Centre,  
Garraways, Coffee Hall, Milton Keynes MK6 5EG

Telephone 01908 395681

Email:reception@woughtoncommunitycouncil.gov.uk

### Environment & Communities Evaluation Form

Name	Kirsty Rennie
Position in group	Treasurer
Phone number	07535785257

Name of Organisation	Tinkers Bridge Residents Association
Amount awarded	£643
Purpose of Grant	Trip to Great Yarmouth

How has this grant made a difference to your group and the local people who benefitted from this project?

By putting on this trip at a reduced cost, it allowed families and people that wouldn't have been able to afford to go on trips on a day out. It also allows people in the community to come together.

What lessons did you learn in the process of delivering this project?

Please provide at least one quote or testimonial from a participant/service user describing their experience of this project

Natalia Wang “The trip was wonderful, thank you so much. It is a great chance to go in the bigger group and the price is amazing. We can’t wait for more.”

H Wilki “Absolutely fantastic day had a great time, well and truly worth the money and time.”

Will this activity/project continue after the end of this grant? If so, please tell us where the funding will come from

How/where has the Woughton Community Council logo been used in conjunction with this grant  
Was advertised on Facebook

How many people benefitted from the grant?

Please specify numbers

Total number of participants: 63

Young People up to the age of 18: 22

Adults: 19

Older People over 60: 10

Area attending from, please specify numbers

Tinkers Bridge: 41

Netherfield: 2

Beanhill:

Coffee Hall: 8

Leadenhall:

Eaglestone:

Peartree Bridge:

2 Out if area due to last minute seat fill

We do understand that it is difficult sometimes to gauge numbers, please estimate to the best of your ability

Please attach any relevant receipts to this form and detail them below

Item	Details	Cost
Coach		£1000

We would love to see any photographs that you are able to share with us, or please provide copies of any evaluation/feedback forms that you have.

Should you require any assistance to complete this form or assistance with copying receipts etc, please do not hesitate to contact us.

Please complete and return to Woughton Community Council within six weeks (42 days) of your award, failure to do so may result in a 12 month ban of applying to Woughton Community Council Grant Aid



## Woughton Community Council

Woughton Community Council Hub, The Local Centre,  
Garraways, Coffee Hall, Milton Keynes MK6 5EG

Telephone 01908 395681

Email:reception@woughtoncommunitycouncil.gov.uk

### Environment & Communities Evaluation Form

Name	Kirsty Rennie
Position in group	Treasurer
Phone number	07535785257

Name of Organisation	Tinkers Bridge Residents Association
Amount awarded	£615
Purpose of Grant	Summer Funday

How has this grant made a difference to your group and the local people who benefitted from this project?

Helped bring the community together to have a good time enjoying music, Facepainting, food ,stalls and refreshments. This allowed people of all ages com together and even form new friendships and boost community spirit.

What lessons did you learn in the process of delivering this project?

To have a better plan in place, early discussions and clear idea of what is wante and needed,make sure the funding application is submitted 12 weeks prior to event.

Please provide at least one quote or testimonial from a participant/service user describing their experience of this project

Bow Brickhill W.I. "What a lovely event, with good music and community spirit. Nice to see everyone enjoying themselves without costing an arm and a leg."

"It was a family friendly day, there was lots of exciting entertainment. Thank you"

"It's great to get to play with other children from where I live"

Will this activity/project continue after the end of this grant? If so, please tell us where the funding will come from

No

How/where has the Woughton Community Council logo been used in conjunction with this grant

The poster was advertised on our Facebook page, Newsletter and Noticeboard with the WCC logo.

How many people benefitted from the grant?

Please specify numbers

Total number of participants: 200+

Young People up to the age of 18: 100

Adults: 70

Older People over 60: 30

Area attending from, please specify numbers

Tinkers Bridge:

Netherfield: **UNKNOWN**

Beanhill:

Coffee Hall:

Leadenhall:

Eaglestone:

Peartree Bridge:

We do understand that it is difficult sometimes to gauge numbers, please estimate to the best of your ability

Please attach any relevant receipts to this form and detail them below

Item	Details	Cost
Entertainment	Darren Fuller	£300
Food etc		£278.71

We would love to see any photographs that you are able to share with us, or please provide copies of any evaluation/feedback forms that you have. Should you require any assistance to complete this form or assistance with copying receipts etc, please do not hesitate to contact us.

Please complete and return to Woughton Community Council within six weeks (42 days) of your award, failure to do so may result in a 12 month ban of

applying to Woughton Community Council Grant Aid

## WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 18<sup>th</sup> November 2024

Agenda Item SC 180/24

**PURPOSE OF REPORT: To provide further information regarding the Boxing Club at EAC**

**RECOMMENDATION:**

1. That the committee notes the report and considers any response

**MAIN ISSUES AND CONSIDERATIONS:**

At the past two meetings of this committee, the issue of the boxing club's use of EAC and the rates at which this is charged (see SC158/24 – attached).

Following the initial discussion, a request was made to the boxing club to provide further information to the committee to enable a decision to be made around any future proposal. This was, specifically:

- Governance documentation and clarity about charitable / other structure
- Details of attendees (this simply needs to be number on and off parish)
- Social value statement – why should WCC subsidise any provision?

This was delayed in terms of being provided, but the following was received from Allan Grainger via email on 4<sup>th</sup> November.

*Sorry for the late reply and we appreciate the added time to do this.*

*In regard to the questions I hope the below answers them for you.*

*In relation to our structure, we wish to run as a charity but have never managed to get to this point. We run the club on minimal funding and have been self-sufficient since the club starting with coaches having you contribute to rent and equipment in other venues. As of late we have had a greater number of participants which has helped us a lot, but we still run our club at the minimal costs so that we appeal to everyone within the area. In regard to getting charity status is this something you would be able to assist us with as we would be grateful for any help to guide us in the right direction.*

*In regard to the participants at the club we average around 40-50 people a session, across both the junior and adult sessions. In just the adult session from tonight we have 10 who live, work or study in the parish area. Ideally, we would like this to be more, but we are welcoming to everyone. If we could have help to access the local primary and secondary schools, we would be more than happy to deliver some after school clubs or do some work with them.*

*As for our social values. We are here for everyone no matter their ethnic or social background. As stated above we try and run our sessions very low cost to allow for everyone the opportunity to box, we also provide equipment for people to use. We currently charge £3 for junior under the age 18 and £4 for everyone else. I know from personally living within the parish that family's very much struggle when it comes to money, so we aim to appeal to these families and are happy to offer help where and when needed. With this we are also in the very early stages with THAMES VALLEY POLICE using us as an intervention method when it comes to repeat offending for the youth of Milton Keynes. I believe*

*this will be youth from the local area too. The main goal of this boxing club is teach it's participants to box, defend themselves, discipline and to respect each other and authority.*

*I hope this answers some of your questions.*

*Any help or assistance from yourselves would be appreciated.*

*I have copied in one of the other coaches James Green.*

*If it would help for James and I to meet up with you please let us know.*

*Kind regards*

*Allan*

- As can be seen, the group operates along charitable lines but appears to have no formal structure in place.
- Regarding attendees, the statement above suggests that around 20% of attendees are from the parish, with the remainder being from other parts of the city.
- The social value is explained above.

#### **FINANCIAL IMPLICATIONS:**

Based upon the information above, assuming 45 attendees at £3.50 per session, this equates to £157.50 per session in 'subs'. The current charge made to the club for rental of the space is £56.25, plus some additional costs relating to insurance and storage.

The 20% of participants from parish suggests that the preferential rates offered *maybe* considered to be subsidising people from elsewhere in the city. However, having this provision locally does help ensure that local people are able to access this.

The current income from rental to the club is equal to around £6732 per year (based on 48 weeks per year).

#### **BACKGROUND PAPERS:**

SC 158/24 Boxing Club usage at EAC paper

#### **SUGGESTED PROPOSAL:**

That the committee agrees to continue to provide the affordable levels of rental to the club  
OR

That the committee suggests that the Community Development Officer works with the club to develop a more sustainable model (i.e. a formally constituted group, grant applications, etc)

AND/OR

That the committee requests that further discussions take place regarding an acceptable level of rental, based on the information provided and the views of the committee.

#### **AUTHOR**

Steve McNay – Council Manager

## WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 16<sup>th</sup> September 2024

Agenda Item SC 158/24

### **PURPOSE OF REPORT: To agree an approach regarding boxing club use of Eaglestone Activity Centre (EAC)**

#### **RECOMMENDATION:**

1. That the committee considers any variation to current rental agreements and any support offered to the Boxing Club.

#### **MAIN ISSUES AND CONSIDERATIONS:**

Following recent issues at Eaglestone Activity Centre (EAC), significant work was undertaken to make improvements to the rear of the building, specifically the squash courts. These experienced damage during the floods in 2018 and were not, in the opinion of WCC officers, repaired suitably. This led to significant paint flaking, damaged plaster, mould appearing on walls, etc. Whilst this was not only due to the issues following the flooding, remedial work was needed under Health and Safety legislation to ensure a safe environment.

The main user of the space is the MK ACADEMY AMATEUR BOXING CLUB ('the club'), who offer affordable spaces to people to train within that space. Initially, the agreement was for a weekly session within the main hall, but this has, over time, evolved into use of the back of the building. Rental has been at a resident's rate for use of one court for the hours of operation. However, this has spread into use of both courts and ongoing storage within the changing room (the 'cage', secure storage area) and a boxing ring being installed within one court.

After the improvements were made, an internal discussion with officers suggested that we needed to formalise the agreement we have with the club, ensuring that this reflects the level of delivery they are offering, the demands this places on the building and the fairness of any agreement, ensuring that it is on a par with other groups. This, in turn, led to a meeting being arranged with officers and councillors from WCC, alongside the Head Coach from the club, Alan. The following notes were provided following this meeting:

*Update on boxing from meeting held with Sean Perry (Operations Manager), Cllrs Fuller and Smith (Leader / Chair respectively), Ian Tegerdine (Estates Manager) and Alan Grainger (the club).*

*Alan is hiring court one at full rate and court two at half rate.*

*Boxing ring up all the time so cannot use the space for anything else.*

*Alan has said that other users could utilise it, but there is a risk involved as it isn't ours and has not been erected by us.*

*He also has the cage as storage which he isn't paying for.*

*Female changing rooms are inaccessible at the moment but, this will change soon once storage for youth is sorted.*

*Alan has only had verbal agreements on anything apart from the hall hire, there is nothing signed by him.*

*Maybe a Service Level Agreement could be drawn up after a decision is made.*

*From our part we are supplying hand towels for the toilets. Supplied wipes and spray for cleaning down walls, floors etc.*

*Court two door is open, and access is allowed at all times whilst boxing is in.*

*Fans and/or heating must be on whilst they are in there.*

*Alan would like both changing rooms and courts available with showers. However, we know this isn't an option.*

*I think the discussion is do we charge him the full rate for court two.*

*Does the ring stay up permanently and do we charge accordingly.*

*Do we charge for storage.*

*Potentially this basically closes the whole back end apart from the small meeting room.*

There has been further feedback from the Community Development Officer (CDO) at WCC around the social value of the club – whilst this is clearly an important issue, there hasn't to this point, been any information detailing what this is (i.e. how many people from Woughton attend and how many from outside the parish, what the costings are, whether there is any formal governance agreement, etc.). There is a paper attached written by the CDO and further information is being sought.

As noted above, the current provision from the club means that the majority of the back of EAC is used only by the club, with some spaces (one court and most downstairs storage) being used exclusively by the club and the impact on the space means that other areas are less likely to be used – this is due to space limitations, the smell from boxing lingering and some prior issues with cleanliness and removal of detritus (these have, it is understood, been addressed).

Issues for consideration:

- As noted, current charges are £56.25 per session (2.5 hours per session) - £22.50 per hour for use of both courts. This takes place twice weekly.
- In addition, there is a one hour session weekly, which is charged at £15 per hour.
- There is an additional charge for insurance (as per Ts and C's)
- There is no charge made for storage, which include the 'cage' area, plus the boxing ring and equipment in court 1.
- Weekly income of £140.25 all inclusive.

#### **STAFFING IMPLICATIONS:**

Whilst the impact on staff is limited (opening and closing, plus cleaning), three sessions per week equals 1.5 hours for opening and closing (15 mins each side of each booking) plus cleaning (probably similar). This equates to 3 hours per week of staff time directly linked to this booking. This doesn't include any HQ costs.

#### **FINANCIAL IMPLICATIONS:**

As noted above, income is around £140 per week for around 45 weeks per year. This is £6311 per annum – around 25% of the EAC income. At the current time, the only negative impact is on Woughton Youth and Phoenix Arts who previously used the rear courts as 'overspill' when sessions were busy or where that type of space was especially useful.

#### **OTHER IMPLICATIONS:**

As with all 'ad hoc' agreements, fairness and transparency are important. There are lots of groups that make bookings in our building that do 'good things' and having approval for varying this needs to come through this committee / council. As has happened previously, an initial agreement has evolved into something more and the proposal to update this led to the meeting noted above and a level of unhappiness expressed by the renter. As such, clarity and consistency is key.

**BACKGROUND PAPERS:**

**SUGGESTED PROPOSAL:**

That the committee requests that the renter provides the following to enable a clear decision to be made:

- Governance documentation and clarity about charitable / other structure
- Details of attendees (this simply needs to be number on and off parish)
- Social value statement – why should WCC subsidise any provision?

OR

That the committee agrees to continue with the current agreement, with 1.5 court costs considered sufficient

OR

That the committee doesn't feel that any further reduction is suitable and as such, full cost for use of both courts and storage should be implemented from X date.

OR

Any other alternative that the committee feels is appropriate.

**AUTHOR**

Steve McNay – Council Manager

# UPDATE: OCTOBER 2024

## Woughton Community Council



### Cameras currently deployed:

- **Beadlemead, Netherfield (Taken Down)**
- **Brent (near Redway), Tinkers Bridge (Taken Down)**
- **Langland Road, Netherfield**
- **Tandra, Beanhill**

## October 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 were no reported incidents during the month of October.

#### Outcomes:

There are no outstanding outcomes for this location.

#### Status:

N/A

#### Redeploy?:

This camera has now been redeployed to Langland Road, Netherfield.

## **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 were no reported incidents during the month of October.

### Outcomes:

There are no outstanding outcomes for this location.

### Status:

N/A

### Redeploy?

This camera has now been redeployed to Tandra, Beanhill.

## **Langland Road, Netherfield:**

Install date: 17th October 2024

### Reason for install:

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

### Reports/Identified incidents:

We are liaising with the local Neighbourhood Policing team and reviewing large amounts of footage to pass on intelligence on activity in the area.

### Outcomes:

There are no outstanding outcomes for this location.

### Status:

We are continuing to review this camera regularly.

### Redeploy?

N/A

## **Tandra, Beanhill:**

Install date: 29th October 2024

### Reason for install:

This camera is in place due to ASB and drug issues.

### Reports/Identified Incidents:

There were no reported incidents during the month of October.

### Outcomes:

There are no outstanding outcomes for this location.

### Status:

We are continuing to review this camera regularly.

### Redeploy?

N/A



**MK** Milton Keynes  
City Council

**Together we can.**

 November 2024

## Introduction

### **A partnership of Milton Keynes City Council and Local Councils**

Local Councils (Town, Parish, and Community) are working hard to benefit their communities and residents. In partnership with Milton Keynes City Council (MKCC), they innovate solutions to fast moving challenges, creating a powerful alliance and building a stronger Milton Keynes.

Here we set out the parameters of the dynamic working relationship that exists between Local Councils and MKCC. It is a strong partnership that that is essential to meet the expectations of our residents, even in the face of challenges. It grows stronger when we all embrace the premise that, **'together we can'**.

Local Councils are key in supporting communities and improving local areas. Milton Keynes is unique - the first unitary local authority to be fully parished in England. This unique democratic model is one to be celebrated and must continue to benefit residents and communities.

Local Councils and MKCC can be proud of the relationships we have - much has been achieved. But these continue to be difficult times for local government. Increased demand, restraints on budgets, and a reliance on willing volunteers presents continued challenges. As a result, it is necessary to address the framework of how we work together to achieve the best results and affect real change at a local level.

The MKCC Plan (2022-2026) recognises the importance of this partnership and the vital role that Local Councils have in shaping their own local areas and Milton Keynes as a whole.

### **Our structures**

- MKCC is recognised as the Principal Authority for the area.
- Policy is set by a combination of democratically elected ward councillors and national legislation and administered by MKCC Officers.
- Local Councils (48 within Milton Keynes) are the first tier of local government and have a unique and in-depth knowledge of their local communities and places. Local Councils are autonomous and independent and are corporate bodies constrained by statute. They have a number of statutory powers and broader powers can be acquired through a General Power of Competence.
- Policy is set by local council councillors and administered by local council officers, usually (but not exclusively), the clerk.
- MKCC Ward Councillors and local councillors recognise the great value in having good relationships across the different Local Councils and MKCC. Good communication and

engagement are central to being effective. Local council councillors understand the role that ward councillors play at the MKCC wide level. Equally, ward councillors understand the role that local council councillors play at local area level. Whilst each are different types of councillors (be they ward councillors or local councillors), all are committed to ensuring the best outcomes for their areas and for Milton Keynes as whole.

## Working together

- **‘Together We Can’** embodies the true ethos of partnership working, involving all partners contributing to a common goal, communicating, and working effectively with each other.
- By pooling knowledge, experience and tools, all councillors and council officers (both local and principal) can build a better understanding of what works at the very local level. They identify the needs and views of residents and communities and represent and act upon them.
- Success is dependent on all partners treating each other equally and with respect and understanding of the statutory landscape within which each partner operates.
- Collaborative relationships are mutually beneficial for all and involve both officers and councillors at every level.
- The non-statutory Milton Keynes Association of Local Councils (MKALC) gives voice to issues affecting Local Councils across Milton Keynes and liaises with MKCC on their behalf (although of course individual Local Councils also raise specific issues). MKALC is supported by a County Association (BMKALC) and National Association (NALC) which provide advice, training and literature to Local Councils.

Challenges that local communities are facing are sometimes very difficult to solve but **together we can** work towards positive solutions, ensuring all parties feel valued. It is vital that we treat each other with respect, dignity and politeness (even when we might not always see things the same way).

We strive to behave fairly and constructively towards each other when we disagree, we will listen, and be respectful in our exchanges of views. Disagreements will arise sometimes and that’s okay because everyone can express their opinion and be heard. Debate may even be robust but aims to make Milton Keynes a better place for our residents and communities.

### **What this means in reality is that Local Councils and MKCC will:**

- Respond in a timely manner to ensure a regular flow of information, particularly where issues remain outstanding or unresolved. We recognise the importance of communication and will respond with acknowledgements and regular / periodic updates.
- Provide inductions to new key officers on the role of Local Councils and MKCC.

- Within MKCC, have Local Council champions that work with ward councillors, council officers and cabinet members to highlight the key role that Local Councils have.
- Support closer working between ward and local council councillors.
- Strive to continuously work together and improve engagement.
- Not work in silos and ensure the words within this document translate into actions.
- Ensure that the Parish Partnership Team continue to be a point of contact, information and advice and provide issue resolution for Local Council difficulties.

## Consultation and engagement

**MKCC and Local Councils** recognise that consultation and engagement can be challenging. However, it is key in ensuring that local council and resident voices are heard on issues impacting both them and Milton Keynes more generally.

As the principal authority, it is MKCC that runs formal consultations on both local and national issues. More informal engagement with Local Councils can also be used to help form the development of policy and practice of the Council.

### **MKCC will:**

- Consult and engage positively with Local Councils on matters which impact them and their communities. Matters that will be of importance to some may be less to others, so a bespoke approach can be taken.
- **Start conversations early**, where it will impact Local Councils. Formal consultation may follow but engaging Local Councils early can have a beneficial impact on success.
- **Publish formal consultations** on <https://www.milton-keynes.gov.uk/consultations> enabling Local Councils to respond accordingly and highlighting, in advance, (through the parish clerks), the consultations that are coming up.
- **Engage with Local Councils** using the Parishes Forum (PF), the Parishes Advisory Group (PAG) and other meetings to enable consultation, engagement and dialogue to take place. This can be both formal, but also can be informal through discussions with Local Council members / officers and local resident and other groups.
- **Attend Local Council meetings**, where appropriate, to discuss the impact on the local council and its parish area.
- **Ensure that formal consultations**, other than those governed by statutory regulations such as planning matters, will be for a minimum of six weeks excluding the Christmas/New Year holiday period and giving some extra allowance in August when many Local Councils do not have formal meetings. (In reality consultations are often longer than the minimum)
- **Understand that community engagement and consultations** is about listening and learning and having meaningful dialogue with the community and is an opportunity to find out what is important to them, their neighbourhoods and local areas.
- **Use the most effective method** to consult and engage, including digital methods.

- **Consult in plain English** to be clear and concise.

And for Local Councils, they will:

- **Respond and engage** with formal consultations and provide contributions to shape policies that matter to residents and communities.
- **Provide officer / clerk contributions** and support where the nature of the consultation or engagement is more about operational processes.
- **Engage with MKCC officers in the development of policy or initiatives** respecting the uncertainty and confidentiality which comes in the early stages of development but recognising early influence of these decisions can lead to successful results for residents.

Over recent years the nature of consultation has evolved as there has been an increase in delegated decision making as MKCC has responded to national government directive.

We need to ensure that, going forward, the primacy of both formal and informal consultation is maintained by MKCC and the MKCC cabinet is committed to ensuring this.

Useful documents:

- *Cabinet Guidance on Consultation*  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/691383/Consultation\\_Principles\\_1\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/691383/Consultation_Principles_1_.pdf)
- *Statement of Community Involvement* setting out how MKCC engages and consults with local communities and stakeholders on planning policy documents and planning applications  
[Statement of Community Involvement \(SCI\)](#)

## **Asset and service devolution**

We recognise that Local Councils are all different in their makeup, capacity and size and will require different solutions and responses, As they have different needs – one size simply does not fit all. Assets and services are for the benefit of residents and Local Councils can be best placed to deliver this.

MKCC will support those Local Councils with an appetite to become more involved in service and asset devolution and work across the Local Council community to ensure that the involvement is at a level that suits individual Local Councils and the communities and residents they serve. Local Councils taking on devolved services are supported by service specific officers and regular meetings take place between such officers and the devolved parishes.

Local Councils are welcome to make use of the past experiences and expertise accumulated by MKCC in relation to devolution projects in which they choose to engage. For example, this could

include shared ambitions for healthy and active communities, to be the Greenest City, promote biodiversity and combat climate change.

## Section 106/Planning Obligations

Under planning legislation and regulations, MKCC can require a developer to contribute towards providing infrastructure or taking steps to offset the impact of a development; obligations of this nature are set out in what are often known as S106 Agreements. Organisations that apply for funding are encouraged to engage with Local Councils for the area, given that Local Councils have a good understanding of local community needs. Local Councils also have the opportunity to apply for funding themselves, particularly in relation to certain categories. **Appendix A** provides officer contact details for Local Councils to have initial discussions relating to particular categories of funding. Details of the available S106 funding can be found on [EXACOM](#) and it is advised that anyone considering applying for funds also contacts the MKCC Planning Obligations Team ([planning.obligations@milton-keynes.gov.uk](mailto:planning.obligations@milton-keynes.gov.uk)) as part of initial considerations.

## Joint working arrangements

**Parishes Forum (PF)** - We ensure we meet regularly to discuss issues that are important to each other. The PF currently meets four times a year to achieve this. PF meetings can be held physically or virtually. Physical meetings take place in various locations, e.g. MKCC offices, Local Council offices, other appropriate venues, etc.

Each Local Council nominates two representatives annually. Local Councils share the details of their representatives with MKCC (usually following their Annual General Meetings).

The Cabinet Member with responsibility for Parish Partnerships chairs the PF. A vice chair is elected by the Local Councils and serves for two years. Election is undertaken by ballot. The PF provides an opportunity for influencing, bringing fresh ideas and new outlooks, etc, as well as providing and sharing information.

MKC officers from the Parishes Partnership Team support the PF.

**Parishes Advisory Group (PAG)** - Is a small group of committed and enthusiastic Local Council councillors, and a ward councillor from each of the political parties who work co-operatively for the greater good of all Local Councils across the MK area. The PAG has no decision-making powers and nor is it a constituted group. It is purely an advisory group. The Cabinet Member and vice chair of the PF also hold the same roles on the PAG.

The PAG:

- advises the Cabinet Member with responsibility for Local Councils on matters of mutual interest to MKCC and Local Councils; making any appropriate and relevant

recommendations to MKCC; holds consultations with / seek views of Local Councils on areas of particular interest.

- shapes and agree approaches on key issues and pieces of work before wider circulation to all Local Councils. Can set up Sub Working/Task Groups to focus on the identified areas of concern or progress. Working / Task Groups to be chaired by a PAG representative and opportunities to attend will be issued to all Local Councils. This could be Local Council clerks, Local Council councillors or a combination.
- determines the way forward for the devolution agenda, ensuring services and assets rest with the level of local government that can best maximise the opportunity of particular assets and services for the wider community.
- considers agenda items, discussion topics, and show casing for the PF, and agree the agenda for the PF each quarter.
- fosters close co-operation and engagement between each local council, stakeholders, and partners to ensure the best possible outcomes for the communities that we all work to serve.

The PAG membership consists of

- A ward councillor from each of the main political parties
- Three representatives from the **Milton Keynes Association of Local Councils (MKALC)**
- Three further parish councillors invited by the Chair

MKCC officers from the Parishes Partnership Team support the PAG (See **Appendix A**).

**Local Area Forums (LAFs)** -meetings for groups of Local Councils who share common interests / are connected by physical locality (usually ward). LAFs are attended by the Ward Councillors (who ordinarily take the role of chair). Support for LAFs is discussed and agreed with MKCC Officers and each individual LAF.

## **Access to Systems**

Where MKCC is able, it will provide access to systems that benefit joint working – for example the Geographical Information System (GIS).

## **Reporting issues**

MKCC encourage Local Councils to report issues through the [Report It](#) function. Escalation of issues should be directed to [Ward Councillors](#). The Parish Partnership Team is also available to assist (See **Appendix A**).

## **Future challenges**

Working together and respecting our different roles, we know that we can make a real difference to our residents as challenges and opportunities present. There will be a likely rise in demand when budgets will be under considerable pressure. When difficult times arise, but with an open and honest dialogue between us (for example, around respective future financial and funding positions) we will be able to deliver for residents.

## **Together we can....**

Through a dynamic partnership, clear and timely communication, sharing best practice, and innovating together, we can improve our communities.

Collaboration will:

- bring a range of resources and talent to creating innovative solutions.
- use available resources more efficiently and effectively.
- help tackle the complexity of the challenges.

This document is a living document; edited, updated, and revised over time to encourage collaboration and avoid stagnation. To be circulated for review annually, giving partners the opportunity to say what has worked well, what has not, and what, if anything, needs changing.

Our framework is deliberately not focused on specific measurements or sanctions for parties, but rather meant to act as a document that sets out the parameters for mature, constructive, and productive relationships between all councils in MK.

## Appendix A

The main contact for the Parishes Partnership Team is Kay Pettit who can be contacted at [Kay.Pettit@milton-keynes.gov.uk](mailto:Kay.Pettit@milton-keynes.gov.uk) or [Local.Councils.Liaison@milton-keynes.gov.uk](mailto:Local.Councils.Liaison@milton-keynes.gov.uk)

Local Councils can contact the following officers for initial discussions about S106 Funding

- Community Safety – Joanne Smart [Joanne.Smart@milton-keynes.gov.uk](mailto:Joanne.Smart@milton-keynes.gov.uk)
- Leisure – Janette Murphy [Janette.Murphy@milton-keynes.gov.uk](mailto:Janette.Murphy@milton-keynes.gov.uk)
- Voluntary and Social infrastructure - Kay Pettit [Kay.Pettit@milton-keynes.gov.uk](mailto:Kay.Pettit@milton-keynes.gov.uk)
- Biodiversity, play areas and parks - Phillip Snell [Phillip.Snell@Milton-keynes.gov.uk](mailto:Phillip.Snell@Milton-keynes.gov.uk)



**Milton Keynes**  
City Council