

Tuesday 14th May 2024

To: All members of the Services & Communities Committee

Cllrs Nick Scott (Chair), Ruth McMillan (Vice-Chair), Eamon Bobey, Janette Bobey, Maggie Ferguson, Donna Fuller, Penny Glasgow, Luke Louis, Charlie Marsh, D'Anne Mordecai, 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 20th May 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/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 113/24 Apologies:

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

SC 114/24 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 115/24 Questions from the public (maximum 10 minutes):

To receive questions and statements from members of the public.

SC 116/24 Chairs announcements:

To receive announcements from the Chair.

SC 117/24 Minutes of previous meetings:

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

- Monday 22nd April 2024.

(Attached)

Communities and Environment Fund Application(s)

No applications received.

Reports

**SC 118/24 Update from Community Engagement Activities
(Paper attached - for info only)**

**SC 119/24 Update from Youth and Community projects.
(Paper attached – for info only)**

**SC 120/24 Update from Estates directorate.
(Paper attached – for info only)**

**SC 121/24 CCTV update from Crimewave.
(Paper attached – for info only)**

**SC122/24 Update on the office rental at Tinkers Bridge Meeting Place and continuing agreement
(Verbal update).**

Date of next meeting:

Monday 17th June 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 22nd April 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, Michael Ferguson, Penny Glasgow, Ruth McMillan, D'Anne Mordecai, April Rennie, Liz Simpkins, Sue Smith, Lorna Webb.

Also present:

Steve McNay (Council Manager)

SC 103/24 Apologies:

Cllr Donna Fuller (unwell)

Cllr Deanna Norris (unwell)

Cllr Charlie Marsh (holiday)

RESOLVED - All accepted

SC 104/24 Declarations of Interest:

Cllr Rennie declared an interest in 112/24, as a member of the Residents Association.

Noted

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

No questions noted.

Noted

SC 106/24 Chairs announcements:

Chairs training on 15th May – please confirm with the council manager your interest, as currently on two (2) attendees.

Annual Meetings on 7th May

Please return your committee preference forms, if you haven't already.

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
The minutes were accepted as a true record.

Proposed: Cllr Nick Scott

Seconded: Cllr Janette Bobey

SC 108/24 Update from Estates Manager

The Estates Manager, Ian Tegerdine, spoke to the paper, updating the committee on actions and services.

RESOLVED - Noted

SC 109/24 Suggestions received regarding the use of No 99 and update on progress.

The Council Manager spoke to the paper, explaining the progress so far. It was suggested that

there could be a charging policy for external users, if for 'city wide' provision, with cheaper options for Woughton parish based delivery. Ideally, a 'break even' level of income for the building.

RESOLVED - Noted

SC 110/24 CCTV update from Crimewave.

The Council Manager spoke to the paper and offered further information about the recent apparent increase in charges levelled by MKCC contractors for moving any CCTV camera with what seems to be a 150% increase. There was widespread disappointment in this situation, where it was noted that WCC resources support the work of TVP and MKCC and as such, charges should be kept to a minimum or contributions made by those requesting use of WCC resources.

Proposal

'That the committee tasks the Council Manager with writing to MKCC expressing concerns about these increased charges and the lack of consultation with parishes (through the parish forum) prior to making said changes'.

Proposed by: Cllr Smith Seconded by: Cllr Scott

RESOLVED by way of unanimous vote.

SC 111/24 Service Plan update and any further suggestions for inclusion.

The Council Manager spoke to the plan, detailing the overview on the current plan.

Some additional issues were requested to be added:

- Heating improvements at NFMP
- 'Skill sharing' workshops, to be held regularly where people across the parish can share the skills and knowledge that they have with others who are interested.

Proposal:

'That the Service Plan is agreed by this committee (including the two issues noted) with the understanding that it can be revisited as a 'living document' if and when needed'.

Proposed by: Cllr Smith Seconded by: Cllr Rennie

RESOLVED by way of unanimous vote.

SC112/24 Proposal regarding the use of the Tinkers Bridge Meeting Place office space by the Tinkers Bridge Residents Association

Cllr Rennie spoke to the paper, detailing the benefits that could be brought by allowing the community food elements of the Resident Association to be delivered using the space currently occupied by the Multiple Sclerosis Society (MS Society).

There was considerable discussion around this paper, with views expressed on both sides around the use of the office space. It was suggested that further exploration of the situation was undertaken by the council manager, with a view to deferring any decision until there was clarification around use of the space, whether there are other spaces that could be used instead, what the current demographics of the TB Larder / fridge are and so on.

Deferred until further information is gathered and shared.

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.

The Chair closed the meeting at 19.45hrs.

Signed:

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 20th May 2024

Agenda Item SC118/24

PURPOSE OF REPORT: To update the committee on community engagement and events activities, including grants funding updates.

RECOMMENDATION:

1. That the committee notes the report.

MAIN ISSUES AND CONSIDERATIONS:

This paper aims to provide an overview of the current work being undertaken towards community engagement and events, with updates on planned events, future aims and funding either in place, or applied for, towards these goals.

D-Day Anniversary Event (6th June)

Tickets are available for the event and, at time of writing, 16 have been allocated (14 of those being for Fish n Chips too). The event programme is agreed, with performances and the 'museum' within the Chambers. Some issues remain around the beacon, with safety concerns being addressed (the basket is much heavier than anticipated and as such, a stable and secure pole is needed).

Committee may wish to consider whether a minimum number of tickets should be allocated to allow the event to take place, or simply agree that it will happen, even if only 20 attendees.

Woughton is 50

Preparations for the big event, the Festival (7th September), are well under way. This event is in partnership with the Netherfield Residents Association and the Community Development Officer will be reaching out to them to clarify what role they may take in the event. The idea is that most RA's will have a stand or a stall, alongside community groups, small local businesses, etc. This engagement is due to happen this month.

Already booked are:

- Stage, sound system and engineer.
- Bins.
- Toilets.
- Bouncy castles.
- 'Market' stalls.

Still to confirm:

- Stall holders.
- Food provision (may well be RA's / community groups)
- Entertainment.

Alongside the festival itself, there are plans to do some community work in advance, including some restorations / repairs / improvements to the community art within the Netherfield Parks, work around

creating an 'archive' of memories / mementos of the 50 years of Woughton (to include photos / videos / interviews / artifacts / etc.) and work towards a lasting legacy from the project.

There is some funding that has been allocated through the MKCC Heritage Grant towards this work (approx. £7,000) with the view that this will help undertake the work on the parks, support the creation of the 'archive' and potentially enable some additional work to be added to the existing art walk(s) and, depending on amounts, the creation of additional artwork to provide that legacy piece.

There is an additional grant submitted to the MK Community Foundation to support the delivery of the project, specifically (but not exclusively) the festival, allowing a wider range of activities and provision of some large 'stretch tents' to provide additional security against weather / provide space for different activities. We are due to hear in July whether this has been successful.

Additional Activities.

The Community Development Officer has been successful in getting funding from Places for People toward provision of some additional activities, building on previously successful pilots. These include:

- **Cookery Course.** With a tutor identified and likely to be a weekend session (Saturday afternoons), this aims to engage with people who maybe haven't been able to be part of things during the week. We are looking to see whether we can work with a student or similar to film one or more of these sessions, to provide a viewable option for people too.
- **Art Course.** A couple of tutors have expressed an interest in working with us on this, offering a chance for people to 'dip their toe' in the world of art classes, learning new techniques and providing a small, supportive environment.

These activities are cost neutral, as the funding is in place for these. The exception to this is if we were to extend to include filming or additional elements. As always, consideration will be given to the value of anything additional offered.

Ongoing activities

There are a range of activities that the Community Development Officer supports across the parish:

- **Netherfield and Eaglestone Community Cafes.** After a slow start, Netherfield is slowly gaining momentum and numbers are increasing (20+ each week). Eaglestone has around 50 people sitting down each week and continues to deliver using the partnership approach. It is likely that, once appointed, the Community Food Coordinator, will take the leadership role within these sessions, working with Community Development and Operations Manager to build sustainability and a bank of volunteers.
- **Community Choir.** This is enjoyed thoroughly by attendees, based at Moorlands Family Centre and offering a supportive environment for all who enjoy making a noise. The group includes a number of people who benefit from the inclusive nature of the sessions. This is one of the activities that WCC offers on Beanhill, utilising the spaces available.
- **Beanhill Community Garden.** As with other activities, this is one that has continued to develop, with regular groups attending, including the local school. There are some local residents who play an important part within the space, but it remains an activity where the involvement of WCC means that it continues. The new Community Garden Coordinator will have a role to play with the longer term delivery at this site, working alongside Community Development.

Other related stuff

Chairs Awards is being planned for mid June, with an idea that we may be able to use the Blue Light Hub as the venue.

An application has been made to the Shared Prosperity Fund for work to be undertaken around community engagement and ensuring that less heard voices are considered. This will feed into the Neighbourhood Plan review, long term plans for the parish / council and more generally enable some greater opportunities to have quality conversations with people across the parish.

Work to support RA's is also continuing, with the Community Development Officer working to support the new associations, whilst also being available for the more established groups. The RA forums and a training programme will be provided over the coming months.

Early discussions have also taken place around delivering a session on Peartree Bridge, using the space at Age UK MK. It is likely that this will be the first Tuesday of the month (working with the social prescribing session) and then a stand alone session on the third Thursday of the month. This will be updated as and when clarified.

SUGGESTED PROPOSAL:

That the committee notes the report. No formal process needed.

AUTHOR

Steve McNay – Council Manager

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 20th May 2024

Agenda Item SC 119/24

PURPOSE OF REPORT: To update the committee on activities within the Youth and Community department.

RECOMMENDATION:

1. That the committee notes the report

MAIN ISSUES AND CONSIDERATIONS:

Youth Service

- The Barrista Park, Moving Grounds Project has been a great success. The walls murals are now complete and looking brilliant. Community engagement was excellent and there is a real opportunity for some legacy work from the project. Not to mention that the relationships built for collaborative working have been invaluable and will be useful for other service plan ideas coming up.
- The OU Chill project comes to a close now, having had the public exhibition of findings last week. We are hosting a policy development meeting next week with main stakeholders to ensure the information gathered from local young people is carried up the chain and informs real changes. This will bring our work on this project to a close.
- The Free Little Library is now varnished, and fire retardant treated. With no95's garden now complete, we are looking to launch the project to residents around half-term week.
- There is a half-term holiday programme out with addition of a great Gulliver's trip for some of our most vulnerable families, alongside the usual Play Ranger and youth sessions.
- The summer programme has been written and is looking excellent. Our stand alone, Woughton funded offer is great, but we have the added value of the Parks Trust joint event on Wednesday 24th July to kick start the summer on Peartree Bridge
- We have submitted a funding application to MKCC for around £8,000. To enable us to run summer trips to Gulliver's, Emberton Country Park and Whipsnade Zoo. Two Climb Quest sessions, two Phoenix Arts camps, One Graffiti Art camp and a large family picnic cycling event for families at Two halls Park. We are not guaranteed this funding and Committee should be aware it is becoming increasingly difficult to apply and be successful and, we do need to consider 1] the officer hours it takes to manage the HAF grants and 2] the non-inclusive nature of the funding, in our benefit analysis moving forwards. Perhaps seeking alternatives.
- If we successfully receive ASDA funding, we will also offer a 360 trip open to all residents and be able to massively widen our HAF offer to non HAF families form Woughton.
- TD is exploring MKCF funding as well: we want to work creatively and inclusively so that all Woughton resident families have access to excellent holiday activities.

All we need now is a summer of sunshine!

Advice Service Update.

Lauren Steel, our Youth, Community & Advice Officer works 30 hours per week. Four are specifically as a Youth Worker in Youth service sessions and a few pull together her Youth Community and advice roles in various ways. However, most of Lauren's hours remain purely Advice Service focused. Please note Lauren does not work Mondays.

Lauren offers 4 outreach sessions:

- Tuesday Hedgerows- 10am-12noon*
- Wednesday Moorlands 10-11am & Thursday 10-11am*
- The Young Parents / Youth Advice Café on Thursdays 12.30-2pm.

*Appointments for these are bookable through Lauren directly and the centre staff.

She is also offering appointments from Coffee Hall in the Wellbeing Room

- Wednesday 1-3pm
- Friday 9am-12 noon

These are currently booked by Lauren and sometimes utilised for drop ins when availability allows.

Friday afternoons is reserved for the administration that accompanies the Advice role and case load. This is often not enough, and admin is fitted into all available non-booked time.

Other matters of note

- Housing continues to be an ongoing trend; it is never not really. There have been historical issues getting through to MKCC Housing and although often still troublesome, there have been some improvements through relationship development by the team.
- Other high areas of support are across Benefit advice, PIP and Universal Credit applications. With some other appointments focussing on form filling, debt, and budget management.
- Most of our residents require one or two appointments, with perhaps a telephone call before or as a follow up to work through their needs. There can however be, a great deal that goes on behind the scenes and outside of the appointments.
- There are a small number of residents that need multiple appointments and high levels of support over an extended period. The beauty of our advice service appears to be that Lauren has developed relationships with these highly vulnerable residents so that can dip in and out of support, but each occurrence is simple and short lived. Lauren manages these brilliantly around her more pressing cases.
- The Advice Service is seeing positive results, overturned appeals, and successful applications on a consistent, ongoing basis.
- If a case does present as multi-faceted or multi-agency based with complex needs and usually mental health elements, they are handed over to Sue seamlessly. The two services are interlinked and our two officers work well together.

The Wellbeing Service

Sue Varley currently works 15 hours per week, her working hours are usually 8.30am-2pm Monday, Tuesday and Wednesday. She is usually working from the Wellbeing room on a Tuesday.

- Sue manages her own bookings currently. There is potential to implement a central booking system for Sue in the same way as the Advice Service, however Sue's case needs are more bespoke and ongoing. So, this is not imminent.
- Sue hands over anything that is outstanding and requires action to Tash on a Wednesday afternoon. Tash is the point of contact in Sue's absence for urgent matters.
- As the Mental Health and Wellbeing lead, Sue's caseload tends to be complex cases over longer periods of time. Where relationships of trust often need to be developed before the unpicking and resolution of issues can be addressed. Sue will usually invest in multiple appointments or drop ins over longer periods of time to manage these chronic cases and their intermittent points of crisis.

- Sue works closely with the Mental Health NHS team, the access team, Adult social care, GPs, care, housing, and benefits' agencies with and on behalf of our residents.
- If a more detailed report is requested in the future for our mental health and wellbeing work, it would be beneficial for committee to read a case study for this service as there have been multiple cases with outcomes that are truly life changing.
- Sue will be reducing her regular hours down to 12 hours as from the 1st September 2024. It is likely these will remain her core hours, but she will work some additional hours on an ad-hoc basis to enable Wellbeing projects with finite time frames, occasionally.

Youth & Community Services changes / developments that are planned.

- Lauren will complete her DSL training so she can be a named deputy within the Safeguarding team. This will give us better cover as Sue reduces her hours and for the times when Sue is working online and from home.
- TD is exploring ways to implement a booking system for the Advice Service that will enable all officers to see her availability and book in residents at the point of contact, reducing some delays for residents and maximising use of the Advice service when there are appointments unattended or cancelled at short notice.
- As the Youth and Community teams have come together as one directorate, it is envisaged that there will be greater overlap across the officers workload and more joint up approach can be fostered to enable the adult and children's work to be more integrated. This can only benefit our families.
- As no99 come into play there will be much for the Youth & Community Services team to input.

STAFFING IMPLICATIONS:

- There are items on the Service plan that could draw considerable officer time, yet no current service delivery has been cut. We need to be aware of our limitations based on our current staffing structure. The Y&CSM is keen to see the officers across all directorates working more collaboratively to enable service plan delivery.
- The Youth & Community Services Manager would like to see an on-going volunteer drive implemented to support the existing team, release pressure on the Manager and Senior Youth Officer and prevent potential closures due to annual and sick leave. Furthermore, so that areas of need identified by the Wellbeing and Advice team can be implemented, especially with the development of No99.

OTHER IMPLICATIONS:

None .

FINANCIAL IMPLICATIONS:

- It is the beginning of the year and there are no budgetary concerns envisaged.
- It is reiterated to committee that external funding is becoming more difficult to secure at the moment and there is a financial implication to the additional hours officers need to spend on managing some funds.
- Most of the Service Plan items sitting under this team do not have direct budgets allocated. As such external funding streams and volunteer drives are likely to be necessary to aid completion of our goals.

BACKGROUND PAPERS:

None.

AUTHOR Tash Darling – Youth & Community Services Manager.

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 20th May 2024

Agenda Item SC 120/24

PURPOSE OF REPORT: To update the committee on issues from within the Estates department.

RECOMMENDATION:

1. That the committee notes the report

MAIN ISSUES AND CONSIDERATIONS:

This paper aims to give an overview of the Estates department (landscape, environment and community buildings), highlighting issues of note.

Landscaping is fully on the summer season, with the principal work being grass cutting and general maintenance of the grassed spaces. With the weather having been especially good for growing (rain / sun / rain / sun) keeping on top of the grass is the priority. At time of writing, the team is on Coffee Hall, with the usual route to be followed over the summer months (check the website for details). Any sightline or other health and safety issue will still be managed as the season progresses and should be reported via the usual routes.

The saga of the water at the depot has finally been concluded, with the water supply not connected and the depot now being fully operational. This will be extremely helpful in terms of the landscape team, but also more widely across the council (e.g. access to a space for vehicle jet washing).

Environment team has expanded, following the appointment of Kathy Nolan to the post of Community Garden Coordinator. Kathy has a background in education, but more recently has been running her own gardening company – a good mix of teaching and horticulture that bodes well for the delivery of this project. Kathy will be working alongside Lorraine to develop the plan over the three years of the funding, looking at the longer term alongside this.

The beds in the community centre car park at Tinkers Bridge have been planted and are looking good. After the debacle of concretegate, it is good to see something more natural.

The Library of Things is due to open this month with the final small adjustments to the online site being needed, including linking to the payment system. Looking good.

Community Buildings continue to provide many challenges. Following the flooding at Coffee Hall, the women's bathroom has now been replastered and should be back in operation next week.

This was joined by flooding at Netherfield, where water coming up through the drains was causing difficulties – this is due to severe root ingress and will require 'sleeving' to prevent further issues. This is an issue that has been ongoing for a number of years, so getting this resolved is a priority.

Work has also started around putting a formal plan together for Eaglestone Activity Centre, as the 'back end' remains a significant challenge. The remedial work undertaken following the floods in 2018

has never really solved the issues and the peeling paint and lifting floors suggest use of the wrong materials and / or shoddy work. However, if we are to continue with this building, work is needed to make good the situation. This, combined with the urgent need to replace the kitchen mean that a plan, with applications for money / support / etc. will follow.

Portable Appliance Testing (PAT) has been undertaken across the council and with only 5 issues identified (all now resolved) a positive outcome.

STAFFING IMPLICATIONS:

FINANCIAL IMPLICATIONS:

As noted in last years budget outcome, community buildings are increasingly costing significant sums. Whilst a percentage of this is covered with grants and additional funding, there remains a gap between income and costings. This does not look likely to change this year, based upon the first couple of months.

SUGGESTED PROPOSAL:

This is for information only, so no formal proposal needed.

AUTHOR

Steve McNay – Council Manager

UPDATE: APRIL 2024

Woughton Community Council



Cameras currently deployed:

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

April 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:

We received a request to review footage regarding a reported fly tip in the area on the 10th April 2024. We supplied the footage to Milton Keynes Council Environmental Crime Unit for investigation.

We received a request to review footage for the 20th March 2024 regarding an incident in the area. We advised on this.

Outcomes:

We have been informed that the closure order on a property in the area has been partially lifted. The camera is to remain in situ.

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 April.

Outcomes:

There are no outstanding outcomes for this location.

Status:

We are continuing to review this camera regularly.

Redeploy?

N/A