

Monday 14th April 2025

To: All members of the Services & Communities Committee

Cllrs Nick Scott (Chair), Ruth McMillan (Vice-Chair), Eamon 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 **TUESDAY 22nd April 2025** 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.

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

Page 1 of 3

SC 206/24 Apologies:

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

SC 207/24 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 208/24 Questions from the public (maximum 15 minutes):

To receive questions and statements from members of the public.

SC 209/24 Chairs announcements:

To receive announcements from the Chair.

SC 210/24 Minutes of previous meetings:

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

- Monday 17th February 2025.

(Attached)

SC 211/24 Proposals for two (2) new initiatives at Eaglestone Activity Centre

To consider two (2) new sessions at Eaglestone Activity Centre (EAC) including refurbishment and rental of the 'back end' and a further 'games night' after the current café session.

(Papers attached – CDO / Council Manager)

SC 212/24 Proposal for a Community Artist in residence

To consider the idea of having a community artist based on parish, offering sessions in return for use of space within a community building.

(Paper attached – Council Manager)

SC 213/24 CCTV update from Crimewave and update on current use / plans.

Feedback sheets from February and March and update on current usage and plans for moves.

(Feedback sheets attached – info only – Council Manager)

SC 214/24 Information about the changes to Carers provision in the city

Following a change of contract and a change of provider, an update on carers support for the city and information about new providers.

(Paper attached – Cllr Smith / Y+C Manager)

SC 215/24 To consider any Community Infrastructure Funding (CIF) bid for 2025/26

To commence discussions around the CIF funding round for the coming year, taking into consideration the scoring matrix and focus of this funding.

(Paper attached – Council Manager)

SC 216/24 To agree gazebo design for replacement gazebos

To consider initial draft of gazebo design, with a view to ordering replacement gazebos for summer events

(Initial design attached – Council Manager)

SC 217/24 To inform the committee of some training at the Blue Light Hub

To provide details of some gambling awareness training being offered by MKCC / Bucks Fire and Rescue / MK NHS Trust, focusing on veterans / blue light services.

(Flyer attached – Council Manager)

Date of next meeting:

To be confirmed at the Annual Meeting, but likely to remain the third Monday of the month. The meeting will be held 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 17th February 2025 at 6:00pm
Woughton Community Council Hub, Council Chamber,
60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.**

Present: Cllrs Eamonn Bobey, Michael Ferguson, Maggie Ferguson, Luke Louis, Charlie Marsh, D'Anne Mordecai, Liz Simpkins, Sue Smith (Chaired this meeting), Lorna Webb, Alan Williamson

Also present:

Steve McNay (Council Manager)

Tash Darling (Youth and Communities Manager)

Due to both the Chair and Vice Chair being absent, Cllr Sue Smith was nominated to chair the meeting by Cllr Webb, seconded by Cllr Marsh and agreed by all present.

SC 197/24 Apologies:

Nick Scott

Ruth McMillan

Penny Glasgow

April Rennie

RESOLVED – noted.

SC 198/24 Declarations of Interest:

No declarations were made.

RESOLVED - Noted

SC 199/24 Questions from the public (maximum 10 minutes):

No questions were received

RESOLVED - Noted

SC 200/24 Chairs announcements:

The Chair advised the meeting of upcoming events and that there is a current vacancy for a Landscape Operative.

RESOLVED – noted.

SC 201/24 Minutes of previous meetings:

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

- Monday 20th January 2025.

Cllr Smith proposed that these were an accurate record of the meeting. Seconded by Cllr Williamson.

RESOLVED by way of unanimous vote

SC 202/24 Update regarding 'free' trials at Community Centres

A further paper was tabled and spoken to by the Council Manager to clarify the proposal submitted to the previous meeting, with confirmation on definitions and proposals. It was explained that this would be a very 'managed' project, with the relevant officers ensuring that groups are not duplicated, that there is support offered (with a view to sustainability) and that building towards creating constituted groups, to enable access to funding in the longer term was also suggested by the committee. It was suggested that encouraging the constitution could start from 1 month.

Proposal

That committee agrees to the proposal contained within the initial paper, namely that three-month free trials are offered to new groups, with a view to increasing use of the community centres. This to include regular updates to this committee on take up, impact, outcomes and other relevant information.

Proposed by: Cllr Smith. Seconded by: Cllr Simpkins

RESOLVED by way of unanimous vote.

SC 203/24 CCTV update from Crimewave and request for future sites.

The Council Manager spoke to the paper, giving details of discussions that have taken place with Crimewave regarding the placement of cameras and the contract more generally.

Proposal:

That committee agrees to the regular move proposal, to include traffic survey work, crime and ASB and consideration of requests from TVP / MKCC partners with the proviso that any moves requested by partners are paid for by said partner.

That committee provides details of areas that they would like a camera to be placed for three (3) months to enable a calendar to be developed and moves to be planned.

Proposed by: Cllr Smith. Seconded by: Cllr Mordecai

RESOLVED by way of unanimous vote.

SC 204/24 Events planning, with clarity around VE Day and Covid Day of Remembrance, plus agreement on location for Festival 2025

The Council Manager requested clarification from the committee on key event planning, following agreements and discussions at previous meetings.

The committee suggested that the VE celebrations could replicate the event from last year, with some music, lighting the beacon, fish n chips, etc.

The committee suggested that the Covid Day of Remembrance could be a small scale event, taking place in the Garden of Remembrance, with some quiet reflection, perhaps some speeches and a small reception in Chambers afterwards.

There was also discussion around the location of the festival for 2025, following previous discussions regarding moving each year to different estates. Due to the challenges of finding suitable spaces, with vehicular access, parking, suitable hard standing, etc. this is not possible for most estates. With the success of this years event on Netherfield, and with some tweaks around layout, market stalls, etc. the following was tabled.

Proposal

That the committee agrees to the Netherfield site being the location of the festival for 2025, with a view that there should be free activities, free stalls, access for all estates to provide stalls or similar and, if possible, free food.

Proposed by: Cllr Smith. Seconded by: Cllr Maggie Ferguson

RESOLVED by way of unanimous vote.

SC 205/24 Gazette publication dates and content agreement

To agree the proposed publication dates for the two (2) editions of the Gazette for 2025, with discussion around the content wanted within each edition

Proposal

That the committee agrees to the proposed publication dates and encourages each estate to consider what information they would like to have included in any specific page.

That the committee agrees to submit any ideas or suggestions for other articles, information or similar to the Council Manager at least a week prior to the editorial cut off dates noted, namely 25th April / 19th September.

Proposed by: Cllr Smith. Seconded by: Cllr Williamson

RESOLVED by way of unanimous vote.

Date of next meeting:

Monday 17th March 2025, 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 18.32hrs.

Signed:

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 22nd April 2025

Agenda Item SC 211/24

PURPOSE OF REPORT: To consider two (2) new initiatives at Eaglestone Activity Centre (EAC)

RECOMMENDATION:

1. That the committee considers this paper, and the proposals contained within.
2. That the committee considers whether the changes proposed to the ‘back end’ of EAC are suitable
3. That the committee agrees to additional work to the ‘back end’ of EAC, in terms of professional cleaning of the brickwork, limescale, etc. to bring up to standard.

MAIN ISSUES AND CONSIDERATIONS:

The Community Development Officer (CDO) has been working with groups to maximise use of the community buildings, and the following submissions have been made for this committee:

Jiu Jitsu (full proposal in attached papers)

This proposal outlines the rationale for establishing a Brazilian Jiu-Jitsu (BJJ) club at Eaglestone Activity Centre. It highlights the benefits for Woughton Community Council (WCC) residents, the financial advantages of using the downstairs space, and a clear plan of action for the project. This project could be part of the Woughton Community Council offering (partnership) or a standalone hire agreement.

In any event the club is looking for a “permanent” base for its activities in Woughton.

Proposal Summary

- A Brazilian Jiu-Jitsu (BJJ) black belt with 15 years of teaching experience proposes to establish a community BJJ program.
- The club will offer free self-defence classes for women and discounted sessions for students and at-risk youth.
- One of the squash courts will be covered with protective mats (provided by the BJJ club) for training use.
- The boxing club and BJJ club will coordinate schedules for fair space usage.
- Both clubs are willing to assist with cleaning, maintenance, and securing sponsorships for facility improvements.

Any discount could be factored into agreement for first year. The new club would provide an immediate and significant uplift in income at EAC (this could be a similar level to boxing – depending on agreement). They are ready to go pretty much immediately.

Benefits to the community – including a free women’s self-defence class and, potentially, discounted classes for residents, too.

The club making EAC its home is contingent on WCC ensuring changing rooms and communal areas are properly clean and that we have adequate and appropriate storage.

As sole hirers, the boxing club have made use of the “caged” space where the existing racking has been collapsing (where it still stands) since the beginning of their tenure. Proper racking and better, more efficient, use of the space will create opportunities for more groups to use the changing rooms. There are several things that can be done to ensure that the smelly boxing gear doesn't affect other users, including creating a sealed storage space (with doors), the use of odour absorbers, and ensuring that the ventilation works properly downstairs.

Both boxing and jiu jitsu are keen to see the space professionally clean/descaled, decorated and organised in a way that will promote attendance and high standards in terms of cleanliness. This can be done at very low/no cost by working with both groups and their contacts in business and utilising community volunteers.

The person running the jiu jitsu club is very professional and has excellent links to business and the wider community. He runs one of the biggest Jiu Jitsu competitions in the UK, in Milton Keynes, and is a professional referee.

The jiu jitsu club will provide mats (worth about £3k). These will be able to be used by other groups – under strict condition of “no shoes” (we would need a simple SLA for all groups to sign) - and will open the possibility of offering the space to new hirers such as Yoga / dance / gymnastics etc. Aside from the boxing club the second squash is court virtually unused.

Once the space is clean and decorated, WCC can actively advertise and generate more business. In terms of hire rate etc the following should be taken into consideration:

- The club would offer free and discounted classes (for WCC residents).
- They would be using one squash court but “exclusively” i.e. they would be able to structure their timetable as they see fit (around the boxing club's existing Monday and Thursday bookings). Other groups could rent the space outside of this, subject to agreement.
- Factoring in the 3-month discount into the first year's contract price vs giving 3 months free to get things moving.

The proposal offers a big win for WCC, the hirers and the community. No other parish council is doing this. It would be a great revenue generator. The club would build community, confidence/self-esteem, health.

Games night at Eaglestone.

A resident is keen to start a games night, after the café, at EAC, on Wednesdays. This will be a small group initially and run for an hour from 5.30-6.30pm approx. The group would, ideally, like some space to store board games but would otherwise be self-sufficient.

WCC could extend the same terms as the Coffee Hall games night – FOC? Alternatively, we could look to help to promote for 3 months and underwrite any losses, similar to table tennis.

Storage space is at a premium in EAC, so this would need to be investigated and suitable space sourced.

STAFFING IMPLICATIONS:

Additional caretaking would be needed for both elements. This should be within existing contracted hours so no additional costs.

FINANCIAL IMPLICATIONS:

The jiu-jitsu proposal, if agreed, would result in around £8,000 income per year*. There would be some costs associated with getting the space up to standard, but these are relatively minor and, once undertaken, would improve the space for all involved.

The games night would not be a financial benefit, but costs would, it is felt, be minimal. The challenge of operating anything from EAC is that the building is complicated in terms of opening / closing, so this isn't something that can be 'passed on' to bookers. This makes it different to the existing sessions that are managed entirely by the group and would mean that there would be a cost to operating these sessions. It is suggested that a 3 month period to see if there is any sustainability for this session is agreed in the first instance.

OTHER IMPLICATIONS:

The impact of having the 'back end' as a primarily contact sport space may have consequences on other provision, such as youth, Phoenix arts and any proposals for future development. Ideas previously posed have included making the space into a 'soft play' area, offering this as an option for children's parties. Whilst the jiu-jitsu proposal wouldn't exclude this, it would mean that additional work would be needed to move stuff in / out.

BACKGROUND PAPERS:

Jiu Jitsu proposal

SUGGESTED PROPOSAL:

AUTHOR

Steve McNay – Council Manager

SC 211/24a

Draft proposal for Brazilian Jiu-Jitsu Club at Eaglestone Activity Centre

Introduction

This proposal outlines the rationale for establishing a Brazilian Jiu-Jitsu (BJJ) club at Eaglestone Activity Centre. It highlights the benefits for Woughton Community Council (WCC) residents, the financial advantages of using the downstairs space, and a clear plan of action for the project. This project could be part of the Woughton Community Council offering (partnership) or a standalone hire agreement.

In any event the club is looking for a “permanent” base for its activities in Woughton.

Proposal Summary

- A Brazilian Jiu-Jitsu (BJJ) black belt with 15 years of teaching experience proposes to establish a community BJJ program.
- The club will offer free self-defence classes for women and discounted sessions for students and at-risk youth.
- One of the squash courts will be covered with protective mats (provided by the BJJ club) for training use.
- The boxing club and BJJ club will coordinate schedules for fair space usage.
- Both clubs are willing to assist with cleaning, maintenance, and securing sponsorships for facility improvements.

Benefits for Woughton Community Council Residents

- **Community Safety:** Free self-defence classes for women will provide vital safety skills and confidence.
- **Youth Engagement:** At-risk youth will have access to affordable martial arts training, offering structure and discipline.
- **Social Inclusion:** The club will be open to all, encouraging diversity and local community bonding.
- **Improved Facilities:** Both clubs will contribute to the renovation and maintenance of the downstairs area.

Financial Benefits

- **Increased Revenue:** Regular hire fees from the BJJ club will generate consistent income for WCC.
- **Efficient Use of Space:** Utilizing the currently underused squash courts for BJJ provides a secondary revenue stream.
- **Long-Term Savings:** Sponsorships and voluntary labour from the clubs reduce the council's financial burden.

Plan of Action (to be undertaken before sessions can take place)

1. **Clearing and Cleaning:**

- Remove stored equipment from one changing room.
- Conduct industrial cleaning of both changing rooms.

2. **Renovations:**

- Redecorate and install necessary storage.
- Prepare one squash court with mats for BJJ sessions

3. **Scheduling and Agreement:**

- Establish a Service Level Agreement (SLA) between the boxing club, BJJ club, and WCC.
- Confirm training schedules to avoid conflicts.

4. **Facility Management:**

- Allocate caretaker hours for regular cleaning.
- Establish accountability for maintaining the space.

5. **Community Engagement:**

- Promote classes via local outreach and partnerships with schools and community groups.
- Encourage sponsors and local tradespeople to contribute to the improvements.

Summary in Simple Terms:

- A new Brazilian Jiu-Jitsu club wants to offer classes in the community centre.
- The club will provide free self-defence classes for women and discounted sessions for young people.
- The centre will earn money by renting the squash court for training.
- Both the boxing and BJJ clubs will help clean and improve the space.
- Local sponsors and volunteers will reduce costs.
- The community centre will become more active, safer, and welcoming for everyone.

Conclusion

The proposed activity will bring significant social, financial, and communal benefits to the Woughton community. The collaboration between the clubs and WCC ensures a well-maintained, inclusive space that serves residents of all backgrounds. This project represents a valuable investment in the well-being and development of the community.

Woughton Community Council: Artist in Residence and Studio Proposal

Overview

I recently delivered a successful *Art and Wellbeing* course at the new Health and Wellbeing Hub in Coffee Hall. Over six weeks, a group of around 12 to 16 participants were guided through a series of drawing and creative exercises designed to build artistic skills and help participants gain confidence in their creative capabilities.

Alongside the technical development I focused on creating an inclusive, welcoming space where participants could feel at ease, express themselves freely, build new relationships, and experience the therapeutic benefits of art making. At the very least, it offered a valuable opportunity to pause, shift focus, and gain a fresh perspectives.

The group bonded well over the course. Attendance was consistently high, with only occasional absences due to health or family commitments. Feedback has been very positive.

Since the course ended, participants have been invited to attend a self directed, weekly drop-in session. This follow up opportunity provides space and materials for them to continue exploring creative projects. Engagement remains strong, with current weekly attendance averaging 6-10 participants. From my observations during informal visits, I have seen individuals making meaningful progress on their personal work. I have also been able to offer constructive feedback and encouragement. The group is currently working towards a collective exhibition - dates to be confirmed.

This proposal for an Artist in Residence and Studio, is inspired by the success of that project and meaningful connections I have made with the participants, who have remained receptive, enthusiastic, and fully engaged.

Relevant Experience

As a practicing artist with over 25 years of experience, I bring a wealth of knowledge in both community engagement and arts facilitation. I have worked with key arts and community organisations, including MK Gallery, Milton Keynes Arts Centre, MK Arts and Health, Westbury Farm, and the Milton Keynes International Festival.

I have held previous Artist in Residence roles with:

- MK College (2024) – studio space in exchange for workshop delivery
- Big Local Conniburrow (2017) – a year-long community engagement contract focused on promoting the newly planted Conniburrow Orchard and supporting MK Gallery's City Club project
- Abbeys School (2005) – workshops in exchange for studio space

These experiences have deepened my commitment to socially engaged practice and built my capacity to work meaningfully with a wide range of community groups.

Artist in Residence and Studio Proposal

Why it Matters

Having an Artist in Residence with a dedicated studio space would be a valuable asset to Woughton Community Council, offering wide-reaching social, cultural, educational, and even economic benefits. It would enrich the area's cultural fabric, promote wellbeing, and foster social cohesion through inclusive, accessible, and participatory art experiences.

As an artist deeply committed to community connection, I believe that creativity is a universal language - one that fosters healing, joy, empowerment, and belonging. My vision is to create a welcoming studio space where art becomes a shared experience: a place where anyone, regardless of age, background, or ability, feels seen, valued and inspired.

This residency would not only support my personal practice, but more importantly, create opportunities to co-create with the community, nurture creative dialogue, and offer hands-on experiences in self-expression, learning, and growth.

Objectives

- Increase access to the arts across the community.
- Foster dialogue, inclusion, and collaboration through creative expression.
- Provide skill-building opportunities via workshops, mentorships, and exhibitions
- Use art as a tool for reflection, connection, and healing
- Produce a community inspired body of work that reflects local stories and celebrated shared experiences

Proposed Activities

• Open studio hours

A welcoming, drop in space where residents can create, observe, or chat with the artist (capacity dependent on space)

• Community Workshops

Free or low cost sessions on drawing, painting, mixed media, art and wellbeing, and creative skill building - tailored for all levels.

• Collaborate Projects

Events and activities such as public art pieces, community garden art, local walks, cafes, and intergenerational projects.

• Pop up Exhibitions

Showcasing residents' and group artwork in community hubs, shared spaces, or outdoor public spaces

• Community Outreach

Partnerships with schools, after schools programme, local health organisations, resident groups and other community partners.

Benefits to the Community

- Encourages creative expression across all ages and backgrounds
- Enhances wellbeing through therapeutic, non-clinical engagement
- Builds pride in place and strengthens neighbourhood identity
- Increases use of shared spaces and social interaction
- Offers meaningful engagement with local cultural life

How it would work

- **Drop in Opportunities:**

Casual sessions for residents to ask questions, for a chat, ask a questions, receive feedback, have a drink, or join in studio activities. These would be relaxed, small scale sessions to support both conversation and creativity.

- **Scheduled Feedback Sessions:**

Regular, timetabled opportunities for community members to receive one to one guidance or A specific amount of artist hours a week will be agreed in exchange for Woughton Community Council providing a studio space to develop new artwork.

- **Community Engagement in Exchange for Studio Space:**

A set number of artist hours per week (to be agreed upon) would be exchanged for dedicated studio space. I propose **two three-hour sessions per week** (morning, afternoon, or evening by arrangement), which would include preparation, delivery, and clearing up. Sessions would be adaptable depending on need.

Options for Community Engagement Structure

- **Fixed Time & Space:**

Regular, scheduled sessions in a single location each week

- **Fixed Time & Flexible Space:**

Programming rotated between multiple community venues across Woughton

- **Flexible Time & Space:**

Responsive delivery model based ongoing community needs, events and opportunities.

UPDATE: FEBRUARY 2025

Woughton Community Council



Cameras currently deployed:

- **Langland Road, Netherfield (Taken Down)**
- **Tandra, Beanhill**
- **The Hide, Netherfield (Vandalised)**

February Findings:

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:

There were no reported incidents during the month of February.

Outcomes:

We have been informed by the local policing team that the evidence gathered led to the execution of a warrant on an address in the area.

Status:

We are continuing to review this camera regularly.

Redeploy?

This camera has now been redeployed.

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 February.

Outcomes:

There are no outstanding outcomes for this location.

Status:

We are continuing to review this camera regularly.

Redeploy?

This camera is due to be redeployed.

The Hide, Netherfield:

Install date: 27th February 2025

Reason for install:

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

Reports/Identified incidents:

Unfortunately the camera was vandalised a few days after installation. The camera is to be repaired and redeployed to a new location.

Outcomes:

We have reported this to the police as criminal damage.

Status:

N/A

Redeploy?

To be redeployed to a new location.

UPDATE: MARCH 2025

Woughton Community Council



Cameras currently deployed:

- Tandra, Beanhill (Taken Down)
- Lloyds, Coffee Hall

March Findings:

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 March.

Outcomes:

There are no outstanding outcomes for this location.

Status:

N/A

Redeploy?

This camera has been redeployed to Lloyds, Coffee Hall.

Lloyds, Coffee Hall:

Install date: 13th March 2025

Reason for install:

This camera is in place due to reports of parking issues.

Reports/Identified Incidents:

We are collecting the data and will be providing a report in due course.

Outcomes:

There are no outstanding outcomes for this location.

Status:

We are continuing to review this camera regularly.

Redeploy?

N/A

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee - Tuesday 22nd April 2025

Agenda Item SC 214/24

PURPOSE OF REPORT:

1. To update the committee on information known about closure of the Young Carers / Adult Carers MK service and replacement offer. To enable committee to consider if Woughton should or can offer something to support Woughton carers in the interim or long-term.

RECOMMENDATION:

1. That the Committee notes the report.
2. That the Committee reflects on the report and considers whether WCC would like to task the Youth & Community Services Manager and Council Manager with exploring what may be appropriate and possible to offer in the interim or long-term.

MAIN ISSUES AND CONSIDERATIONS:

Carers MK have announced closure of their services in MK, following an unsuccessful application for continued commissioning. They will cease to deliver on 31st April 2025. Carers MK (<https://carersmiltonkeynes.org/>) has been supporting family carers, delivered services in Milton Keynes for almost 20 years. Over that time Carers MK has provided valuable and effective support to thousands of carers, offering advice, advocacy, solidarity, and respite services to help them manage their situations. Both the Youth Service and the Advice & Wellbeing Service have signposted to Carers MK successfully. This is a highly valued and used pathway for children and young people in Woughton but has not been reported to be a frequent referral pathway for adults.

We have been told by Carers MK that “After careful evaluation and regret, we decided not to apply for the lead provider under the new contract. This was a very difficult decision for us because we have built strong relationships with so many carers, colleagues, partners, and friends in Milton Keynes. While Carers MK did submit an application for the Young Carers / Young Adult Carers contract, unfortunately, we were not successful on this occasion.”

From May 2025, the lead provider role for carer support will transfer to Citizens Advice Milton Keynes and the Young Carer/ Young Adult Carer to CHUMS as part of commissioning changes by Milton Keynes City Council. They will continue to support carers over the transition period until the end of their contract and we remain committed to exploring opportunities to contribute to carer support in Milton Keynes in the future. The Young Carer/ Young Adult Carer service will stop accepting referrals from Friday the 28th of March. We will stop accepting all other referrals from the 11th April 2025 at 5pm. If referrals are received after the dates above, they will be returned. Carers MK leaflets and posters, alongside all signposting will be discontinued after 30th April 2025, as their phone lines will no longer be in service.

CHUMS <https://chums.uk.com/> A Mental Health & Wellbeing charity are being commissioned but I cannot find anything to date on what this will look like for Young & Adult carers. They are quite a big organisation and cover both a broad area of support and a wide geographical area.

- There is no replacement referral pathway in place as yet, to my knowledge.
- CAB do have services available through our two GP surgeries, so we have some contacts and signposting locally.
- Much of the advice and signposting carers are likely to require are those subjects which our Youth & Community Service officers are already offering as standard: Housing, finance, welfare, benefits and health. Therefore, I would expect these to be picked up within our existing services.
- Advocacy is also an area of support we offer all residents, as appropriate. And, we should be signposting for anything that requires legal or clinical advocacy anyway. This is unlikely to change under any circumstances as our officers have neither the training or time to facilitate that level of support.
- It may be possible under the banner of the Advice & Wellbeing Service to incorporate a regular specific drop-in session at no99 to enable adult carers resident in Woughton access to all the services and expertise of the team. A designated offer beyond an early-help style drop-in would require additional staff and financial investment.
- Similarly, a specific targeted youth session may be possible and is the area that we are most likely to see an increased need and demand for as we have a disproportionately high number of young carers in Woughton. We currently rely heavily on young carers MK support for local children and young people. A detrimental impact is very likely for Woughton families when this service goes if the new provider does not match Young Carers MK's offer. However, it would need to be resourced in addition to the current youth staff structure and budget.

It is worth noting at this time we do not yet know what the replacement offer will look like or the likely impact on our residents, being that we do not hold data currently on the level of Woughton residents requiring this type of support. Committee may consider tasking the Advice and Wellbeing Service with sourcing as much information as possible to be prepared for any local needs that arise in the coming months relating to adult carers. Also, perhaps consciously communicating the team's availability to signpost and support as appropriate within the remit of our existing services during the transitional period between providers. In terms of children and young people impact, we already expect it to be significant and it has been added to an agenda for an existing scheduled meeting with MKCC Early Help team later this month.

FINANCIAL IMPLICATIONS:

Currently unknown as there is no specific proposal to which we can cost. However, any increase in service delivery will undoubtedly require additional financial support (mainly staffing costs).

STAFFING IMPLICATIONS:

Current staffing does not have available staff allocated to this type of project and there is little availability within team schedules. However, it may be possible under the banner of the Advice & Wellbeing Service to incorporate a regular specific drop-in session at no99 to enable young and adult carers resident in Woughton access to all the services and expertise of the team. This would require greater investigation, project planning and presentation of a considered proposal at a subsequent committee meeting.

OTHER IMPLICATIONS:

This is another (there have been a few in recent months) example whereby principal authority and commissioning decisions have had or have the potential of devolving services from principal authority funded providers, into the community and voluntary sector. Committee may want to consider this pattern and the limitations our officer team and budgets have to increase our offer as part of Woughton's position on devolved services.

AUTHOR: Tash Darling. Youth & Community Services Manager. April 2025

WOUGHTON COMMUNITY COUNCIL

Services and Communities Committee – 22nd April 2025

Agenda Item SC 215/24

PURPOSE OF REPORT: To inform the committee of the new Community Infrastructure Fund (CIF) for 2026/27

RECOMMENDATION:

1. That the committee considers the report and attached papers

MAIN ISSUES AND CONSIDERATIONS:

The following was sent to the Council Manager last week:

*The Community Infrastructure Fund 2026-2027 is now open until **31 August 2025**. All the details including the full guidance notes and application form may be found on the Council's website here: [Working with parish councils | Milton Keynes City Council](#)*

Community Infrastructure Fund (CIF)

Each year MK City Council offers all parish, town and community councils the opportunity to apply to the CIF to match fund a local community project. The total fund is £100k. All applications received are scored based on criteria including what benefits will it bring to the parish, encouraging biodiversity, solving an existing problem and local community support.

Parishes can apply for up to £20k of funding from the CIF with the other half coming from parish funds. Smaller parishes with less than 200 households can receive 75% funding.

Projects must be within the public realm e.g. on the highway or public open space. They must not incur ongoing maintenance costs to the council. Previous projects include flood prevention measures and storage, larger dog waste bins, play area equipment, bollards and verge protection and solar panels for community buildings.

I have also attached the scoring matrix for you. Any application is scored against this matrix with the highest scoring projects going onto the final shortlist so please bear this in mind when considering possible projects. Previous schemes have included speed indicator devices, flood prevention measures and storage, solar panels for community buildings, bollards and verge protection, larger dog waste bins and play or sports area improvements.

Each parish can submit an application for up to a maximum of £20,000 from the CIF which must be matched from parish funds.

Please include as much information as possible when submitting your form/s to help support your application as we will use this to score your project/s.

Following the application deadline, we carry out feasibility and shortlisting until the end of the year with the final list going to a Delegated Decision in early 2026. Please note the CIF 26/27 is subject to budget approval and availability.

If you have any questions, get in touch and we'll be happy to help, you can email me or use highways.liaison@milton-keynes.gov.uk.

STAFFING IMPLICATIONS:

Depending on application

FINANCIAL IMPLICATIONS:

This is a 'matched fund' so any application will require match funding from other sources – this could be existing budgets, further applications or via the precept funding.

BACKGROUND PAPERS:

Community Infrastructure Fund 2026-2027

CIF Scoring Matrix 2026-27

SUGGESTED PROPOSAL:

That the committee, alongside the wider council, considers if there are any issues that this committee would like to have considered for a funding bid under this grant pot, with a view to having more formal proposals developed for June, with a view to submission by August 2025.

AUTHOR

Steve McNay – Council Manager

Community Infrastructure Fund 2026-2027

Guidance & Criteria

1. Any application to the CIF will be scored against four key areas which are:

- Solves a persistent problem
- Improves safety
- Benefits the community
- Adds value

2. All projects are scored against this criteria between 1 and 4 giving a maximum score of 16. The top scoring projects will go onto a shortlist for funding which is put to Delegated Decision each March.

3. The project shall be undertaken in exercise of a function for which both parishes and Milton Keynes City Council have powers (incl. s.137 powers of the Local Government Act 1972)

4. The project shall be for investment in public realm assets, adhere to MKCC design principles and involve and provide a permanent benefit to the parish. Public realm is defined as 'something that is provided for the use of the community'.

5. Locations should be:

- MK City Council owned
- Parish/Town or Community Council owned (or available for parish acquisition)
- Long Term Lease (If the building is occupied on a long term lease, the terms of the lease will need to be reviewed prior to award of grant funding)*

*If under an MKCC lease at the time of allocation, the relevant permissions must be sought from the City Council's Estates and/or Legal team.

6. Parish, Town and Community Councils will be responsible for ensuring local residents are consulted on project proposals.

7. The maximum contribution from MK City Council will be £20,000 per parish (£40,000 total project value).

8. Each Parish, Town or Community Council will be entitled to submit up to a maximum of 3 applications for projects, up to the value of the maximum contribution. You must indicate your preference for each project marking as 1st, 2nd or 3rd choice on the application.

9. MK City Council's share of the cost of the project will be no greater than 50% excluding VAT (75% for very small councils those with a tax base of less than 200 /band D equivalent) or the lower of the following figures: the lowest quotation; or the maximum award approved by MK City Council.

10. Any works carried out on an MK City Council asset, building, or land must be undertaken by MK City Council.

11. The project, once completed, should not involve any additional ongoing maintenance or running costs, other than any costs that are to be met by the Parish, Town or Community Council. MK City Council will only carry out maintenance in line with the relevant departments or service areas policies and procedures, if it is an MK City Council asset or land.

12. Applicants must provide outline costs for works at the application stage.
13. Parishes should state how their 50% contribution is being funded. Parish match funding cannot be from any other part of MK City Council's funding e.g., Section 106 or from another grant application.
14. Approved projects for the 2026-2027 CIF must be completed within the 2026-2027 financial year and must not exceed this deadline unless in exceptional circumstances and with approval for an extension from MKCC.
15. Parish, Town and Community Councils will, prior to submitting an application, check whether any planning permissions or any other relevant permissions or consents are required and ensure that such permissions/consents etc. are in place upon application. Evidence must be included with the application. The costs of any planning permissions that may be necessary can be included as part of the costs.
16. Before applications are submitted, applicants will be required to provide evidence that the project/s have been discussed with relevant MK City Council departments and have obtained permissions in principle.
17. Parish, Town and Community Councils should present three quotes at the application stage for the work that will be undertaken by the Parish, Town or Community Council, to demonstrate the principles of Best Value.
18. If three quotes are not available, applicants are required to advise of the reasons when applying for the council's grant(s) e.g., conservation requirements are for specialist contractors which may be limiting choices.
19. A Delegated Decision will be made by the relevant Cabinet Member or Council Leader following an assessment of applications for funding by MK City Council officers.
20. Where schemes do not proceed or are at risk of not delivering within agreed time frames, the amount allocated must be returned immediately to MK City Council for re-allocation. Funds cannot be transferred to another project.
21. Funding can only be used for the projects for which they are approved by the MK City Council.
22. Release of funds will only be made upon the completion of the works and they have been checked and approved by a relevant MKCC Officer. This officer will provide a written confirmation that the project has been delivered as per the approved application. A copy of the invoice and presentation of three quotes for the work that has been undertaken by the Parish, Town or Community Council to demonstrate the principles of Best Value.
23. The fund cannot be used for normal running costs i.e. officer salaries, energy bills or rent.
24. MK City Council will monitor the progress of projects; this could involve site visits if appropriate. Applicants are required to provide evidence of completion of all projects; photos are required at application and completion stage ("before" an "after" pictures).
25. The Parish, Town or Community Council will be required to maintain a minimum of £5 million insurance for public liability and provide the evidence to the MK City Council together with their application.
26. The Parish, Town or Community Council is required to comply fully with relevant, current UK Health and Safety legislation and regulations.
27. If a grant is used to buy a significant item of equipment or asset, we will advise that it must be recorded in the accounts that MK City Council has an interest in it. If the asset is to be disposed of (sold), MK City Council must be contacted before the disposal is made. MK City Council may require a share of the proceeds in relation to the original contribution.
28. CIF funding is Capital funding and therefore it cannot be used to fund revenue works related to landscaping services. However it can be used for the enhancement of an existing asset or building something new. The future revenue implications of any Capital works will need to be minimised where possible. If parishes are devolved, they can self-deliver or use MK City Council contractors.

Type of projects

To give you an idea of the type of project that may be applied for under the CIF, here's some examples of public realm projects that we have completed over the last few years. These are just some examples, if you need any help, ideas or advice please contact your Highways Liaison Officer or email highways.liaison@milton-keynes.gov.uk

Verge protection

Parked vehicles can cause damage to verges which is both unsafe and unsightly. Ascot fencing prevents vehicles from parking or mounting the verge. Costs depend on the length of the verge sections you want to protect and whether any utilities are in the ground. After an assessment, we can provide a bespoke quote. Any post and rail fencing installed would need to be maintained at parish expense.

Gateway signs

These provide a dual use - they draw motorists attention to the entrance to a village or hamlet and the change in the speed limit. There is a standard design that we use for any gateway signs for MK which can be adapted to include a short message 'Welcome to [name]' or 'Please drive safely' with a speed limit roundel.

Flood Prevention

Hydrosnakes, pumps, flood diverters or hydrosacks are some effective alternatives to sandbags. These can all be kept in special storage containers in the local area so they are easily accessible whenever needed. Contact the Flood & Water Management Team to see what options are best for your location at LLFA@milton-keynes.gov.uk

Speed Indicator Devices (SIDs)

SIDs are a good way to alert motorists to their speed as they enter a residential area. They are most effective if moved on a regular basis around three locations. SIDs may display the drivers' speed and a smiley or sad face, or they may display a 'Slow Down' type message.

There are several models available to suit local needs and budgets. For help and advice about SIDs, contact road.safety@milton-keynes.gov.uk

We recommend SIDs are used as part of a wider speed awareness campaign including Community Speedwatch. If you wish to install SIDs, make sure you also include the cost of any pole installations in your application. Existing defunct poles are unlikely to be suitable or in the best location.

Play area flooring or equipment

Most MK estates have several play areas which may need new equipment or replacement wet pour flooring. You may want to install some new or accessible items to a play area.

Our Parks and Open Spaces officer, Phillip Snell (phillip.snell@milton-keynes.gov.uk) can provide advice and guidance if you would like to include play area equipment or surfacing as your CIF project.

SC 215/24b

COMMUNITY INFRASTRUCTURE FUND 2026-2027

Scoring Matrix

Criteria for funding.

Each application is scored on each section using the evidence provided.

Lowest possible score is 4, highest possible score is 16.

Projects on approval list scored 10+

	1	2	3	4
Persistent problem	No background of historic problem	Limited evidence to show a historical problem	Good level of evidence to show a historic problem	Significant evidence to show a consistent long-term problem
Safety	No safety concerns	Low level of safety concerns	Medium level of safety concerns	High level of safety concerns
Community benefit	No evidence of community engagement	Some engagement with the local community	Good level of engagement with local community	Excellent level of engagement with the local community
Added value	No added value	Minimal added value	Some added value	Significant added value

SC 216/24



FREE "BATTLING THE ODDS"



Armed Forces and Blue Light Gambling Harm Awareness

Join us to:

- Develop an understanding & knowledge of gambling harms
- Raise awareness of the Armed Forces & uniformed services community
- Learn about the support available
- Understand referral pathways
- Learn about risk factors & reduce stigma

Tuesday 6th May 2025

Blue Light Hub, Thornberry, Milton Keynes MK6 4BB

What3Words: Spell.galaxy.impose

Parking: Once.wake.slips

Two sessions to choose from:

- 1000-1230hrs
- 1300-1530hrs



Facilitated by Feona Veys, military child and
Andrew Stoneley, veteran



[Click here to book or scan QR Code](#)

For more information email johanna.Hrycak@mkuh.nhs.uk