

# Woughton Community Council

## SERVICES AND COMMUNITIES COMMITTEE

20<sup>th</sup> October 2025

### MINUTES

**Present: Cllrs Nick Scott (Chair), Ruth McMillan (Vice-Chair),** Donna Fuller, Penny Glasgow, Charlie Marsh, D'Anne Mordecai, Deanna Norris, Liz Simpkins, Sue Smith, Lorna Webb and Alan Williamson.

Also in attendance: Steve McNay (Council Manager), and Tash Darling (Youth and Communities Manager)

#### **SC 48/25 Apologies:**

Apologies were received from Cllrs Michael Ferguson, Maggie Ferguson, Luke Louis, April Rennie and Eamonn Bobey.

**RESOLVED – noted.**

#### **SC 49/25 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.

No declarations were made

**RESOLVED – noted.**

#### **SC 50/25 Questions from the public (maximum 15 minutes):**

No questions were received.

**RESOLVED – noted.**

#### **SC 51/25 Chairs announcements:**

The Chair noted that there are two events coming up – Remembrance Sunday on 9<sup>th</sup> November and Children's Remembrance Parade on 11<sup>th</sup> November.

**RESOLVED – noted.**

#### **SC 52/25 Minutes of previous meetings:**

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

- Monday 15<sup>th</sup> September 2025.

**Proposed as a true and accurate record by:**

**Cllr Scott. Seconded by: Cllr Webb.**

**RESOLVED by way of majority vote.**

#### **SC 53/25 Feedback from previous grant awards**

To provide the committee with the feedback from two (2) previously awarded grants:

##### **a) Netherfield Residents Association trip to Great Yarmouth**

The Council Manager shared the feedback with the committee, which was positively received.



b) **Pheonix Arts microphone system**

The Council Manager shared the feedback and photos with the committee and also shared a video of the microphone system being used at the Woughton Festival. The committee thanked the applicant for the photos and videos.

**RESOLVED - noted**

**SC 54/25 Information regarding DAFS, following presentation at the Parishes Forum**

The Council Manager shared information regarding the Drugs and Alcohol Family Support service, including posters and leaflets. Cllr McMillan also shared some information, as they had presented at Parishes forum and she also requested that the media was shared with councillors so that they can also share via social media, as well as going on noticeboards, etc.

**RESOLVED - noted**

**SC 55/25 Update on Website Compliance and options for action**

Following the new 'Assertion 10' rules within AGAR, options for ensuring compliance with the website, the Council Manager spoke to the provided paper, explaining options and proposed actions. This follows the new rules coming into force regarding statements for the AGAR, specifically around data management and website accessibility compliance, and concerns that the current website provider is insufficiently prioritising this as an action. Whilst there is some 'wiggle room' in terms of being 'proportional', given the size of WCC and the importance of the council being compliant and consistent, there is going to be a need to revisit the website provision in the event that the provider is unwilling to make the necessary adjustments.

**Proposal:**

- *That the committee tasks the officers with reviewing the current site, updating where possible, preparing a clear accessibility statement and undertaking any other remedial work possible internally.*
- *That the committee tasks the officers with preparing a full procurement process for a compliant website, with full costings and visual proposals, for implementation within a reasonable timeframe (to be completed and new site up and running by December 2026).*

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

**RESOLVED by way of unanimous vote.**

**SC 56/25 Consideration of the Service Plan for 2026/2027**

To help with budget planning, a discussion took place where the committee considered the areas they would like to see developed, created, expanded or otherwise included in the 2026/2027 council year.

The discussion included a variety of ideas for consideration in the preparation of the plan:

- Review of the food provision (café, fridges, etc.)
- A focus on creating independence and supporting personal development
- Increased engagement with the BAME community, including cultural events and involvement more widely within the council.
- Repair café, linking in with the Library of Things
- Aspiration and encouragement being key elements of the council's approach.



The committee was encouraged to continue to consider ideas around provision, activity and development for 2026/27, 'throwing ideas into the mix' over the next few months, enabling the fuller development of the service plan.

**RESOLVED - noted**

### **SC 57/25 Update on initiatives**

The Council Manager and Youth and Communities Manager provided details of new services and sessions, including a new art session for toddlers (EAC, in partnership with MK College), a reminder of Remembrance and clarity around the Santa Sleigh – this includes the Grinch attending.

**RESOLVED - noted**

### **Date of next meeting:**

**Monday 17<sup>th</sup> November 2025 @ 6.00pm**

**Woughton Community Council Hub, The Local Centre, Council Chambers, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.**

**The Chair closed the meeting at: 18:54 hours**

**Signed:**

