

## **Woughton Community Council**

### **Services & Communities Committee**

**Minutes of the meeting held on Monday 28<sup>th</sup> September 2020, 6:00pm via Zoom Video Call and Facebook Live.**

**Present: Cllrs Nick Scott (Chair), John Orr (Vice-Chair),** Janette Bobey, Luke Louis, Ruth McMillan Sue Smith, Alan Williamson, Pam Wilson.

**Also present:** Brian Barton (Committee & Member Services Officer), Tash Darling (Youth Manager & Safeguarding Lead), Steve McNay (Council Manager), Sean Perry (Community Services Manager), Lorna Williams (Caretaker Manager).

**In attendance:** Cllr Donna Fuller.

**SC 97/20 Apologies:**

Cllr Terri Parish (Work commitment).

**AGREED**

Cllr Brian Hepburn was not in attendance (but submitted his apologies after the meeting was held).

Cllr Lauren Townsend was not in attendance or submitted her apologies.

**NOTED**

**SC 98/20 Declarations of Interest:**

There were no declarations of interest.

**NOTED**

**SC 99/20 Questions from the public (maximum 10 minutes):**

There were no questions from the public.

**NOTED**

**SC 100/20 Chairs announcements:**

The Chair informed the meeting that the Royal British Legion Jubilee branch has requested if any individual or organisation wishes to order a wreath for the remembrance service on the 11<sup>th</sup> November 2020, they should please contact the Chair of the branch Mr David Tomlinson, or Cllr Nick Scott who will pass on the details of any orders.

**NOTED**

### **SC 101/20 Minutes of previous meetings:**

The minutes of the Services & Communities Committee meeting held on Monday 27<sup>th</sup> July 2020 were **AGREED** as a true and correct record and will be signed by the Chair.

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

There were no funding applications for consideration at this meeting.

**NOTED**

### **Reports**

#### **SC 102/20 To update the committee on fly tipping issues and how Woughton Community is planning to tackle the problem:**

The Council Manager informed the meeting that there have been significant issues around fly-tipping across the Woughton Community Council area over recent months and are getting regular contacts from residents unhappy about the impact and frequency.

The Woughton Community Council Environment team continue to take a proactive approach, addressing issues quickly with an educational approach in the first instance.

Members gave examples of fly tipping in their Ward.

It was proposed that regular meetings should restart again with Milton Keynes Council to resolve issues, and to obtain regular briefings on fly tipping figures.

It was also suggested to obtain fly tipping figures from Milton Keynes Council and present the figures in a report at each meeting of this committee.

It was further suggested undertaking a leaflet drop informing residents that they could be fined up to £50,000 and potentially an eight (8) month prison sentence if caught fly tipping.

#### **RESOLVED**

- 1. That the committee notes the report.**
- 2. That Woughton Community Council to continue to work with the principle authority around the management of fly tipping.**
- 3. That Woughton Community Council continues to investigate the use of CCTV cameras to address some fly-tipping hotspots, as agreed previously.**

#### **SC 103/20 To update the committee on the 2020/2021 Service Plan, and to consider items for the 2021/2022 Service Plan:**

The Council Manager updated the committee meeting on the progress of items in the 2020/2021 Annual Service Plan that relates to the Services & Communities Committee.

The service plan has twenty-one (21) items on it, of which ten (10) sit within the Services & Communities Committee remit. Some are unaffected, some will need adjusting and some will not be met this year. Briefly, this breaks down as follows:

**Item 1 Woughton on the Road.** The trailer is up and running and the wrapping should happen, if somewhat later than anticipated. City Fibre have agreed to support the wrapping of the trailer and designs are being finalised currently. The trailer has provided an excellent resource over the summer and this can be extended to include a variety of other provision (pop up Community Fridge, pop up café, etc.)

**Item 2 Community Allotments.** The transfer is progressing. Planning being considered. Big Lottery have halted all non Covid-19 funding for six (6) months, so progress will be slowed by this. However, alternatives will be investigated, and work can start once the land transfer is agreed and planning permission given.

**Item 6 Increase the equipment library.** Due to Milton Keynes Council refusing permission for additional storage, the 'hold' on the community growing space and the need to reduce spending, broken items will be replaced but there will be no increase in the number of items this year. Some additional items are in place such as (a pressure washer and carpet cleaner) and a webpage / online form is being created.

**Item 8 Resident Skills Development.** No face-to-face training at the current time, but potential for some 'online' options. To be discussed in the Residents Association Forum.

**Item 10 Waste, recycling and the environment.** Difficult currently and impact on summer plans likely. Building understanding, volunteer teams and similar is restricted by the present situation, but work is continuing, nevertheless. Significant work to do to promote cleanliness, including focus within the Woughton Gazette, during trailer sessions and generally during day to day operations.

**Item 12 Community Development.** This is continuing, but in a different way. Some good work started (e.g. Beanhill Community Garden, online Residents Association Forum) but restrictions are limited significantly.

**Item 13 Events.** The trailer and Play Rangers have happened. Pop up café has been successful. Limits to what is possible, but consideration for different types of event continuing.

**Item 17 Youth Council.** Unlikely in 2020, but potential for early 2021 for new council year / new school year (either May or September). *Saving made through placing 'on hold' but may be needed in early 2021.*

**Item 18 CCTV.** Decision to make on spend, given impact of Covid-19 on budgets. Meeting with Thames Valley Police and Milton Keynes Council arranged and update to be provided once this has happened.

**Item 19 Milton Keynes Storehouse.** Decision made and reduced funding awarded.

The Council Manager asked Members to let him know of any ideas either at the next Services & Communities Committee meeting, or directly via email for the 2021/2022 Annual Service Plan.

Cllr Jeanette Bobey asked if she could have a list of equipment available that residents can hire, the Council Manager replied that he will ask someone in the Environment team to compile a list and pass it on to Cllr Bobey.

Cllr John Orr suggested a “Geeks in Sheds” for young people who might not have access to the latest technology, who could then learn new skills that could help them to gain employment.

**RESOLVED**

1. That the committee notes the report.
2. That the Council Manager continues to work with officers to achieve the plan, with variations based on this paper.
3. That the committee considers items for the Service plan for 2021/2022, so that these can be considered during the budget planning process.

**SC 104/20 To update the committee on the Summer programme and the results of all the projects / activities:**

The Council Manager informed the committee meeting that during the summer, Woughton Community Council provided a range of opportunities for people to engage due to the period when the offices were closed. This included use of the trailer to provide focal points on all estates, Play Ranger provision, community fridge opening with new processes and the pop-up café. Woughton Community Council also provided food parcels throughout the early part of the pandemic.

**Trailer provision.** This provided six (6) weeks of weekly provision on all estates (shared provision on Coffee Hall / Leadenhall) with councillors and officers staffing the trailer. Attendances were varied across the estates and included both the opportunity to speak to Woughton Community Council, report concerns, collect dog waste bags / reusable bottles and get information about services, waste and recycling, etc.

**Play Rangers.** provided sessions throughout August, covering the same places as the trailer, offering open access play within green spaces across the area. This included a range of different activities and projects and focused on the whole family, rather than being restricted to only children. Attendances were similarly varied.

**The pop up café.** Ran from August into September. This provided free drinks and cakes, using the green space between the office and the church on Coffee Hall. Attendance was fairly consistent.

**The Community Fridge.** Re-opened on July 14<sup>th</sup>, with a new way of delivering, reducing risk and access, alongside limiting the amount that could be collected to enable more people to be involved. Figures for the fridge have been consistently high and have benefited from the new ‘Food Connect’ project and use of volunteers to support delivery.

**RESOLVED**

1. That the committee notes the report.

- 2. That the report is used to provide guidance for service delivery over the coming months.**

**SC 105/20 To update the committee on plans for the Autumn / Winter programme:**

The Council Manager updated the committee on plans for the Autumn / Winter programme.

This is subject to change depending on government guidelines.

The majority of services are continuing.

The Chair suggested that there is an update report at the next committee meeting.

**RESOLVED**

- 1. That the committee notes the report.**
- 2. That the committee agrees to the following proposals**
  - a. That the community fridge continues to open with current hours, but also offers a monthly Saturday slot.**
  - b. That the Youth services continue to deliver in line with current regulations, offering safe, Covid-19 compliant sessions where possible and making best use of outdoor spaces where practicable.**
  - c. That there is ongoing review of service delivery, in line with government guidelines and best practice, with adjustments where necessary.**

**SC 106/20 To update the committee on Woughton Community Council's response to Covid-19 and future planning:**

The Council Manager updated the committee meeting on the Covid-19 response and future planning.

The committee meeting discussed what went well and what did not go so well since lockdown was announced by the government.

The Chair of the committee, the Chair of Council and the Leader of the Council thanked all staff for doing an outstanding job in ensuring that services still carried on during lockdown, along with all the volunteers, Residents Associations and Councillors for helping out in making sure that most vulnerable residents in the community were looked after during the pandemic.

The Youth Manager & Safeguarding Lead suggested arranging with the pharmacies in the Woughton Community Council area to put a leaflet in with each prescription informing the most elderly and vulnerable about the services available along with officer contact details.

The Leader of Council suggested contacting care agencies and accessing government grants so that for instance mobile phones could be issued to the most isolated residents.

Cllr Pam Wilson suggested an article in the Woughton Gazette.

Cllr Sue Smith suggested an article in the Woughton Gazette encouraging residents to register so that the Community Council can develop a record of residents needs so that they can be assisted during the winter months.

**RESOLVED**

1. That the committee notes the report.
2. That the committee agrees to the recommendations within the paper attached, namely:
  - a. Virtual meetings continue for the time being, reviewed monthly.
  - b. Investigate further IT and communications training for officers and councillors.
  - c. Prepare plans for any further 'lock down' or restrictions, including the re-tasking of officers where appropriate.
  - d. Work with our statutory sector colleagues around vulnerable community members.
  - e. Continue to focus on engagement through use of pop up cafes, trailer, online events, Facebook updates and similar.

**Date of next meeting:**

Monday 26<sup>th</sup> October 2020, via Zoom Video Call and Facebook Live.

**THE CHAIR CLOSED THE MEETING AT 7:15 PM**

Chair \_\_\_\_\_ Date \_\_\_\_\_