

Agenda item: FC 124/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 6th December 2021

PURPOSE OF REPORT:

To update the council on activities and delegated decisions made since the previous meeting.

RECOMMENDATION:

That the council notes this report.

MAIN ISSUES AND CONSIDERATIONS:

Since the last Full Council meeting, the following meetings, visits and activities have taken place which may (or may not) be of interest:

- Cllr Fuller and the Council Manager attended a meeting of the 'Futures Group' at West Bleckley Council, to discuss the services that WCC delivers that West Bleckley may wish to emulate – specifically the Community Food and Youth service delivery.
- Cllr Scott, the Community Services Manager and Council Manager undertook the Blue Light Walk route, to assess timings and safety issues. Looks positive, but with some bits that would benefit from some work (especially lighting). Thanks to the support team for hot coffee at the end.
- The Council Manager and a number of councillors and residents attended Flood training via Zoom, organised by 'Communities Prepared' and supported by MKC Flood Team. Whilst there were some useful bits, the two sessions really showed how far Woughton has travelled in terms of having plans, support and focus on this area and how much we have already learned. There was also a walk around the parish with one of the flood team to try and assess the riskiest areas and look at what could be changed to make things better – this will be followed up and hope that it will result in some physical actions within the parish.
- The Council Manager, Community Services Manager and Environment Office Julie Baines travelled to the 'Library of Things' in Oxford to see whether this would be something that would be helpful in Woughton. This was an inspiring trip with some excellent discussion and ideas exchanged.
- The Council Manager, the RFO, and the Bookings Officer all attended the Fire Wardens training session, meaning that the offices should always have a trained fire marshall in situ.
- The Council Manager and Youth Manager attended a 'business breakfast' at the Academy, meeting the new Head and catching up with / meeting some useful contacts.

- Mac Heath, Head of Children's Services with MKC, visited with other officers from MKC to start to look at how we can work more collaboratively, reducing duplication and ensuring best outcomes for residents. This was the first meeting and some positive discussions that we hope will result in actions to match.

There have been ongoing discussions and reviews of risk assessments regarding the pandemic. This has resulted in some adjustments to services (e.g. reintroduction of face coverings in youth settings and the café) and some cancellations / postponements (Christmas do). This was in response to requests from the Head of Public Health, followed by the government guidelines changing following the new 'variant'. This also means that we may need to revisit the situation with council meetings in the New Year (please note that the items that we due to be heard at Planning and Services have come to this meeting instead, to reduce the number of meetings and, therefore, the risk).

This has also meant some considerations with regard to the potential impact on services and residents if things get further reduced. This includes discussions around the possibility of a 'takeaway' approach to the community café (if unable to continue to meet indoors), how to manage advice / youth / wellbeing / etc. again (with reference to the earlier lockdowns) and working from home where possible / realistic in terms of numbers.

Christmas is coming and the lack of a 'do' for the second year running is a disappointment, but reflects the requests made by public health. We anticipate (and very much hope) that we will be able to have something early in 2022, once things are more positive with news.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Agenda item: FC 125/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 06th December 2021

PURPOSE OF REPORT:

To provide feedback on the priorities survey for consideration with our Service plan planning, and budget setting for 2022/2023.

RECOMMENDATION:

- 1. That the Committee notes the report.**
- 2. That the Committee agrees for further, final feedback to be considered in line with our budget setting process.**
- 3. and that the final response rate, and feedback is provided alongside V5 of the budget for formal ratification in January 2022.**

MAIN ISSUES AND CONSIDERATIONS:

We went live with our priorities survey on 09th November. Through new measures of engagement such as pushing the priorities survey through some of our projects such as community fridge and café, we have seen 152 responses so far (at the time of writing this report.)

We have seen 29 responses through the online survey, and 123 paper responses. In terms of precept 80 responses came back with this question completed, (just over 50%.) the reason for this being that we requested youth team did not request responses on precept through their projects.

We will be formulating all responses prior to first draft of the service plan, so there can be full consideration and discussion based on what we would like to prioritise using the Service plan delivery allocated budget for, and ensure we are prioritising areas of high value as much as possible.

In a bid not to inundate people via the paper copies, we had suggested 3 key questions to ensure these were quick and easy for people to input into. I will be referring to the same three questions from the online survey to ensure feedback is relevant to this committee.

Firstly, we asked residents which of our services do you think are important? (this was a select 3 option, however some responses did tick 'all' and suggested that all listed were equally important).

In terms of highest priority from responses received so far, community fridge was front runner with 50% of respondents voting for it. Closely followed by Environment (46%) and Landscape (44%)

43% of people suggested community support was the most important priority in terms of services we provide, 40% of people responded with youth and events. Wellbeing and advice came in at 36% and community centres tallying 30% and least important from the list given was Grant aid receiving 37 votes in total, 24%.

I believe what was quite telling was many responses noted that they had ticked or would like to tick more than three because all services listed were important to our residents and they did not want to be contained to 3 options. We did receive several responses that selected all the listed options as equally important.

Q1. Which of our services do you find iPaper (123)	Online (29)	Total	
Youth Service	46	14	60
Wellbeing and advice	40	15	55
Grant Aid	25	12	37
Environment	48	23	71
Community Fridge	57	20	77
Events	45	15	60
Community Support	46	20	66
Community Centres	32	15	47
Landscaping	46	21	67
Other	1	2	3

Secondly, we asked, what would you like to see us provide more of in 2022/23?

CCTV currently is sitting at the top of the list with 47% of our residents suggesting they would like to see us provide more CCTV around the Parish. Activities for older people came in at 38% and thirdly youth and market came in at around 36% with 1 vote between them. Highest priority for our respondents.

30%- 35% of people suggested they would like to see more waste bins (46 votes), dog bins (48 votes), events (50 votes). All of these are prioritised around mid-range importance to our respondents.

Defibs (32 votes – 21%) and Grit bins (19 votes – 12%) were least important to our residents.

We will review the thoughts and ideas of residents who selected and provided a response to the ‘something else’ option during our review of all feedback ready for discussion in December’s full council however this was the lowest ranked response (7%)

Suggestions given for ‘something else’ for transparency were as follows:

- Estate skips (3)
- More community garden planters
- Christmas event to make decorations
- Rewilding
- More benches between shops and estates

Q2. What would you like us to provide more of?			
Waste bins	34	12	46
Dog bins	34	14	48
Events	41	9	50
Grit bins	14	5	19
CCTV	51	21	72
Support youth	45	9	54
Activities for Older people	47	12	59
Christmas lights	29	9	38
Market	39	14	53
Defibs	20	12	32
something else	3	7	10

Our final question was in response to our precept levels.

We had 52% of responses that answered the question regarding our 3% suggested precept rise, looking at the votes, 55 out of 80 people suggested this level of increase was 'about right' that equates to just shy of 70% of our response group regarding precept suggesting this rise is fair. However, 17% of respondents suggested this was too much (14 votes out of 80) and 14% suggested the rise was too little to support what they wish to see around the Parish (11 votes in total.)

Looking currently at the figures it shows a general trend of residents seeing the projected 3% rise as a comfortable one. Which would suggest a budget that is fair to the majority of our current focus group.

We will continue to review this and look at collating more responses moving into January whereby the full responses will be considered for comprehensive and considered discussion at Full Council to ensure that Service plan delivery and service budgets are accurate, fair and in line with guidance from our residents where possible.

FINANCIAL IMPLICATIONS:

Will help to formulate Version 5 of the budget which will be taken to Operations (no resources and finance in time) in January for formal ratification from Full Council at our January meeting.

STAFFING IMPLICATIONS:

None Perceived.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

Version 5 of the 2022/2023 draft budget.

AUTHOR

Samone Winsborough
RFO

Agenda item: FC 126/21

WOUGHTON COMMUNITY COUNCIL

Full Council Committee

Monday 06th December 2021

PURPOSE OF REPORT:

To update the Committee on Version 4 of the 2022/2023 budget.

RECOMMENDATION:

- 1. That the Committee notes the report.**
- 2. That the Committee notes the potential to use some of our reserves to assist with erection/set up of the new Landscape depot site (to be noted in January on Version 5 of the budget).**

MAIN ISSUES AND CONSIDERATIONS:

I have submitted Version 4 of our projected 2022/2023 budget for next year. Some minor amendments have been made to Version 3 submitted at the last Full Council meeting.

Our professional services have been uplifted from £3,000 to £5,600 to ensure we have incorporated our annual invoice for accounts and bookings package.

A 2% uplift has been added to our Cllr allowances, increasing from £15,500 to £15,763 (2% was increased on the amount of allowances and not expenses expected) therefore the amount of £13,114 increased £262 to £13,376. The same amount of additional budget has been left for any expenses incurred throughout the year (£2387)

A small uplift of £639 has been drafted onto our staffing budget to equate for any changes that have been forecasted for next year (regarding scale points) a piece of work that was carried out regarding job evaluations to ensure we had reflective pay points for officers' work/roles. Which will be shared at Full council at a later date.

FINANCIAL IMPLICATIONS:

This version of the budget does provide us with a smaller surplus than suggested on Version 3, reducing from £4,745 to £1,243.

Further work will be taking place before Version 5 is taken to committee for ratification in January some work is being done to internally start breaking down the Service plan budgets and overall service delivery budgets to ensure officers are aware of what their budgets look like specific to operational and service initiatives.

There is significant money that needs to be found to equip the new landscape depot, whilst the suggestion has been that we "capitalise" this over a period over maybe 5

years, this assists with cost assessment and not our budget. I have tasked the Landscape manager with providing a total cost breakdown for this work, which I would prefer to see in the budget (because the money has to be deducted from somewhere.) this will potentially/probably impact on our reserves, and we could now see a deficit budget forecasted for next financial year. This will be reflected on Version 5 of our budget; cost breakdown has been requested from Landscape manager.

Once I have received the full cost breakdown, I will start assessing against this version of the budget to see where the landscape budget can be used, and to what extent and how much we will need to request from our reserves pot.

STAFFING IMPLICATIONS:

None Perceived.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

Version 4 of the 2022/2023 budget.

AUTHOR

Samone Winsborough
RFO

Agenda item: FC 127/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 6th December 2021

PURPOSE OF REPORT:

To provide Version 1 of the Service Plan for 2022/2023.

RECOMMENDATION:

- 1. That the council notes this report.**
- 2. That council considers priorities of the elements noted, as budget vs delivery.**
- 3. That the Council Manager takes these discussions to develop Version 2 of the Service Plan for discussion at Operations Committee and then ratification at Full Council in Jan 2022.**

MAIN ISSUES AND CONSIDERATIONS:

The Service Plan has been under discussion for several months, with committees considering and adding items to the proposed plan. The initial document is attached to this paper.

The plan includes some elements of previous plans (e.g. Covid recovery) alongside a number of other items that have been suggested over the course of the discussions. The full cost of these items is subject to some change, but currently stands at around £65,000*

*This does include delivery of the new landscape depot, which could be reduced or capitalised over the life of the contract.

*This does not include any money for any community centre improvements, infrastructure changes to be more inclusive (e.g. improvements to accessibility), any money for 'Geeks in Sheds' or the additional tool library elements.

There are some aspects that are 'investigate the potential to', or 'prepare for the option of' – these are items where it is unclear whether they will be valuable, possible or simply an idea that has come at the wrong time. For example, the Jubilee Carnival is dependent on getting sufficient 'buy in' from local schools, youth groups, organisations, etc – if this isn't there, this item can be withdrawn.

Similarly, the impacts of the pandemic continue to mean that we have to acknowledge the moveable feast that is any specific plan (as seen with the Christmas do). Whilst a level of optimism remains, we have seen how quickly the situation can change.

Feedback from the 'Priorities Survey' will also contribute to the final plan – as a council that is resident led, the priorities that are highlighted will need to be prioritised. At this early stage, CCTV, a local market and the continuation of our service provision are all noted.

STAFFING IMPLICATIONS:

Included within the plan, where possible. It should be noted that many of the items are highlighted as 'officer time only' – there is a limit to the amount that officers can take on and so this will need to be considered as the plan is developed and agreed.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

2022/2023 Service Plan version 1, Full Council December 2021.

AUTHOR

Steve McNay – Council Manager

Agenda item: FC 129/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 6th December 2021

PURPOSE OF REPORT:

To update the council on plans for a special 'Chairs Awards', covering 'Covid-19 Heroes' as well as the regular awards, to take place in 2022.

RECOMMENDATION:

- 1. That the council notes this report.**
- 2. That the council and councillors consider possible nominations and encourage residents to do likewise.**

MAIN ISSUES AND CONSIDERATIONS:

The Service Committee agreed to the following process and categories for the awards:

- Covid Hero(es) – one (1) per estate? Those people who have stepped up during the pandemic and made a positive difference
- Partnership of the Year – an organisation that has worked with Woughton Community Council over the past year (or two!) to best effect
- Charity of the Year – a local charity, either Woughton based or working in Woughton that has done exceptional work
- Educator of the Year – a teacher, class leader, guru, school, educational provider or other person who has helped people learn, develop and grow
- Young Person Award –. This was changed to be two awards, one for under 18's and one for 18 – 25-year-olds.
- Environmental Champion – someone / some people who have made a difference in terms of the environment / recycling / reducing carbon / etc
- Volunteer of the Year – a volunteer within the community who has shown commitment, passion and all the other positives
- Woughton Cares Award (lifetime type thing) – someone who has, over a number of years, consistently been someone who has changed Woughton for the better
- Spirit of Woughton Award – the person who embodies the things that Woughton stands for (community, selflessness, focusing on others, especially those with additional challenges, without making a song and dance out of it!

Nominations via online / paper-based submission, with a panel of officers and councillors then shortlisting (where necessary) and / or voting. It was agreed that this

is done in two stages if necessary (where there are more than three (3) nominations – shortlists should be three (3) where necessary).

Spirit of Woughton to go to a public vote, with both online and in person voting options.

All shortlisted nominees get an invite and a certificate. Winner gets a trophy and flowers.

STAFFING IMPLICATIONS:

Time to develop a plan, advertise, and then deliver an event.

OTHER IMPLICATIONS:

Felt to be within the 'events' budget line, so no additional budget required.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Agenda item: FC 131/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 6th December 2021

PURPOSE OF REPORT:

To consider the following licensing applications.

RECOMMENDATION:

- 1. That the committee notes this report and associated documents.**
- 2. That the committee offers any views on this application, considering the rules around 'material considerations' only.**
- 3. That if the committee considers there are any valid objections, that these are provided and passed to the planning authority by the Council Manager before the deadline date for submissions.**

MAIN ISSUES AND CONSIDERATIONS:

Street Trading Consent Renewal - Best Kebab - Trading At St Dunstons, Coffee Hall – 132325

Monday to Saturday **16:30 – 22:30**

Street Trading Consent Renewal - Best Kebab - Trading At Lammas, Beanhill – 132406

Monday – Saturday **16:30 – 22:00**

The Council Manager is unaware of any issues relating to either of these applications.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Agenda item: FC 132/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 8th December 2021

PURPOSE OF REPORT:

To consider **Application no:** 21/03437/FUL **Proposal:** Demolition of existing buildings, land reprofiling and development of 3 no. Class B8 storage and distribution units with associated access, servicing, parking and landscaping detail **AT:** Former Arcadia Unit, Merton Drive, Redmoor, Milton Keynes, MK6 4AG.

RECOMMENDATION:

- 1. That the committee notes this report and associated documents.**
- 2. That the committee offers any views on this application, considering the rules around 'material considerations' only.**
- 3. That if the committee considers there are any valid objections, that these are provided and passed to the planning authority by the Council Manager before 14th December 2021.**

MAIN ISSUES AND CONSIDERATIONS:

Due to the size and scope of this application and the dates where responses need to be received, it has been agreed that this paper will go to Full Council for discussion and agreement.

This application follows some pre-application consultations and applications and relate to the former Arcadia distribution centre on Redmoor. This is a significant local employment site, sitting within one of our two industrial areas. Following the closure of the site when the former owners ceased trading (with associated job losses), the site has remained empty for months. This is a 7.79 hectares site size, with the proposal that this will create 429 new jobs.

This application is to demolish the existing building and replacing with three (3) distinct buildings on the same site. The overall floorspace is stated as being reduced by around 9,000 square metres, but this does not appear to be reflected in the 'before and after' pictures (it is felt that this may be due to reductions in the floors within the building). The height is increased, and the visual appearance is similar to the warehousing around the city and beyond, with a fading blue external wall (see below)



There are many documents associated with this application, running to hundreds of pages. They can all be accessed via the MKC Planning Portal (link below) or those felt most pertinent can be accessed via Sharepoint, the WCC internal storage system.

Having reviewed all the documents, the following overview is provided for information, with encouragement to look more closely at the relevant documents if council members feel it necessary.

Biodiversity Net Gain calculations have been undertaken and there will be a net loss in habitat units, meaning off-site compensation will be required to conform to local (Plan MK and Biodiversity SPD) and national planning policy (NPPF). The applicant commits to providing appropriate off-site mitigation via a submitted Section 106 Draft Heads of Terms with the planning application.

Lighting assessment suggests less 'overspill' of lighting than the current site, through use of more suitable lighting methods meaning (according to the applicants assessment), 'zero direct upward light'.

Flood assessment suggests that some benefits will come through improvements to the site and that the risk is 'low'. It is anticipated that the MK Flood team will fully assess this proposal and recommend accordingly.

Travel plan makes note of the 'good' links to redways and sustainable commuting, No4 bus service with further links to rail network. This should be considered alongside the MK parking standards that will also have to be met within this development.

Noise assessment and response from planning is: 'The development is adjacent to a grid road and the site itself is located within an existing employment area far removed from residential properties. Accordingly, the works would likely not have an impact on residential amenity or create an unacceptable level of environmental pollution.'

Environmental Assessment identified some possible contaminants on site: a c.50,000L diesel tank, c.2,600L lubricant oil tank and Adblue tank in the west of the site (all with associated dispensers and fuel lines), diesel day tanks associated with on-site M&E installations and an underground diesel storage tank (UST) in the east of the site, with associated below ground fuel lines. There is also an electricity substation operated by Western Power. Nothing within the site is felt to fall within any

planning consideration – previously farmland and then a distribution depot, so no real change or history of contaminants on site.

Parking levels are increased for all aspects:

Please provide information on the existing and proposed number of on-site parking spaces:

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars	245	337	92
Light goods vehicles/ public carrier vehicles	n/a	n/a	n/a
Motorcycles	0	15	15
Disability spaces	3	18	15
Cycle spaces	0	86	86
Other (e.g. Bus) EV Charging Bays:	0	42	42
Other (e.g. Bus) Car Share:	0	18	18

Visual Impact Assessment suggests that any new impact is limited and relatively insignificant – this site is an employment site, bordered mainly by main transport routes and the impact on residential is small.

Statement of Community Involvement discussed the work undertaken to this point regarding the involvement of local people. Letters sent to all on Beanhill and 18 responses to the consultation, mostly positive. Some of the questions may be considered leading ('Do you support bringing *high-quality job opportunities* to the area?) and some of the responses may be considered to be somewhat bizarre ('*Am just excited to know a company as big as TCC coming here in Milton Keynes.*'), but equally some more challenging questions about sustainability, money vs quality, etc.

Conclusion

This is a full and complex planning application, with far more paperwork than most that come to council meetings. Whilst there is a considerable amount of paperwork and different issues to consider, most of these are covered by the overarching planning policies, locally and nationally.

At its core, this application takes a currently unused site that is deteriorating and creates a new warehousing site, with job opportunities, building sustainability into the delivery of the project and potentially bringing new life to this site. It sits within an employment zone and any development will have limited impact on residential properties. Traffic will be directed onto the main routes (A421 or A5) and shouldn't have a significant impact on the surrounds and other aspects seem to be positive (lighting, parking, transport, etc.).

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

S106 payments will be due, including carbon offset (could be used within local community buildings?), community art (0.5% of development costs – build in the arts and heritage trails?) and for biodiversity net gain (community garden?). This would be a discussion to have with the principal authority to see where the spend might happen.

BACKGROUND PAPERS:

Sharepoint link to pertinent papers -

https://woughtoncc.sharepoint.com/:f:/s/Data/EvfHDbqRzdRJqSve7SFtbkEBXsucq4A-6LSlrh_HQrCdWg?e=kUSv8l

MKC Planning Portal link for ALL papers - <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R2CVF0KW0KP00>

AUTHOR

Steve McNay – Council Manager