

Woughton Community Council

Services & Communities Committee

Minutes of the meeting held on Wednesday 18th May 2022, 6:30pm, Woughton Community Council Hub, Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

Present: Cllrs Nick Scott (Chair), Maggie Ferguson (Vice-Chair), Jeanette Bobey, Brian Hepburn, Phil Hopcraft, Ruth McMillan, John Orr, Liz Simpkins, Sue Smith (until 7:15pm).

Also present:

Steve McNay (Council Manager)
Sean Perry (Community Services Manager)
Tash Darling (Youth Manager & Safeguarding Lead)
Brian Barton (Committee & Member Services Officer)

SC 01/22 Apologies:

Cllr Jordan Coventry (personal)
Cllr Donna Fuller (meeting)
Cllr Amber McQuillan (personal)
Cllr Pam Wilson (personal)

AGREED

SC 02/22 Declarations of Interest:

Cllr Jeanette Bobey – personal interest in agenda items SC 06/22, SC 07/22, SC 08/22 as an office holder on the Netherfield Residents Association.

NOTED

SC 03/22 Questions from the public (maximum 10 minutes):

There was a question from a member of the public, who asked about the situation as regards the Grand Union Vineyard funding application, in conjunction with the Milton Keynes Storehouse for the purchase of school uniforms for pupils who reside and attend schools in the Woughton Community Council area.

The Council Manager had spoken to a contact who had informed him that they have moved away from the area, the Council Manager has contacted the Grand Union Vineyard directly to find out if someone else could assist, the Council Manager is awaiting a reply, and will report back at the next meeting with any progress.

NOTED

SC 04/22 Chairs announcements:

The Chair informed the meeting that there are various Jubilee events happening throughout the Woughton Community Council area, and it would be good if all committee members could attend as many events as possible.

The Coffee Hall Residents Association are holding their Jubilee event on Thursday 2nd June 2022 between 2:00pm – 9:00pm.

NOTED

SC 05/22 Minutes of previous meetings:

The minutes of the previous meetings were held on:

- a) Wednesday 20th April 2022
- b) Tuesday 3rd May 2022 (special meeting)

Were **AGREED** as a true and correct record and was signed by the Chair.

Communities and Environment Fund Application(s)

Cllr Jeanette Bobey declared a personal interest in this agenda item as an office holder on the Netherfield Residents Association.

SC 06/22 Netherfield Residents Association:

Application received for £500 towards coach hire for a trip to Great Yarmouth.

RESOLVED

To award £500 towards coach hire for a trip to Great Yarmouth.

SC 07/22 Netherfield Residents Association:

Application received for £500 towards coach hire for a trip to Skegness.

RESOLVED

To award £500 towards coach hire for a trip to Skegness.

SC 08/22 Netherfield Residents Association:

Application received for £260 towards coach hire for a trip to Stratford Upon Avon.

RESOLVED

To award £260 towards coach hire for a trip to Stratford Upon Avon.

Reports

SC 09/22 To update the committee on the current budgets headings:

The Council Manager updated the committee on the current budget headings.

There was a request at the last meeting that this committee should receive budget updates on the services that it oversees. The Council Manager said that this is the first attempt at providing this information and feedback is welcomed in terms of what and how the committee might like to see presented in future meetings.

There are many budget headings which cover elements of this committee's oversight.

The different headings include any specific Service Plan items too, these are the ones that have codes that start 'SP'.

Community

Which includes advice, wellbeing, events, community development, engagement and the community café, larder and fridge food projects. relatively little spend anywhere at this point, other than the annual payments to resident association's and some payments made from the communities & environment fund. The payments made for Jubilee celebrations are also noted.

Environment

This includes the Environment staffing, again, relatively small spend at this point. Running costs are linked to the Depot on Fishermead (annual rent, service charges, utilities, etc.) but otherwise within budget.

Youth

Nothing of note, other than the significant spend in item '86 listed as Services Budget'. This is a payment for Forest School training, to enable the service to deliver this approach in future. Other than that, the additional income element is helpful, the Holidays and Activities Fund (HAF) from the Department of Education (DoE) enables additional services and support.

The Community Centre budgets have not been included but can be if felt appropriate.

Cllr Brian Hepburn asked for a breakdown of costs for youth activities for each estate, and how many young people attend activities at the youth centre at 95, Jonathans on Coffee Hall? The Council Manager replied that there are various activities for young people on each estate, including Beanhill where Milton Keynes Council has withdrawn its youth service provision at the Moorlands Centre without notice, the Council Manager said that he was happy to have a further conversation on this matter, Cllr Hepburn said that Beanhill residents wanted additional activities on their estate, the Council Manager replied that any requests would be looked at and would be provided subject to available resources. The Youth Manager said she has the data available as regards attendance at youth events.

RESOLVED

- 1. That the committee notes the report.**
- 2. That the committee asks any questions regarding the content and overall budgets.**
- 3. That the committee agrees to quarterly budget reports for meetings held in July and October 2022 and January and April 2023.**

SC 10/22 To make proposals for changes to the Communities and Environment Fund and associated alterations to the guidance notes:

The Council Manager said that discussions have taken place regarding changes to the guidance notes and the administration of the Community & Environment fund which were previously known as "Grant Aid".

It was suggested that no applicant with a turnover of more than £100,000, and or more than £2,500 in the bank, unless there is a justification for this (such as reserves that are committed and or restricted), should be awarded any monies, after some discussion it was agreed to change these figures from £100,000 to £25,000 and from £2,500 to £4,000.

The guidance notes will be amended so that there is a removal of all mentions of scoring an application, the addition of further restrictions on applications due to turnover and reserves, and a flow chart highlighting the different steps in processing an application.

The committee felt that proof of turnover and the amount in the bank account is required and confirmation that this information has been provided by use of a tick box on the application form, to also not limit the amount of coach trips and look at each application on its merits.

The application form and guidance notes mentions the objectives that each applicant should meet which are, youth, food and advice, after some discussion it was agreed to add a further objective "building communities".

RESOLVED

- 1. That the committee notes the report and attached documents.**
- 2. That the committee decides on the following additional elements for applicants:**
 - a. That any group with a turnover of £25,000 or more is ineligible**
 - b. That any group with a reserve of £4,000 or more is ineligible (NB unrestricted reserves)**
 - c. That these restrictions will only be waived in exceptional circumstances.**
- 3. That the committee agrees that any applications will be screened by officers to ensure that they are compliant with the guidance (e.g. all documents are provided, that applicants have explained any anomalies, that further funding has been sought, etc.) and then sent to Committee for a decision.**
- 4. That the committee also sees feedback / evaluation forms from every application.**
- 5. That the committee considers an annual 'Charity of the Year' where any fundraising efforts can be placed OR agrees that the Kevin Wilson Woughton Trust continues to be the default option.**

Cllr Sue Smith left the meeting at 7:15pm.

SC 11/22 To review the 2022/2023 Service Plan:

The Council Manager updated the meeting on each of the items in the 2022/2023 Service Plan.

Advice and representation:

A new officer is in post, drop in sessions are happening at Family Centres, they are getting increasingly busy. Two (2) volunteers are also involved, work to be undertaken to fully embed and have a collective and collaborative approach, utilising the expertise on offer.

Community Building and engagement:

Series of events planned, with some changes made to the previously discussed items the jubilee now has a series of local events across the Woughton Community Council area and significantly more small events happening.

Training, employment, and education:

A proposal from the MK Dons SET to continue to deliver some partnership work around employment, etc. to come to the Services & Community Committee when ready. Job Club is back and mostly running, awaiting clarification from Milton Keynes Council as to value. New library in Netherfield potentially a suitable venue for this type of work.

Fly-tipping and waste management:

Some positive steps taken, with fixed penalty notices issued, a far more proactive approach from Milton Keynes Council and ongoing work to reduce the impact of antisocial waste behaviour.

The Environment Team continue to work around education, with regular updates and improved website presence, as well as a standing item within the Woughton Gazette. Litter picks have taken place on Peartree Bridge, Beanhill (weekly via the Residents Association), Netherfield (monthly via the Residents Association). Further work is being planned to expand into other estates, with monthly Woughton Community Council events. The Peartree Bridge litter pick was limited in terms of resident engagement.

Landscaping:

Plans are in place for a less intensive, more ecological approach with this contract.

Proposal made regarding the 'infrastructure' improvements money that was offered by Milton Keynes Council, but timescales look 'flexible' on this.

Depot site is progressing. Some funding has been identified to help with the costs of this and the transfer of the land has been approved, this can happen quite quickly.

Positive start to the season, with the tractor really proving its worth over the past winter and huge inroads made to reduce issues this year. Mowing continues to be going reasonably well, despite the usual repairs and maintenance issues.

Community growing space:

"To continue to develop the space behind Rochfords to create growing and additional Woughton Community Council resources space."

The Land registry are 'fast tracking' this application due to the lottery grant issue, so hopefully there will be a quick resolution.

Positive response from the Big Lottery and some funding for fencing already agreed via CIF.

‘Geeks in Sheds’ / Library of Things / repair café:

“To look at how we can reduce waste of items, repairing where possible, supporting people to develop new skills and creating a ‘library’ of items, mostly occasional use, that can be borrowed by residents.”

No progress, awaiting the depot site delivery.

Blue Light Discos:

No action on this as yet.

More ‘cultural’ events:

Some steps towards this with attendance at the Community Iftar, but much still to do. Additional focus needed over the coming months.

Community Choir:

No action on this as yet.

Local market:

No action on this as yet.

Arts and Heritage trails:

A route has been identified and walked, with some excellent resources already present (e.g. street art, Jed’s Trail, Community Garden, etc.) that covers Tinkers Bridge and Netherfield. Talking with Milton Keynes Council regarding the ‘Love Exploring’ app to get this started, but some permission, remedial work and potentially new art installation to be considered.

Community Boxing:

Working with the existing group, there is now an established space in the Eaglestone Activity Centre. Further work needed to improve and develop this, in agreement with the Services & Community Committee, as part of the Improvement Plan.

Item from the previous Youth Service Plan:

YIS offering a Wellbeing Hub at No 95 Jonathans on Coffee Hall. Other updates to follow.

Library provision:

A Library is in place and open. Limited in scope and scale and can be built upon. Ideas for additional use of that space are welcome to bring people in and ensure it is used.

Community Centre development plan:

Issues have been identified and a project plan being prepared with clear priorities.

Jubilee Carnival:

No carnival, as limited interest. However, numerous events planned across the Woughton Community Council area, including a beacon lighting at the Hub.

CCTV:

“To make further use of CCTV across the Woughton Community Council area, to assist with the management and reduction of anti social behaviour, fly tipping, etc.”

No action on this as yet.

NOTED**SC 12/22 To review the Early Years, Children and Education policy paper:**

The Council Manager informed the meeting that the policy was written to detail the Woughton Community Council position on early years provision, following concerns about primary schools, nursery provision and similar. The policy has expanded to include education at all levels and reflects the diversity of provision across the Community Council area.

There have been some minor changes made to the policy at this review, predominantly covering the transfer of the nursery provision at Hedgerows Children’s Centre based on Netherfield to a private provider.

Otherwise, it is felt that the policy continues to reflect the position of the council.

RESOLVED

- 1. That the committee notes the report and the associated paper.**
- 2. That the committee agrees to the small revisions.**
- 3. That the policy paper is further reviewed in two years, or when any significant changes happen if sooner.**

SC 13/22 To provide updates on various services & partnership projects/work:

The Council Manager informed the meeting that It was agreed at the Annual Meeting that there would be some key updates at each meeting, as ‘standing items’ on the agenda. This included:

- Partnerships update
- Community Safety update
- Public Realm update

Partnerships Update:

The aim is to have a database of current partnerships that can help to deliver the key parts of the organisations plans. It is also important that to share the bonus’s that come through these links. It was also agreed to provide partnership updates at this committee on a regular basis.

Milton Keynes College continue to support the Community Food delivery, with students and support staff in attendance regularly.

Milton Keynes Dons SET offer a variety of elements, from the employment support to healthy lifestyles elements, to food donations. There are new proposals for them to help support the service. plan aspirations in terms of employment work, but this may incur costs (to be confirmed). There is also a proposal for a new scheme to help address healthy living, again, awaiting a proposal from them.

APA (All People Active) are also doing some work around football and activities.

Phoenix Arts have done some excellent work to engage young people in performing arts and form a useful part of funding applications for holiday schemes. Some real potential for this to spread and increase delivery.

More generally, the Chairs Awards gave a good opportunity to build some positive relationships and build upon some existing ones. There are, of course, many other partnerships that are welcome and useful to both parties, there are plans to develop a list that includes all partners, and where necessary to put formal agreements in place.

Community Safety Update

There are ongoing concerns about the situation with the local police, specifically around community policing. There has been a perceived increase in more serious incidents, with weapons and significant injuries inflicted. There was an offer of a Knife Amnesty Bin, but this was felt ill considered in terms of risk to officers and the public, so further discussions were requested this has yet to be responded to by Thames Valley Police. As a result of this, a request has been made at the last Full Council meeting that a Senior Thames Valley Police Officer is invited to attend a Full Council meeting for discussions about this and wider concerns.

Parking issues continue to be a significant issue locally, with the regular problems on Fridays on Coffee Hall, regular issues at school start and end times across the Community Council area, increasing parking issues coming from the Milton Keynes University Hospital once again (affecting the Eaglestone, Netherfield and other estates), there has been discussions with Milton Keynes Council, Highways Directorate and Thames Valley Police liaison officers around this and some potential for changes in some areas. However, a considered and encompassing plan that covers the area is needed and is the objective of Woughton Community Council.

Public Realm Update

The Council Manager is awaiting a response from Milton Keynes Council's Highways Directorate regarding:

The use of the donated salt bins to replace damaged Milton Keynes Council bins and

The use of the yellow salt bins to increase the number of bins within the area.

Other elements of the Service Plan that link to the public realm include:

The Arts and heritage trail, with good engagement with Milton Keynes Council and potentially the Arts and Heritage group. This is an initial idea with a trail that runs from the Tinkers Bridge Local Centre (which covers some of the under passes, that has been used by artists and the Tinkers Bridge Meeting Place) down the newly laid path by the canal and then through to Netherfield, past Jed's Trail, the community gardens, ABC and the Owl and Pussycat Parks and then round to back to the start.

Fly tipping and waste management. This is an area that, whilst there has seen some positive improvement, remains a massive issue, as reflected in the Full Council discussions. The Full Council meeting members wanted:

- Unrestricted access to the tips (the removal of the need to book for Milton Keynes residents)
- Increased use of CCTV around fly tipping hot spots, Cllr Fuller will be providing a list of hotspots to the Milton Keynes Council cabinet member
- More enforcement (it feels that this is possible with the new officers employed by Milton Keynes Council), three (3) Fix Penalty Notice's (FPN) have been issued have all been paid and there are three (3) current prosecutions that are progressing, in part as a result of the work that the environment team has undertaken.

If there are any actions that the committee feels are needed in respect of these updates, members are encouraged to suggest and or propose a motion.

If there are specific things that the committee would like to see as part of this update, that links to the Terms of Reference and expectations, members are requested to let the Council Manager know.

RESOLVED

- 1. That the committee notes the report.**
- 2. That the committee provides any other partnerships and agreements that they have, to enable an up to date list of partners and links.**
- 3. That a regular update is provided on the positive impacts of partnerships where appropriate.**
- 4. That the committee considers any elements of the three 'update' areas that they would like included on an ongoing basis.**
- 5. That the committee agrees to a formal request to Thames Valley Police to attend a Full Council meeting to discuss the concerns expressed around knife amnesty bins and other elements.**

SC 14/22 To update the committee of the plans for the delivery of youth services across the Woughton Community Council area for the Summer of 2022:

The Youth Services Manager informed the meeting about the proposed summer activities and the additional Play Ranger schemes if a grant bid is successful to the Department of Education (DoE) Holidays and Activities Fund (HAF) funding, and is awaiting a response, and there is a contingency plan if unsuccessful.

The full planned programme is available in the supporting papers. Items listed in green are activities that will be taking place, items listed in blue are activities that will take place subject to funding being provided.

The Youth Services Manager is negotiating with the Charles Warren Academy (as many families living in the Woughton Community Council area are schooled there) and Simpson & Ashland Parish Council, so as the Youth Service can recoup some of

the cost for one Play Ranger session a week by opening it to children and young people from both areas.

RESOLVED

1. That the committee notes the report.
2. That the committee notes a grant application has been submitted to Milton Keynes Council for Department of Education (DoE) Holidays and Activities Fund (HAF) funding to enhance the youth services offer but is not yet confirmed.
3. That members have an opportunity to raise questions and gain greater insight into the proposed youth services offer from the Youth Manager if desired.

SC 15/22 To update the Services Committee on Residents Associations, Community Engagement and Planned Events:

The Community Services Manager updated the committee on the following:

Community Engagement and Planned Events

Leadenhall Residents Association:

The Annual General Meeting is taking place on Saturday 28th May 2022.

Coffee Hall Residents Association:

There was a recent trip to the Black Country Living Museum. An Easter event was held on Saturday 16th April 2022, including flower bed refurbishment, Easter egg hunt and barbecue. A Jubilee event is planned for Thursday 2nd June 2022. The Annual General Meeting is taking place at the end of May 2022.

Eaglestone Residents Association:

The Annual General Meeting was held on Wednesday 27th April 2022. An Easter Window Display Competition was held during April 2022. A Kite Festival is planned for Thursday 2nd June 2022 as part of the Jubilee celebrations.

Beanhill Residents Association:

They are continuing to run events in the community, for example Bingo, Karaoke, Litter Picks. A trip to Skegness is planned for Sunday 28th August 2022.

Netherfield Residents Association:

An Easter event ran through April 2022. Monthly litter picks started in April 2022 also. A Jubilee celebration is planned for Saturday 4th June 2022 at the ABC Park. The Residents Association has applied for grants for three (3) trips, scheduled to take place in July and August 2022.

Tinkers Bridge Residents Association:

An Easter event ran during April 2022. Bingo, litter picks, gardening all taking place regularly. A Jubilee event is planned for Saturday 4th June 2022.

Events & Community Engagement Update

Open air Open Mic:

Is planned for Tuesday 24th May 2022 at Coffee Hall. This is a one-off event to gauge interest in future music, poetry, stand up events within the community.

Jubilee weekend:

Has loads of events across the Community Council area, with Woughton Community Council having a 'beacon lighting' on the Thursday evening, following an event during the afternoon at Jonathans Court. Any ideas for other activities to sit alongside this would be welcome.

Make Music Day:

Tuesday 21st June 2022. There will be a "tea dance" style event for older residents between 12:00pm and 2:00pm on that day. Looking to add other workshops and music events. Some discussion have been had about taking music to the estates using the trailer.

Community garden:

Is progressing well. Students from Moorlands School are going to adopt two of the no dig beds, using fruit and vegetable plants provided by Louise Nash. There are also materials to make a compost bin, a bench plus other items that have been donated.

MKAABC:

A boxing ring is now set up semi permanently at the Eaglestone Activity Centre and is being well used twice a week for separate sessions for juniors and seniors.

RESOLVED

That the committee notes the report.

Date of next meeting:

Wednesday 22nd June 2022, 6:30pm, at the Woughton Community Council Hub, Council Chamber, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

THE CHAIR CLOSED THE MEETING AT 8:15 PM

Chair _____ Date _____