



Residents are invited to a meeting of:

**WAVENDON PARISH COUNCIL  
MONDAY 16 FEBRUARY 2026 AT 7.30PM  
WAVENDON PARISH OFFICE (Wavendon Community Centre)  
JUBILEE HALL, WALTON ROAD, WAVENDON, MK17 8LH**

Signed:

*Lesley Sung*

Date of Issue: 11 February 2026

Lesley Sung, Parish Clerk

Tel: 01908 229246 Email: [clerk@wavendonparishcouncil.gov.uk](mailto:clerk@wavendonparishcouncil.gov.uk)

**PUBLIC FORUM:** Members of the public are invited to speak on any matter relating to the Wavendon area.

**AGENDA**

- 1. WELCOME AND CHAIR'S ANNOUNCEMENTS**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**  
Councillors to declare any pecuniary, personal, registerable and non-registerable interests they may have in the business to be transacted.
- 4. MINUTES OF THE LAST MEETING**  
To approve and the Chair to sign as a correct record, the minutes of the Ordinary meeting of the Council held on Monday 19 January 2026.
- 5. UNITARY AUTHORITY REPORTS**  
To receive reports and updates from Ward Councillors
- 6. AGENDA FORMAT**  
To invite comments about the new format for WPC agenda and minute and to consider allowing submission of questions from members of the public who are unable to attend Council meetings, to be discussed in the public forum.
- 7. STANDING ITEM - PARISH CLERK'S REPORT**  
To receive an update on actions taken since the last meeting in January 2026.
- 8. WAVENDON PARISH COUNCIL PRIORITY WORK PROGRAMME**  
To review or update the Council's priority work programme and to arrange a meeting of Councillors to consider at Strategic Plan for the Council.
- 9. CO-OPTION TO A CASUAL VACANCY ON THE COUNCIL**  
There has been no call for an election by ten residents of the Parish and the Council may now co-opt to the vacancy, in accordance with policy:
  - (a) To agree to advertise the casual vacancy for a minimum of 30 days
  - (b) To establish a panel to interview candidates for the role of Councillor and make a recommendation to Council.

**10. ANNUAL PARISH MEETING**

To agree the date of the Annual Parish Meeting between 1 March and 1 June 2026. If present, the Chair of the Parish Council must preside over the meeting.

**11. FUTURE GOVERNANCE ARRANGEMENTS**

To consider the recommendations of the Governance Sub-Committee on the Council's future governance structure to commence in 2026/2027.

**12. COMMUNITY CENTRES – RATES OF HIRE**

- (a) The Council to consider the recommendations of the Community Halls Sub-Committee and agree to make changes to the Community Centre's rates of hire.
- (b) Agree for the terms and conditions of hire to be reviewed and brought to the next meeting of the Council.

**13. FINANCIAL REGULATIONS**

To establish financial thresholds within the Council's Financial Regulations that will determine procurement process for the Council to follow.

**14. GROUNDS MAINTENANCE CONTRACT – COMMUNITY HUB - 1 YEAR EXTENSION**

- (a) To agree an extension to the existing grounds maintenance contract (Total Grounds Maintenance) up to 31 March 2027, to allow the two grounds maintenance contracts to end at the same time and form one contract as from 1 April 2027.
- (b) To consider whether the allotment maintenance contract should be incorporated into the larger grounds maintenance contract, at the appropriate time.

**15. EXTENSION TO WAVENDON RECREATION GROUND**

To continue discussions regarding the extension to the recreation ground.

**16. ASH TREES – DANKWORTH WAY**

To receive a revised quote for the removal of ash trees at Dankworth Way.

**17. WAVENDON PARISH OFFICE – ASBESTOS REMOVAL**

The Council to receive an asbestos report for Wavendon Parish Office and an update about removal and responsibilities.

**18. S.106 MONIES**

The Council to consider the use of s.106 monies that the Council could draw down for allotments.

**19. PLANNING APPLICATIONS**

The Council is invited to make comments on the following planning applications:

- (a) **PLN/2025/2567 - Pumping Station, Newport Road, Wavendon – Tree reduction by approx. 2m to branches touching the mast.** Shape of bush will be maintained of Willow tree protected by TPO PS/540/15/42  
<https://www.be.milton-keynes.gov.uk/pr/s/detail/aOIWS0000036RINYAU>
- (b) **PLN/2025/1914 – A G Barr Plc, Crossley Drive, Magna Park, MK17 8FL -** High Voltage works including installation of the cable route, erection of two glass-reinforced plastic enclosures including one serving the ring main and extension

to an existing electrical compound for installation of transformers and switch gear  
<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0IWS000002HzdqYAC>

- (c) **PLN/2026/0141 – Church Farm, Walton Road, Wavendon, MK17 8LY -**  
Permission in Principle for a minimum of one and a maximum of two dwellings  
<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0IWS000003W8jtYAC>
- (d) **PLN/2026/0180 - Land Between Bletchley and Woburn Sands associated with the Route Corridor of The East West Rail Project -** Approval of details required by conditions 3 (development stages), 6 (railway fencing), 9(a) (heritage delivery strategy), 11 (contaminated land), 12(a) (ecological management plan), 13 (flood risk phasing), 14(a) (surface water drainage strategy) and 15(b) (public rights of way) of permission ref. TWA/18/APP/04 relating to the Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020.  
<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0IWS000003ZHFaYAO>
- (e) **PLN/2026/0193 – Woburn Sands Garden Centre, Newport Road, Wavendon, MK17 8UF -** Prior notification for the proposed demolition of existing 'Garden Centre'. <https://www.be.milton-keynes.gov.uk/pr/s/detail/a0IWS000003aB1dYAE>
- (f) **PLN/2026/0033 – Anglian Water, Cranfield Road, Wavendon, MK17 8AW -** Removal of overhanging limb back to trunk of Ash Tree (T1) and the crown lift to 5.2m of two groups of mixed trees (G1 and G2) protected by TPO PS/540/15/7.  
<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0IWS000003NZL7YAO>

**20. STANDING ITEM – PLANNING UPDATES**

To receive a planning report, setting out the status of local planning applications and any comments made in objection or support.

**21. YOUTH SERVICE PROVISION**

To consider proposals received from Pulse Youth Café and the YMCA for the delivery of youth services provision in the parish.

**22. LOCAL CONSULTATION – BUS STOP AT ST MARY’S GREEN**

To receive the outcome of a local consultation with residents about the bus stop and whether residents would like it to remain in place or wish for it to be removed.

**23. FINANCE**

- (a) To authorise payments to be made
- (b) The Council to receive and accept the RFO’s Council Budget report.

**24. S.137 LOCAL GOVERNMENT ACT 1972**

To set the s.137 limits in accordance with legislation.

**25. POLICIES AND PROCEDURES**

To receive a list of policies and procedures and identify which need writing or reviewing, in time for approval at the Annual Council meeting in May 2026.

**26. SOCIAL MEDIA**

- (a) To consider establishing social media platforms for the parish council
- (b) To agree to include a social media policy to the list of policies and procedures that require writing.

**27. MILTON KEYNES CITY COUNCIL CONSULTATION – LOCAL TRANSPORT POLICY (LTP5)**

The Council is invited to make comments on the Local Transport Policy and submit them to Milton Keynes City Council.

**28. TRAINING FOR COUNCILLORS**

- (a) To receive details of training available for Councillors
- (b) To agree for Councillor Nabeel Kasmani to attend Councillor training on youth engagement.

**29. COUNCILLOR REPORTS**

**30. ITEMS FOR FUTURE MEETINGS**

Members of the Council to suggest future agenda items.

**31. EXCLUSION OF PRESS AND PUBLIC**

In accordance with s1(2) of the Public Bodies (Admission to Members) Act 1960, the Council to resolve to exclude the press and public for Agenda Items 32 (Quotes for Payroll Services) and 33 (Staffing Reports). Item 32 contains commercially sensitive information and Item 33 contains information relating to individual employees of the Council.

**32. QUOTES FOR PAYROLL SERVICES**

The Council to consider quotes for the provision of payroll services.

**33. STAFFING REPORT**

- (a) To review hours and salary scales of staff, in line with budget approvals.
- (b) To consider a draft Job Description for a Deputy Clerk and/or Deputy Clerk and a Finance Officer.
- (c) To consider general matters relating to staff

**The next scheduled meeting of the Council is Monday 16 March 2026.**