

Residents are invited to an Ordinary meeting of:
HALLS & COMMUNITY ASSETS COMMITTEE
MONDAY 27 JULY 2026 at 7.30pm
CONSERVATORY, WAVENDON PARISH OFFICE
WALTON ROAD, WAVENDON, MK17 8LH

Signed:

Lesley Sung

Date of Issue: 22 July 2026

Lesley Sung, Parish Clerk

Tel: 01908 229246 Email: clerk@wavendonparishcouncil.gov.uk

PUBLIC FORUM: Members of the public are invited to speak on any matter relating to the Wavendon area. A maximum of 20 minutes is allocated to the public forum, and each member of the public have a maximum of 3 minutes to speak. This may be extended at the discretion of the Chair.

For those unable to attend, but who wish to ask a question, contact the Clerk by 12 noon on the day of the meeting.

AGENDA

- 1. ELECTION OF A CHAIR 2026/2027**
To elect a Chair of the Halls & Community Assets Committee for 2026/2027.
- 2. APPOINTMENT OF A VICE-CHAIR 2026/2027**
To appoint a Vice-Chair of the Halls & Community Assets Committee for 2026/2027
- 3. APOLOGIES FOR ABSENCE**
- 4. DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION**
 1. Councillors to declare any pecuniary, personal, registerable and non-registerable interests they may have in the business to be transacted.
 2. The Council to consider any applications for the granting of a dispensation
- 5. COMMUNITY CENTRE SUB COMMITTEE**
To review actions from the final meeting of the Halls / Community Centre Sub Committee and to handover items to Committee / Full Council.
- 6. WAVENDON COMMUNITY HUB AND WAVENDON HEIGHTS – GAPS IN DELIVERY DURING ASSET TRANSFER**
To receive a report on the gaps in delivery at Wavendon Community Hub / Wavendon Heights during transfer of facility from Milton Keynes City Council to Wavendon Parish Council.
- 7. SPORTS PROVISION AT WAVENDON RECREATION GROUND**
To report on the outcome of a meeting with Woburn & Wavendon Lion Football Club and Eagle Glebe Cricket Club
- 8. WAVENDON HEIGHTS – GROUND CONDITIONS**
To receive a report on the current ground conditions at Wavendon Heights.

9. CONTRACTS AND PREFERRED SUPPLIERS - COMMUNITY ASSETS

The Council to consider current contracts that cover all Community Assets and to:

- (a) Receive details of costs of contracts
- (b) Identify and establish a preferred supplier list
- (c) Determine end dates of current rolling contracts

10. COMMUNITY ASSETS BUDGET

To review the Community Assets budgets.

11. HEALTH & SAFETY COMPLIANCE

To receive a report on compliance issues and to make recommendations to the HR Committee to arrange staff training on compliance matters.

12. DEVELOPMENT OF A STRATEGIC PLAN

- (a) Developing a strategic plan for community centres
- (b) Developing a strategic plan for the playing fields

13. WAVENDON PARISH OFFICE

- 1. To consider changing entry door access to allow access during office hours, installing additional security to the inner doors.
- 2. To consider the re-organisation of the Parish Office to ensure that it is fit for purpose.
- 3. To consider purchasing adult sized tables for the 'classroom' to provide flexibility for use and hire.

Note: The above suggestions do not have a budget line and works may be considered in the 2027/2028 year.

14. ALLOTMENTS – RECOMMENDATIONS FROM THE ALLOTMENTS TASK & FINISH GROUP

1. Recommendations from the Allotments Task & Finish Group

To receive recommendations from the Allotments Task & Finish Group on the following:

- (a) Allotment Tenancy Agreement
- (b) Cultivation Standards
- (c) Inspection Criteria
- (d) Termination Process
- (e) Waiting List Management
- (f) Pricing Structure and Payment Methods, including 2026/2027 and 2027/2028 rent setting.
- (g) Livestock Policy

2. Allotment Maintenance

To consider the outcome of discussions with the current MKCC appointed contractor about the landscaping specification at Glebe Farm and Eagle Farm 1 allotment sites.

15. FORWARD PLAN / WORK PROGRAMME

To produce and develop a forward plan for the Halls & Community Assets Committee

**NEXT SCHEDULED MEETING OF THE HALLS AND COMMUNITY ASSETS
COMMITTEE – MONDAY SEPTEMBER 28TH 2026**