



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON THE 16 JUNE 2025 AT WAVENDON COMMUNITY CENTRE.

Present: Cllr's D Hopkins, R Hill, S Thomas, Ward Cllr T Bailey and 5 residents.
Clerk was in attendance.

1. To receive apologies for absence:

Cllr's R Jamieson, M Levermore & B Burgess, Ward Cllr V Hopkins.

2. Public Open Session:

2.1 – Walton Road Traffic Issues - Residents attended the meeting to again express their disappointment at the lack of progress from MKCC (Highways) on implementing a solution to the traffic situation on this road despite the efforts of residents and the Parish Council in trying to get an update from MKCC. It was noted that we are still waiting for a date when the Cabinet Member for Highways will visit Walton Road to see the problems that residents and road users have to contend with. Clerk to contact MKCC again and Cllr D Hopkins agreed to escalate this again within MKCC.

2.2 – Gigaclear - A resident attended the meeting to ask if the Parish Council would contact MKCC to ask for the following support with this ongoing problem. The meeting heard that possibly City Fibre might be approached by MKCC to see if they might address the issue or that MKCC can registered the affected properties in the most recently BDUK assessment. Cllr D Hopkins / Clerk will write to MKCC and feed back to the resident when a response has been received.

2.3 – Burney Drive – A resident raised concerns about vehicles speeding along the road and asked if a date has been agreed when the whole stretch of road will be adopted by MKCC with the agreed speed reduction to 20 MPH. The Parish Council agreed to contact MKCC and feed back to the resident when a response has been received.

2.4 – Mobile Phone Coverage & Broadband – A resident raised concerns on the poor mobile phone signal in Wavendon. The Parish Council stated that a new mast had been installed near Frosts / Bellway on Newport Road that was waiting for connection to the network and it is hoped that this will help to resolve the issue.

3. Declaration of interest:

3.1 - 'Under the localism act 2011 (section 26-37 and schedule 4) and in accordance with the Council's code of conduct Cllr D Hopkins referred to his entry in the member's register of interests'

3.2 – Cllr D Hopkins declared an interest in item **10.1** and did not participate in any discussions.

4. Chairs Announcements:

It was noted that a copy of the Chairman's Report was circulated to Parish Councillors via email before the Parish Council meeting. A copy will be available to view on the Parish Council website and are appended to these minutes.

5. To discuss and progress the Parish Council Vacancies:

We now have permission from MKCC to fill the three vacancies by co-option.

A notice was included in the recent edition of the newsletter advertising these vacancies and another four people have expressed an interest in being considered to join the Parish Council.

We currently have seven people interested and the Clerk will arrange for interviews to take place on Monday 23 June 2025 with Cllr's D Hopkins, M Levermore and the Clerk.

6. Approval of Minutes:

The minutes of the meeting of 19 May 2025 were approved and signed as a true record.

7. Matters Arising:

	ACTION
<p>7.1 - (item 22.2 of minutes 20/11/23) – Illuminated Sign on the M1 – Cllr J Goss asked if Highways England could be contacted to highlight again a very bright sign on this road that is causing some problems for residents in Eagle Farm. National Highways have confirmed that they are not able to make any changes therefore the issue is now being discussed with MKCC.</p> <p>Now that it has been established that more properties are affected than first thought the Clerk met with MKCC on the 7 March 2025 in Eagle Farm to discuss this issue. MKCC promised to look into this but warned that it may take time to investigate further.</p> <p><u>No change, but the Clerk will chase MKCC by the end of June 2025.</u></p>	Clerk
<p>7.2 – (item 21.3 of minutes 18/12/23) – CPR Training – Completed on the 11 June 2025 with 11 people attending with another session arranged on the 9 July 2025.</p> <p><u>Item closed.</u></p>	
<p>7.3 - (item 23.1 of minutes 15/01/24) – Cllr L van den Berg advised that he had noticed that some trees in Eagle Farm looked that they were dying. Clerk and Cllr L van den Berg met on the 23 July 2024 on this issue. Clerk has reported this to MKCC including the same issues in Glebe Farm. Clerk met with a representative from MKCC on the 11 November 2024 in Eagle Farm and Glebe Farm regarding how to resolve this issue. MKCC will check who is responsible for replanting (The Parks Trust, Developer or MKCC) and provide a response as soon as possible. <u>To move this item forward Clerk will document all the trees that have failed and send to MKCC in June / July 2025.</u></p> <p><u>Update – Clerk will start this process with the help of Cllr B Burgess on the 30 June 2025.</u></p>	Clerk
<p>7.4 - (item 12.5 of minutes 20/05/24) – Email received 20/05/24 from a resident regarding A421 & M1 sound pollution at Eagle Farm South.</p> <p>Clerk met with MKCC on the 7 March 2025 in Eagle Farm to discuss this issue. MKCC promised to look into this but warned that it may take time to investigate further.</p> <p><u>No change, but the Clerk will chase MKCC by the end of June 2025.</u></p>	Clerk
<p>7.5 - (item 2.2 of minutes 20/01/25) – Connecting the Redways – A resident asked if there had been any process in connecting to the Redway in Eagle Farm from Lower End Road. <u>Clerk met with MKCC on the 7 March 2025 in Eagle and Glebe Farm to discuss this issue. Three areas were identified and MKCC promised to investigate and provide a progress update as soon as possible.</u></p> <p>Two areas have now been opened. The only Redway to be completed is at the development parallel with Lower End Road. The following update has been obtained by Ward Cllr T Bailey from MKCC Highways.</p> <ul style="list-style-type: none"> • We have a design in place and are waiting on Taylor Wimpey UK Limited and Bloor Homes to construct it. <p>However, Taylor Wimpey have advised there is an issue with some land ownership they are trying to sort out before the Redway link can be constructed.</p> <p><u>It was noted that there was no change with this issue and that Ward Councillor T Bailey had followed this up.</u></p>	

<p>7.6 – (item 2.5 of minutes 17/02/25) – Newport Road Lay-by – A resident ask for clarification on a school bus picking up / dropping off in the Lay-by causing problems for residents accessing their properties and long-term parking issues. <u>The Parish agreed to contact MKCC for advice and guidance on this.</u></p> <p>Update information received from MKCC – 29/05/2025.</p> <ul style="list-style-type: none"> • We have looked at the layby area in the enquiry where a school bus is picking up/dropping off pupils. As there are no parking restrictions, so long as the bus or other vehicles are not causing an obstruction then they are able to park here. The school bus is not under MKCC control. • For safety we would rather than school children are picked up and dropped off in this area than on the main road. • If residents are experiencing access issues to their driveway entrances, they could consider Access Protection Markings Access Protection Markings Milton Keynes City Council • If there was a significant, persistent issue with parked vehicles they may also consider a resident permit scheme, details are on our website here Parking information Milton Keynes City Council • Residents should not drive over the public highway including the verge to access front garden areas. There is an application process for Vehicle Crossings/Dropped Kerbs and each location is assessed by a highways officer. Not every crossing can be built as there are other considerations to take into account even on the same section of street. Apply for a dropped kerb/vehicle crossing Milton Keynes City Council 	
<p>7.7 - (item 2.6 of minutes 17/02/25) – Grass Cutting / Dog bins in Eagle Farm and Glebe Farm.</p> <p><u>Clerk to check that MKCC are cutting the grass in all areas by the end of June 2025.</u></p> <p><u>MKCC have now requested that before permission for installing more dog bins that we follow the required procedures; Clerk has identified locations for six and will request permission as soon as possible.</u></p> <p><u>To be actioned by the Clerk by the end of June 2025.</u></p>	Clerk
<p>7.8 - (item 13 of minutes 17/02/25) - To discuss un-authorised use of the outdoor Community Facilities:</p> <p>We have purchased new signs for both facilities to state that ORGANISED COMMERCIAL (for profit) USE OF THIS SITE IS PROHIBITED and these are being delivered on Monday 16 June 2025.</p> <p><u>When the signs are displayed, we will ask our solicitor to draft a letter for handing out to anyone using the facilities that are unauthorised.</u></p>	Clerk
<p>7.9 - (item 8.2 of minutes 22/04/25) - Letter received 9/04/25 from MKCC confirming acceptance of funding of £3,026 (50%) towards supply and installation of a Height Protection Barrier at the Community Hub. <u>Clerk confirmed that he had acknowledged acceptance of the grant.</u></p> <p><u>Clerk reported that the cost had increased by £192.07 since applying for the grant.</u></p> <p><u>Update - we do need to install two speed humps and only one was included in the grant. This will mean a cost increase of another £750. All present agreed this additional expenditure and the Clerk was given permission to place the order.</u></p>	Clerk
<p>7.10 – (item 8.5 of minutes 22/04/25) - Email received 04/04/25 from a resident again regarding promised re-planting on the Church Farm development asking for support from the Parish Council on this issue. Clerk suggested that he should write to the representatives of the Developer to support the resident on this issue. Clerk advised that he had contacted MKCC on this issue before contacting the Developer and was waiting for a response.</p> <p><u>Update – MKCC have promised to respond to the resident. Clerk will chase MKCC up by the end of June 2025.</u></p>	Clerk

8 To discuss Wavendon Parish Council Priority Work programme for 2024/2025:

It was noted that the document had been update (issue 6) and emailed to all Parish Councillor prior to the February 2025 Parish Council meeting. Clerk will make this a priority action to update this document by the end of June 2025.

9 Correspondence:

	ACTION
9.1 - Notification received from MKCC 30/05/25 advising of a Street Trading review consultation that happens every 3 years. Responses are requested by the 31 July 2025. <u>This was noted, no actions required.</u>	
9.2 - Email received from MKCC 05/06/25 advising of planned improvements to Brinklow Roundabout with preparatory work now complete, we are planning to begin the main construction phase on 15 June 2025. The works are expected to take approximately 14 to 16 weeks, weather permitting. <u>This was noted, no actions required.</u>	

10 Planning:

	ACTION
10.1 - PLN/2025/0991 - Approval of details required by condition 12 (Storm water drainage), condition 13 (Foul water strategy), condition 15 (Highway drainage) of permission ref. 24/00200/OUTM at Land South of Church Farm, Walton Road, Wavendon <u>No issues were raised.</u>	
10.2 - PLN/2025/1011 - Partial approval of details required by condition 4 (Archaeology) of permission ref. 24/01769/HOU at Wavendon Manor, 18 Cross End, Wavendon. <u>No issues were raised.</u>	
10.3 - PLN/2025/1071 – Certificate of lawfulness for the proposed removal of existing fence running between driveway and garden, straighten a 45-degree section of an existing wall running into the garden area, so it would run in parallel to the boundary and the installation of a gate at the end of driveway at 209 Burney Drive, Glebe Farm, Milton Keynes. <u>No issues were raised.</u>	
10.4 - PLN/2025/1074 - Approval of details required by Condition 11 (detailed drainage scheme) and Condition 12 (drainage maintenance scheme) of permission ref. 21/02541/FUL at Eagle Farm, Cranfield Road, Wavendon. <u>No issues were raised.</u>	
10.5 - PLN/2025/0453 - Proposed of garage conversion to habitable room and installation of new rear garden gate at 208 Burney Drive, Glebe Farm, MK17 8LE. <u>Clerk confirmed that he had sent a response to MKCC on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u> <u>Notification received 28/05/25 from MKCC that householder planning permission had been approved.</u>	
10.6 - PLN/2025/0854 - Prior Notification for the demolition of existing 'bungalow' that has been most recently used as office and premises at 51 Newport Road, Wavendon. <u>Clerk confirmed that he had sent a response to MKCC on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u>	

<p>10.7 - PLN/2025/0874 - Proposed demolition of existing bungalow and garage along with the construction of new replacement single storey dwelling with associated landscaping works at The Orchard, 5 Parkway, Woburn Sands, MK17 8UH.</p> <p><u>Clerk confirmed that he had sent a response to MKCC on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u></p>	
<p>10.8 – PLN/2025/0439 - The erection of a part single storey, part two storey side and rear extension, along with the erection of a rear dormer, front and side roof lights and loft conversion. at 47 Newport Road, Wavendon.</p> <p><u>Clerk confirmed that he had sent a response to MKCC on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u></p>	
<p>10.9 – PLN/2025/0354 - Proposed garage conversion to habitable room and alterations to boundary fence and wall at 206 Burney Drive, Glebe Farm.</p> <p><u>Clerk confirmed that he had sent a response to MKCC on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u></p>	
<p>10.10 - PLN/2025/0399 - The construction of a rear roof dormer extension at 46 Acker Bilk Drive, Glebe Farm, Milton Keynes, MK17 8XZ.</p> <p><u>Clerk confirmed that he had sent a response to MKCC on the 7 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u></p> <p><u>Notification received 23/05/25 from MKCC that householder planning permission had been approved.</u></p>	
<p>10.11 – APP/PY0435/W/25/3364306 - Outline application (matters of access to be considered, with matters of layout, scale, appearance and landscaping reserved) for the erection of up to 7 Self-Build/Custom Build dwellings including access, demolition and any necessary ground remodelling at 2 Walton Road, Wavendon.</p> <p><u>Clerk confirmed that he had sent a response to this on the 21 May 2025 following discussion at the Parish Council meeting on the 19 May 2025.</u></p>	
<p>10.12 - PLN/2025/0842 - Advertisement consent for the proposed seasonal projection with looping festive animation displayed onto one portion of building elevation to be displayed November 2025 - January 2026 at John Lewis Distribution Centre, Fen Street, Magna Park, MK17 8EW.</p> <p><u>Notification received 05/06/25 from MKCC that advertising consent had been refused.</u></p>	
<p>10.13 – PLN/2025/0177 - The expansion of existing parking facilities to provide 105 additional car parking spaces, with associated landscaping works at Wavendon Business Park, Ortensia Drive, Wavendon Gate, Milton Keynes.</p> <p><u>Notification received 05/06/25 from MKCC that full planning permission had been refused.</u></p>	
<p>10.14 - PLN/2025/0381 - Approval of details required by condition 6 (Written Scheme of Investigation) of permission ref. 21/02541/FUL at Land to The North of Eagle Farm, Cranfield Road, Wavendon.</p> <p><u>Notification received 23/05/25 from MKCC that planning condition had been approved.</u></p>	
<p>10.15 - PLN/20250299 - Construction of 5 detached dwellings, demolition of garage blocks serving existing dwellings, removal of tennis court, the erection of replacement garage blocks and a bin store, extension of access road and associated hard and soft landscaping at Wavendon Fields, Wavendon, Milton Keynes MK17 8AF.</p> <p><u>Notification received 22/05/25 from MKCC that full planning permission had been refused.</u></p>	

<p>10.16 - PLN/2025/0648 - Proposed a single detached garage at Land to rear of 20 Newport Road, Wavendon.</p> <p><u>Notification received 22/05/25 from MKCC that householder planning permission had been approved.</u></p>	
<p>10.17 - PLN/2025/0740 - Retrospective application for the regularising of the enclosing of an existing canopy to the existing warehouse unit for use as a barrel handling area. In addition, the erection of small lean-to extension of 6.8sqm to create a hand wash room at A G Barr PLC, Crossley Drive, Magna Park, Milton Keynes.</p> <p><u>Notification received 22/05/25 from MKCC that full planning permission had been granted.</u></p>	
<p>10.18 – AP-Y0435/W/23/3323547 - Notification received from MKCC on 12/05/25 of a planning appeal regarding without planning permission, the unauthorised change of use of a private dwelling house (Use Class C3) into an office (Use Class E (g) (i)) ('the Unauthorised Change of Use) following refusal of planning application 22/00184/FUL and the dismissed appeal reference: APP/Y0435/W/23/3323547) at Flat 7, Heath Court, Lower End, Glebe Farm, Milton Keynes.</p> <p><u>The Planning Inspectorate have asked for any additional comments to be submitted by the 16 July 2025.</u></p>	

11 To discuss 106 Tariff Projects / Funding:

New Fence and tree / hedge work on the Recreation Ground in Wavendon. No change.

- Balance of funding to complete this work is £12,511.17.
- Tree / hedgerow minor clearance work to include some work on St Marys Green, Stockwell Lane Roundabout and Community Centre car park at a cost of £2,620.00 + VAT was completed on the 7th / 8th April 2025.
- Order placed for the new fence work, removal of the rugby post and ditch work at £6,986.78 + VAT. Removal of rugby post and ditch work has been completed. Fence work will commence week commencing 16 June 2025.
- This leaves a contingency balance of £2,904.39. Discuss options for installing a second door entry system at Walton Road Community Centre (cost £1,095 + VAT and an annual maintenance charge of £120 + VAT) and one at the Hub (cost £1,195 + VAT and an annual maintenance charge of £120 + VAT). To be able to obtain the Security / CCTV data for both sites at our Walton Road premises we require a VLAN connection at a cost of £2,746 + VAT or a rental option of £85.68 + VAT per month. Expenditure was agreed.

Play Equipment

- Wavendon Recreation Ground to add small play items - (Match funding) – Clerk has started the process of obtaining three quotations to submit a grant application to FCC Community Foundation. This will include the re-installation of the tennis table at the hub and installation of a disabled bench on the Recreation Ground. Applications open on the **4 June 2025 and closes on the 20 August 2025.** Clerk has obtained updated quotations and will do his best to meet this timescale.

Arts Funding

- Cllr D Hopkins advised that there is a considerable amount of 106 funds are available to the Parish.

Meeting arranged with the Chief Arts Officer at MKCC (Fiona Boundy) on 14 July 2025 to discuss options for the considerable monies held on behalf of the Parish.

Heritage Projects – We may have to look for other options for funding of the items below: Can any of this be completed using monies from the Art Project 106 funding?

- Repair and include artwork to the Boundary Wall – St Marys Close. The resident has asked the Parish Council for a date when the wall will be repaired (or replaced). Clerk has responded to the resident confirming that other funding options are being explored.
- Village History Boards / Replacement benches at St Marys Green

12 Task & Finish Committee for a working group working with Inspiring Futures Through Learning Trust (IFTL) on community issues.

Good news that the agreement has been agreed with all parties and should be signed soon.

13 To receive a progress report on the existing and new Community Facilities.

Community Centre Committee meeting held on Monday 28 April 2025 (Clerk to issue the minutes by the end of June 2025). Next meeting will be arranged for the end of July 2025.

13.1 - New Community Hub progress update:

- **Legal update** – The following responses have been received from our Solicitor in April.

9 April 2025 - I have been pressing for progress on the above and the lease. It seems that the solicitor dealing with the matter has been away from the office for 6 weeks, but I have only just been made aware of this in connection with another matter. I am trying to find out who is now dealing with the matter at MKCC.

With regard your email of 3 March, I think we need to obtain better information from MKCC / Nature Space to be able to understand your future responsibilities, the need for professional services and the likely costs. On other similar transactions, I have felt, rightly or wrongly, that what is required has been down-played bearing in mind what the documentation says and appreciate that this is the very thing you are concerned about.

10 April 2025 - I have heard further from MKCC. It seems that there is only one other specialist property solicitor at MKCC at the moment and he is being passed a lot of additional matters to deal with. The matters which have priority have been determined by the Service Directors and the solicitor currently has had over 20 matters handed to him, all of which will be complex. Unfortunately, that does not seem to include the Wavendon Hub. MKCC is looking for additional resource but that may take a couple of weeks. In the meantime, I have been asked to send a summary of where we are, the documents that have been agreed and whether anything else has yet to be agreed to help whoever deals with the matter to get up to speed. That will take a bit of time, but I expect this to be with MKCC sometime next week. I will cc you on that email as may also be a useful summary for you and the Council.

Update – Clerk to chase our Solicitor for a progress report and express out concerns again about the lack of clarity on the District Licence.

- **Charity clothing bin** at one of our Community Centres. We have received an offer for consideration of installing a clothes recycling bin for the Fire Service and they have now completed a site survey (at the Hub) and made some location recommendations. It was noted that we are unable to agree to this until we have taken on the Freehold of the building and the Clerk has updated the Fire Service on this. No change.
- **Solar Panels:** Clerk confirmed that he had completed the online forms on the 15 March 2025 to the registration of the Solar Panels. EoN have now requested clarification / more information. Clerk is making progress on this and has now received a list of outstanding required information from EoN. Ongoing.
- **Loft Lighting** – Cost is £686.00 + VAT. Now completed.
- **Re-decorating** – Quotation received and cost to complete the hall, kitchen and café area at £5,660.00 with the last two weeks of August 2025 being reserved to complete this. Asked contractor to contact the Hall Manager to discuss arrangements so that hirers can be notified.
- **Vandalism** – Another tree on the North Field requires replacing. Should we purchase some replacements in the Autumn.
- **Access Security System** – The cost for installation of system the same as Walton Road Community Centre is £1,195.00 + VAT. We require the installation of a VLAN so that we can access the data from one location (Walton Road) and a quotation is being obtained. Discussed under item 11.
- **Solar Panel Protection (Pest Control)** – Quotation received for £575.00 +VAT. All present agreed to this expenditure and the Clerk will now place the order.

- **Bike Shelters** – Quotation received for the removal of existing damaged bike shelter and dispose from site and remove bike stands and re-install one of them in a pre-agreed location at a cost of £450.00 + VAT. All present agreed to this expenditure and the Clerk will now place the order.

13.2 – Walton Road Community Centre:

- **Conservatory Roof** - Cllr R Hill has obtained three quotations for consideration to have the conservatory roof insulated. They are £5,200 + VAT, £6,500, and £18,000 - £22,000. Clerk confirmed that he had included this in the budget for 2025/2026. A meeting has been held with the preferred contractor and the cost has increased by £300 to £5,500 with a 10-year guarantee. All present agreed to this expenditure and the Clerk will now place the order.
- **Electric Charging Points** - Clerk is seeking permission from MKCC regarding having an electric charging point installed in the car park. Draft sub-lease agreement (24 pages) received from MKC that requires the Clerk to review / complete. For information this will mean that we will lose two car parking spaces at the front of the Community Centre. It was agreed that because of the delays in trying to complete this installation and the loss of car parking space not to proceed with this. Item closed.
- **Asbestos Survey Results** – The recent asbestos annual survey has highlighted significant changes that will require remedial action to be completed and the cost for this to be completed will be £7,875.00 + VAT. Now that we have an Asbestos Management Plan there is not an immediate need to complete the work. We were advised to put a lock on the loft access point so that unauthorised access cannot be made to the roof. This has been completed, thanks to Cllr R Hill. Clerk confirmed that he had included this in the budget for 2025/2026 and will arrange for the work to be completed in August 2025. Clerk will check that the costs are still the same, availability to complete the work in August 2025 with a target to place the order by the end of June 2025.
- **Internal Notice Board** – A replacement is required. MKCC have been asked if they have any surplus of notice boards, awaiting a response. No Change.
- **Electric & Gas Meters** – Clerk is consulting with EoN for a convenient date to have smart meters fitted for the electric supply. Clerk to arrange in August 2025.
- **Small tables** – Being delivered week commencing 16 June 2025
- **Boiler Servicing** – Completed in May 2025, no issues were raised.
- **Electric Board** – Completed in June 2025, waiting report.
- **Damaged Blinds** – The costs will be £519.00 + VAT. Consider expenditure in July 2025.
- **Gazebo for use at events for engaging with the residents** – Quotations received. Following discussion, it was agreed that we could not justify the expenditure. Item closed.
- **Bleed Kits** – Clerk to order two as soon as possible. One funded through a Ward Councillor grant. Clerk to action by the end of June 2025.

14 To discuss Climate Change Initiatives:

The following was emailed on the 12 June 2025 by Cllr D Hopkins.

Start Date 09 June 2025

End Date 01 September 2025

Contact Sustainability Email carbon@milton-keynes.gov.uk

Consultation

MKCC wants your feedback on the new draft new Sustainability Strategy for Milton Keynes. This is the second sustainability strategy that Milton Keynes City Council has published.

The draft Milton Keynes Sustainability Strategy sets out the City Council's aims and ambitions for Milton Keynes on the climate agenda. In 2019, we published the first Milton Keynes Sustainability Strategy, and since then lots of work has been undertaken to make our city more sustainable.

Our new Sustainability Strategy will build on the great work delivered to date and updates the ambitions we have for the city. It updates the overall vision for the city to "Milton Keynes can be a world leading sustainable city, using the opportunities of growth to tackle the challenges of climate change and resource competition to create a more prosperous city for all our people and future generations."

It details four main aims for the City of Milton Keynes:

To reach net zero by 2030

To limit rising heat to 1.5 degrees based on the Paris Agreement

To prepare for the current and future impacts of climate change

To reach net zero for the City Council's activities by 2030

It sets out five clear themes for the City Council's activity: economy, energy, emissions, environment, and engagement.

The new Strategy will guide the work that Milton Keynes City Council will undertake to 2050. MKCC is seeking comments and feedback on the new Sustainability Strategy to ensure it reflects the views of everyone with a connection to the city.

While MKCC is primarily seeking comments on the new draft Sustainability Strategy, it has provided a suite of documents to help stakeholders understand the City Council's ambitions and the practical action it will take on the Sustainability agenda. These include:

The proposed Sustainability Action Plan for City activity

Their adopted Sustainability Action Plan for City Council activity

MKCC adopted Five Year Plan – Pathway to Net Zero 2030

MKCC Achievements to Date document, which outlines all of the progress made since the 2019 Sustainability Strategy was adopted.

You can read more about the City Council's journey to net zero on our dedicated webpage – www.milton-keynes.gov.uk/net-zero

How to Get Involved:

The consultation on the new Sustainability Strategy runs from June 9 to September 1, 2025. You can share your thoughts by reviewing the document and submitting your comments [here](#).

Key documents

- Draft Sustainability Strategy -June 2025 <https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Draft%20Sustainability%20Strategy%20-June%202025.pdf>
- Five Year Plan - Pathway to Net Zero 2030_Annex A Five Year Plan - Pathway to Net Zero 2030 https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Five%20Year%20Plan%20-%20Pathway%20to%20Net%20Zero%202030_Annex%20A_Five%20Year%20Plan%20-%20Pathway%20to%20Net%20Zero%202030.pdf
- Five Year Plan - Pathway to Net Zero 2030_Annex B_Action Plan https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Five%20Year%20Plan%20-%20Pathway%20to%20Net%20Zero%202030_Annex%20B_Action%20Plan.pdf
- Five Year Plan - Pathway to Net Zero 2030_Annex C_Technical Summary for Rebaseline of Emissions https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Five%20Year%20Plan%20-%20Pathway%20to%20Net%20Zero%202030_Annex%20C_Technical%20Summary%20for%20Rebaseline%20of%20Emissions.pdf
- Sustainability Action Plan (City) - June 2025 <https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Sustainability%20Action%20Plan%20%28City%29%20-%20June%202025.pdf>
- Sustainability Strategy achievements to date document <https://www.milton-keynes.gov.uk/sites/default/files/2025-06/Sustainability%20Strategy%20achievements%20to%20date%20document.pdf>

Parish Councillors were asked to comment on this at the July 2025 Parish Council meeting.

15 To discuss whether to apply for a Community Infrastructure Funding Grant for 2026/2027:

The following suggestions were made.

- Solar panels for CC.
- New chair store for CC.
- Trim Trail around the Hub land.
- Suggestion which would enhance Glebe Farm's and Eagle Farm's green spaces. We are all aware of how these attenuation areas alongside the A421 fall short of the hectare's recommendations, however these could be made more user friendly by adding some MK benches. Possibly 3 per attenuation pond so about 18 in total, they would need to be strategically placed, this would allow Mum's / families to sit and view the wildlife, all good for the soul.

Following discussion it was agreed because the heating boiler in the former school part of the Community Centre being old and not very cost effective to look into applying for funding to have solar panels fitted to the Community Centre Roof. Clerk with the support of Cllr Hill will submit an application for funding consideration to meet the deadline of 31 August 2025.

The chair store and outdoor exercise equipment will be considered as part of the budget discussion for 2026/2027 in November 2025 and January 2026.

The suggestion to enhance the green spaces in Eagle and Glebe Farm will be discussed with MKCC, if any of the Arts Funding could be used for this project.

16 To receive Financial Statements:

16.1 – Bank Statement: Balance as of 30 May 2025:

Community Account as of 16 June 2025:	£118,350.96
Less Cheques to be cashed 101812, 101901, 101927, 101929, 101930, 101931, 101950, 101951, 101952, 101953, 101962, 101963.	(£1,765.01)
Less New Cheques + S/O's & D/D's	(£17,367.13)
Total	£99,218.82
Business Saver Account (Parish Funds)	Total £14,051.77
Business Saver Account (Mrs Robinsons Account)	Total £759.50

Cheque No.	Payee	Amount
S/O	Alan Kemp – June 2025 Salary	£1,623.20
S/O	Robert Hill – Caretaker Salary – June 2025	£1,106.84
S/O	Susan Hopkins – Hall Manager – June 025	£1,240.80
101967	HMRC – Tax & NI for Staff – June 2025	£1,216.16
101968	Anglian Water Ltd – Water Charges at Hub	£207.74
101969	Sterling Installations Ltd – Boiler Servicing at Walton Road CC	£820.80
101970	Aegis Group of Companies – Call out charge	£19.14
101971	Aegis Group of Companies – Lock up charge	£19.14
101972	Cheque VOID	
101973	Vision ICT Ltd – Website	£60.00
101974	ICP Hygiene – First aid and Burns kits for Community Facilities	£312.02
101975	Robert Hill – Community Facilities Repairs	£36.90
101976	Alan Kemp – Plastic Bags for recycling at the CC & Hub	£33.58
	Alan Kemp – Postage and 36 x 2 ND Class Stamps	£31.44
	Alan Kemp – Stationery	£12.97
	Alan Kemp – Refreshments for the Big Lunch – 07/06/2025	£77.96
	Alan Kemp – Payment to Sign Wizzard – Signs for CC & Hub	£521.17
	Alan Kemp – Payment to Sign Wizzard – Delivery Charge	£66.46
	Alan Kemp – Outdoor Key Safe for Hub	£16.18
	Alan Kemp – Addition Key for Hub	£32.95
101977	Total Ground Management Ltd – Grass cutting - Hub	£777.60
101978	Total Ground Management Ltd – Grass cutting - Village	£352.30
101979	Tickford Security Systems – Security / CCTV	£741.60

101980	XL Circondare Ltd – Newsletter	£2,230.00
101981	Shires UK Construction – Drainage Work on Recreation Ground	£2,478.57
101982	Shires UK Construction – Removal of Rugby Post	£360.00
101983	Auditing Solutions Ltd – Internal Audit Fee	£612.00
101984	South Central Ambulance Charity – Donation for CPR Training.	£150.00
101985	MKPPS Property Photography – Video for Community Facilities	£175.00
D/D	Biffa – Waste & Recycling – Walton Road	£248.88
D/D	Biffa – Waste & Recycling – New Hub	£175.04
D/D	BT – Walton Road Community Centre	£72.71
D/D	BT – New Community Hub	£76.54
D/D	EE Mobile Bill	£8.93
D/D	EoN Next – Walton Road Community Centre – Electric Charge	£84.19
D/D	EoN Next – Walton Road Community Centre – Gas	£35.82
D/D	EoN Next – Walton Road Former School – Electric Charge	£386.81
D/D	EoN Next – Walton Road Former School – Gas	£104.23
D/D	EoN Next – New Community Hub – Electric Charge	£841.46

This expenditure was proposed, seconded, and carried unanimously.

All the above items are within budget.

16.2 – Receipts

Business Premium Account – Mrs Robinsons Account – MKCC – Dividend	£73.50
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16.3 – Banking for the Parish Council:

Clerk advised that Barclays Bank have completed setting up the new bank mandate. Clerk has contacted Barclays Bank and there is still a small issue to be completed regarding Mrs Robinson Charity Account. They have now separated Mrs Robinsons Account from the Parish Council and our two accounts are in the name of Wavendon Parish Council. The Clerk can now start setting up online banking.

We now have a problem with the Community Centre Accounts, and we are waiting for a call back from Barclays Bank to understand what information we will need to provide.

16.4 - (item **27.1** of minutes 20/05/24) – Cllr R Hill reported that there had been some damage to benches on the recreation ground with at least one beyond repair. Consider expenditure in July 2025.

16.5 - Email received 10/10/23 from **MKCC** regarding **Second Winter Plan – funding for Parishes**. The balance after expenditure as of 17 March 2025 is £667.76. Balance carried forward to 2025/2026.

16.6 – Budget / Forecast Review for 2025/2026:

Clerk will undertake a review at the end of June 2025 for presentation at the July 2025 Parish Council meeting.

17 To sign off the Annual Financial Return for 2024/2025:

17.1 – It was confirmed that the **Internal Audit** was concluded by Auditing Solutions Limited in June 2025 and that there were no issues raised. A copy of the report was emailed to all Parish Councillors on the 16 June 2025. It was noted that a copy of the internal audit report will be available to view on the Parish Council website.

17.2 – The **Annual Return** for financial year 2024/2025 was examined in detail and it was confirmed that all procedures are being correctly followed. **The Motion:** That Wavendon Parish Council accepts the Audited Accounts, was proposed, seconded, and carried unanimously.

The **Annual Return** was accordingly signed off by the **Chair** and **Clerk** will be forwarded to the External Auditor by the Clerk. Clerk will display all the required documents and notifications on our notice boards and website.

Clerk will now re-claim the outstanding VAT for 2024/2025 of £18,957.73

18 To progress the outstanding Procedural Documents together with the Development of an Emergency Plan for Wavendon:

The following still require completing.

- New - social media Policy – Target completion by the July 2025 PC meeting.
- New – Expenses Form / Policy – Target completion by the July 2025 PC meeting.
- New – Grant Application Policy – Target completion by the July 2025 PC meeting.
- New - Emergency Plan – We may need to employ a consultant to help with this topic.
- New - Parish Councillor Co-option Policy – Target completion by the July 2025 PC meeting.
- New – Standing Orders – Target completion by the July 2025 PC meeting.

All procedures / policies will be reviewed as part of the Governance review work.

19 To progress Future Staffing arrangements and Governance as the Parish grows:

Cllr M Levermore gave a short update on progress with a target to complete and issue a report in June / July 2025. Agreement on a job specification and advert to replace the current Clerk is ongoing. It was agreed to hold a separate meeting before the end of June 2025.

20 To discuss any Highway Issues:

- Walton Road – dates for IT interim solution being implemented. When will the public consultation on options for the Road be held and the visit of the Cabinet Member to be confirmed.
- Burney Drive, adoption and 20 MPH implementation
- Yellow lines and other parking restrictions outside Glebe Farm School
- School crossing on Burney Drive outside Wavendon St Marys. Ongoing.
- Junction of Elmswell Road and Groveway (safety improvements).
- Improvements to Kingston Roundabout (timeframe)
- Implementation of agreed 30MPH speed limit on Newport Road.
- Stockwell Lane further repairs.
- Bus stops on Newport Road (opposite Wavendon Arms) and two at the Community Hub.
- Concerns raised by Residents about vehicles ignoring the speed limits on Lower End Road and Cranfield Road. There was also a recent accident on Cranfield Road. It was noted that Cllr S Thomas has provided the data from the SID's that indicated that there a minority of drivers speeding between 55 – 60 mph.

Clerk to write to MKCC (Highways Team) requesting updates on the above highway issues.

21 Clerks Report / Local Issues:

21.1 – Recommendation from BALC for moving to Gov.UK Domains for websites and Email to provide more security.

Our web provider has completed the changeover for the Clerk and Website and all is working correctly.

Clerk will now request new email addresses to be created for Parish Councillors as per the report issued to all Parish Councillors prior to this meeting.

21.2 – Walton Road Pavement – Clerk confirmed that he had reported the state of the pavement again to MKCC under reference **FS696550883** on the 16 March 2025.

The following response was received from MKCC on the 19 March 2025.

- Our highways inspector has checked the defect you reported to us and assessed it based on our criteria that categorises defects into low, medium or high risk. Those assessed as high risk will usually be repaired between 2 -24 hours depending on the severity. Medium level defects will be planned in for repairs from 28-90 days depending on the road type and volume of traffic. Defects classed as Low risk are unlikely to be repaired unless they get worse, and we will monitor them. The defect you reported has been assessed as LOW.

Clerk will report this again to MKCC in June 2025.

21.3 – Hole on the verge at the junction of Walton Road/ Newport Road – Clerk confirmed that he had reported this to MKCC under reference MKCC700769518 on the 28 March 2025.

It was noted that Cllr D Hopkins has reported this again to MKCC.

22 To discuss the management of allotments located in the new development areas.

The following communication received from MKCC in March 2025 regarding Glebe Farm.

- Just so you know Practical Completion was achieved 11th Nov 2024. And for hard and soft landscape it was 6 months maintenance period, we are now approaching the active growing season, and we really need to hand over the Allotments in April 2025 at the latest. This is so the plot holders can have the full season use but also ensure the Allotment is in good condition prior to handover. All our works will be completed by the end of March 2025.
- The Trees and Shrubs have a 12-month maintenance period which will be till 11th Nov 2025. However, maintenance does not include cutting the grass in the period. Grass cutting will stop on 11th May 2025.
- It would be really useful if WPC can make this a priority.

MKCC are pushing for a date when Wavendon Parish Council will agree to take on the responsibility for the Glebe Farm allotments. See separate document issued to Parish Councillor prior to the Parish Council meeting.

Clerk and Cllr D Hopkins visited Walton Community Council in May 2025 to seek advice on the administration / processes. Clerk to arrange a meeting with MKCC in early June 2025 to agree a date when we can take on the responsibility for the allotments (subject to the Parish Council capability to administer all the required processes etc.)

Online meeting arranged with MKCC on Tuesday 17 June 2025 to agree a handover date.

23 Unitary Reports:

A copy of the Ward Councillor's reports to Wavendon Parish Council for June 2025 are available to view on the Parish Council website and are appended to these minutes.

Cllr T Bailey gave an update on the Ward Boundary and Councillor changes, highlighted the forthcoming Art in the Park event on the 21 June 2025 at Campbell Park and a Mid-Summer Festival on the 22 June 2025 on Midsummer Boulevard East.

Cllr T Bailey asked if the Unitary Reports discussion could be moved for an earlier slot near the Public Open Session. *To be agreed.*

24 Councillor Reports:

24.1 – Traveller awareness – Cllr R Hill suggested that we all maximise our vigilance and ensure all gates at our Community Facilities are not left insecure to avoid a repeat of last year. There are already travellers in MK, and this is now a prime time for illegal encampments.

24.2 – CCTV Surveillance on Stockwell Lane (Bus Access) – Cllr R Hill asked when MKCC have installed this system, does it have the capability to capture any anti-social behaviour in the vicinity. Cllr D Hopkins agreed to approach MKCC on this.

24.3 – Football Tournaments – Cllr R Hill gave a reminder of the dates for the football tournaments being held at the Hub utilising parking at the Stable Theatre.

- Saturday 28th and Sunday 29th June 2025 for girls' tournament.
- Saturday 5th and Sunday 6th July 2025 for the boy's tournament.

24.4 – Waste Services – It was noted that we have recently experienced problems with hirers not following the correct procedure for waste and recycling which has resulted in Biffa refusing to take the waste / recycling away. Cllr R Hill has made some suggestions on how to resolve this issue, and the Clerk will include this on the next Community Centre Committee meeting agenda.

25 To agree items for forthcoming agendas:

- Climate Change Sustainability Consultation – July 2025
- Risk Assessment Review – September 2025.

26 Future Meetings:

The next two meetings of the Parish Council will take place on **Monday 21 July 2025 at Walton Road Community Centre** commencing at **7.30 PM** and **Monday 15 September 2025 at Walton Road Community Centre** commencing at **7.30 PM**.

Consideration for the February 2026 meeting to be held at Glebe Farm School?

There being no further business the meeting closed 08.50 pm.