



MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON THE 21 JULY 2025 AT WAVENDON COMMUNITY CENTRE.

Present: Cllr's D Hopkins, R Hill, R Jamieson, S Thomas & B Burgess, Ward Cllr T Bailey, 7 residents and 5 representatives from Woburn & Wavendon Football Club (W&WFC).
Clerk was in attendance.

1. To receive apologies for absence:

Cllr's M Levermore & Ward Councillor V Hopkins.

2. To co-opt three new Parish Councillors following recent interviews:

It was noted that we were fortunate to have 7 people that expressed an interest in joining the Parish Council. Interviews were conducted by Cllrs D Hopkins (Chair), M Levermore (Vice-chair) with the Clerk in attendance on Monday the 23 June 2025 and Thursday 26 June 2025.

An update was provided by Cllr D Hopkins on everyone interviewed and all candidates were worthy of being invited to join the Parish Council, however Roger Penfound, Jan Flawn and Nabeel Kasmani were selected and welcomed to the meeting. All present supported the co-option onto the Parish Council with immediate effect.

3. Public Open Session:

3.1 – Representatives from W&WFC attended the meeting and explained the issues / problems caused by **Glebe Farm Academy's decision to reduce the usage by the football club on Wednesday nights from next season** and asked the Parish Council for help in reversing this decision.

Parish Council agreed to write to the signatories of the recently signed (8 July 2025) Community Access agreement to ask for clarification on why this decision was taken.

3.2 – Wavendon Community Hub / Football Pitches / Grounds – It was noted that there has been some deterioration in the playing surfaces and grounds that might require that the pitches will not be able to be used, together with a danger to the public in other areas due mainly though weather conditions. It was noted that the football club had already invested monies to try and solve the problem with the playing surfaces, but more financial assistance is required.

Parish Council agreed to add this to the agenda on the Community Centre Sub-committee meeting scheduled for Monday 28 July 2025.

3.3 – Walton Road – Two residents attended the meeting and thanked Wavendon Parish Council and Ward Councillors for their support in highlighting and trying to escalate a solution to the increase of traffic and safety issues at the double bend.

The following update had been included in the Chair's report.

- **Residents petition to MK City Council regarding Walton Road** – Cllr D Hopkins as ward member and Chairman of the PC was pleased to be able to present a petition to MK City Council on 16th July 2025 signed by 230 residents of all ages calling for the long-promised consultation into the options for road safety measures on Walton Road to be started asap. The Cabinet member reported that the Motion Detection ICT based initiative would be in place in August 2025 and the consultation would commence in October 2025.

A separate question was asked if the Motion Detection system will be able to record any useful information like the data from the Speed Indicator Devices.

It was noted that Cllr D Hopkins has already contacted MKCC on this topic and would respond when a response is received.

3.4 – Church Farm – A resident was concerned about access from this development site onto Walton Road.

Wavendon Parish Council confirmed that they would continually monitor the situation but believe that the original plans agreed by the Planning Inspectorate for emergency access only being allowed will not change.

3.5 – Munday Gardens – A resident raised concerns that residents are unaware of the Parish Council existence.

Cllr D Hopkins confirmed and apologised that the Parish Newsletter had not been delivered to residents on this development site and that it had now been included in the distribution from the next issue. A new welcome leaflet will also be sent to all dwellings.

4. 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'

5. 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.

6. Approval of Minutes:

The minutes of the meeting of 16 June 2025 were approved and signed as a true record.

7. Matters Arising:

	ACTION
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. 7.2 - (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. It appears that MKCC options here are extremely limited. Acoustic fencing on land that it (or the Parks Trust) have control of would be too remote from the source of the noise (the M1) to have any meaningful effect and the likelihood of National Highways deeming the housing at Eagle Farm being impacted sufficiently to warrant acoustic fencing along the M1 is small. Cllr D Hopkins has contacted Environmental Health at MKC to ask them to visit and to assess the local impact. <u>Ongoing.</u>	
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. It was noted that Cllr B Burgess and the Clerk assessed all the trees on Burney Drive on the 30 June 2025 and that the Clerk has emailed photos of the affected trees to MKCC. MKCC have confirmed that Highways are investigating the ones within their control and working through the others and try to figure out which are with the Parks Trust and which are still with David Wilson Homes. <u>Ongoing.</u>	

7.4 - (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. 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 from MKCC Highways by Cllr Hopkins. This now has the support of the Highways and Infrastructure Boards at MK City Council so will go forward for the Spend Approval required. The design work for the various culverts is being done 'in-house' at MKCC so once the funding is approved (which should be relatively straightforward) MKCC officers think they can put together the technical package(s) of work quite quickly.	
7.5 – (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. Following the advice received from MKCC on the 29 May 2025 and residents informed, it was agreed that nothing further could be undertaken. <u>Item closed.</u>	
7.6 - (item 2.6 of minutes 17/02/25) – Grass Cutting / Dog bins in Eagle Farm and Glebe Farm. Clerk in monitoring that MKCC are cutting the grass in all areas. <u>Ongoing.</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>Ongoing.</u>	Clerk
7.7 - (item 13 of minutes 17/02/25) - To discuss un-authorised use of the outdoor Community Facilities: 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. Signs have now been displayed at the Walton Road Community Centre and Community Hub and the Clerk asked if our solicitor will draft a letter for handing out to anyone using the facilities that are unauthorised. <u>Clerk to obtain a cost from our solicitor for consideration.</u>	Clerk
7.8 - (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. Clerk confirmed that he had acknowledged acceptance of the grant. <u>Clerk confirmed that he had placed the order after authorisation at the last Parish Council meeting and following payment (see cheque 102004) the contractor will confirm a delivery and installation date. A site survey was completed by the contractor (Stopem Ltd) on the 18 July 2025.</u>	
7.9 – (item 24.2 of minutes 15/06/25) - 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 has received the following response from MKCC. I am told for various legal and technical reasons it won't have wider coverage than the Elmswell Road / Stockwell Lane junction and that if we wanted something to cover ASB that would probably need to involve a discussion with TVP about use of their mobile units. I would imagine given the breadth of the TVP area though the threshold for getting them involved might be quite high. No further actions are required. <u>Item closed.</u>	

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. <u>MKCC have promised to respond to the resident. Clerk has chased MKCC again, waiting response.</u>	
7.11 – (item 2.2 of minutes 16/06/25) - 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. <u>Cllr D Hopkins / Clerk will write to MKCC and feed back to the resident when a response has been received.</u> The following response was received from Cllr M Bracey on the 17 June 2025. • Thank you for your email regarding Gigaclear. We are aware of this particular issue in Wavendon and have drawn this to the attention of Broadband Delivery UK (BDUK) who manage the work to bring broadband connections to areas where it is not commercially viable. • They have a process for these types of areas, which involves updating commercial plans every four months and seeing what areas remain unconnected. In those areas they seek to partner with the market to find a solution. • We do not have a direct role in this process and cannot subsidise a commercial operator to intervene directly. However, as noted above we have flagged this local issue to BDUK.	

8. To discuss Wavendon Parish Council Priority Work programme for 2025/2026:

It was noted that the document had been update (issue 7) and emailed to all Parish Councillor prior to the July 2025 Parish Council meeting.

Cllr R Jamieson suggested that we should add Road Pollution to the Air Pollution and Construction dust objective and the Clerk was asked to update the document.

Next review – October 2025.

9. Correspondence:

	ACTION
9.1 - Notice received 17/06/25 from Bedford Group of Drainage Boards advising of the Watercourse Maintenance programme for 2025/2026. <u>This was noted, no actions required.</u>	
9.2 - Notice received 23/06/25 from MKCC advising of Community Governance Review 2025 closing on the 11 September 2025. <u>This was noted, no actions required.</u>	

10. Planning:

	ACTION
10.1 - PLN/2025/1230 - Proposed single storey extension of existing carport with roof lining to include a garden room at 36A, Newport Road, Wavendon. <u>Clerk confirmed that he had responded to MKCC on this planning application on the 17 July 2025 to meet the consultation deadline to ask if any concerns are received from neighbours, that they are taken into consideration before granting planning approval.</u>	

10.2 – PLN/2025/1488 - Approval of details required by condition 18 (Open spaces) of permission ref. 15/02768/OUT at Site South East of Elmswell Gate, Towergate, Milton Keynes. Clerk advised that we have until the 1 August 2025 to respond to this planning application. <u>Some suggestions for a response was given to the Clerk to respond to MKCC.</u>	Clerk
10.3 – PLN/2025/0287 - Installation of utility facilities including electrical plant, effluent bund and heat pump system, ancillary upgrades to the existing servicing structures, the provision of revised vehicle, motorcycle and cycle parking and manoeuvring areas, and other associated works at A G Barr PLC, Crossley Drive, Magna Park, Milton Keynes. <u>Notification received 18/07/25 from MKCC that full planning permission had been refused.</u>	
10.4 – PLN/2025/0354 - Proposed garage conversion to habitable room and alterations to boundary fence and wall at 206 Burney Drive, Glebe Farm, Milton Keynes. <u>Notification received 16/06/25 from MKCC that householder planning permission had been approved.</u>	
10.5 – 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. <u>Notification received 26/06/25 from MKCC that householder planning permission had been approved.</u>	
10.6 – 24/00443/S106 - Modification of planning obligation dated 08 June 2018 relating to permission ref. 17/03315/OUT under section 106A of the Town and Country Planning Act 1990, seeking to remove all financial contributions based on a viability assessment at Frosts Landscape Construction, Newport Road, Wavendon. <u>Notification received 30/06/25 from MKCC that modification or discharge of a planning obligation had been refused.</u>	
10.7 – PLN/2025/0518 – Variation / removal of condition 1 (approved plans) seeking to add a single storey infill extension between the garage and the house on Plot 15 (relating to permission ref. 16/03354/FUL for the variation of the wording of conditions 10 and 11 and minor material amendments to the architectural detailing of various plots of planning permission 15/01492/FUL for the erection of 34 x dwellings with relocated site access and associated infrastructure and landscaping works) at Land at The Gables, Lower End Road, Wavendon. <u>Notification received 23/05/25 from MKCC that removal / variation of planning condition had been approved.</u>	
10.8 – 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>Notification received 23/06/25 from MKCC that prior approval had been refused.</u>	
10.9 – PLN/2025/0574 - 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. <u>Notification received 30/06/25 from MKCC that full planning permission had been approved.</u>	

10.10 – 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>Notification received 08/07/25 from MKCC that planning condition had been refused.</u>	
10.11 – 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>Notification received 18/07/25 from MKCC that planning condition had been approved.</u>	
10.12 – 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>Notification received 17/07/25 from MKCC that lawful development certificate had been refused.</u>	
10.13 – 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>Notification received 09/07/25 from MKCC that planning condition had been approved.</u>	
10.14 - ENF/2025/0173 - 41 Bellway, Wavendon - I write to inform you that we closed the case on 26/06/2025 for the following reason: The garden room under construction appears to be a large annexe that has been approved in a previous planning application 21/02204/FUL (for the erection of a single storey detached annexe in the front garden). The location and scale of the structure appear consistent with the approved plans. There are no noticeable discrepancies or visual distractions from what has been approved in the planning application when viewing the details of the works in progress.	
10.15 - ENF/2025/0235 - Further to correspondence received 23/06/2025 alleging a breach of planning control at 33 Menday Gardens, Wavendon a case has been logged for investigation regarding commencement of digging in area not in resident's ownership.	
10.16 – AP-3749 - 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. <u>Notification received 04/07/25 of an appeal with any additional comments to be submitted by the 07 August 2025.</u>	

11. To discuss 106 Tariff Projects / Funding:

New Fence and tree / hedge work on the Recreation Ground in Wavendon. Work now completed in June 2025.

This leaves a balance outstanding of £2,611.95 that will contribute to the following.

- Door Entry System at Walton Road - £1,095.00. All present agreed to this expenditure at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025.

- Door Entry System at Community Hub - £1,195.00. All present agreed to this expenditure at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025.
- VLAN System to link the two venues - £2,746.00. All present agreed to this expenditure at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025.

This leaves a balance of £2,424.95 from Parish funds.

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 will do his best to meet this timescale.

Arts Funding

- Meeting held 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. Estimated funds available is around £250,000. An arts consultant will be engaged to work with all parties to make suggestions on how to use the funding for the benefit of Wavendon residents.

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).
- Village History Boards / Replacement benches at St Marys Green.
- 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.

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

It was noted that the agreement was signed on the 8 July 2025

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

Next Community Centre Sub-Committee meeting will be held on the 28 July 2025.

13.1 - New Community Hub progress update:

- **Legal update** – No responses have been received from our Solicitor or MKCC. Clerk has emailed on the 20 July 2025 for an update. It was noted that our Solicitor has responded on the 21 July 2025 that requires review before updating Parish Councillors.
- **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.
- **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. Contractor has contacted the Hall Manager to discuss arrangements so that hirers can be notified.
- **Solar Panels:** Clerk confirmed that he had completed (with the support of Cllr R Hill) all the paperwork for EoN to register the site in the name of Wavendon Parish Council and received the following response.

What happens next ?

- DNO (Distribution network operator) creates your MPAN (1-4 weeks) - The DNO creates your export MPAN - this is the longest part of the application process and is out of our control as this depends on the resource available there (a bit like applying for a passport). Once the MPAN is created, Eon Next can begin the enrolment onto Eon Next's supply.
 - Your MPAN is enrolled (5 days) - Your new export MPAN is enrolled onto your new Eon Next account and you will receive an email with your SEG plan. This then completes the journey for you.
 - You will then receive an email just before your renewal date which is 12 months from your agreement start date. We will ask you for a photo of your export reading and arrange a payment to be sent to you.
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- **Vandalism** – Another tree on the North Field requires replacing. Should we purchase some replacements in the Autumn.
 - **Solar Panel Protection (Pest Control)** – Quotation received for £575.00 +VAT. All present agreed to this expenditure at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025.
 - **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 at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025.
 - **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.
 - **Cold Water Tank** – Following a recent visit by Safewater Environmental Ltd there is a requirement to manually clean and chemical disinfection of the tank and down services at a cost of £450 + VAT. This expenditure is covered in the 2025/2026 budget.
 - **Un-authorized use of Playing Fields and Grounds** – It was noted that a resident raised concerns that a few younger people have been using the area for golf practice making it uncomfortable for residents to use the area for recreation purposes and damaging the grass. Thanks to Cllr R Hill for speaking to the relevant people and hopefully this will close this matter.
 - **Manhole Covers** – Because of lack of rain this issue could become a risk for users of the grounds. To be added to the Risk Assessment Register and it was agreed that we should arrange for quotations be obtained.
 - **Electric Charging Points** – It was noted that one of the Perspex covers on charging points was damaged. MKCC to be contacted for advice.

13.2 – Walton Road Community Centre:

- **Conservatory Roof** - 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 at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025 with work targeted to be completed by the end of August 2025.
- **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. All present agreed to this expenditure at the Parish Council meeting on the 16 June 2025. Clerk confirmed that he placed the order on the 12 July 2025 with work targeted to be completed 4 – 8 August 2025.
- **Electric & Meters** – Clerk has arranged for the two meters to be replaced on Monday 28 July 2025.
- **Electric Board** – Completed in June 2025, report has highlighted remedial work of £754 +VAT. Clerk confirmed that as this was a legal requirement that he had placed the order on the 12 July 2025 with all costs included in the 2025/2026 budget.
- **Damaged Blinds** – The costs will be £519.00 + VAT. Clerk confirmed that he placed the order on the 12 July 2025.
- **Bleed Kits** – Clerk has ordered two cabinets at a cost of £660 + VAT, one funded through a Ward Councillor grant.

- **Parish Council Office** – To make the office more private that all the Security and CCTV equipment is housed. Consideration for installing some window privacy film at a cost of £540 + VAT?
- **PHS Hygiene Products** - The estimated cost annual cost for installing bins and emptying in all the toilets in both Community Buildings is £1,800 + VAT. Clerk has included this cost in the latest Budget / Forecast review. To be discussed at the Community Centre Sub-committee meeting on the 28 July 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 for review at the September 2025 Parish Council meeting.

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

Following discussion it was agreed at the Parish Council meeting on the 16 June 2025 because the heating boiler in the former school part of the Community Centre being old and not very cost effective to look applying for funding to have solar panels fitted to the Community Centre Roof.
Clerk with the support of Cllr Hill will submit an application to meet the deadline of 31 August 2025.

16. To receive Financial Statements:

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

Community Account as of 21 July 2025:	£99,819.11
Less Cheques to be cashed 101812,101901, 101930, 101931, 101953, 101970, 101971, 101973, 101974, 101980, 101983, 101984.	(£4,083.83)
Less New Cheques + S/O's & D/D's - Note Cheque 101986 already cashed	(£24,644.15)
Total	£71,091.13
 Business Saver Account (Parish Funds)	 Total
	£14,098.59
 Business Saver Account (Mrs Robinsons Account)	 Total
	£761.79

Cheque No.	Payee	Amount
101986	Shires UK Construction – (Allotment Fence)	£5,270.76
S/O	Alan Kemp – July 2025 Salary	£1,623.20
S/O	Robert Hill – Caretaker Salary – July 2025	£1,106.84
S/O	Susan Hopkins – Hall Manager – July 2025	£1,240.80
101987	CIS Ltd – Deposit for Conservatory Roof	£1375.00
101988	HMRC – Tax & NI for Staff – July 2025	£1,210.16

101989	Cheque VOID	
101990	LIW Advertising Ltd – Hogsty Article	£72.00
101991	Lockcraft Electrical Ltd – Electrical Work at Hub	£823.20
101992	Lockcraft Electrical Ltd – Electrical Work at Walton Road CC	£1,278.00
101993	ISE Fire Products & Services Ltd Annual Monitoring of Fire Alarm	£510.00
101994	Aegis Group of Companies – Alarm / Key holding service - Hub	£491.54
101995	Aegis Group of Companies – Alarm / Key holding service - CC	£491.54
101996	Safewater Environmental Ltd – Legionella Testing - CC	£426.00
	Safewater Environmental Ltd – Legionella Testing - Hub	£546.00
101997	Aegis Group of Companies – Lock up charge	£19.14
101998	Aegis Group of Companies – Lock up charge	£19.14
101999	Alan Kemp – Inject Cartridges / Car Parking Charge	£56.95
	Alan Kemp – Inject Cartridges	£106.35
	Alan Kemp – Planter for Memorial Garden	£59.99
	Alan Kemp – 2 x Bleed Cabinets	£792.00
102000	Robert Hill – Community Facilities Repairs	£48.77
102001	Total Ground Management Ltd – Grass cutting - Hub	£777.60
102002	Total Ground Management Ltd – Grass cutting - Village	£352.30
102003	Draincare Ltd – New Hub	£128.40
102004	Aegis Group of Companies – Lock up charge	£38.28
102005	Stopem Ltd – Barrier at Hub	£8,391.81
102006	D2D Distribution Ltd – Newsletter Distribution	£594.00
D/D	Biffa – Waste & Recycling – Walton Road	£311.10
D/D	Biffa – Waste & Recycling – New Hub	£260.66
D/D	Biffa – Waste & Recycling – New Hub – Contamination Charge	£39.94
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	£83.88
D/D	EoN Next – Walton Road Community Centre – Gas	£22.97
D/D	EoN Next – Walton Road Former School – Electric Charge	£386.03
D/D	EoN Next – Walton Road Former School – Gas	£23.46
D/D	EoN Next – New Community Hub – Electric Charge	£778.92

This expenditure was proposed, seconded, and carried unanimously.

All the above items are within budget.

16.2 – Receipts

Business Premium Account – Mrs Robinsons Account – Bank Interest	£2.29
Business Premium Account – Parish Council Account – Bank Interest	£46.82

16.3 – Banking for the Parish Council:

- **Online Banking** - Clerk to contact Barclays Bank to set up online banking to start as soon as possible.
- **Barclays Account Review** – It is now a requirement for all Parish Councillors to be named on the account and a policy to be implemented to ensure that Barclays Bank are notified of any changes. This will require some Parish Councillors to complete a form that the Clerk will discuss at the Parish Council meeting.
- **Community Centre Accounts** - We now have a problem with the Community Centre Accounts that the Hall Manager is trying to resolve with Barclays Bank.

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 four requiring replacing. Consider expenditure in September 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. Glebe Farm School are setting up a Kickback Kitchen and the money will be used for this purpose.

16.6 – Budget / Forecast Review for 2025/2026:

Budget / Forecast review emailed to Parish Councillors with this report.

16.7 – VAT Refund:

Clerk has submitted a claimed to HMRC on the 5 July 2025 for a VAT refund of £18,908.70.

17. 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 – Clerk to complete for the September 2025 PC meeting.
- New – Expenses Form / Policy – Clerk to complete for the September 2025 PC meeting.
- New – Grant Application Policy – Clerk to complete for the September 2025 PC meeting.
- New - Emergency Plan – We may need to employ a consultant to help with this topic.

The following have been complete.

- **Standing Orders** – Clerk has updated these to reflect changes to sections 14 and 18.

These are available to view on

<https://www.wavendonparishcouncil.gov.uk/UserFiles/Files/Other/WPC-StandingOrders-July2025-Issue9.pdf>

- **Parish Councillor Co-option Policy**

These are available to view on

<https://www.wavendonparishcouncil.gov.uk/UserFiles/Files/Other/GUIDANCE%20NOTES%20FOR%20PARISH%20COUNCILS%20-%20Co-option.pdf>

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

A job specification and advert has been prepared to replace the current Clerk for discussion and agreement at the Parish Council meeting together with agreeing funding for advertising costs.

Documents were circulated at the meeting and advertising expenditure up to £400 was agreed.

19. To discuss any Highway Issues:

- Walton Road – IT interim solution being installed in August 2025 with further consultation promised in October 2025.
- Burney Drive, adoption and 20 MPH implementation
- Yellow lines and other parking restrictions outside Glebe Farm School
- Junction of Elmswell Road and Groveway (safety improvements).
- Improvements to Kingston Roundabout (timeframe)
- Implementation of agreed 30MPH speed limit and white lining updated on Newport Road.
- Stockwell Lane further repairs.
- Bus stops on Newport Road (opposite Wavendon Arms) and two at the Community Hub.
- Lower End Road / Ambridge Lane – A resident has raised safety concerns and issues with landscaping. Clerk confirmed that he has asked MKCC (Highways) for a safety audit to be completed and will look into the landscaping issues with MKCC.

20. Clerks Report / Local Issues:

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

Clerk reported that he had delayed this action to include the three new Parish Councillors. Clerk will now request new email addresses to be created as soon as possible and advise all affected Parish Councillors when completed.

20.2 – Walton Road Pavement – Clerk confirmed that he had reported the state of the pavement again to MKCC under reference **FS732755582** on the 20 July 2025.

20.3 – 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 had now been completed. Item closed.

20.4 – Ascot Fencing on Burney Drive – It was noted that this has been damaged in Eagle Farm near Sainsburys and that the Clerk reported this to the Developer on the 15 July 2025 asking for a repair to be completed.

20.5 – Recreation Ground Play Area – Thanks to Cllr R Hill for arranging to have the shrubs cut back by our grass cutting contractor at no additional cost.

20.6 – Trees under the control of the Parish Council - Cherry blossom on the St Marys Green, large ash on Recreation Ground, Ash trees on Dankworth Way.

We have asked our tree contractor for a quotation following Cllr R Hill meeting the contractor on the 19 July 2025.

21. 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.

It was noted that the Clerk and Chair attended an online meeting with MKCC on the 17 June 2025 where Wavendon Parish Council confirmed that when staff have been recruited that they will take on the responsibility for administration and management as soon as practical. MKCC agreed to continue to maintain the allotment sites under a date has been agreed.

Further discussions will be held with MKCC in the next 2 – 3 months.

22. Unitary Reports:

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

23. Councillor Reports:

23.1 - Waste Bins at Community Facilities – Cllr R Penfound highlighted that the waste bins at both community sites are regularly overflowing. It was noted that they should be emptied once a week and this will be monitored over the next month to ensure if they are being emptied in accordance with contractual arrangements with our contractor.

23.2 – Walton Road / Newport Road Junction – Cllr S Thomas stated that there are some wooden bollards that are missing at this junction. It was noted that we are investigating and obtaining a quotation on whether to install some more wooden bollards on St Marys Green and this will be included within this project.

23.3 – Former Golf Club Land – Cllr R Penfound asked if it would be possible to contact the Landowner to ask if some of the site could be opened to allow more residents to use the area before it was fenced off for sheep grazing.

24. To agree items for forthcoming agendas:

- Risk Assessment Review – September 2025.

25. Future Meetings:

The next two meetings of the Parish Council will take place on **Monday 15 September 2025 at Walton Road Community Centre** commencing at **7.30 PM** and **Monday 20 October 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 9.35 pm.