



## MINUTES OF WAVENDON PARISH COUNCIL MEETING - HELD AT 7.30 PM ON THE 15 SEPTEMBER 2025 AT WAVENDON COMMUNITY CENTRE.

**Present:** Cllr's D Hopkins, R Hill, R Jamieson, M Levermore, J Flawn & N Kasmani, Ward Cllr T Bailey and 2 residents. Clerk was in attendance.

### 1. To receive apologies for absence:

Cllr's S Thomas, B Burgess & R Penfound & Ward Councillor V Hopkins.

### 2. Public Open Session:

None.

### 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'

### 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. Approval of Minutes:

The minutes of the meeting of 21 July 2025 were approved and signed as a true record.

### 6. Matters Arising:

	ACTION
<p><b>6.1</b> - (item <b>22.2</b> of minutes 20/11/23) – <b>Illuminated Sign on the M1</b> – 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><b>6.2</b> - (item <b>12.5</b> of minutes 20/05/24) – Email received 20/05/24 from a <b>resident</b> regarding <b>A421 &amp; M1 sound pollution at Eagle Farm South</b>.</p> <p>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.</p> <p><b>Update</b> - Cllr D Hopkins has contacted Environmental Health at MKC again on the 8 September 2025 as noted below:</p> <ul style="list-style-type: none"> <li>Residents living in Eagle Farm South have contacted the Parish regarding the levels of noise they endure from both the M1 and A421.</li> <li>Whilst I appreciate both roads come under the auspicious of National Highways, the developments concerned were all constructed under the planning guidance of MK City Council who one assumes considered the ongoing and increasing impacts of noise from these major highways routes when agreeing permissions for the developments.</li> </ul>	

<ul style="list-style-type: none"> <li>• Could MKCC look to work with National Highways to investigate installing noise attenuation solutions such as acoustic fencing as appropriate to help address this very real environmental hazard which is impacting the day to day lives of local residents.</li> <li>• I look forward to hearing from you.</li> </ul>	
<p><b>6.3 - (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.</b></p> <p>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.</p> <p>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></p>	Clerk
<p><b>6.4 - (item 2.2 of minutes 20/01/25) – Connecting the Redways.</b></p> <p><b>6.5 – (item 2.6 of minutes 17/02/25) – Grass Cutting / Dog bins in Eagle Farm and Glebe Farm.</b></p> <p>It was noted that Cllr B Burgess prepared a list of issues in Eagle Farm and Glebe Farm for discussion with MKCC, see <b>Appendix 1</b> of the report for details. Clerk and Cllr B Burgess met with a representative from MKCC on the 3 September 2025 in Eagle and Glebe Farm to highlight these issues. It was agreed that these issues would be investigated by MKCC and feedback is expected in October 2025.</p> <p><b>Dog Bins</b> - Clerk has identified locations for five bins and will request permission as soon as possible. <u>Ongoing.</u></p>	Clerk
<p><b>6.6 - (item 13 of minutes 17/02/25) - To discuss un-authorised use of the outdoor Community Facilities:</b></p> <p>We have purchased new signs for both facilities to state that <b>ORGANISED COMMERCIAL (for profit) USE OF THIS SITE IS PROHIBITED.</b></p> <p>Signs have now been displayed at the Walton Road Community Centre and Community Hub and the Clerk has asked if our solicitor will draft a letter for handing out to anyone using the facilities that are unauthorised.</p> <p>It was noted that since the new signs had been displayed the problem seems to have been resolved. <u>Item closed.</u></p>	
<p><b>6.7 - (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.</b></p> <p><u>Barrier installed on the 8 September 2025. Clerk confirmed that he would contact MKCC requesting payment of the grant of £3026.</u></p>	Clerk
<p><b>6.8 - (item 3.1 of minutes 21/07/25) - Representatives from W&amp;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. <u>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.</u></b></p> <p><b>The following response has been received.</b></p>	

<ul style="list-style-type: none"> <li>• Your email dated 23 July 2025 has been forwarded to me for consideration and response. I understand the Parish Council is concerned about a proposed change to the availability of the all-weather pitches from September. I have reviewed the completed Community Access Agreement and note that the Management Committee oversee provision of sports facilities, pricing, maintenance etc. The Management Committee comprises members from Glebe Farm School, The Council's Sports Development team and representatives from local sports clubs and/or community groups as required.</li> <li>• Schedule 2 of the agreement sets out the arrangements for community use including hours of access at 2.1 which states "Community Use will be facilitated outside of the School Core Times, except for times when the Sports Facilities are required by the School for School Use, for example educational and/or extra-curricula activities, which will take precedence at the School's absolute discretion."</li> <li>• Consequently, the availability of the facilities for community use is overseen by the Management Committee and under Schedule 2 of the agreement, school use of the sports facilities may take precedence over community use at times. I would suggest contacting the School to discuss why they are proposing the changes from September and to see whether or not anything can be done to prevent or minimise the changes proposed. Additionally, if the Parish Council is not currently a member of the Management Committee, it may wish to consider whether or not it would like to become a member in the future.</li> <li>• I trust that this information is of help, but if you have any questions, please let me.</li> </ul> <p><u>Cllr R Hill stated that he did not feel that this was a satisfactory response, and it was agreed to raise concerns at the planned meeting with MKCC on the 23 September 2025.</u></p> <p><u>Cllr D Hopkins – has emailed (12/08/2025) Sarah Gonzales and Kelly Sutton reminding them that the management committee needs to be assembled by 8 October 2025, and to IfTL and Glebe Farm senior management team.</u></p>	
<p><b>6.9 - (item 3.2 of minutes 21/07/25) - Wavendon Community Hub / Football Pitches / Grounds</b> – 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.</p> <p><u>Meeting arranged with MKCC on the 23 September 2025 that Cllr's D Hopkins, R Hill and the Clerk will attend.</u></p> <p><u>Clerk / Cllr R Hil will summarise a list of issues and additional expenditure that we have incurred for presentation / discussion at the meeting.</u></p>	Clerk / Cllr R Hill
<p><b>6.10 - (item 3.3 of minutes 21/07/25) - Walton Road</b> – 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.</p> <p>The following update had been included in the Chair's report.</p> <ul style="list-style-type: none"> <li>• <b>Question:</b> When is the Swarco SID going to be installed at Walton Road and why no updates?</li> <li>• <b>Answer:</b> We've not been receiving updates either from the manufacturer which is disappointing.</li> </ul> <p><i>We have been regularly asking Swarco for a delivery date. As soon as we have any information, we can update the clerk and councillors. Work on the consultation is still due to commence in October 2025.</i></p>	

<p><b>6.11 - (item 23.1 of minutes 21/07/25) - Waste Bins at Community Facilities</b> – Cllr R Penfound highlighted that the waste bins at both community sites are regularly overflowing. <u>It was noted that they should be emptied once a week and this will be monitored over the next month to ensure that they are being emptied in accordance with contractual arrangements with our contractor.</u></p> <p>It was noted that no further problems have been identified. <u>Item closed.</u></p>	
<p><b>6.12 - (item 23.2 of minutes 21/07/25) - Walton Road / Newport Road Junction</b> – 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. <u>Ongoing.</u></p>	
<p><b>6.13 - (item 23.3 of minutes 21/07/25) - Former Golf Club Land</b> – 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. <u>Ongoing.</u></p>	
<p><b>6.14 - (item 13 of minutes 21/07/25) - Community Infrastructure Funding Grant for 2026/2027</b></p> <p>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 apply for funding to have solar panels fitted to the Community Centre Roof.</p> <p>Clerk confirmed that he had completed and emailed the application form to MKCC on the 30 August 2025. <u>Item closed.</u></p>	

## 7. 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 Councillors 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 for the next issue.

Next review – October 2025.

## 8. Correspondence:

	ACTION
<p><b>8.1 - Letter received 08/08/25 from MKCC regarding the Household Support Fund with a grant offer of £2,000 to help low-income and vulnerable households.</b></p> <p><u>Clerk confirmed that he had accepted the grant; discussions on how to use the funding are in hand.</u></p>	
<p><b>8.2 - Email received 11/08/25 from MKCC informing that they are working with bike and scooter operators, Dott and Lime to expand dedicated geofenced parking bays across Milton Keynes.</b></p> <p><u>It was noted that Cllr R Penfound on behalf of the Parish Council is in discussion with the operators and this will be reviewed at the October 2025 Parish Council meeting.</u></p>	
<p><b>8.3 - Email received 12/08/25 from MKCC advising of Public Consultation ending on the 27 October 2025 on extending action against dangerous car cruising.</b></p> <p><u>Clerk confirmed that he had pull the poster on our notice Boards and that it was included in the current edition of the Newsletter.</u></p>	

<p><b>8.4</b> - Email received 12/08/25 from <b>MKCC</b> giving advance <b>notification of a Consultation into its Draft Transport Plan commencing in September 2025 for 12 weeks.</b></p> <p><u>Further discussion will be held over the next 2-3 months.</u></p>	
<p><b>8.5</b> - Email received 15/08/25 from <b>MKCC</b> inviting two representatives from WPC to attend a session on the <b>final draft of the MKCP and its consultation on the 5 November 2025 starting at 7.00 pm.</b></p> <p><u>Each Council have been allocated two Councillors to attend and the time confirmed at 6.30 pm for a start at 7.00 pm at Civic Offices. Cllr's R Jamieson and S Thomas were asked to attend and the Clerk to contact MKCC to ask for an extra place for Cllr N Kasmani to attend.</u></p>	Clerk
<p><b>8.6</b> - Letter dated 27/08/25 from the <b>Valuation Office Agency</b> requesting an <b>update for rent, lease or ownership for Wavendon Community Centre on Walton Road</b> by the 21 October 2025.</p> <p><u>Clerk to action.</u></p>	Clerk

## 9. Planning:

	ACTION
<p><b>9.1 - PLN/2025/1179</b> – Proposed replacement of currently approved convenience store with 4 dwellings at Land North and West of Wavendon Business Park, Ortensia Drive, Wavendon, Milton Keynes, MK17 8LX</p> <p><u>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 22 July 2025 and that he had responded to MKCC on the 18 August 2025 to object to this planning application following feedback from Parish Councillors.</u></p>	
<p><b>9.2 - PLN/2025/1488</b> - 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.</p> <p><u>Clerk confirmed that he had sent a response to MKCC on the 31 July 2025 following discussion at the Parish Council meeting on the 21 July 2025.</u></p> <p><u>Notification received 08/09/25 from MKCC that details required by condition had been approved.</u></p>	
<p><b>9.3 - PLN/2025/1489</b> – Variation of condition 35 (hours of working) seeking to extend working hours (relating to permission ref. 24/00200/OUTM Variation of conditions 4 (Approved plans) and 19 (Strategic access) seeking to allow the development to proceed with vehicular access via a grid road extension to the H10 (relating to permission ref. 14/01610/OUT for Outline planning permission for the erection of up to 350 homes with strategic access with all other matters reserved) at Land South of Church Farm, Walton Road, Wavendon</p> <p><u>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 22 July 2025 and that he had responded to MKCC on the 15 August 2025 to object to this planning application following feedback from Parish Councillors.</u></p>	
<p><b>9.4 - PLN/2025/1603</b> - Demolition of existing buildings and replacement with 2 self-build dwellings with parking and landscaping at Lodge Farm, Lower End Road, Wavendon.</p> <p><u>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 11 August 2025 and that he had responded to MKCC on the 2 September 2025 to object to this planning application following feedback from Parish Councillors.</u></p>	

<p><b>9.5 - PLN/2025/1474</b> - Change of use from a 4-bedroom dwellinghouse (use class C3) to a 4-bedroom HMO (use class C4) including hard landscaping works to the frontage to create 3 parallel car parking spaces, and provision of new bicycle and refuse storage areas at 3 Coaley Drive, Eagle Farm South, MK17 7DD.</p> <p><b>Clerk was asked to respond to this planning consultation as noted below:</b></p> <ul style="list-style-type: none"> <li><i><u>We note the objection from MKCC Highways and regret the loss of a tree. There are many suitable locations in the area and wondered if the applicant would consider paying for a replacement tree in a suitable location in the area.</u></i></li> <li><i><u>We are concerned with the loss of green space to accommodate the three parking spaces and ask for consideration for a more porous asphalt to be used to minimise any flooding risks.</u></i></li> <li><i><u>We ask that if any neighbours have any concerns that they are taken into consideration before granting planning approval.</u></i></li> </ul>	Clerk
<p><b>9.6 – PLN/2025/1513</b> - Variation 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.</p> <p><u>No issues were raised; however, the Clerk was asked to respond to MKCC to request that if any concerns are received from neighbours, that they are taken into consideration before granting planning approval.</u></p>	Clerk
<p><b>9.7 - PLN/2025/1639</b> - Variation of condition 1 (approved plans) seeking to amend layout driveway for house B (relating to permission ref. 23/02373/FUL proposed demolition of the existing dwelling and erection of two dwellings with two double garages, with parking, landscaping and other associated infrastructure) at Stokesay Cottage, 75 Newport Road, Wavendon, MK17 8UJ</p> <p><u>No issues were raised.</u></p>	
<p><b>9.8 - PLN/2025/1724</b> - Approval of details required by condition 5 (roof materials) and condition 6 (panel of brickwork) of permission ref. 24/01769/HOU at Wavendon Manor, 18 Cross End, Wavendon, MK17 8AQ.</p> <p><u>No issues were raised.</u></p>	
<p><b>9.9 - PLN/2025/1787</b> - Prior approval for the demolition of existing 'Bungalow' that has been most recently used as Office and Premises at 51 Newport Road, Wavendon, MK17 8UQ.</p> <p><u>No issues were raised.</u></p>	
<p><b>9.10 – PLN/2025/1822</b> - Approval of details required by conditions 7 (details of proposed windows) and 8 (details of proposed doors) of permission ref. 24/01769/HOU at Wavendon Manor, 18 Cross End, Wavendon.</p> <p><u>No issues were raised.</u></p>	
<p><b>9.11 - PLN/2025/1888</b> – Approval of details required by conditions 4 (Sensitive lighting strategy), 9 (EV charging point), and 11 (Broadband infrastructure) of permission ref. 23/02373/FUL at Stokesay Cottage, 75 Newport Road, Wavendon.</p> <p><u>No issues were raised.</u></p>	

<p><b>9.12 – PLN/2025/1538</b> - Consultation from Central Bedfordshire Council on application ref. CB/18/01969/OUT for the additional documents relating to the Outline Application (EIA): development for up to 5,000 new Specialist Residential Accommodation, up to 30ha of employment land, retail, community, open spaces, leisure and sport uses, hotel uses, four lower schools, two middle schools, one upper school, woodland planting, waterbodies and waterway links, ecological areas, accesses, cycle and pedestrian routes, supporting infrastructure, ground remodelling, landscaping and demolition works at Land between Brogborough, Lidlington and Marston Moretaine.</p> <p><u>Notification received of decision 13/08/25 from MKCC that was circulated to all Parish Councillors on the 13 August 2025.</u></p>	
<p><b>9.13 - 24/00373/ENF - 214 Burney Drive, Glebe Farm</b> - I write to inform you that we closed the case on 11/08/2025 for the following reason:</p> <ul style="list-style-type: none"> <li>• A site visit was carried out following a report to Planning Enforcement regarding an alleged unauthorised development. During the visit, a food trailer was observed parked on the driveway of the property, displaying advertising and branding associated with a food business. The property owner was approached and asked to clarify the use of the trailer and its operational locations. The owner confirmed that the trailer is mobile and mounted on wheels, but at the time was being used to operate a food business directly from the driveway of the residential property, which is classified as a C3 dwellinghouse.</li> <li>• The owner was advised that operating a food business from a C3 residential property without the appropriate planning permission constitutes a breach of planning control. They were informed that the commercial use must cease immediately and were encouraged to contact the local licensing authority to identify a suitable and lawful location for the business.</li> <li>• The owner later confirmed that the use of the trailer for business purposes at the site had ceased. They explained that the trailer would remain parked on the driveway solely for storage, as it is the only available off-street parking space at the property. A follow-up site visit was conducted to verify this, and it was observed that the trailer was no longer in use and was not present at the time of inspection. Photographs were taken during the visit and have been added to the case file as supporting evidence. Based on the information provided and the findings of the follow-up visit, it is concluded that the reported breach has been voluntarily resolved by the property owner. There is no longer a breach of planning control at the site, and no further enforcement action is considered necessary at this time.</li> </ul>	
<p><b>9.14 – APP/Y0435/W/25/3370930</b> – The expansion of existing parking facilities to provide 105 additional car parking spaces, with associated landscaping works WAVENDON Business Park, Ortensia Drive, Wavendon Gate.</p> <p><u>Notification received 12/08/25 of an appeal being logged with the Planning Inspectorate.</u></p>	
<p><b>9.15 - 24/00102/ENF – 13 Brosse Crescent, Glebe Farm</b> - I write to inform you that we closed the case on 18/08/2025 for the following reason:</p> <ul style="list-style-type: none"> <li>• On the basis of the outcome of the investigation, there is no longer a breach of planning control at the property. The sui generis use is no longer taking place and the property is being used as a rental as evidenced by the short-term lease provided and therefore, as a lawful C3 residential use, complying with the served Enforcement Notice.</li> </ul>	
<p><b>9.16 - ENF/2025/0320</b> - The unauthorised operation of a car sales business from a dwellinghouse at 37 Claridge Road, Eagle Farm South.</p> <p>Further to correspondence received 03/09/2025 alleging a breach of planning control at the above address, a case has been logged for investigation.</p>	

<p><b>9.17- ENF/2025/0336</b> - The creation of an open storage area in excess of permission with erection of associated enclosures and fencing and change of use of premises contrary to conditions 2 and 5 of permission reference 97/00313/MK at Advanced Turf Machinery Ltd, Cranfield Road, Woburn Sands.</p> <p>Further to correspondence received 03/09/2025 alleging a breach of planning control at the above address, a case has been logged for investigation.</p>	
<p><b>9.18 - PLN/2025/1230</b> - Proposed single storey extension of existing carport with roof lining to include a garden room at 36A, Newport Road, Wavendon.</p> <p><u>Notification received 07/08/25 from MKCC that householder planning permission had been approved.</u></p>	

## 10. 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. Now installed waiting commissioning in the month of September 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. Waiting date for installation held up for the VLAN to be installed.
- 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. This has been installed but has not been completed correctly as we do not have the full Wi-Fi cover at Walton Road Community Centre and non at the Hub. Clerk and Cllr R Hill are trying to obtain a date from the contractor when this issue will be resolved.

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 **3 September 2025 and closes on the 10 November 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. Ongoing.

**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.



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

### 11.1 - New Community Hub progress update:

- **Legal update** – We have a meeting scheduled with MKCC on the 23 September 2025.
- **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** – Work completed in August 2025.
- **Solar Panels:** Confirmation received from EoN 12 August 2025 that registration has now been completed and that we will not receive any refunds until July 2026.
- **Vandalism** – Another tree on the North Field requires replacing. Cllr's D Hopkins and R Hill are in discussion with the Community Engagement Officer from Forest of Marston Vale regarding obtaining replacement trees, free of charge.
- **Solar Panel Protection (Pest Control)** – Work completed in August 2025.
- **Bike Shelters** – Work completed in August 2025.
- **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. Waiting date for completion.
- **Manhole Covers** – Because of lack of rain this issue could become a risk for users of the grounds. Work completed in August 2025.
- **Electric Charging Points** – It was noted that one of the Perspex covers on charging points was damaged. MKCC to be contacted for advice. No change.
- The entrance into the Community Hub grounds from Stockwell Lane has become a safety hazard. It was noted that this issue will be raised at the meeting scheduled with MKCC on the 23 September 2025.

### 11.2 – Walton Road Community Centre:

- **Conservatory Roof** - Work completed in 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. The work has not been completed as the cost increased to £24,117.00 + VAT now reduced to £21,844 VAT. New quotations being obtained by the Clerk.
- **Two Electric Meters** – One changed in August 2025, Clerk to arrange date for the one to be changed.
- **Electric Board** – Work completed in August 2025.
- **Damaged Blinds** – Work completed in August 2025.
- **Bleed Kits** – Work completed in August 2025.
- **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? Ongoing.
- **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. Ongoing.

## 12. To discuss Climate Change Initiatives:

Issues will be raised when relevant.

## 13. To receive Financial Statements:

### 13.1 – Bank Statement: Balance as of 15 September 2025:

Community Account as of 29 August 2025:	£81,343.95
Less Cheques to be cashed	(£10,086.27)
Less New Cheques + S/O's & D/D's	(£23,148.90)
<b>Total</b>	<b>£48,108.78</b>
Business Saver Account (Parish Funds)	
<b>Total</b>	<b>£14,098.59</b>

Cheque No.	Payee	Amount
S/O	Alan Kemp – August 2025 Salary	£1,623.20
S/O	Robert Hill – Caretaker Salary – August 2025	£1,106.84
S/O	Susan Hopkins – Hall Manager – August 2025	£1,240.80
102007	Anglian Water Ltd – Water Charges for Community Hub	£194.28
102008	HMRC – Tax & NI for Staff – August 2025	£1,213.16
102009	Fabric World MK Ltd – Blind Repairs at Walton Road CC	£622.80
102010	Robert Hill – Repairs at Walton Road CC	£38.54
102011	Elcam Property Maintenance Ltd – Repairs at Community Hub	£540.00
	Elcam Property Maintenance Ltd – Repairs at Community Hub	£1,248.00
102012	Alan Kemp – Oven Cleaning at Community Facilities / VJ Wreath	£230.00
102013	CIS Ltd – Balance payments for Conservatory Roof	£4,125.00
102014	Total Ground Management Ltd – Grass cutting - Hub	£777.60
102015	Total Ground Management Ltd – Grass cutting - Village	£352.30
102016	Aegis Group of Companies – Lock up charge	£38.28
102017	ICP Hygiene – Consumables for Community Facilities	£315.46
102018	Lockcraft Electrical Ltd – Electrical Work at Walton Road CC	£904.80
102019	Vision ICT Ltd – Email Hosting Charge	£24.00
102020	LIW Advertising Ltd – Hogsty Article	£144.00
102021	NALC – Advert for Clerks Vacancy	£120.00
102022	ISE Fire Products & Services Ltd – 6 months Maintenance at Hub	£210.00
102023	ISE Fire Products & Services Ltd – 6 months Maintenance / Parts at CC	£622.80
D/D	Biffa – Waste & Recycling – Walton Road	£248.88
D/D	Biffa – Waste & Recycling – New Hub	£199.81
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	£70.80
D/D	EoN Next – Walton Road Community Centre – Gas	£18.08
D/D	EoN Next – Walton Road Former School – Electric Charge	£353.71
D/D	EoN Next – Walton Road Former School – Electric Charge	£16.33
D/D	EoN Next – Walton Road Former School – Gas	£27.09
D/D	EoN Next – New Community Hub – Electric Charge	£888.49
S/O	Alan Kemp – September 2025 Salary	£1,623.20
S/O	Robert Hill – Caretaker Salary – September 2025	£1,106.84
S/O	Susan Hopkins – Hall Manager – September 2025	£1,240.80
102024	Alan Kemp – Clerk - 6 Months' Salary Arrears	£312.00
102025	Robert Hill – Caretaker Salary – 6 Months' Salary Arrears	£164.16
102026	Susan Hopkins – Hall Manager – 6 Months' Salary Arrears	£230.40
102027	HMRC – Tax & NI for Staff – September 2025	£1,548.50
102028	Alan Kemp – Administration - Inject Cartridges	£30.99
	Alan Kemp – Administration – Box of A4 Paper	£31.99
	Alan Kemp – Administration – Laminator Pouches	£18.99
	Alan Kemp – Administration – 24 x 2 <sup>nd</sup> Class Stamps	£20.88
102029	Anglian Water Ltd – Water Charges for Walton Road CC	£421.34
102030	Robert Hill – Community Repairs	£44.64
102031	Elcam Property Maintenance Ltd – Community Hub Decorating	£6,792.00
102032	Elcam Property Maintenance Ltd – Solar Pest Proofing at Hub	£690.00
102033	XL Circondare Ltd – Newsletter	£3,082.00
102034	ISE Fire Products & Services Ltd – Fire Appliance Maintenance at Hub	£143.62
102035	ISE Fire Products & Services Ltd – 6 months Maintenance at CC	£464.28
102036	Total Ground Management Ltd – Grass cutting - Hub	£777.60
102037	Total Ground Management Ltd – Grass cutting - Village	£352.30
102038	Tickfords Security Systems – New door Access System at CC	£1,314.00
102039	Tickfords Security Systems – Annual Security / CCTV Service Charge	£586.80
102040	Mr Matt Trendall (Church) – VJ Event Expenditure	£50.00
102041	Vision ICT Ltd - New Email Hosting	£297.00
102042	LIW Advertising Ltd – Hogsty Article	£72.00
D/D	Biffa – Waste & Recycling – Walton Road	£248.88
D/D	Biffa – Waste & Recycling – New Hub	£151.68

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	£123.62
D/D	EoN Next – Walton Road Community Centre – Gas	£15.88
D/D	EoN Next – Walton Road Former School – Electric Charge	£142.21
D/D	EoN Next – Walton Road Former School – Gas	£22.47
D/D	EoN Next – New Community Hub – Electric Charge	£900.85

This expenditure was proposed, seconded, and carried unanimously.

All the above items are within budget.

### 13.2 – Receipts

Business Premium Account – Mrs Robinsons Account – Dividend	£73.53
Business Premium Account – Parish Council Account – HMRC – VAT Refund	£19,908.70

### 13.3 – 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** – Clerk has provided all the information requested to Barclays Bank for the two Parish Council Accounts, waiting for confirmation that the review has been completed. The Bank are now asking for more information on Mrs Robinsons Account.
- **Community Centre Accounts** - We now have a problem with the Community Centre Accounts that the Hall Manager is trying to resolve with Barclays Bank. Ongoing.

**13.4** - (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 October 2025.

**13.5** - 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. No change.

### 13.6 – Budget / Forecast Review for 2025/2026:

Clerk will prepare a Budget / Forecast review for the October 2025 meeting.

### 13.7 – Pay Scales for 2025/2026:

NALC have published the pay scales for the current budget year from the 1 April 2025. The cost impact for the Parish Council for this budget year is Clerk £780, Hall Manager £576 and Caretaker £456, additional Company NI £272 totalling £2,084. There was a contingency included in the budget that will more than cover this additional cost. This expenditure was approved.

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

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

It was noted that interviews for a new clerk would start week commencing 29 September 2025 and further work will take place over the next few months on how to staff the Parish Council in 2026/2027 budget year.

## 16. To discuss any Highway Issues:

- Walton Road – See Chairs Report.
- Burney Drive, adoption and 20 MPH implementation. See Chairs Report.
- Yellow lines and other parking restrictions outside Glebe Farm School
- Junction of Elmswell Road and Groveway (safety improvements). Cllr J Flawn asked if MKCC could be approached to request that an urgent safety review could be undertaken by them as this traffic situation has become more dangerous.
- Improvements to Kingston Roundabout (timeframe).
- Implementation of agreed 30MPH speed limit and white lining updated on Newport Road. See Chairs Report.
- 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. Clerk to contact MKCC for an update.

## 17. Clerks Report / Local Issues:

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

Clerk reported that he had received notification of the new / change of email addresses and would advise Parish Councillors after the Parish Council meeting.

**17.2 – 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. Clerk to chase MKCC.

**17.3 – 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. Not completed yet, Clerk to chase Developer with help from MKCC.

### 17.4 – Trees under the control of the Parish Council.

- **Cherry blossom on the St Marys Green** – It was agreed to monitor some of the trees that are not growing as well as others over the next few months and if necessary, consider installing some bollards.
- **Large ash on Recreation Ground** – A recent audit has identified a need to undertake work to heavily reduce to suitable growth points to reduce weight at a cost of £280.00 + VAT. All approved expenditure and the Clerk was tasked with arranging for the work to be completed.
- **Ash trees on Dankworth Way** - A recent audit has identified that the three Ash trees require dismantling to stump and some additional tree work requires completing at a cost of £1,030.00 + VAT. It was noted that this would be raised at the planned meeting arranged with MKCC on the 23 September 2025.

**17.5 – Dame Cleo Laine** – Clerk asked if the Parish Council are considering planting a tree with a suitable plaque her memory. To be considered.

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

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.

## 19. Unitary Reports:

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

Ward Cllr T Bailey stated that she attended and enjoyed the picnic in Wavendon on the 14 September 2025 held inside the Walton Road Community Centre because of weather conditions. She also highlighted concerns that residents have raised regarding overnight parking in Glebe Farm close to the KFC and reoccurring litter problems from the outlet. *It was noted that the Chair or Clerk would contact MKCC on these two issues.*

## 20. Councillor Reports:

**20.1** - Cllr J Flawn advised that the pavement in Stockwell Lane has become a safety issue and urgently requires repairing. *Clerk asked if Cllr J Flawn would email him a photo of the pavement and that he would report this to MKCC requesting an urgent repair.*

**20.2** – Cllr M Levermore also stated that she had been contacted by residents regarding litter from the KFC outlet. See note in Unitary Report.

## 21. To agree items for forthcoming agendas:

- Risk Assessment Review – October 2025.
- Move Unitary Report earlier in the agenda – From October 2025.

## 22. Future Meetings:

The next two meetings of the Parish Council will take place on **Monday 20 October 2025 at Walton Road Community Centre** commencing at **7.30 PM** and **Monday 17 November 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 8.32 pm.

## APPENDIX 1

Glebe Farm and Eagle Farm Issues: Planting, Maintenance and Infrastructure Connectivity.

1. Grass verge to adopted Redway between Newport Road and Montgomery Way; this is not being cut despite repeated requests to MKCC. Interactive map shows it as Urban hedgerow but is not coloured in for grass cutting except at either end sections by Burney Drive and Lower End Road, despite being on average 2.5m wide.
2. The planted hedgerow and trees between the Redway and Lower End Road, from Newport Road to the junction at Ambridge Road is not being cut back to keep the Redway clear.
3. The grass verge along the Redway is cut infrequently and only as a 600mm strip. The hedgerow is not cut at all, which is now impacting on the Redway. This is a very busy route for pedestrians and cyclists especially at school times, can the maintenance schedule be upgraded to take these factors into account.
4. The so called "landscape" strips/mounds are totally devoid of any planting and are just full of unsightly dead weeds, presumably not what was intended in the 2019 plan for the area. On the MKCC interactive map they are not listed as anything and do not appear to belong to anyone. Yet this is a large expanse, which looks unkempt and does not enhance the area.
5. The trees along Burney Drive do not appear as dense as 2019 MK plan for the area intimated and the majority of what has been planted are poor specimens well below "semi mature species". Many were so small and inadequate, they have already been snapped off by wind or vandals.

6. Planting to this area as provided by L & Q, the developer for Saxon Reach, falls well below the landscape plan, in terms of quality and density, also a similar problem at location 7.
7. The footpath finish alongside the attenuation/linear greenspace is not suitable for anyone when wet, especially young families with pushchairs, mobility scooters etc. It just turns into a glutinous white mess, which sticks to shoes and wheels. The Parks trust have replaced this surface at the two main parks on Eagle Farm with tarmac, yet nothing has been improved at Glebe Farm. The paths at the Wildwood Park are made from the same material.
8. The planting alongside the A421 is not sufficient to dissipate the constant noise from the increased volume of traffic. This has been raised at the Parish Council and David Hopkins has requested MKCC carry out a sound assessment, although just walking on the Redway adjacent is very telling, you have to raise your voice to converse!
9. The area on the right- and left-hand side of the underpass leading from Keightley Gate, Glebe Farm side is overgrown weeds and I don't think has ever been cut. On the map it is shown as amenity grass and combined ownership PT & MKCC.
10. The Redway from Fontaines Road does not join up with the Redway on Cianchi Grove. It sends you out onto Lower End Road, where there is no footpath. Should you wish to continue on the Redway you are then left to walk on Lower End Road and climb over a post and rail fence to rejoin the Redway. Aside from being dangerous it would be impossible for a parent pushing a buggy/pram or people with mobility problems to negotiate.
11. Another instance where the Redway does not connect is between Farrington Way and Waffas Hill. Redways have been constructed either side, but there is no sign they will ever join up, all that currently exists is a hedgerow and ditch.
12. On Eagle Farm the Redway alongside Lower End Road accessed from De Veere Close, sends you out onto Lower End Road, no footpath. The Redway running parallel to Bannister Drive which one would presume will join up just ends soon after last house on Bannister Drive?
13. The planting of the green constructed by Bloor on Burney Drive between number 101 and 111 is woeful and the few trees are under sized.
14. The bunding constructed by Bloor has no retaining shrubs, ground cover or grass and is already showing severe signs of land slippage, especially next to the Redway at 15. Any trees planted have not been maintained and have mostly died, so their roots are not knitting the ground together either.
15. The Redway connection (Bloor) to the "gravel" path (Barrett) is a trip hazard and the timber edgings to "gravel" path are rotting away or poorly retained. As point 7, the surface material of the path is glutinous in wet weather.
16. Banks to the underpass, no planting or cutting as at 9. Very unsightly.
17. The Redway that leads from the skate park ends at a fenced off bit of wasteland and does not join up with the Redway/Cycle route alongside the A421, across Cranfield Road. If this were properly joined it would form a good long-distance walking or cycling route to enhance the health and well-being of local residents.
18. Banks etc Glebe farm side by underpass leading to Kingston (close to Thurlow Nunn) are devoid of any planting and not even maintained as amenity grass. They are banks of overgrown, unsightly weeds. Worse still, if you go through the underpass to the areas in front of Thurlow Nunn it is properly planted and maintained regularly. The difference is staggering; the residents of Glebe Farm are treated to an unkempt wilderness outlook, whilst the cars in the showroom look out on neatly cut grass, trees and neatly trimmed shrubs.