



MINUTES OF WAVENDON PARISH COUNCIL
15 JUNE 2026
Held at Wavendon Parish Offices, Jubilee Hall,
Walton Road, Wavendon, Milton Keynes, MK17 8LH at 7.30pm

Present: Councillor David Hopkins (Chair), Councillor Steve Thomas (Vice-Chair) and Councillors Njideka Ike, Ron Jamieson, Nabeel Kasmani, Roger Penfound and Joseph Sweeney.

Officers: Lesley Sung (Clerk), Dan Preston (Deputy Parish Clerk) and Alan Kemp (Finance Officer)

Members of the Public: 2

FC043 CHAIR'S WELCOME AND ANNOUNCEMENTS

Prior to the start of the meeting, the Chair invited members of the public to speak in the public forum. The Chair also reported on various matters and a summary is attached at Annex A to the Minutes.

FC044 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bryan Burgess and Jan Flawn.

Resolved Unanimously: That the apology for absence be accepted.

FC045 DECLARATION OF INTEREST

None declared.

FC046 MINUTES

Resolved Unanimously: That the minutes of the Annual Council Meeting and an ordinary meeting of the Council held on 18 May 2026, be approved and signed by the Chair as a correct record of the proceedings.

FC047 CO-OPTION TO THE VACANCY OF A COUNCILLOR

The Council received the recommendations of the Co-option Interview Panel.

Resolved Unanimously:

1. That the Council co-opts Joseph Sweeney to the Council's casual vacancy.
2. That Joseph Sweeney signs his Declaration of Office and takes up their seat on the Council.

FC048 UNITARY AUTHORITY REPORTS

The Council received a summary report from Councillor David Hopkins (Ward Councillor). He reported on the following:

- Reporting graffiti to Milton Keynes City Council
- Suez named as the new operator for Milton Keynes Waste Recovery Park.
- Cranfield University was to merge with Kings College, London from August 2027
- On 12 January 20206, the Ministry of Housing, Communities and Local Government granted planning permission for Universal Studios by way of making a Special Development Order for the theme park and resort. The development will create 28,000 jobs between construction and operation across a range of industries, including Industrial Strategy Growth driving sectors like creative, technology, hospitality and construction and is estimated to generate nearly £50bn of economic benefit for the UK.
- 'S' Bend, Walton Road: A resident's meeting has been arranged to discuss the outcomes of the 'S' Bend, Walton Road public consultation and road safety



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issues. The meeting is on 29 July 2026 at Wavendon Community Hub, Dankworth Way. It will be Chaired by Milton Keynes City Council's Transport Manager, Murray Woodburn. The Chair had invited the new MKCC Cabinet Member to view first-hand the road safety issues on Walton Road. The invitation was accepted.

- Cross End: The Cabinet Member was also invited to view Cross End and how the lane has decayed following recent expansion in the number of dwellings. The MKCC Cabinet Member accepted the invitation.

FC049 PARISH CLERK'S REPORT

The Parish Clerk submitted a report detailing actions she had taken since the last meeting.

Resolved Unanimously: That the report and actions taken by the Clerk, be noted.

FC050 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) – ANNUAL GOVERNANCE STATEMENT

The Finance Officer reported that the Council was not compliant with Assertion 10 but that the Council was committed to have the correct policies and procedures in place over the coming months.

Resolved Unanimously:

1. That the Council approves its Annual Governance Statement 2025/2026
2. That the Chair and Clerk of the Council signs the Annual Governance Statement 2025/2026 as an accurate record.
3. That the signed Annual Governance Statement 2025/2026 be submitted to the External Auditor as part of the Council's Annual Return.

FC051 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) – FINANCIAL STATEMENT 2025/2026

The Finance Officer advised that the Council had now changed from a 'receipts and payment' accounting system to 'income and expenditure'. The 2024/2025 AGAR figures had been re-stated to an Income and Expenditure basis, resulting in the following changes to the Financial Statement:

- Box 1 includes the opening VAT position of £12,771.54
- Box 3 excludes VAT received during the year of £12,771.54.
- Box 6 excludes VAT paid during the year of £18,908.70
- Box 7 includes the closing VAT position of £18,908.70

Resolved Unanimously:

1. That the Council approves its Financial Statement 2025/2026
2. That the Chair and Responsible Finance Officer signs the Financial Statement 2025/2026 as an accurate record.
3. That the signed Financial Statement 2025/2026 be submitted to the External Auditor as part of the Council's Annual Return.

FC052 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) – INTERNAL AUDIT REPORT

Resolved Unanimously: That the Council accepts the Internal Audit report and notes the following Auditor's Conclusion:



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“No issues have been identified in relation to the verification of detail in the Statement of Accounts and AGAR this year. Based on our detailed work during the year on the Council’s systems of financial control and content of the detailed Statement of Accounts and that summarised detail set out in the AGAR, we have signed off the Internal Audit Report of the AGAR assigning positive assurances, in each relevant area.”

FC053 EXERCISE OF PUBLIC RIGHTS 2025/2026 – CONFIRMATION OF DATES

The Council was required to set the dates of the period for the exercise of public rights to access and inspect the Council’s accounts. The period must cover thirty working days (Monday to Friday) and must include the first 10 working days of July 2026.

Resolved Unanimously: That the Council sets the dates of the period for the exercise of public rights to access and inspect the Council’s accounts as 19 June 2026 to 30 July 2026.

FC053 DRAFT SMALL GRANTS POLICY

The Council considered a Draft Small Grants Policy for adoption.

Resolved Unanimously: That the Small Grants Policy be approved.

FC054 SMALL GRANT APPLICATION – WHAT IF THEATRE

The Council considered awarding a grant to ‘What If Theatre’, a local, inclusive, volunteer start-up theatres group wanting to perform play for the community, free of charge.

The theatre group was working in partnership with other organisations to progress the production of a play that will be performed several times over the February half term at Glebe Farm School. Following each performance there will be arts and craft workshops open to all children and community organisations on hand to provide advice and support on a range of issues. The group hope to go on to producing a show every year and for the project to become a staple event of the community.

The group applied for £2,000 towards an overall project cost of approximately £6,000.

The Clerk reported that there was currently £1,000 in the small grants budget.

Resolved Unanimously: That the Council defers awarding a £500 grant to What If Theatre until the next meeting of the Council, to provide sufficient time for the theatre group to submit further details on how the monies awarded would be spent.

FC055 ONE WAVENDON COMMUNITY DAY

The Council would be represented at the One Wavendon Community Day on Saturday 11 July 2026 at Glebe Farm School, organised by Eagle Glebe Cricket Club. The Parish Council had offered support to the Club by posting event details, assisting with a risk assessment and providing general information about the running of large events.

The Council noted the report.

FC056 MILTON KEYNES CITY COUNCIL – COMMUNITY INFRASTRUCTURE FUND 2027/2028 (CIF)



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The Council considered making an application to Milton Keynes City Council CIF Fund 2027/2028. The Council may apply for match funding for up to three public realm projects, up to a maximum of £20,000.

Resolved Unanimously: That project ideas be submitted to the Clerk for further consideration at the next meeting.

FC057 INSTALLATION OF A MEMORIAL BENCH AT ST MARY'S GREEN

The Council considered the installation of a memorial bench at St Mary's Green in memory of local resident, Roger Fennemore. The bench had been requested by the late Mr Fennemore's wife, in recognition of her husband's valuable service to the Wavendon community.

The preferred bench can be purchased from Glasdon at a cost of £848.19 + VAT, with the addition of a stainless-steel Memorial Plaque, with choice of dedication for £120 + VAT. The Clerk added that she would be obtaining quotes for installation. Part of the cost would be covered by a donation of £500 to the Council from Mrs Fennemore.

Resolved Unanimously:

1. That the Council agrees to the siting of a memorial bench on St Mary's Green, in memory of Roger Fennemore and in recognition and appreciation of his valuable service to the Wavendon community.
2. That the Council purchases and, installs the Glasdon 'Elwood' bench with Memorial Plaque, at a total cost of £968.19 + VAT.
3. That the Council, respectfully accepts a £500 donation, towards the bench, from Mrs Sally Fennemore.
4. That the outstanding costs be funded from the Council's general reserves.
5. That the Council's Facilities Manager and the Wavendon Volunteer Army be requested to install the bench on the existing concrete base on the Green.
6. That if the installation requires a professional installer, that the Clerk be given delegated authority, in consultation with the Chair and Vice-Chair to purchase installation services.

FC058 PLANNING APPLICATIONS

The Council considered submitting comments to Milton Keynes City Council (Local Planning Authority) on the following planning applications:

- (a) **PLN/2026/0910 – 20A Deethe Farm, Cranfield Road, Woburn Sands, MK17 8UR** – Approval of Details required by Conditions 3 (Open Air Storage and Boundary Treatments), 4 (Parking Plan and EV Charging), 5 (Cycle Parking), 8 (Hard and Soft Landscaping) and 9 (Landscape Management & Maintenance Plan) of Permission Ref. PLN/2026/1927.
- (b) **PLN/2026/0924 – Route Corridor of the East West Rail Project** – Approval of details required by Condition 12 (Ecology) for development stage 2D of permission ref: TWA/18/APP/04 relating to The Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020.
- (c) **PLN/2026/0939 – AG Barr PLC, Crossley Drive, Magna park, MK17 8FL** – Approval of details required by Condition BNG1 (Biodiversity Net Gain) of permission ref: PLN/2025/2702.
- (d) **PLN/2026/0956 – Land Between Bletchley & Woburn Sands associated with The Route Corridor of the East West Rail Project** – Approval of details required by Condition 6 (Implementation and Maintenance of Railway Fencing)

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for development stage 2D of permission ref: TWA/18/APP/04 relating to The Network Rail Bicester to Bedford Improvements) Order 2020.

- (e) **PLN/2026/1023 – A G Barr PLC, Crossley Drive, Magna Park, MK17 8FL –** Approval of details required by Conditions 6 (Faunal Enhancement Plan) and BNG1 (Biodiversity Net Gain) of permission ref: PLN/2025/1914.
- (f) **PLN/2026/1030 – Land Between Bletchley and Woburn Sands associated with the Route Corridor of the East West Rail Project –** Approval of details required by Condition 15a (Highways) for development stage 2D of permission ref: TWA/18/APP/04 relating to The Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020.
- (g) **PLN/2026/1102 – Land Between Bletchley and Woburn Sands associated with the Route Corridor of the East West Rail Project –** Approval of details required by Condition 11 (Contaminated Land) for development stage 2D of permission ref: TWA/18/APP/04 relating to The Network Rail (East West Rail Bicester to Bedford Improvements) Order 2020.

Resolved Unanimously: That the Council has no objections or comments to submit about the planning applications listed above.

FC059 STANDING ITEM – PLANNING UPDATES

Resolved Unanimously: That the planning update be noted.

FC060 FINANCE

Resolved Unanimously:

1. That the following payments be authorised (inc. VAT):

John Lewis	Replacement Fridge/Freezer (WCH)	£938.95
Information Commissioner	ICO Fees	£47.00
DCK Payroll Solutions	Salaries / Pension/ Employer Costs	£13,374.00
Cllr Roger Penfound	Expenses – Aggregates for Path Repair	£177.60
Tickford Security Systems	Annual Monitoring Charge	£741.60
LW Advertising	Hogsty Article	£72.00
Finance Officer	Expenses – new office equipment	£1,023.07
Facilities Manager	Expenses – Repairs and Maintenance	£132.26
Starboard Systems Ltd	Scribe Allotments	£189.60
Fabric World MK Ltd	Supply & Fit 3 Blinds in WPC Office	£622.80
Total Ground Maintenance	Grass Cutting (Wav. Heights)	£1,032.82
Total Ground Maintenance	Grass Cutting (Village)	£352.30
Men In Sheds	Little Free Library (50% deposit)	£347.50
Anglian Water Ltd	Water Charges	£644.22
Biffa	Waste/Recycling (WPC Office)	£287.62
Biffa	Waste/Recycling (Community Hub)	£247.01
BT	Broadband (WPC Office)	£70.88
BT	Broadband (Community Hub)	£65.94
EE Mobile	Mobiles	£26.94
Eon Next	Electricity (Wav. Community Centre)	£123.93
Eon Next	Gas (Wav. Community Centre)	£62.38
Eon Next	Electricity (WPC Office)	£402.00
Eon Next	Gas (WPC Office)	£198.10
Eon Next	Electricity (Wav. Community Hub)	£1,057.58

2. That the Council accepts the total expenditure for June 2026 as £22,236.10



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3. That the Council accepts total income for May 2026 is £77.82 (Mrs Robinson's Charity Account)
4. That the Council signs off the Council's bank reconciliations and accepts the following bank balances as of 30 May 2026:

Community Account:	£182,473.12
Business Saver Account (Parish Funds)	£14,175.57
Community Centre Account (Estimated)	£29,464.90
Mrs Robinson's Account	£1,072.70
5. That, to gain bank interest, £100k be transferred from the Community Account into a Savings Account.
6. That the Finance Officer's budget report be accepted.

FC061 PURCHASE OF A SCREEN AND PROJECTOR

The Clerk reported that the Council did not own a screen and projector, which would be useful for presentations at Council meetings as well as residents' meetings and the Annual Parish Meeting. She added that the TV screen in the classroom was largely out of date and information could not be presented in colour.

Resolved Unanimously:

1. That the TV screen in the 'Classroom' be removed and disposed of.
2. That delegated authority be given to the Clerk, in consultation with the Chair and Vice-Chair of the Council, to purchase a large screen and projector, up to a cost of £1,000.

FC062 INSURANCE CLAIM UPDATES

The Clerk reported that a loss adjuster had been appointed by Prism Insurance to consider the Council's claim of £1,889 for a replacement height barrier and associated signage, that had been damaged by a third party driving a minibus through the closed barrier.

The Clerk also reported of another claim following a car accident which damaged fencing at Wavendon Community Hub.

The Council noted the report.

FC063 EAST WEST RAIL (EWR) CONSULTATION

The Council received the EWR Consultation Task & Finish Group's final submission to EWR, prior to the deadline of 9 June 2026.

Resolved Unanimously:

1. That the Council retrospectively agrees the Task & Finish Group's EWR Consultation submission, prior to the deadline of 9 June.
2. That the Council formally thanks local resident Norman Price for his rail expertise and valued contribution to the final submission.
3. Councillor Kasmani wish to formally record his thanks to the Task & Finish Group for their time and effort made to ensure that Wavendon residents' concerns were fully represented in the final submission.



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FC064 COUNCILLOR REPORTS

MK2050 Local Plan: Councillor Steve Thomas referred to an error made by MKCC in the MK2050 Local Plan submission about a SEMK agreed buffer. Wavendon Parish Council reported the error, which was accepted by MKCC.

Car Located Outside Wavendon Arms: Councillor Steve Thomas reported that a trade-plated car parked outside the Wavendon Arms was an eyesore. The car had no tax or insurance and should be reported to MKCC as an abandoned vehicle.

Wavendon Village – Councillor Roger Penfound requested that consideration be given to officially calling Church End 'Wavendon Village'. Wavendon referred to the wider Wavendon area and there was a possibility that the village could lose its identity.

Balderstone Road – There is still a gap between Balderstone Road and Manor Park

Elmswell Road – Residents were concerned about the lack of maintenance to the hedges / trees along from the new play area.

The Council noted Councillor's reports.

FC065 EXCLUSION OF PRESS AND PUBLIC

Resolved Unanimously: That, in accordance with s1(2) of the Public Bodies (Admission to Members) Act 1960, the press and public be excluded from the meeting for Agenda Items 23(a) and 23(b) (Additional Groundworks and Quotes – Wavendon Community Hub) – Additional Watering at Wavendon Heights) as the reports contain commercially sensitive information.

FC066 ADDITIONAL WORKS AT WAVENDON COMMUNITY HUB – POND WORKS

The Council considered three quotes for works to the ponds, as required under the Council's District Licence.

Resolved Unanimously: That the two-day pond works be carried out by Simply Aquatic at an approximate cost of £800 per day.

FC067 ADDITIONAL WORKS AT WAVENDON HUB – ADDITIONAL WATERING

The Clerk reported that some of the trees planted earlier in the year were not likely to survive without additional water. The work would require the use of a 1,800 litre water bowser with pump and hoses. However, the Council noted that recent rains could potentially have solved this issue.

Resolved Unanimously: That if additional water is required, then the work be awarded to RTM at a cost of £495 + VAT.

The meeting ended at 9.55pm

Signed _____

Date _____



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ANNEX A TO THE MINUTES OF 15 JUNE 2026

SUMMARY OF CHAIRMAN'S REPORT

- **Pulse Youth Club:** The Parish Council met with Marco Loxley from Pulse, to find a suitable venue for the Youth Club which was due to start in September 2026.
- **New Play Area – Elmswell:** – Progress has been made but there are delays to the opening of the new play area which the contractor has put down to delays in supply. Milton Keynes City Council had hoped the play area would be open by the end of July and at the start of the school summer holidays.
- **H10 Extension:** Milton Keynes City Council has now appointed Galliford Try as the main contractor for the work of extending the H10. The works are likely to start in August/September.
- **Glebe Farm School – Extension of Provision:** Discussions are taking place between the school and Milton Keynes City Council. It is possible that the portakabin could be used for community use.
- **East West rail (EWR) Oxford to MK:** The Government has announced that trains from Oxford to Milton Keynes are being lined up to appear in the December rail timetable.
- **EWR Warning Letter:** EWR forwarded a warning letter to some residents that had received letters from a firm of solicitors about property being impacted by the EWR scheme. The letters were sent by the solicitors to solicit business and were not approved by EWR. All residents had been contacted by EWR and only information from EWR should be regarded as accurate.
- **Inland Drainage Board:** The Board had produced a leaflet setting out who is responsible for what.
- **Glebe Farm School:** The school reported that there were no current plans for a 6th form at the school.
- **Road Completion at Burney Drive and Wafandun Lane:** The contractor anticipates that all works, including the final surfacing, will be completed by the end of June. The programme is dependent on the availability of several sub-contractors and may be subject to change.
- **Road Connection to Lower End Road:** The connection has historically remained closed due to a level discrepancy between the two neighbouring sites. The contractor is currently working with Bloor Homes to resolve the issue and hope to provide a more definitive timescale soon.
- **Little Free Library at Glebe Farm School:** Men In Sheds have been commissioned to construct a third little free library box to be located at Glebe Farm School.
- **MKCC Highways Drop-In Session** – The Chair and Vice-Chair attended the MKCC Community Council Hub, Springfield. They reported a list of outstanding highway related issues to senior highways officers and there will be a follow-up meeting in July.
- **EWR Consultation:** The Parish Council's draft response will be formally agreed at this meeting.
- **Anglian Water:** There have been issues in neighbouring communities regarding water supply, pressure and a burst water main. Anglian Water has agreed to meet with parish councils of areas impacted.
- **Flood and Water Management:** The Flood and water Management Team at Milton Keynes City Council has issued a summer update providing information, advice and guidance, including an up-to-date report on current enforcement issues.



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- **MKCC Cabinet:** MKCC has announced the new MKCC Cabinet members and an updated staffing structure.
- **Bow Brickhill Bypass (Relief Road):** This will be the primary street to run through the southside of SEMK and provide the access to the all-through school site. A planning application should be submitted to the local planning authority by the end of the year first quarter of next year, with construction towards the end of 2027.
- **Local Plan MK2050:** It seems that MKCC is attempting to convince the planning inspectorate that it does not need to hold public hearings and that the plan can be agreed via new delegated powers. The earliest possible date for the inquiry would be some time in Q4 of this year.
- **SEMK:** There is positive movement on the two main planning applications (which have outline planning permission) and MKCC may be able to let these go out with the s.106 agreements in place by the end of June. The next SEMK Stakeholders Group will be held before the beginning of the main holiday season.
- **Land East of Newport Road:** It is likely this will not happen until 2030's.
- **Universal Studios:** MKCC has created a working group under the direction of the Deputy CEO to deal with Universal related matters.