

YOU ARE HEREBY SUMMONED TO A MEETING OF COUNCIL

to be held at the

Oldbrook Centre, Oldbrook Boulevard, Oldbrook

**Tuesday 16th January 2024
at 7.30pm**

AGENDA

Members

Cllr T Baines
Cllr B Barton
Cllr O Cole
Cllr V Dixon
Cllr T Fraser
Cllr R Golding (Vice-Chair)
Cllr B Greenwood (Chair)
Cllr P Halton-Davis
Cllr J Howard

Cllr K Jones
Cllr K Kavarana
Cllr D Kendrick
Cllr K Kent
Cllr C Odunewu
Cllr Z Osman
Cllr D Pafford
Cllr M Petchey

AGENDA

- 1. To receive:**
Members Present
Apologies for Absence
Declarations of Interest
Members of the Public Present
- 2. Minutes of the Meeting of Council held on the 12th December 2023**
Council is invited to approve the minutes of the meeting. **Page 5**
- 3. Public Involvement – Deputations, Petitions and Questions**
Members of the public may make representations in respect of the business on the agenda.
- 4. Chair’s Report**
Council is invited to receive a verbal report from the Chair.
- 5. Clerk’s Report**
Council is invited to receive a verbal report from the Clerk.
- 6. Ward Members’ Matters/Reports**
 - i.** Members are invited to raise a question with the Chair of Council, the Clerk of Council, or any Committee Chair, with Members allowed up to a minute to raise a question, with questionees allowed up to two minutes to respond. Any Member is limited to one question, with no further discussion on the given response. Any unanswered questions to receive a written response within seven days.
 - ii.** Council is invited to note that no written reports have been received.
- 7. To Receive Draft Minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the Minutes to be raised under the relevant Committee.**
 - a. Minutes of the Planning, Infrastructure & Transport Committee**
Chair: Cllr B Greenwood **Page 11**
Council is invited to receive the Minutes.
 - b. Minutes of the Personnel Committee**
Chair: Cllr D Pafford
Council is invited to receive the Minutes with 1 item (i) to ratify.
 - i. Draft Minute 41/23 Committees Policy Review - Training Strategy and Policy** **see minutes - Annex 1**
Committee reviewed and agreed the draft Training and Development Policy, resolving to recommend it to Council for adoption.
 - c. Minutes of the Estates Committee** **Page 15**

Chair: Cllr R Golding

Council is invited to receive the Minutes.

Confidential Item

In view of the terms of Schedule 12A Local Government Act 1972, the following item* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.

***Item 8**

8. Community Hub, Room-by-Room Requirement Review – Working Group Update and Recommendation (Appointment of a contractor)

Council is invited to receive a report and presentation from the Working Group on their progression of the Community Hub project, including the associated tender. Council is further invited to receive a recommendation from the Working Group regarding the appointment of a contractor to construct the Community Hub.

If Council is minded to accept the Working Group recommendation regarding the appointment of a contractor to construct the Community Hub, Council is invited to agree the following:

- Letter of Intent from the Council to the appointed contractor, including details of the associated financial cost cap.
- Two signatories to sign the Letter of Intent and construction contract* on behalf of the Council

* The approval of use of a Joint Contracts Tribunal (JCT) contract to govern the construction of the Community Hub was agreed at the October 2023 meeting of Council (Minute No.100/23).

9. Dates of Future Committee & Working Group Meetings

Community & Communications – Tuesday 23rd January 2024 at 6.30pm

Planning – Monday 5th February 2024 at 6.30pm

Estates – Tuesday 13th February 2024 at 6.30pm

10. Date of Next Meeting

Tuesday 20th February 2024 at 7.30pm

**Minutes of the meeting of Council held on
Tuesday 12th December 2023, 7.30pm
at the
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

This meeting was open to the Public

127/23 Members Present

Cllr T Baines	Cllr K Kavarana
Cllr B Barton	Cllr D Kendrick
Cllr O Cole	Cllr K Kent
Cllr T Fraser	Cllr C Odunewu
Cllr R Golding (Vice-Chair)	Cllr Z Osman
Cllr B Greenwood (Chair)	Cllr D Pafford
Cllr J Howard	Cllr M Petchey
Cllr K Jones (7.36pm)	

In Attendance

D Warner, Clerk to Council
P Sullivan, Deputy Clerk

128/23 Apologies for Absence

Cllr V Dixon – unwell
Cllr P Halton-Davis - unwell

129/23 Declarations of Interest

Cllr Osman, whilst having no interest to declare, updated Council on her work representing CPCC on outside bodies within the community.

130/23 Members of the Public Present

None

131/23 Minutes of the Meeting of Council held on the 21st November 2023

The minutes of the meeting, having been previously circulated, were approved as a correct record and signed by the Chair.

132/23 Public Involvement – Deputations, Petitions and Questions

None

133/23 Council is invited to receive the recommendations of the Finance, Administration & Policy Committee in relation to the Community Council budget and Precept level 2024/2025 (Agenda items 6 & 7) – Report No. 04/C/23

Council received the recommendations of the committee, including the associated report.

134/23 Draft Minute FA/43/23 2024/2025 Annual Community Council Budget/Precept Consultation Report

Council is invited to receive the 2024/2025 Annual Community Council Budget/Precept Consultation Report and recommendation of acceptance from the Committee.

Council received and accepted the 2024/2025 Annual Community Council Budget/Precept Consultation Report.
A recorded vote was taken; 15 for, 0 against, 0 abstentions.

135/23 Draft Minute FA/44/23 - Community Council Draft Budget 2024/25

The Committee reviewed the budget on a 'line by line' basis. Having assessed the impact of the proposed draft budget for 2024/25 on the Community Council financial reserves (balance sheet), the Committee then resolved to recommend the draft budget for consideration by Council.

Council resolved to accept the draft budget. A recorded vote was taken; 15 for, 0 against, 0 abstentions.

Council asked to record a note of thanks to the Clerk and RFO for their work in producing an excellently presented and prepared budget.

136/23 Draft Minute FA/45/23 - Community Council Precept Level 2024/25

The Committee considered an appropriate Precept level for 2024/25, resolving to recommend to Council that the Precept level for 2024/25 be increased by 5%.

With a confirmed 2024/25 tax base of 4101.52, a 5% rise to the 2024/25 Precept will increase the amount payable by a Band D equivalent property from £207.58 to £217.96, this will result in an increase of income from the 2023/24 level of £846,133 to £893,963.

Following consideration, Council agreed to increase the precept level for 2024/25 by 5%, increasing the amount payable by a Band D equivalent property from £207.58 to £217.96.

A recorded vote was taken; 15 for, 0 against, 0 abstentions.

137/23 Chair's Report

The Chair reported on his attendance at the recent MK Parishes Forum. Senior Finance Officers from Milton Keynes City Council (MKCC) were present and reported that council tax collection rates were down and debts risen.

The recently appointed Traffic & Transport Manager from MKCC gave a presentation on the development of a new Local Transport Plan for MK. Also present was a representative of SOFEA who operate food banks and community larders across MK 48 weeks of the year. The Chair has details of all locations.

The next meeting of the MK Parishes Forum will be held in March 2024.

138/23

Clerk's Report

The Clerk reported that CPCC have been allocated an extra £1,100 from MKCC as part of their Winter Programme which will be used to help fund our Warm Spaces.

Following discussions at the last meeting of Council the Clerk had been in contact with MK Healthwatch with regard to the Fishermead Surgery. It appears that a situation may emerge where non-clinical services may have to be delivered at other locations.

The introduction next year of 20mph zones in Fishermead and Woolstone have been announced by MKCC. CPCC Planning Committee noted the proposed 20mph zone in Fishermead, suggesting that a pedestrian relief island should be incorporated at the Redway crossing at the entrance to Pentewan Gate from H6 Childs Way. MKCC have confirmed that they are aware of the issue and are seeking sources of funding to develop any works.

139/23

Ward Members' Matters/Reports

i.

Members are invited to raise a question with the Chair of Council, the Clerk of Council, or any Committee Chair, with Members allowed up to a minute to raise a question, with questionees allowed up to two minutes to respond. Any Member is limited to one question, with no further discussion on the given response. Any unanswered questions to receive a written response within seven days.

Cllr Baines asked that the Clerk clarify the work being done to address the fireworks on public land, particularly Oldbrook Green. The Clerk confirmed that a proactive approach had been taken with highly visible signage detailing the legality of unauthorised fireworks being erected around the area. There had been very few reports this year, and the Estates Committee considered this approach was effective and would be repeated in the future in conjunction with TVP.

Cllr Kent had previously agreed to attend the MK Forum but having read the papers and having spoken to the Chair, felt that another member may have more knowledge and expertise to offer. Cllr Pafford expressed his interest in attending, subject to dates.

Cllr Pafford thanked all those who attended the recent Christmas party which was very well attended. Special thanks to Cllr Halton-Davis and Cllr Dixon.

Cllr Petchey informed members that he had an amount of money available through his MKCC Ward Councillor allowance for community groups in Oldbrook and asked that this information be shared with any relevant bodies.

ii.

Council is invited to note that no written reports have been received.

140/23 To Receive Draft Minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the Minutes to be raised under the relevant Committee.

**a. Minutes of the Community & Communications Committee
Chair: Cllr K Kavarana**

Council received the Minutes and agreed to ratify 1 item (i).

i. Draft Minute 77/23 ii Grants

MK Melting Pot (Grant Application 009/23-24/Sect 137)

Committee considered an application from MK Melting Pot for £540.00 towards the cost of running lessons in Fishermead on using a slow cooker to create affordable meals.

Cllr Cole arrived during the course of this item and also declared an interest.

Committee resolved to recommend to Council that the grant be awarded in full

**b. Minutes of the Planning, Infrastructure & Transport Committee
Chair: Cllr B Greenwood**

Council received the Minutes.

**c. Minutes of the Finance, Administration & Policy Committee
Chair: Cllr B Barton**

Council received the Minutes, and agreed to ratify 5 (i,ii,iii,iv,v) items and noted 1 item (vi).

i. Draft Minute FA/43/23 - 2024/2025 Annual Community Council Budget/Precept Consultation Report

See minute no. 133/23

ii. Draft Minute FA/44/23 - Community Council Draft Budget 2024/25 Report

See minute no. 134/23

iii. Draft Minute FA/45/23 - Community Council Precept Level 2024/25

See minute no. 135/23

iv. Draft Minute FA/46/23 – Community Council Risk Assessment Review 2024-25

Committee reviewed the updated Risk Assessment for 23-24 – completed assessment to be forwarded to Council for ratification.

v. Draft Minute FA/47/23 – Action Plan for signing of Annual Return

To avoid any 'except for matters' in future Annual Returns an action plan for signing the return needs to be put in place. This should take the form of the following:-

The Responsible Financial Officer sign and date section 2 of the original copy of the return at the same time as the auditor. The Clerk will then

confirm that this has been done prior to the point where the redated copy of circulated to committee/council, and then again before the return is considered and signed at the Council meeting.

vi. Draft Minute FA/48/23 - Internal Audit Outcome

Committee received and noted the outcome of the Interim Internal Audit. Committee further noted that the report did not identify any issues requiring note or action.

141/23 Licensing & Planning Applications

Due to submission deadlines, Council is invited to consider and comment on the proposed licensing and planning applications including any applications or consultations received after the publication of the Agenda that must be considered before the date of the next meeting of the Planning Committee. Any additional items that will be considered will be published on the day of the meeting on the Campbell Park Community Council website.

Council noted that no applications had been received.

Confidential Item

In view of the terms of Schedule 12A Local Government Act 1972, the following item* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.

***Item 142/23**

142/23 Community Hub, Room-by-Room Requirement Review – Working Group Update and Recommendation

The Clerk reported that the tender deadline had passed (8th December) and all 5 contractors invited to participate had submitted tenders. These are currently being assessed by Currie & Brown for cost, quality and completeness and initial analysis suggests that there may be some savings available. All tenders were within the PTE agreed in October. Currie & Brown are hopeful that we may be able to bring forward the assessment process which may allow for a decision to put before Council at the January meeting rather than the ECM currently scheduled for February as part of the agreed project programme.

Cllrs Kendrick and Kavarana proposed that a vote of thanks be recorded to the Officers and Members of the Community Hub Working Group for their hard work in bringing the project forward.

143/23 Dates of Future Committee & Working Group Meetings

Planning – Monday 8th January 2024 at 6.30pm
Personnel – Tuesday 9th January 2024 at 1.00pm
Estates – Tuesday 9th January 2024 at 6.30pm

144/23 Date of Next Meeting

Tuesday 16th January 2024 at 7.30pm

**The minutes of the Planning, Infrastructure & Transport Committee of
Campbell Park Community Council**

held on Monday 8th January 2024

at the Springfield Centre, Springfield Boulevard, Springfield

commencing at 6.30pm

This meeting was open to the Public

80/23 Members Present

Cllr R Golding
Cllr B Greenwood
Cllr K Kavarana

In Attendance

T Jones – Committee Clerk

81/23 Apologies for Absence

Cllr V Dixon – family commitment
Cllr P Halton-Davis - unwell

82/23 Declarations of Interest

None

83/23 Members of the Public Present

None

84/23 Minutes of the Previous Meeting

Committee approved the minutes of the last meeting, held on 4th December 2023.

85/23 Public Involvement – Deputations, Petitions and Questions

None

86/23 Consultations – including any applications or consultations received after the publication of the Agenda that must be considered before the date of the next meeting. Any additional items that were considered were be published on the day of the meeting on the Campbell Park Community Council website.

a. Planning Applications

The following consultation was tabled having been received after the publication of the agenda but requiring a decision before the next meeting.

i. 23/02877/FULM

Proposal: Variation of condition 4 (finished floor and ground levels) seeking to amend the condition to allow demolition prior to approval (relating to permission ref. 20/02498/FUL demolition of existing buildings and erection of a retail foodstore with associated car parking, access, landscaping and associated engineering works)
At: Lidl And Units 1-6 Oldbrook Boulevard Oldbrook Milton Keynes MK6 2YA

Deadline: 2nd February

Planning Officer: Tamlin Barton

Committee resolved to make no comment.

Notifications:

ii. 23/02751/DISCON

Proposal: Partial approval of details required by conditions 9 (Tree Protection Scheme) and 17 (Construction Management Statement) of permission ref. 20/02498/FUL

At: Lidl And Units 1-6 Oldbrook Boulevard Oldbrook Milton Keynes MK6 2YA

Deadline: n/a (received 6th December)

Planning Officer: Suleman Uddin

Committee resolved to note this application.

iii. 23/02752/DISCON

Proposal: Approval of details required by condition 12 (Ecological Appraisal) of permission ref. 20/02498/FUL

At: Lidl And Units 1-6 Oldbrook Boulevard Oldbrook Milton Keynes MK6 2YA

Deadline: n/a (received 5th December)

Planning Officer: Suleman Uddin

Committee resolved to note this application.

iv. 23/02753/DISCON

Proposal: Approval of details required by condition 4 (Finished Floor Levels) of permission ref. 20/02498/FUL

At: Lidl And Units 1-6 Oldbrook Boulevard Oldbrook Milton Keynes MK6 2YA

Deadline: n/a (received 6th December)

Planning Officer: Suleman Uddin

Committee resolved to note this application.

v. **23/02835/CLUE**

Proposal: Certificate of Lawfulness for the existing use as a House in Multiple Occupation (Class C4)

At: 179 Fishermead Boulevard Fishermead Milton Keynes MK6 2AA

Deadline: n/a (received 15th December)

Planning Officer: Sonia James

Committee resolved to note this application.

vi. **23/02836/CLUE**

Proposal: Certificate of Lawfulness for existing use as a C4 house in multiple occupation

At: 189 Fishermead Boulevard Fishermead Milton Keynes MK6 2AA

Deadline: n/a (received 15th December)

Planning Officer: Sonia James

Committee resolved to note this application.

b. Licensing

No consultations received.

c. Update on Past Consultations

The Committee noted the outcome of the following applications.

Permitted:

- i. 23/02182/TPO - Hospice of Our Lady & St John Milton Road Willen MK15 9AB
- ii. 23/02287/HOU - 32 Newport Road Woolstone Milton Keynes MK15 0BP
- iii. 23/02139/CLUP - 42 Edrich Avenue Oldbrook Milton Keynes, MK6 2QR
- iv. 23/02274/TPO - 1A Hooper Gate Willen Milton Keynes MK15 9JR

Refused:

- v. 23/02079/HOU - 80 Century Avenue Oldbrook Milton Keynes MK6 2UH

d. Appeals

None received

e. Planning Enforcement

- i. The Committee received a verbal report relating to Planning Enforcement, resolving to follow up the cases that have been closed, where follow up investigation/action has been passed to another MKCC department.

ii. **Planning Enforcement Plan**

Committee noted that following consultation by Milton Keynes City Council a revised Local Enforcement Plan (LEP) was adopted at the Delegated Decisions meeting held on 14th November.

The revised LEP came into effect on 1st December 2023 and can be viewed at www.milton-keynes.gov.uk/planning-and-building/report-it-planning-enforcement

87/23 General Consultations

None

88/23 Presentation to Parish Councillors on the New City Plan Growth Options - Central Milton Keynes

Committee received the invitation to nominate a maximum of 2 members to attend a meeting with MK City Council and a group of parish and town councils and MKCC ward councillors to share information on the growth options being assessed by MKCC to prepare the New City Plan for public consultation in the summer 2024. The groups have been defined according to where the growth options are located. MKCC will illustrate all of the options and outline the process being followed to assess them to come to a recommendation on the plan's spatial strategy.

The meeting will be held on Monday 12th February from 6 – 7.30pm at Civic offices (venue tbc).

Committee resolved to appoint Cllrs Greenwood and Golding to represent CPCC at the meeting.

**89/23 MK East Development – Acoustic Barriers, 22/00472/DISCON
Approval of details required by condition 32 (noise barriers/acoustic fencing) of permission ref. 21/00999/OUTEIS**

Committee noted that there were no updates received.

Committee resolved that this no longer required a recurring item on the agenda, with updates in the future to be provided in advance for inclusion in the agenda.

90/23 Date of Next Meeting

Monday 5th February 2024 at 6:30pm

**Minutes of the meeting of the Estates Committee
held on Tuesday 9th January 2024 at 6.30pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the public

68/23 Members Present

Cllr B Barton - arrived 6.31 Cllr K Kavarana
Cllr R Golding (Chair) Cllr K Kent
Cllr B Greenwood Cllr D Pafford
Cllr J Howard

69/23 Apologies for Absence

Cllr V Dixon – personal commitment
Cllr M Petchey- personal commitment

70/23 Declarations of Interest

None

71/23 Members of the Public Present

None

72/23 Minutes of the Meeting held on the 14th November 2023

The minutes of the meeting, having previously been circulated, were approved as a correct record, and signed by the Chair.

73/23 Public Involvement – Deputations, Petitions and Questions

None

74/23 Council Allotments

i. Annual Renewal Process

Committee noted that the renewal process has been completed and that both sites are fully let.

ii. Updated Allotment Tenancy Conditions

Committee noted that the updated allotment tenancy conditions had been approved and adopted by Council.

75/23 Memorial Bench – Oldbrook Green

Committee received a verbal update from Clerk, including details of a local fundraising initiative to buy a replacement bench – Cllr Golding and the Estates Manager to identify a suitable replacement bench. Committee then received a

verbal update from Councillors engaging with local partners about replacement benches for the site, with Cllr Kent confirming that a dialogue with Lidl was ongoing, and Cllr Pafford confirming that his inquiry with the Parks Trust had not been successful.

76/23 New arrangements for the procurement and use of energy (electric & gas) at Council buildings.

Committee noted this item is ongoing, a further report to be made at the next meeting.

77/23 Community Hub, Room-by-Room Requirement Review – Working Group Update and Recommendations

Committee received an update from the Working Group on the progression of the tender, confirming that their recommendation would be forwarded to the January Council meeting - If the recommendation were accepted, and an appointment made at the meeting, it may be possible to bring forward the commencement and completion times of the build project.

78/23 Dog Waste Bin Provision

Further to the removal by the Canals and River Trust of their dog waste bin adjacent to Bridge 83 in Woolstone, Committee considered the impact of the removal and whether there was a need to review the existing Council dog waste bin provision on the estate. Committee agreed to keep a watching brief on the situation, and to monitor any associated resident complaints, with any review subject to information/complaints received.

79/23 Fishermead Sports Ground Working Group

Committee noted that the Working Group is yet to hold its first meeting, an initial task of the Group will be to establish terms of reference for approval by Committee/Council.

Working Group members - Cllrs Petchey, Kendrick, Pafford, Dixon and Fraser, and the Estates Manager.

80/23 Kernow Crescent Play Park Annual Inspection Report Report no. E02/23

The Clerk apologised to the Committee for not correctly stating on the agenda that a Council appointment on this matter had already been made in November 2024, the Clerk went on to confirm that Birch Landscapes would commence work w/c 29.01.24.

81/23 Date of Next Meeting

Tuesday 13th February 2024 at 6.30pm