

**Meeting of the**

**PLANNING, INFRASTRUCTURE & TRANSPORT**

**COMMITTEE**

**AGENDA**

**Monday 2 June 2025**

**6.30PM**

**Springfield Centre, Springfield Boulevard, Springfield**

Committee Members:

Cllr V Dixon

Cllr B Greenwood (Chair)

Cllr J Hearnshaw

Cllr B Macharia

Cllr R Golding

Cllr P Halton-Davis

Cllr K Kavarana



# AGENDA

**1. To receive**

Apologies for Absence  
Declarations of Interest

**2. Appointment of Vice Chairperson**

The Committee is invited to consider if there is a requirement to elect a Vice Chairperson, and if so, appoint a Vice Chair to May 2026.

**3. Appointment of Lead Members**

Committee is invited to consider if there is a requirement to appoint any Lead Member(s), and if so, appoint and define their role to May 2026.

**4. Minutes of the Previous Meeting**

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Committee are invited to approve the minutes of the last meeting, held on 6 May 2025, previously circulated and therefore taken as read.

Committee are invited to note that the meeting scheduled for 6 May 2025 was inquorate and, therefore, not proceeded with.

**5. Public Involvement – Deputations, Petitions and Questions**

Members of the public may make representations in respect of the business on the agenda.

**6. 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 will be considered will be published on the day of the meeting on the Campbell Park Community Council website.**

**a. Planning Applications**

**i. PLN/2025/0847**

Proposed demolition of a south-west facing side conservatory and replaced with the erection of a single storey extension  
at 90 KIRKSTALL PLACE, OLDBROOK, MILTON KEYNES, MK6 2XA

*Deadline: 5 June Planning Officer: Sonia James*

**ii. PLN/2025/0924**

Change of use of part of existing ancillary café to Class E(a)(b) (café serving members of the public).  
At HOSPICE OF OUR LADY AND ST JOHN, MILTON ROAD, WILLEN, MILTON KEYNES, MK15 9AB

*Deadline: 9 June Planning Officer: Nathan Makwana*

- iii. **PLN/2025/0548**  
Listed Building Consent for the proposed installation of solar panels onto the outbuilding and main building  
At Hospice Of Our Lady And St John, Milton Road, Willen, Milton Keynes, MK15 9AB  
  
*Deadline: 12 June Planning Officer: Sonia James*
- iv. **PLN/2025/0630**  
The erection of a part single, part two-storey rear extension, the erection of a first floor side extension above the existing garage, and the conversion of the existing garage into habitable space, and changes to the eastern fenestrations  
at 67 BREARLEY AVENUE, OLDBROOK, MILTON KEYNES, MK6 2UD  
  
*Deadline: 13 June Planning Officer: Madison Graham*
- v. **PLN/2025/1060**  
Prior Approval of single storey rear extension, with eaves of 2.65 metres and maximum height of 3.8 metres, extending 4.28 metres from the original rear wall of the dwellinghouse  
**At 70 BOYCOTT AVENUE, OLDBROOK, MILTON KEYNES, MK6 2QD**  
  
*Deadline: 24 June Planning Officer: Sonia James*  
  
*Notifications:*
- vi. **PLN/2025/0887**  
Non-material amendment seeking to change a first floor rear window to a French door with Juliette balcony (relating to permission ref. PLN/2025/0105 for erection of 2 storey side extension, demolition of the existing chimney, and alteration to the fenestration of the rear elevation)  
At 44 PATTISON LANE, WOOLSTONE, MILTON KEYNES, MK15 0AY  
  
*Deadline: 21 May Planning Officer: Yu ling Wong*
- vii. **PLN/2025/0928**  
Non-material amendment seeking to increase the depth of the rear extension from 3.2m to 4m (relating to permission ref. PLN/2024/2765 for the erection of a single storey rear extension with rooflights and interior alterations)  
At 89 OLDBROOK BOULEVARD, OLDBROOK, MILTON KEYNES, MK6 2RQ  
  
*Deadline: 23 May Planning Officer: Yu ling Wong*
- b. **Licensing**  
Committee are invited to note the following licensing application/s was responded to with a response of 'no comment', through the delegated powers given to the Committee Clerk:
- i. **Street Trading Consent Boroughwide Renewal - Mister Softee - T402 POA**  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 16:00 to 21:00

- ii. **Street Trading Consent Boroughwide Renewal - MK Ices - EK09 XXE**  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 14:00 to 21:00
- iii. **Street Trading Consent Boroughwide Renewal - Mister Softee - J192 NVV**  
Renewal and Change of Vehicle from SV64 WSJ To KN58 UEP  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 16:00 to 20:00
- iv. **Street Trading Consent Boroughwide Renewal - Charlie Brown' s - W395 EOK**  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 16:00 to 19:00
- v. **Street Trading Consent Boroughwide Renewal - MK Ices - DG10 HCV**  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 14:00 to 21:00
- vi. **Street Trading Consent Boroughwide Renewal - Maya's Kitchen - FA005 OAJ**  
1 food van to trade Boroughwide for the following times:  
Tuesday to Sunday 17:00 to 20:00
- vii. **Street Trading Consent Boroughwide NEW - Marie's Ices - FN66 YVS**  
1 ice cream van to trade Boroughwide for the following times:  
Monday to Sunday 15:00 to 18:00

**c. Update on Past Consultations**

The Committee is invited to note the outcome of the following applications.

Permitted/Approved:

- i. PLN/2024/2537 - 2 LINFORD LANE, WILLEN, MILTON KEYNES, MK15 9DL
- ii. PLN/2024/2765 - 89 OLDBROOK BOULEVARD, OLDBROOK, MK6 2RQ
- iii. PLN/2025/0212 - 27 WARDLE PLACE, OLDBROOK, MILTON KEYNES, MK6 2XS
- iv. PLN/2025/0362 - Charlestown House, Snowdon Drive, Winterhill, MK6 1BU
- v. PLN/2025/0349 - 5 EYNHAM COURT, WOOLSTONE, MK15 0BY
- vi. PLN/2025/0373 - 80 CENTURY AVENUE, OLDBROOK, MK6 2UH
- vii. PLN/2025/0388 - 63 STAMFORD AVENUE, SPRINGFIELD, MILTON KEYNES, MK6 3LD
- viii. PLN/2025/0467 - 57 ARLOTT CRESCENT, OLDBROOK, MILTON KEYNES, MK6 2RA
- ix. PLN/2025/0338 - THE BARGE INN, 15 NEWPORT ROAD, WOOLSTONE, MK15 0AE
- x. PLN/2025/0887 - 44 PATTISON LANE, WOOLSTONE, MILTON KEYNES, MK15 0AY

Refused:

- xi. PLN/2025/0454 - 4 WILFORD CLOSE, WOOLSTONE, MILTON KEYNES, MK15 0HA

Prior Approval not required:

- xii. PLN/2025/0414 - 39 RAVENSBORNE PLACE, SPRINGFIELD, MK6 3HL
- xiii. PLN/2025/0403 - 37 RAVENSBORNE PLACE, SPRINGFIELD, MK6 3HL

**d. Appeals**

- i. Notification of Appeal: AP-3731 / APP/Y0435/D/25/3365413  
Demolition of the existing rear conservatory and the erection of a single storey rear and side extension with roof lights. First floor side and rear extension above existing garage with roof lights  
2 CARTERET CLOSE, WILLEN, MILTON KEYNES, MK15 9LD

- ii. **Appeal Turned Away AP-3731 / APP/Y0435/D/25/3365413**  
Demolition of the existing rear conservatory and the erection of a single storey rear and side extension with roof lights. First floor side and rear extension above existing garage with roof lights  
2 CARTERET CLOSE, WILLEN, MILTON KEYNES, MK15 9LD

Planning Inspectorate have confirmed that the appeal for the application referenced above PLN/2024/2293 has been turned away. Therefore, no further action will be taken at this stage.

**e. Planning Enforcement**

The Committee is invited to receive any reports relating to Planning Enforcement.

**7. General Consultations**

**i. Milton Keynes Council Gypsy & Travellers Call for Sites**

Milton Keynes City Council (MKCC) are currently producing an updated evidence base as they prepare a new plan for the development of the city through to 2050. They are required by the Government to identify enough land to meet our housing needs for Gypsies and Travellers. As part of this, they are carrying out a Gypsy and Traveller Accommodation Assessment (GTAA) to identify the need and support the emerging MK City Plan 2050.

To meet this need, MKCC are carrying out a Call for Sites inviting individuals, landowners and developers to suggest potential sites for Gypsy and Traveller use which are available and suitable for pitches, plots, and potentially for transit stopping places.

The Call for Sites runs from Monday 12 May to Monday 9 June 2025 (closing 5pm).

**8. CPCC Neighbourhood Plan Review (Planning Min. 93/24, Council Min 224/24)**

Committee are invited to consider the resolution of Council that the Committee commence a review, noting that the MKCC Local Plan is currently under development and it is better to adopt a NP once the LP is in place, and the need to report back to Council on the scope of the review required so that any necessary budget can be put in place.

**9. MKCC – Community Infrastructure Fund 2026/27 (Council Min 220/24)**

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Committee are invited to note that no project suggestions have been received by the Committee Clerk.

Committee should be aware that a maximum of 3 applications can be submitted to MKCC, with successful awards typically being less than £10,000. Committee are invited to discuss any project ideas to be put forward to Council for determination, with the deadline for applications to MKCC being 31 August 2025.

**10. 20mph Speed Zone – Woolstone**

Committee are invited to note that MK City Council (MKCC) have completed the statutory consultation (Reference: TRO-422) and have decided to implement the proposed 20mph speed zone in Woolstone. MKCC have advised that signage will be installed in the coming weeks with completion expected by mid-May. Once the signage is in place, the 20mph speed restriction will become operational

**11. MK City Plan 2050 - information session**

Committee are invited to nominate 2 members to attend the MK City Plan information session at Civic on 10 September at 7pm.

The session will cover details about the final draft of the MK City Plan and its consultation. Informed by comments made during the draft Plan (Regulation 18) stage and the finalised evidence, the final draft MK City Plan 2050 (also known as Regulation 19, or 'proposed submission') will be published for consultation for six weeks starting in September.

**12. Date of Next Meeting**

Monday 7 July 2025 at 6:30pm

T Jones

***Committee Clerk***

***28 May 2025***





**The minutes of the Planning, Infrastructure & Transport Committee of  
Campbell Park Community Council held on  
Monday 7 April 2025  
at the Springfield Centre, Springfield Boulevard, Springfield  
commencing at 6.30pm  
This meeting was open to the Public**

**Members Present**

Cllr V Dixon

Cllr B Greenwood (Chair)

Cllr J Hearnshaw (arrived at 18:34)

Cllr R Golding

Cllr P Halton-Davis

Cllr K Kavarana

**In attendance**

T Jones, Committee Clerk

**87/24**

**Apologies for Absence**

Cllr R McCafferty - unwell

**88/24**

**Declarations of Interest**

None

**89/24**

**Members of the Public Present**

None

**90/24**

**Minutes of the Previous Meeting**

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

**91/24**

**Public Involvement – Deputations, Petitions and Questions**

None

**92/24                      Consultations – including any applications or consultations received after the publication of the Agenda that must be considered before the date of the next meeting.**

Cllr Hearnshaw arrived during the course of this item.

**a.     Planning Applications**

**i.     PLN/2025/0454**

Certificate of Lawfulness (existing) regarding the commencement of works in relation to planning permission ref. 06/01380/FUL  
At 4 WILFORD CLOSE, WOOLSTONE, MILTON KEYNES, MK15 0HA

*Deadline:        n/a (Notification)*

*Planning Officer: Madison Graham*

Committee noted the proposal.

**ii.    PLN/2025/0467**

Certificate of lawfulness for a proposed dormer extension to the rear elevation and rooflights to the front roof slope  
at 57 ARLOTT CRESCENT, OLDBROOK, MILTON KEYNES, MK6 2RA

*Deadline:        n/a (Notification)*

*Planning Officer: Kayleigh Boulding*

Committee noted the proposal.

**b.     Licensing**

Committee noted the following licensing application/s, which had been responded to with ‘no comment’, through the delegated powers given to the Committee Clerk:

**i.     Street Trading Consent Boroughwide Renewal - Mr Guci Ices Ltd, R481 0SH, Ref 169557**

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 13:00 to 20:00

Please note the change to previous hours which were:

Monday to Sunday 12:00 – 21:00

**ii.    Street Trading Consent Boroughwide Renewal - Soft99whip, S99 WHP, Ref 143311**

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 15:00 to 20:00

**iii.   Street Trading Consent Boroughwide Renewal - MK Ices - KN58 UEP**

Renewal and Change of Vehicle from SV64 WSJ To KN58 UEP

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 14:00 to 21:00

**iv.    Street Trading Consent Boroughwide Renewal - Pecorella Whip, Reg FJ72 WHP Ref 143302**

1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 15:00 to 21:00

**c. Update on Past Consultations**

Permitted:

- i. PLN/2024/2570 - DAVID LLOYD, LIVINGSTONE DRIVE, NEWLANDS, MK15 0DL
- ii. PLN/2025/0105 - 44 PATTISON LANE, WOOLSTONE, MILTON KEYNES, MK15 0AY
- iii. PLN/2024/2493 - Verge at Duckworth Court, Oldbrook Boulevard, Oldbrook

Refused:

- iv. PLN/2025/0179 - 11 PENRYN AVENUE, FISHERMEAD, MILTON KEYNES, MK6 2BP
- v. PLN/2025/0181 - 62 POLRUAN PLACE, FISHERMEAD, MILTON KEYNES, MK6 2EA

**d. Appeals**

None

**e. Planning Enforcement**

Committee received reports relating to Planning Enforcement.

**92/24            General Consultations**

**i. Proposal to remove BT Payphone**

Committee considered a consultation from BT regarding the removal of a payphone in our area – “JNC SPRINGFIELD BLVD PHONECARD PCO 1 RAVENSBOURNE PLACE SPRINGFIELD MILTON KEYNES” (outside One Stop on the corner of Springfield Boulevard and Ravensbourne Place). MKCC are collating comments and will respond to BT.

Committee noted the proposal and had no objection to the phone removal, resolving to request that should the phone be removed, that the kiosk be removed at the same time as it will serve no purpose and will attract vandalism and become unsightly.

**ii. Proposed Grand Union Canal Transfer**

Committee noted that the Applicant for the Proposed Development intends to make an application for Development Consent under the Planning Act 2008. The Applicant has sought a Scoping Opinion from the Planning Inspectorate, on behalf of the Secretary of State, as to the scope and level of detail of the information to be provided within the Environmental Statement that will accompany its future application.

The Planning Inspectorate has identified CPCC as a consultation body to inform the Scoping Opinion and is therefore inviting comments by **28 April 2025**. The deadline is a statutory requirement that cannot be extended.

Committee resolved to note the proposal. Committee resolved to raise concerns about the ongoing maintenance of the canal banks on the stretch of the Grand Union going through our area, which are eroded in some areas and may lead to potential water breaches with an increased water volume. Committee were also keen that with any development or changes to the water system, the impact on biodiversity is considered, protected and mitigated appropriately.

**93/24**

**Committee Terms of Reference Review**

Committee reviewed its Terms of Reference prior to the Annual Meeting of Council in May. Noting that amendments will be considered at the Annual Meeting.

Committee resolved that no amendments were required, however, resolved to propose to Council, that in line with its ToR, that Committee commence a review and renewal of the CPCC Neighbourhood Plan in preparation for its expiry in 2026.

**94/24**

**Date of Next Meeting**

Tuesday 6 May 2025 at 6:30pm.

Any consultations received, that require a response before the next meeting, will be considered by Council on 15 April 2025.

**The minutes of the Planning, Infrastructure & Transport Committee of  
Campbell Park Community Council held on  
Tuesday 6 May 2025  
at the Springfield Centre, Springfield Boulevard, Springfield  
commencing at 6.30pm  
This meeting was open to the Public**

**Members Present**

Cllr K Kavarana

Cllr R McCafferty

**In attendance**

T Jones, Committee Clerk

With only 2 Councillors in attendance, the meeting was deemed to be inquorate and not proceeded with.

**Date of Next Meeting**

Monday 2 June 2025 at 6:30pm.



# Community Infrastructure Fund 2026-2027

## Guidance & Criteria

1. Any application to the CIF will be scored against four key areas which are:

- Solves a persistent problem
- Improves safety
- Benefits the community
- Adds value

2. All projects are scored against this criteria between 1 and 4 giving a maximum score of 16. The top scoring projects will go onto a shortlist for funding which is put to Delegated Decision each March.

3. The project shall be undertaken in exercise of a function for which both parishes and Milton Keynes City Council have powers (incl. s.137 powers of the Local Government Act 1972 )

4. The project shall be for investment in public realm assets, adhere to MKCC design principles and involve and provide a permanent benefit to the parish. Public realm is defined as 'something that is provided for the use of the community'.

5. Locations should be:

- MK City Council owned
- Parish/Town or Community Council owned (or available for parish acquisition)
- Long Term Lease ( If the building is occupied on a long term lease, the terms of the lease will need to be reviewed prior to award of grant funding)\*

\*If under an MKCC lease at the time of allocation, the relevant permissions must be sought from the City Council's Estates and/or Legal team.

6. Parish, Town and Community Councils will be responsible for ensuring local residents are consulted on project proposals.

7. The maximum contribution from MK City Council will be £20,000 per parish (£40,000 total project value).

8. Each Parish, Town or Community Council will be entitled to submit up to a maximum of 3 applications for projects, up to the value of the maximum contribution. You must indicate your preference for each project marking as 1st, 2nd or 3rd choice on the application.

9. MK City Council's share of the cost of the project will be no greater than 50% excluding VAT (75% for very small councils those with a tax base of less than 200 /band D equivalent) or the lower of the following figures: the lowest quotation; or the maximum award approved by MK City Council.

10. Any works carried out on an MK City Council asset, building, or land must be undertaken by MK City Council.

11. The project, once completed, should not involve any additional ongoing maintenance or running costs, other than any costs that are to be met by the Parish, Town or Community Council. MK City Council will only carry out maintenance in line with the relevant departments or service areas policies and procedures, if it is an MK City Council asset or land.

12. Applicants must provide outline costs for works at the application stage.
13. Parishes should state how their 50% contribution is being funded. Parish match funding cannot be from any other part of MK City Council's funding e.g., Section 106 or from another grant application.
14. Approved projects for the 2026-2027 CIF must be completed within the 2026-2027 financial year and must not exceed this deadline unless in exceptional circumstances and with approval for an extension from MKCC.
15. Parish, Town and Community Councils will, prior to submitting an application, check whether any planning permissions or any other relevant permissions or consents are required and ensure that such permissions/consents etc. are in place upon application. Evidence must be included with the application. The costs of any planning permissions that may be necessary can be included as part of the costs.
16. Before applications are submitted, applicants will be required to provide evidence that the project/s have been discussed with relevant MK City Council departments and have obtained permissions in principle.
17. Parish, Town and Community Councils should present three quotes at the application stage for the work that will be undertaken by the Parish, Town or Community Council, to demonstrate the principles of Best Value.
18. If three quotes are not available, applicants are required to advise of the reasons when applying for the council's grant(s) e.g., conservation requirements are for specialist contractors which may be limiting choices.
19. A Delegated Decision will be made by the relevant Cabinet Member or Council Leader following an assessment of applications for funding by MK City Council officers.
20. Where schemes do not proceed or are at risk of not delivering within agreed time frames, the amount allocated must be returned immediately to MK City Council for re-allocation. Funds cannot be transferred to another project.
21. Funding can only be used for the projects for which they are approved by the MK City Council.
22. Release of funds will only be made upon the completion of the works and they have been checked and approved by a relevant MKCC Officer. This officer will provide a written confirmation that the project has been delivered as per the approved application. A copy of the invoice and presentation of three quotes for the work that has been undertaken by the Parish, Town or Community Council to demonstrate the principles of Best Value.
23. The fund cannot be used for normal running costs i.e. officer salaries, energy bills or rent.
24. MK City Council will monitor the progress of projects; this could involve site visits if appropriate. Applicants are required to provide evidence of completion of all projects; photos are required at application and completion stage ("before" and "after" pictures).
25. The Parish, Town or Community Council will be required to maintain a minimum of £5 million insurance for public liability and provide the evidence to the MK City Council together with their application.
26. The Parish, Town or Community Council is required to comply fully with relevant, current UK Health and Safety legislation and regulations.
27. If a grant is used to buy a significant item of equipment or asset, we will advise that it must be recorded in the accounts that MK City Council has an interest in it. If the asset is to be disposed of (sold), MK City Council must be contacted before the disposal is made. MK City Council may require a share of the proceeds in relation to the original contribution.
28. CIF funding is Capital funding and therefore it cannot be used to fund revenue works related to landscaping services. However it can be used for the enhancement of an existing asset or building something new. The future revenue implications of any Capital works will need to be minimised where possible. If parishes are devolved, they can self-deliver or use MK City Council contractors.



# Type of projects

To give you an idea of the type of project that may be applied for under the CIF, here's some examples of public realm projects that we have completed over the last few years. These are just some examples, if you need any help, ideas or advice please contact your Highways Liaison Officer or email [highways.liaison@milton-keynes.gov.uk](mailto:highways.liaison@milton-keynes.gov.uk)

## Verge protection

Parked vehicles can cause damage to verges which is both unsafe and unsightly. Ascot fencing prevents vehicles from parking or mounting the verge. Costs depend on the length of the verge sections you want to protect and whether any utilities are in the ground. After an assessment, we can provide a bespoke quote. Any post and rail fencing installed would need to be maintained at parish expense.

## Gateway signs

These provide a dual use - they draw motorists attention to the entrance to a village or hamlet and the change in the speed limit. There is a standard design that we use for any gateway signs for MK which can be adapted to include a short message 'Welcome to [name]' or 'Please drive safely' with a speed limit roundel.

## Flood Prevention

Hydrosnakes, pumps, flood diverters or hydrosacks are some effective alternatives to sandbags. These can all be kept in special storage containers in the local area so they are easily accessible whenever needed. Contact the Flood & Water Management Team to see what options are best for your location at [LLFA@milton-keynes.gov.uk](mailto:LLFA@milton-keynes.gov.uk)

## Speed Indicator Devices (SIDs)

SIDs are a good way to alert motorists to their speed as they enter a residential area. They are most effective if moved on a regular basis around three locations. SIDs may display the drivers' speed and a smiley or sad face, or they may display a 'Slow Down' type message.

There are several models available to suit local needs and budgets. For help and advice about SIDs, contact [road.safety@milton-keynes.gov.uk](mailto:road.safety@milton-keynes.gov.uk)

We recommend SIDs are used as part of a wider speed awareness campaign including Community Speedwatch. If you wish to install SIDs, make sure you also include the cost of any pole installations in your application. Existing defunct poles are unlikely to be suitable or in the best location.

## Play area flooring or equipment

Most MK estates have several play areas which may need new equipment or replacement wet pour flooring. You may want to install some new or accessible items to a play area.

Our Parks and Open Spaces officer, Phillip Snell ([phillip.snell@milton-keynes.gov.uk](mailto:phillip.snell@milton-keynes.gov.uk)) can provide advice and guidance if you would like to include play area equipment or surfacing as your CIF project.