



CPCC Community Hub

Springfield Boulevard

Springfield

Milton Keynes MK6 3JS

Tel: No: 01908 608559

Clerk - clerk@campbell-park.gov.uk
Website: www.campbell-park.gov.uk

Meeting of the
COMMUNITY & COMMUNICATIONS COMMITTEE

AGENDA

Tuesday 28 April 2026

6:30pm

CPCC Community Hub, Springfield Boulevard, Springfield

Committee Members:

Cllr L Adura

Cllr O Cole

Cllr V Dixon

Cllr J Howard

Cllr K Kavarana (Chair)

Cllr D Kendrick

Cllr B Macharia

Cllr F Mangan

Cllr R McCafferty

Cllr J Messant

Cllr M Petchey

MEETING PROTOCOL

In order to facilitate the smooth running of meetings, members are asked to respect the following protocol:

- If a member arrives once the meeting has started, they will enter as quietly as possible and take a seat within the public area until invited forward by the Chair. This is to avoid disruption during the discussion of agenda items.

- All those present are asked to turn their mobile devices off or place into silent mode.

- Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if they are present at the meeting of a community council or its committees but otherwise may:
 - a) Film, photograph or make an audio recording of a meeting;

 - b) use any other means for enabling persons not present to see or hear proceedings at a meeting of CPCC as it takes place or later.

 - c) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

The Chair may stop the meeting and ask the person to leave the meeting if they feel there has been a breach of the above protocol.

IN CASE OF EMERGENCY

In the event of a fire use the nearest exit to evacuate the building.

Proceed to the designated fire assembly point which is located on the patio area adjacent to the pedestrian entrance and await instructions from emergency personnel.

AGENDA

1. **To Receive**
Apologies for Absence
Declarations of Interest
2. **Minutes of the previous meeting** **Page 7**
The Committee is invited to approve the minutes of the meeting held 19 February 2026, previously circulated and therefore taken as read.
3. **Public Involvement – Deputations, Petitions and Questions**
Members of the public may make representations in respect of the business on the agenda.
4. **Grants** **Page 11**
 - i. **MK Parks Trust** (Grant Application 001/26-27/Sect 137) **Page 15**
Committee is invited to consider an application from MK Parks Trust for £750.00 to sponsor the mobile climbing wall for 11-17 yr olds at the Big Park Hangout Event at Willen Lake on 5 September.
 - ii. **MK Gallacticos FC** (Grant Application 003/26-27/Sect 137) **Page 25**
Committee is invited to consider an application from MK Gallacticos FC for £1000.00 towards their Annual Awards Ceremony.
 - iii. **Yoga for Health Alliance MK** (Grant Application 004/26-27/Sect 137) **Page 31**
Committee is invited to consider an application from the Yoga for Health Alliance MK for £1000.00 towards the International Yoga Day event in Willen.
 - iv. **Frank Howe Court Social Club** (Grant Application 002/26-27/Sect 137) **Page 37**
Committee is invited to consider an application from Frank Howe Court Social Club for £400.00 towards the purchase of a gas barbeque for resident and public events.
 - v. **Grant Evaluation - Willen Residents Association** **Page 43**
Committee is invited to note the report received from Willen Residents Association in relation to the grant of £490 awarded in October 2025 towards the purchase of a bench for the pond area.
 - vi. **Grant Evaluation - Spinal Injuries Association** **Page 47**
Committee is invited to note the report received from Spinal Injuries Association in relation to the grant of £990 awarded in July 2025 towards the purchase of a branded gazebo to be used at events to spread awareness and support to disabled residents.
 - vii. **Awake to Know Africa** (Grant Application 017/25-26/Sect 137)
Committee is invited to note that due to circumstances beyond their control, Awake to Know Africa have confirmed that they are unable to deliver the project for which a grant of £1000 was awarded in October 2025. The grant payment has not been released.
5. **Community Projects - Programme & Priorities 2025/26**
 - i. **Councillor run Community Events** **Page 51**
To standardise the process for Councillors seeking approval to run community events for CPCC and to ensure that all elements of event planning are considered, Committee is invited to approve the 'Councillor Community Event Proposal' form, to be completed and submitted for Committee consideration and approval prior advertising or committing to the delivery of any community event/s.

ii. **New Applications for free use of CPCC Community Spaces**

Committee is invited to note the outcome of the following free use applications received since the last meeting.

- a. NHS Early Intervention Psychosis Team — awarded free use of Springfield Centre for a monthly Carers Support Group.
- b. NHS Early Intervention Psychosis Team awarded free use of the Chamber & Nest to hold their 20th Anniversary Celebration Event on 12 June.
- c. CHUMS MK Young Carers – awarded free use of the Springfield Centre to hold a support group session (one-off) for young carers & their families.
- d. MK Stoma Support Group - awarded free use of the Chamber & Nest to hold their Open Day Event on 17 October.
- e. Willows & Orchard Schools - awarded free use of the Café space to hold their parents coffee morning on 21 May.

iii. **Review of Free Use of CPCC Community Spaces**

Committee is invited review the following Free Use of CPCC Community Spaces and consider extending the approved period of use for a further 6 months.

- a. Keeping Kids off the Streets CIC – Oldbrook Centre, Mondays 6-8pm weekly.

iv. **School Holiday Activities**

a. **Easter Holiday**

Committee is invited to receive a verbal update on the activities held during the Easter Holiday.

b. **May Half Term**

Committee is invited to receive an update on the activities planned for the May Half Term Holiday, including Kids Craft Club on Tues 26 May, Dr Bike Service on Wed 27 May to be run alongside a Neighbourhood Scan event co-ordinated by Cllr Whild & Leap/MK PEP, and Family Film Club on Fri 29 May.

c. **Summer Holiday**

Committee is invited to receive an verbal update on the plans & ideas for activities to be held during the Summer Holidays.

v. **The Great Big Green Week**

The Committee is invited to receive a verbal report on the activities being organised to support The Great Big Green Week, 6-14 June.

vi. **Community Summer Picnic**

Committee is invited to consider the outline plans for and the proposed date of Saturday 15 August for the annual Community Summer Picnic. The event is to be held at the CPCC Community Hub. If agreed in principle, a detailed Councillor Community Event proposal will be presented to the Committee at the next meeting. Cllr Cole to speak to this item.

vii. **Youth Street Art Project**

Page 59

Committee is invited to consider commissioning the delivery of a two-phase Youth Street Art project aimed at engaging 12-16 year olds in a creative art project. Phase 1 will run over 12 weeks teaching techniques, developing ideas and design skills which will culminate in the creation of presentation ready artwork that can be used in the delivery of Phase 2 of the project. CPCC have the opportunity to determine the scope of the project and a theme for the design work development. Phase 2 of the project will see the agreed design come to life, with an artist creating the final design, involving the young people in the process. The project will be captured through film and photography which can be used to share the journey with our residents.

The cost for delivering the project are Phase 1 - £3500 & Phase 2 - £1550(estimate)

viii. **Sound Healing**

Committee is invited to note that following the decision to hold more Sound Healing sessions for CPCC residents, another session is being organised for June/July 2026, with the date to be confirmed. To support the delivery costs, residents will be asked to contribute £10 per person (paid in advance) to attend the session.

ix. **Yoga Classes**

In line with the approved Wellbeing Programme budget, Committee is invited to consider running a second Yoga for Health programme in the Autumn 2026. The intention of the second programme will be for it to be an evening session, potentially leading to the provision of an ongoing evening yoga class if the level of resident demand supports this. The daytime yoga classes will continue as normal.

6. **Homeground**

- i. Committee is invited to consider the proof of the May edition of Homeground magazine.
- ii. Committee is invited to consider any feedback received following the publication of the February edition of the magazine.

7. **Terms of Reference Review**

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Committee is invited to review its Terms of Reference and the suggested changes prior to the Annual Meeting of Council in May 2026– Amendments will be considered at the Annual Meeting.

8. **Date of Next Meeting**

Tuesday 26 May 2026

BY ORDER OF THE COUNCIL

T Jones

Community Officer/Committee Clerk

21 April 2026

**Minutes of the Community & Communications Committee
held on Tuesday 24 February 2026
commencing at 6.30pm
at the CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr L Adura	Cllr O Cole
Cllr J Howard	Cllr K Kavarana (Chair)
Cllr B Macharia	Cllr F Mangan
Cllr R McCafferty (arrived at 18:35)	Cllr M Petchey

In attendance

T Jones, Community Officer/Committee Clerk

48/25 Apologies for Absence

Cllr D Kendrick – personal commitment

49/25 Declarations of Interest

None

50/25 Minutes of the previous meeting

The minutes of the meeting held 27 January 2026, having been previously circulated were approved as a correct record and signed by the Chair.

51/25 Public Involvement – Deputations, Petitions and Questions

None

52/25 Community Projects - Programme & Priorities 2025/26

i. New Applications for free use of CPCC Community Spaces

Committee noted the outcome of the following free use applications received since the last meeting.

- a. Mind your Mind Social Group – awarded free use of room at CPCC Community Hub for a monthly meet up of workshop participants.
- b. MK Neighbourhood Watch – awarded free use of the Chamber to hold their AGM in September.
- c. MKCC Highways – awarded free use of the Chamber to hold their bi-monthly Parish Liaison meetings.

ii. **School Holiday Activities**

Cllr McCafferty arrived during the course of this item.

a. February Half Term

Committee received a verbal update on the activities held w/c 16/02/2026 noting that attendance numbers had been low, but the Activity Packs had been very popular with all stock being collected.

b. Easter Holiday

Committee considered ideas for activities to be held during the Easter Holidays, resolving to host a family Easter event at the Hub on Thursday 9 April, 2-4pm, as well as the usual holiday sessions of Kids Craft Club and Family Film Friday. Cllr Adura offered to help with the event on 9 April.

c. May Half Term

Committee considered ideas for activities to be held during the May Half Term Holiday, resolving to include a Dr Bike session (health check for bicycles) for 2 hours at a cost of £200 plus cost of small parts/spares, provided by Cycle Saviours. Committee resolved to hold more sessions if this proves to be popular.

d. Summer Holidays

Committee considered ideas for activities to be held during the Summer Holidays, including whether to commission MK Play Association to hold play sessions this year at the increased cost of £546 (2 hrs), £1092 (5 hour Fun Day) or £1092 (3 hr Teen).

Committee resolved that a programme of activities should be put together for the summer holidays, to include activities for teenagers. However, with the increased MKPA costs and varied and unguaranteed attendance numbers, the Committee tasked the Committee Clerk to investigate options to be considered at the next meeting. Should a decision on a particular activity be needed before the next meeting, Committee resolved that the Clerk should make the necessary arrangements after first referring to the Committee by email for consensus of opinion.

iii. **Sound Healing**

Committee noted that the Sound Healing sessions held at the Hub for CPCC residents were successful and were fully booked. Committee further noted that feedback from participants was very positive and requests were received to hold more sessions like this in the future. Committee resolved to deliver more sound healing sessions as part of the community programme, in line with the approved Wellbeing budget proposal, to be held at the CPCC Community Hub and other locations around the CPCC area as appropriate.

iv. **Seated Exercise**

a. Committee noted that the seated exercise sessions held at Trinity Centre in Fishermead have failed to attract enough participants to sustain the class. With the instructor having to temporarily withdraw from taking the class for health reasons, the last session was held on 13 February. Committee considered and resolved that the class should be relocated to another estate when the instructor

returns in approximately 6 weeks. Committee resolved that, in the first instance, the class should be relocated to Oldbrook if an appropriate venue can be found for the session.

- b. Committee considered and resolved to raise the requested contribution for all seated exercise classes from £3 to £4 per person from 1 April 2026 in order to support the ongoing viability of the sessions.

v. **Dance Fitness at the Hub**

Committee noted that attendance numbers at the Dance Fitness classes has been poor. Committee authorised the Committee Clerk to stop the classes from 11 March should the recent advertising not lead to a significant increase in the numbers attending.

Committee resolved that should the day time sessions end, that if possible, the class be moved to an evening session, on a trial basis. The trial will help to identify the ongoing resource implications, which needs further consideration before the wider community programme can be expanded into the evening in the future.

vi. **Yoga Classes**

- a. Committee noted that the yoga classes are going well with the number of people attending steadily increasing. Committee considered and resolved to raise the requested contribution from £4 to £5 per person from 1 April 2026 in order to support the ongoing viability of the sessions.

53/25 Heritage, Arts & Culture Action Plan

Committee noted that the final meeting of the Heritage, Arts & Culture Working Group was inquorate. With Committee completing the task to prioritise the actions and set timescales for their delivery, Committee resolved to manage its implementation as a substantive agenda item hereafter.

54/25 Homeground

- i. Committee considered feedback received following the publication of the February edition of the magazine.
Committee also noted that additional copies are now being printed for each magazine cycle to enable distribution by members to suitable locations around the CPCC area where residents and visitors may wish to pick up a copy.
- ii. Committee contributed ideas for the content for the May edition of Homeground magazine, resolving to include an advert for the Fishermead Community Larder,

55/25 Date of Next Meeting

Tuesday 28 April 2026

STANDARD GRANTS:

- i. Grant Applications will be considered on a quarterly basis: April, July, October and January
- ii. A complete application must be received by the 1st of the month
- iii. Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- i. Only available to new groups within their first 12 months of operation
- ii. Applications will be considered on a quarterly basis: April, July, October and January
- i. A complete application must be received by the 1st of the month
- ii. Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project ‘in principle’ is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPCC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Community Councils area which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Community Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Provide a copy of the groups Constitution (the aims and rules of your community group)
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Community Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered

Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Community Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

1. **Date of application:**

2. **Name (Full Name) of the organisation making the application:**

The Parks Trust

3. **Contact Details:** (Details of the main contact)

Name: Sandra Adjei

Address: Campbell Park Pavilion, 1300 Silbury Boulevard, Campbell Park, Milton Keynes

Post Code: MK9 4AD

Email address: s.adjei@theparkstrust.com

Telephone No's: Daytime:

Mobile:

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity (X)

Community Interest Company

Voluntary or Community Group

Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number: 1007183

Company Number: 02519659

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes No * (please see 'Who Can Apply' for more info)

5. **What date did your organisation/company start?** 10th July 1992

If your group has been operating for less than 12 months please put 'X' here:

6. **Details of any previous grant received from the Parish:** N/A

Amount received £

Date:

Title of Project:

Amount received £

Date:

Title of Project:

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes: (x)

No:

Name of Bank: Barclays

Organisations Full Name on the Account: Milton Keynes Parks Trust Ltd

Name of Signatories: 1.

2.

8. **If your application is successful, your grant award will be paid by bank transfer.** Please provide:

Bank Account Number:

Sort Code:

9. **Details of the project you are requesting a grant for:**

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

If you require more space than provided here, please continue onto a separate sheet of paper.

Please see attached covering letter

Project Start Date: January 2026

Project End Date: 5th September 2026

10. **Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.**

Positive Impacts: The event encourages young people to use green, open space in a healthy and engaging way, supporting wellbeing and a stronger connection to nature. The programme also promotes sustainable travel options, including walking, cycling, and public transport, to reduce transport related emissions.

Negative Impacts and Mitigation: There is a potential risk of low level antisocial behaviour typical of youth focused outdoor events; this will be mitigated through continuous security patrols to maintain a safe and welcoming environment. Waste generation will be managed by providing recycling and general waste bins across the site, with food vendors required to use sustainable packaging to reduce environmental impact.

11. **Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?**

Yes (X) *please provide details*

No *please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.*

Yes.

The Parks Trust manages and maintains parkland and green spaces across Milton Keynes, including within the Campbell Park Parish area. We regularly deliver events, community engagement activities, volunteering programmes, education sessions, and youth focused outreach within the parish.

The Big Park Hangout will be delivered at Willen Lake South, which is located within Campbell Park Parish, ensuring direct benefit to local young people, families, and the wider community.

12. Which areas will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead

Willen (X)

Woolstone

Oldbrook

Springfield

Other: _____

13. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

The event primarily benefits young people aged 11–17 living or studying in Milton Keynes. Throughout the day, an estimated 500–700 young people are expected to attend, based on previous Parks Trust youth focused events. Young people from diverse backgrounds will especially benefit, as all activities are free, an important factor given that 22.9% of pupils in Milton Keynes (11,920 children) are eligible for Free School Meals and 20% of children aged 0–19 live in relative low income families, highlighting widespread financial pressures on families (Milton Keynes Citizen, 2024; Oxford Consultants for Social Inclusion, 2023).

The event will also support local youth organisations by offering opportunities for outreach and engagement. This is particularly valuable in the context of shrinking youth provision; since 2010, more than 1,243 council run youth centres have closed across England and Wales, a trend which UNISON (2024) reports has left many young people increasingly isolated and with fewer safe social spaces.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?

Across the neighbourhoods surrounding Willen Lake, Census 2021 ONS data shows high proportions of young residents, with 16.8% to 21.9% of local populations aged 14 and under. These neighbourhoods include or border key residential areas within the Campbell Park Community Council boundary. This strong youth presence supports our estimate that 25–35% of event attendees will come from within the parish.

15. Grant amount requested: £ 750

16. What percentage of your income would this grant represent: 7.5 %

17. Is the request for part or full funding of the project? Full Part (X)

18. If part funding, how will the balance be provided?

The Parks Trust events are funded through event licences, pitch fees from commercial stallholders, and payments from food vendors.

The £750 requested from Campbell Park Community Council is specifically and solely to fund the free climbing wall activity, delivered by On Targett Events Ltd, ensuring equitable access for local young people

19. Has the balance already been received? If so state the date: NO

20. If not received, when is it expected? By 1st of September

21. Do you have to satisfy any conditions to receive the balance?

If yes, state conditions: NO

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?

Yes. The project can still continue, but some activities will slightly be different or reduced.

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
Mobile Climbing Wall Hire	Item provided by "On Targett Events Ltd" + Operator	£750
Total Cost		£ 750

24. How do you plan to publicise your project?

- The event will be launched at the end of the school term in July 2026. We will implement a multi channel promotional strategy:
- A dedicated event webpage featuring full details of activities, timings, partners involved, and accessibility information. Integration with the Trust's events calendar to enhance discoverability.
 - A coordinated press release and social media promotion across The Parks Trust platforms, leveraging graphics.
 - Promotion through schools, youth groups, community centres, local charities, and partner organisations.
 - Collaboration with local radio stations to broadcast event announcements and interviews in the lead up to the launch.
 - Targeted leaflet drop in nearby neighbourhoods to reach families and residents directly.

25. Is there any further information you wish to be considered with this application?

- Please find attached to this application:
- The Parks Trust 2025/2025 Annual Report with Statements
 - The Parks Trust Safeguarding Policy

26. Is there any other way in which CPCC could assist your organisation?

It would be a pleasure to have CPCC attend the event with a stall, and we would welcome their involvement through sponsoring an activity or element of the programme.

DECLARATION : I certify that:

- The information in this application is correct.
- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: Parks Trust

Signature: **Date:**

Print Name: Sandra Adjei

Position in Group: Events and Community Engagement Assistant

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: Parks Trust

Signature: **Date:** 22/01/2026

Print Name: Julie Dawes

Position in Group: Events and Community Engagement Manager

Is your Application complete?

Have you completed all questions? ~~Yes~~ / No

Have you provided a copy of your Organisations Accounts ~~Yes~~ / No Please find attached Annual Report
(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places ~~Yes~~ / No

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s ~~Yes~~ / No Please find Annual Report
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy ~~Yes~~ / No Please find attached Safeguarding Policy
- Evidence of Membership with Youth Organisations* **Yes / No**



Sandra Adjei,
Events and Community Engagement Assistant

The Parks Trust
Campbell Park Pavilion,
1300 Silbury Boulevard,
Campbell Park,
Milton Keynes MK9 4AD

Tel: 07494 690036

Email: s.adjei@theparkstrust.com

January 2026

To the Members of the Campbell Park Community Council,

RE: Grant Application for “The Big Park Hangout” event – 5th September 2026

Please accept this letter and the attached application as a formal request for funding from Campbell Park Community Council. We are requesting £750 to support “The Big Park Hangout” event on Saturday 5th September 2026, which aims to provide a free activity, such as, a climbing experience for our local young audience.

Project Summary

- **Project Title:** [The Big Park Hangout](#)
- **Applicant:** The Parks Trust
- **Location:** Wille Lake South – Event Lawn - (What3words Location: duty.craftsman.casual)
- **Date & Duration:** **Saturday, 5th September 2026, from 12pm to 5pm**
- **Target Group:** Young people aged **11–17 years** who live or study in Milton Keynes
- **Access:** **Free** to attend; no booking fees; Free activities for young people.

Evidence of Need (local relevance)

Milton Keynes has experienced reductions in youth service capacity, including a proposed £241k cut and the loss of five full-time youth worker posts in 2025–26, risking “youth service deserts” and fewer safe, staffed spaces for young people to gather locally (Milton Keynes Conservatives, 2025). A 2024 peer review for MKCC highlighted the shift from open-access to targeted provision and recommended increasing detached/outreach youth work to bridge gaps between young people and services (Milton Keynes City Council, 2024). Nationally, more than 1,243 council-run youth centres closed across England and Wales from 2010–2023, intensifying pressures on local safe spaces Financial Times (2024).

Objectives (aligned to parish/community priorities)

- **Community engagement:** Aims to connect young people in MK, aligned with parish priorities of resident-led activities.
- **Use of green/open space:** Hosted in Willen Lake, supporting local use of public spaces.
- **Partnership-based event:** Delivered with MK Youth Council, charities (Q:Alliance, Girl Pack), and local organisations (Community Action: MK), reflecting community-led strategy.
- Strengthen local connections among 11–17-year-olds to help reduce isolation and feelings of loneliness
- **Improve health and wellbeing** through positive outdoor activities.
- **Amplify youth voice** in local decision-making and future programming
“Young people from across Milton Keynes are at the heart decision-making through Milton Keynes Youth Council, which provides a trusted platform for their voices to influence local decisions, events and opportunities. Milton Keynes Youth Council works in partnership with schools, community organisations, and local services to embed youth voice at every level. Through collaboration, we ensure young people are heard, valued, and actively involved in shaping the services and decisions that affect their lives.” Milton Keynes Youth Council (2026)

Activities & Programme

- Active & Adventure Zone
 - **Climbing frame**
 - **Fun games** (including **laser tag** and **gladiator joust**)
- Parent & Family Zone
 - **Drop-off parents' zone** near a coffee/drink shop (with visibility to event area)
- Chill & Social Zone
 - **Chill-out zone for young people** with hammocks
- Performance & Entertainment Zone
 - **Stage for music and performances**

Partnerships & Roles

- **Lead organiser:** The Parks Trust – Events and Community Engagement Team.
- **Community Action MK:** local engagement, volunteer mobilisation.
- **Youth Council:** youth voice facilitation, on-site co-hosting.
- **Q:Alliance & Girls Pack (subject to confirmation):** inclusive, identity-affirming activities and signposting.

- **Milton Keynes Arts Centre:** to connect artist to provide art workshops for young people at the event
- **Campbell Park Parish Council (subject to confirmation): Contact made**
- **BucksVision (subject to confirmation):** provides advice, support, equipment and social connection for people with sensory loss across Buckinghamshire and Milton Keynes.
- **Proactive Young People (subject to confirmation):** Supports with employability and enterprise
- **VICTA (subject to confirmation):** national charity supporting children and young adults (0–29) who are blind or partially sighted and their families. They provide activities, services and grant programmes.
- **Mind BLMK (subject to confirmation):** works across our communities to support positive mental health and wellbeing. They offer several activities from their wellbeing centres and local venues to make a difference to the mental health and wellbeing of people.

Budget (How is the event Funded)

The Parks Trust events are funded through event licences, pitch fees from commercial stallholders, and payments from food vendors.

Total requested from CPCC: £750

This funding will be used to offer free outdoor climbing wall (Provided and Managed on the event Day by On Targett Events Ltd), removing financial barriers and ensuring children from all backgrounds have the opportunity to participate. With full recognition that this part is supported by Campbell Park Parish Council for the young people in the parish.

Timeline

- **January - March 2026:** planning, volunteer recruitment, risk assessment, event safety management plan, Safety advisory group application, stall holder search, partner and infrastructure bookings.
- **April - May 2026:** meetings with partners, youth groups, ; permits.
- May 2026 – Branding
- **5th September 2026:** event delivery, timed schedule with Parks Trust Volunteers; first-aid; safeguarding; real-time participation counts.
- **October 2026:** online survey; focus group with Youth Council; event evaluation and report to CPCC.



Attachments

Please to support this application, find attached:

- The Parks Trust 2024/2025 Annual Report, including financial statements
- The Parks Trust Safeguarding Policy

Sandra Adjei
Events & Community Engagement Assistant
Mob: 07494 690036
Email: s.adjei@theparkstrust.com



APPLICATION SUPPORTING REFERENCES

Financial Times (2024) 'Two-thirds of council-funded youth centres in England closed since 2010', *Financial Times*, [online]. Available at: <https://www.ft.com/content/6952c553-5af7-436f-aa8a-79c5ce53e4e6> (Accessed: 12 January 2026).

Milton Keynes Citizen (2024) Record number of pupils can receive free school meal 'safety net' in Milton Keynes. Available at: <https://www.miltonkeynes.co.uk> (Accessed: 20 January 2026).

Milton Keynes City Council (2024) 'City Council provides extra £150,000 to boost youth support', *Milton Keynes City Council*, 24 October. Available at: <https://www.milton-keynes.gov.uk/news/2024/city-council-provides-extra-ps150000-boost-youth-suppor>

Milton Keynes Conservatives (2025) 'Youth services to be decimated in Milton Keynes', *Milton Keynes Conservatives*, 19 February. Available at: <https://www.miltonkeynesconservatives.co.uk/news/youth-services-be-decimated-milton-keynes>

Office for National Statistics (2021) Census Maps: Aged 14 years and under (MSOA E02003472). Available at: <https://www.ons.gov.uk/census/maps/choropleth/population/age/resident-age-8c/aged-14-years-and-under?msoa=E02003472> (Accessed: 20 January 2026).

Oxford Consultants for Social Inclusion (2023) Local Insight profile for Milton Keynes. Available at: <https://cdn-wp.datapress.cloud> (Accessed: 20 January 2026).

UNISON (2024) Closure of more than a thousand youth centres could have lasting impact on society. Available at: <https://www.unison.org.uk/news/2024/06/closure-of-more-than-a-thousand-youth-centres/> (Accessed: 20 January 2026).

1. **Date of application: 30/03/2026**

2. **Name (Full Name) of the organisation making the application:**

MK Gallacticos

3. **Contact Details:** (Details of the main contact)

Name: Zakir Miah

Address: [REDACTED],

Post Code: [REDACTED]

Telephone No's: Daytime: [REDACTED] **Mobile:** [REDACTED]

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Voluntary or Community Group

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number:

5. **What date did your organisation/company start? 2013**

If your group has been operating for less than 12 months please put 'X' here:

6. **Details of any previous grant received from the Parish:**

Amount received £ 500

Date: 01/05/2025

Title of Project: MK Gallacticos Youth Presentation

Amount received £ 500

Date: 01/05/2024

Title of Project: MK Gallacticos Presentation Night

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes: X

Name of Bank: Natwest Bank

Organisations Full Name on the Account: MK Gallacticos FC

Name of Signatories: 1. Kamal Miah 2. Zakir Miah

8. **If your application is successful, your grant award will be paid by bank transfer.**
Please provide:

Bank Account Number: [REDACTED] **Sort Code:** [REDACTED]

9. Details of the project you are requesting a grant for.

TO INCLUDE: Please give a full description of your project, including information on:

- (a) aims*
- (b) timescales including proposed start date*
- (c) groups or organisations you may/will be working with*
- (d) what particular need will this project will meet*
- (e) how the need been identified (f) any further information that will bring the project to life.*

MK Gallacticos Football club has been setup to ensure we have a grass roots football club in a community that desperately needs a football/sports and social club that can engage children from the age of 5 all the way to adult football. This encourages integration, friendship and teaches children community involvement, discipline, teamwork, and hopefully improves the lives and the community of the people that live in this area. The club is working closely with CPPC to attract youth in the area and play football in local football leagues. We already have players and volunteers from different backgrounds who are actively involved. We are currently working with Campbell Park Parish Council, Jubilee Wood School, MKDDL, and Fishermead Residents association.

The fund we are requesting for will be to help support us to host our annual presentation night. This event is to celebrate the hard work which the whole club put in throughout the year. We will be presenting trophies to all the players and member.

Project Start Date: 10/9/25 Project End Date: 30/8/26

10. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes *We predominately based in Fishermead Sport Ground but our partipants are from the whole CPPC area*

11. Which wards will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead Yes

Woolstone Yes

Oldbrook Yes

Springfield Yes

12. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

This project will benefit a wide cross-section of our local community, particularly children and young people. We currently have over **400 registered members** within our club, demonstrating both strong demand and community engagement. In addition, our weekly development centre supports approximately **40 children every Sunday**, providing structured opportunities for skill development and participation.

Due to capacity limitations, we are currently unable to accommodate all interested participants. To address this, we have begun exploring opportunities to expand into additional venues, which would allow us to increase access and reach even more young people in the area.

Our organisation is proud to serve a highly diverse community, with participants from a wide range of ethnic and cultural backgrounds, including English, African, Somali, Bangladeshi, Pakistani, and Chinese communities. We are committed to ensuring our provision remains inclusive and accessible, and we aim to further extend our reach within the parish and surrounding areas.

The project will also benefit families, volunteers, and the wider community by fostering inclusion, wellbeing, and positive social engagement. Our annual presentation event plays a key role in this, bringing together participants, families, and partners to celebrate achievements and recognise contributions. This event highlights the progress and success of our young people, while also acknowledging the support of key stakeholders and community partners who help make our work possible.

Overall, this project supports not only the development of children and young people but also strengthens community cohesion and engagement across the area.

13. What percentage of your users/beneficiaries live within Campbell Parish Parish?

100%

14. Grant amount requested: £ 1500

15. What percentage of your income would this grant represent: 45%

16. Is the request for part or full funding of the project?

Part

17. If part funding, how will the balance be provided? The remaining amount will come from subscription

18. Has the balance already been received? If so state the date: No

19. If not received, when is it expected? 1st May

20. Do you have to satisfy any conditions to receive the balance?

If **yes**, state conditions: No

21. If Campbell Park Parish Council is the sole funder and only give a pro-rata grant, can your project still continue?

No – we simply cannot afford it this year. We are totally reliant on the financial support of this grant. Unfortunately, due to our facilities being damaged we spent a lot on booking alternative pitches and it has really affected us as a club. It will be totally heart-breaking if we do not get a grant this year we most certainly cannot go ahead with it.

22. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes where possible)</i>	
Trophy Cost	We would need a total of 250 trophies which would be for players, sponsors, coaching and volunteers	£2000	Yes
Venue Hire (MK Christian Centre – Oldbrook)		£800	Yes
Food	This would be light snacks to be able to cater for around 300 people	£450	
Cameraman		£100	Yes
	Total Cost	£3350	

23. How do you plan to publicise your project?

- 24. Our Social media (facebook, instagram, twitter)
- 25. Our own website
- 26. And leaflets out to the local community

27. Is there any further information you wish to be considered with this application?

This project is a celebration of the hardwork and effort put in by everyone in the community. The children, parents, volunteers and the parish council who have supported the club. I believe the project is the pride of our community where we can showcase it to the mayor and other major community partners such as community foundation, resident association and many more. The event will be held at the MK Christian Centre in Oldbrook which is within the parish

28. Is there any other way in which the Parish Council could assist your organisation?

Help to promote the event

DECLARATION : I certify that:

- o **The information in this application is correct.**
- o **I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Parish Council.**

I am authorised to make this application on behalf of:

Name of Group: MK Gallacticos

Signature: Zakir Miah

Date: 30/03/26

Print Name: Zakir Miah

Position in Group: Secretary

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: MK Gallacticos

Signature: Kamal Miah

Date: 30/03/2026

Print Name: Zakir Miah

Position in Group: Chairman

Is your Application complete?

Have you completed all questions? **Yes**

Have you provided a copy of your Organisations Accounts **Yes**

(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes**

Start Up Grant Applicants have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people), have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes**

- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes**
- Safeguarding Policy **Yes**
- Evidence of Membership with Youth Organisations* **Yes**

1. **Date of application:** 1.4.2026

2. **Name (Full Name) of the organisation making the application:**

Yoga for Health Alliance (Milton Keynes)

3. **Contact Details:** (Details of the main contact)

Name: Joanna Konefal

Address:

Post Code:

Email address:

Telephone No's: Daytime:

Mobile:

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

Community Interest Company

Voluntary or Community Group

Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number:

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes No * (please see 'Who Can Apply' for more info)

5. **What date did your organisation/company start?** 8.3.2025

If your group has been operating for less than 12 months please put 'X' here:

6. **Details of any previous grant received from the Parish:**

Amount received £ 500

Date: 1.4.2025

Title of Project:

Amount received £

Date:

Title of Project:

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes:

No:

Name of Bank: The Cooperative Bank

Organisations Full Name on the Account: Yoga for Health Alliance

Name of Signatories: 1.

2.

8. **If your application is successful, your grant award will be paid by bank transfer.** Please provide:

Bank Account Number:

Sort Code:

9. **Details of the project you are requesting a grant for:**

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

If you require more space than provided here, please continue onto a separate sheet of paper.

The International Yoga Day Event (IYD event) is a fully independent and distinctive initiative with the following aims:

(1) To raise awareness of everyone's innate capacity for self-regulation, healing, and growth through yoga and other holistic practices, as well as healthy lifestyle; to raise awareness of available free, funded and subsidised activities including but not limited to those supported by CPCC (such as funded yoga courses, subsidised yoga and chair exercise classes, sound healing session, and other forms of social and physical activities);

(2) To reduce economic, social, and cultural barriers, making yoga and holistic wellbeing practices accessible to all, with a special focus on residents who have been unwell for a long time with mental or physical health, as well as anyone who feels marginalised (we have particular interest in approaching people with trauma, abuse, socially isolated and in financial hardship).

(3) To offer all Willen residents who live in the area an immersive whole-day free wellbeing retreat at their doorstep in the stunning setting of Willen Lake North, inspiring reflection and, for some, life-changing insights

(4) To bring together local teachers, wellbeing professionals, and purpose-driven businesses (many of the teachers delivering classes at the event teach regular weekly classes in Willen Lake and Springfield)

(5) To promote local classes, services and causes which benefit directly local residents as well as local economy

(6) To create healthier, more resilient, and more active community where members thrive in all aspects of their life (personal, social and economic) - contributing to the community council's objective of education and health.

The event takes place on 21 June 2026 from 11am to 6pm at Willen Lake North (The Maze). The application for a licence to The Parks Trust has been made. We will be working with over 20 teachers and organisations including but not limited to The Poplar Osteopathy Clinic, Trading for Good (Milton Keynes), British Wheel of Yoga, Arthur Ellis Mental Health Support, Willen Lake Cafe, The Horizon Radio, MKFM, Asian Community Radio, and small local grassroot vendors.

Project Start Date: 21.6.2026

Project End Date: 21.6.2026

10. **Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.**

Our organisation takes yogic values very seriously and this applies to our mode of operating including sustainability and considerations for IYD Event. There is no negative impact on the environment as we take care of the grounds, and we engage with local partners reducing carbon footprint. We consider every aspect of the event organisation and management to ensure best use of resources as well as zero waste or impact on environment. Furthermore, by organising the event at the outdoors location of Willen Lake North (The Maze) we offer the site huge publicity encouraging many residents, both local and from afar to visit the site, use nearby facilities, and in the future bring friends and family, contributing to the site growth and conservation.

11. **Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?**

Yes *please provide details*

No *please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.*

Yes, the organisation mainly provides services in CPCC including annual IYD event, funded Yoga4Health courses, weekly yoga classes at The Springfield Community Hub, weekly yoga classes at Willen Lake Health Club, other events and workshops in the area including Sound Healing and outdoors activities.

12. Which areas will you be working in? (please 'X' all that apply) To help us to understand what difference our grants are making, we record where projects are happening.

Fishermead
Oldbrook

Willen
Springfield

Woolstone
Other: Milton Keynes

13. Who will benefit from this project? Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.

Last year the event attracted around 400 hundreds participants. We always strongly promote the event through door-to-door promotion (i.e. leaflets to all Willen Lake residents) and articles in CPCC magazine. This year we also plan to use new online and offline marketing channels including but not limited to partnership with The Springfield Hub and promotion on Willen Lake Residents Facebook Group. We also plan to do more publicity via radio and magazine articles, we have already given interview at The Horizon Radio which will be aired on 18 April 2026. And we have good relationship with the other two radio stations who promoted the event in the previous years. This allows us to reach broader audience but also to reach residents via different channels. We have strong partnerships with leading mental health and healthcare organisations in Milton Keynes including over 20 charities. We will use them this year to promote the event. Participants have 16-20 free activities to attend on the day, including yoga, sound bath, meditation, somatic practices, and educational panel. It is an unprecedented event of this scale offering opportunity to try new activities with a focus on improving quality of life, manage health issues and stress, self development and mental health. The feedback received during and after the event has been very positive.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?

50-70%

15. Grant amount requested: £ 1000

16. What percentage of your income would this grant represent: 10 %

17. Is the request for part or full funding of the project? Full **Part**

18. If part funding, how will the balance be provided?

Donations from participants, funds from small sponsorships and vendors (two sponsors and two vendors confirmed so far)

19. Has the balance already been received? If so state the date: No

20. If not received, when is it expected? Funds from sponsors by end of May 2026, vendors by 7 June 2026, donations between December 2025-June 2026, so far just over £50 in donations

21. Do you have to satisfy any conditions to receive the balance?
If yes, state conditions:

N/a

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?

We have already confirmed sponsors as both supported us financially in previous years so we know that we will receive those funds. We also started receiving donations. We are considering to run a few paid workshops at the event if we need to bridge the gap in case not sufficient funds have been collected prior to the event.

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
Licence related expenses	Licence, land bond and park key	£150
Insurance	Public liability Insurance (last year's cost provided)	£100
Toilets hire	Two toilets, incl. transport (multiple quotes provided)	£216
Reception desk	A simple gazebo which would be used as a reception desk at the event this year, and in years to follow (quotes provided)	£100
Tents	Tents to mitigate weather such as excessive sun or rain (quotes provided)	£150 per unit
Signage and decoration	Signage (event name, reception desk, to point participants where to go for classes, help, etc.) part of quote for decorations	£284*
Total Cost		£ 1000

24. How do you plan to publicise your project?

Through leaflets distributed to the door, as well as in strategic social hubs through the community council and wider city (last year 5000 leaflets printed); some were given at events such as Willen Hospice Moo; promotion via CPCC magazine, social media, articles in other magazines (this year British Wheel of Yoga agreed to publish), promotion via all three main radio stations in Milton Keynes incl. interviews on air, podcasts and social media; promotion via local partner organisations (over 20) and local teachers (over 20).

25. Is there any further information you wish to be considered with this application?

This is the only independent initiative which we would like to see grow as it has already received a lot of interest in prior years. It is vital to offer similar opportunities to local residents - combining educational element so that people know what help is available, as well as free samples of different classes so that they can experience how it makes them feel. Also, it is key to promote already existing initiatives such as those activities provided by the CPCC. We want to make it as inclusive as possible, we therefore offer family yoga, children yoga, we also approach minority groups including but not limited to Black, Asian and faith groups. We have testimonials from previous years where for some participants this one day event has been life changing as it not only explained alternative ways of looking after their health, but also gave opportunity to try classes for free, and talk to the local teachers.

26. Is there any other way in which CPCC could assist your organisation?

Yes, help with promoting the event through the magazine and on site promotion (notice boards and display screens)

DECLARATION : I certify that:

- The information in this application is correct.
- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: Yoga for Health Alliance (Milton Keynes)

Signature:



Date: 1.4.2026

Print Name:

Joanna Konefal

Position in Group: Chair

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group:

Signature:

Date:

Print Name:

Position in Group:

Is your Application complete?

Have you completed all questions? **Yes / No**

Have you provided a copy of your Organisations Accounts **Yes / No**

(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes / No**

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy **Yes / No**
- Evidence of Membership with Youth Organisations* **Yes / No**

1. Date of application: 20/2/2026

2. Name (Full Name) of the organisation making the application:

3. Contact Details: (Details of the main contact)
FRANK HOWE COURT SOCIAL CLUB

Name: JOHN MORRIS

Address: [REDACTED] HOWE COURT, PENRYN AVE, FISHERHEAD

Post Code: [REDACTED] Email address: [REDACTED]

Telephone No's: Daytime: [REDACTED]

4. Status of your organisation - please put 'X' next to all that apply. (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

Community Interest Company

Voluntary or Community Group Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number:

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes No * (please see 'Who Can Apply' for more info)

5. What date did your organisation/company start? JANUARY 2010

If your group has been operating for less than 12 months please put 'X' here:

6. Details of any previous grant received from the Parish:

Amount received £ 300

Date: 1/5/2024

Title of Project: GARDEN PROJECT

Amount received £ 330

Date: 24/4/2025

Title of Project: GARDEN PARASOL + CUSHIONS FOR PATIO FURNITURE

7. Does your organisation have a bank account with 2 signatories? (We cannot make payments to personal bank accounts; your organisation must have its own bank account). Please mark with an 'X'

Yes: No:

Name of Bank: LLOYDS BANK

Organisations Full Name on the Account: FRANK HOWE SOCIAL CLUB.

Name of Signatories: 1. JOHN MORRIS 2. MARIE EVELINE WEBSTER

8. If your application is successful, your grant award will be paid by bank transfer. Please provide:

Bank Account Number:

Sort Code:

9. Details of the project you are requesting a grant for:

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

If you require more space than provided here, please continue onto a separate sheet of paper.

WE NEED TO REPLACE OUR PRESENT CHARCOAL BARBECUE WITH A GAS ONE. WE ARE FINDING THE OLD ONE IS RUSTING AND GETTING HARD FOR RESIDENTS TO USE, PARTICULARLY LIGHTING IT AND USING THE CHARCOAL AND CLEANING UP AFTER USE. IT IS LIMITING HOW OFTEN WE HAVE BARBECUES ON THE PATIO AREA, AND MORE DIFFICULT TO FIND RESIDENTS WHO ARE ABLE TO OPERATE.

Project Start Date:

Project End Date:

10. Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.

11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes

X

please provide details

THE PATIO AREA IS PART OF FRANK HOWE COURT

No

please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.

12. Which areas will you be working in? (please 'X' all that apply) To help us to understand what difference our grants are making, we record where projects are happening.

Fishermead X

Willen

Woolstone

Oldbrook

Springfield

Other: _____

13. Who will benefit from this project? Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.

ALL THE RESIDENTS WILL BENEFIT FROM THE USE OF A GAS BARBECUE. PARTICULARLY THE UPSTAIRS FLATS ~~OUR~~ WHO HAVENOT GARDENS. OUR GARDEN + PATIO ARE PRIVATE AND NOT OPEN TO THE PUBLIC. WE DO INVITE ELDERLY FISHERMEAD RESIDENTS TO EVENTS.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?

15. Grant amount requested: £ 400

16. What percentage of your income would this grant represent: 50 %

17. Is the request for part or full funding of the project? Full Part

18. If part funding, how will the balance be provided?

OUR LANDLORDS. HOUSING 21

19. Has the balance already been received? If so state the date:

20. If not received, when is it expected?

21. Do you have to satisfy any conditions to receive the balance?

If yes, state conditions:

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?

DECLARATION : I certify that:

- The information in this application is correct.
- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: FRANK HOWE COURT SOCIAL CLUB

Signature: [REDACTED]

Date:

20/2/26

Print Name:

SOHN MORRIS

Position in Group:

CHAIRMAN

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: FRANK HOWE COURT SOCIAL CLUB

Signature: [REDACTED]

Date:

20/2/2026

Print Name:

MARIE EVELINE WEBSTER

Position in Group:

SECRETARY

Is your Application complete?

Have you completed all questions? Yes / No YES

Have you provided a copy of your Organisations Accounts Yes / No YES
(income under £5,000 - 1 years accounts/income over £5000 - 3 years accounts)

Is the application form signed in all the required places Yes / No YES

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s Yes / No
- The groups adopted Constitution Yes / No
- A Business Plan or similar Yes / No

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders Yes / No
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders Yes / No
- Safeguarding Policy Yes / No
- Evidence of Membership with Youth Organisations* Yes / No

FRANK HOWE COURT SOCIAL CLUB**TREASURERS REPORT FROM 30TH JANUARY 2025 TO 31ST JANUARY 2026**

<u>Kitchen and Dinners</u>	Expenses	Income	P&L
Monies received for kitchen, teas, meals, Xmas dinner/party		824.90	
Costs for kitchen	1,818.16		
		(1,818.16)	(993.26)
Quiz Night			
Monies received		403.80	
Food purchases	384.36		
		(384.36)	19.44
Film Night			
Monies received		465.00	
Costs and food	256.89		
		(256.89)	208.11
Raffle			
Monies received		1762.99	
Prizes	1274.89		
		(1,274.89)	488.10
Bonus Ball			
Prepaid as at 29.01.25		32.00	
Monies received		3395.00	
Prepaid as at 31.01.26	113.00		
Prizes	1725.00		
		(1,838.00)	1589.00
Other Expenses/Income			
Card Sales/ Expenses	47.76		23.25
Christmas Party	250.81		
Christmas store			96.00
Council Grant			330.00
Bank refund due to their errors			40.00
Bank charges	50.14		
Barbeque costs	174.63		
Bingo Flyers	97.69		
Costco membership	30.00		
Donation - Darrell, Wally and Kevin			25.00
Garden costs	97.48		
Haloween meal costs	68.80		
Lounge fire stick	39.99		
Patio Expenses - see schedule	412.96		
Spears 'n Ears	196.12		
Stationery	104.63		
TV Licence for Lounge	169.50		
		1,740.51	(1,740.51)
			85.13
Reconciliation			
Opening balance of cash as at 29.01.25			41.10
Opening balance at bank as at 29.01.25			913.27
Add profit/(Loss) for the period			85.13
			1,039.50
Bank balance as at 31.01.26			575.75
Cash balance as at 31.01.26			463.75
			1,039.50

Ring Fenced funds:

£600 for Christmas Dinner for all residents
£250 for Christmas Party for all residents
£160 for organising garden (plants, pots etc)



Campbell Park Community Council

Grant Evaluation Form

If you would like any help to fill in this form, please call 01908 608559

Completed evaluations must be returned to:
Campbell Park Community Council, CPCC Community Hub, Springfield Boulevard,
Springfield MK6 3JS or email Admin@campbell-park.gov.uk

Grant Reference Number	012/25.26/Sect 137
Name of Organisation	Willen Residents Association
Purpose of Grant - "Project"	Purchase of bench for pond area near church
Your name	HONA COLLIER
Position in Organisation	CHAIR
Contact Telephone Number	[REDACTED]
Contact Address	[REDACTED]
Email	

1. Did you achieve what you set out to do?

Please circle answer: Yes No Don't know

Please give details of what you did achieve:

We have purchased a new bench to be situated in the park area near to Willen Church. This is to replace a previous bench which was removed by MKC due to it being rotten & it was never replaced.

Please give details of what you did not achieve and why:

The bench is on order but not actually be installed yet due to the bad weather conditions. It should be installed in the next few weeks.

2. Who benefitted from your project?

Total number of people that attended, were involved or benefitted over the duration of the project: Cannot give a number as the bench will be situated in a public place which will be visited by many people, local & visitors to the area.
 Number of people that attended, were involved or benefitted per session (if applicable): N/A

(If applicable) How many sessions were held during the length of the project for which the grant was awarded? N/A.

Please provide the following data about the people that attended, were involved or benefitted from your project:

Total number of people from:

Oldbrook		Fishermead		Springfield	
Willen	Many people ongoing	Woolstone		Other	Many people ongoing.

Sex: N/A

Male		Female		Other	
------	--	--------	--	-------	--

Age: N/A

0-4		5-15	
16-24		25-64	
65+			

Ethnicity: N/A

White		Mixed/Multiple Ethnic Groups	
Asian/Asian British		Black/African/Caribbean/Black British	
Other Ethnic Group			

3. Have people learned: (please give details)

- new skills , taken part in training or obtained professional qualifications?

N/A.

4. Have you faced any challenges delivering your project? What were they and how did you overcome them?

No

5. Please provide a breakdown as to how you spent your grant. Compare what you planned to spend to what you actually spent.

- (a) if underspent, have you returned the difference to CPCC?
- (b) if overspent how did you fund the shortfall?

TOTAL GRANT AWARDED: £ 490-00

Budget Headings	Grant breakdown based on your application (£)	Actual Spend in the period (£)	Difference (£)	Reason for over/under spend
BENCH	£490-00	£492-00	-£2	Cost of bench fixings & delivery was £492-00
TOTAL	£490-00	£492-00	-£2	

6. How did you publicly acknowledge or promote that the project was funded by Campbell Park Community Council? Please provide copies, where possible.

We will be having plaques attached to the bench acknowledging funding from the CPCC plus we will put an article in the Homeground magazine. Once again, thank you CPCC for your generosity in helping us make Wilton a better place to live & for residents & visitors to be able to enjoy the area.



Grant Evaluation Form

If you would like any help to fill in this form, please call 01908 608559

Completed evaluations must be returned to:

Campbell Park Community Council, CPCC Community Hub, Springfield Boulevard,
Springfield, MK6 3JS or email: community@campbell-park.gov.uk

Grant Reference Number	008/25.26/Sect 137
Name of Organisation	Spinal Injuries Association
Purpose of Grant – “Project”	Purchase of branded gazebo to spread awareness
Your name	Hannah Alvarez Midson
Position in Organisation	Trusts and grants coordinator
Contact Telephone Number	01908 208543
Contact Address	SIA House, 2 Trueman Place, Oldbrook, Milton Keynes, Bucks, MK6 2HH
Email	h.alvarez.midson@spinal.co.uk

1. Did you achieve what you set out to do?

Please circle answer: Yes

2. Please give details of what you did achieve:

Throughout the year we host and attend events in the community to fundraise for support towards our services for those affected by SCI. Anyone can sustain a spinal cord injury at any time, so raising awareness locally through attending events increases our reach and educating the local community that we are the expert guiding voice should they need our services in the future.

Attending events helps us to raise funds for our services, recruit volunteers, influence future campaigns, engage local businesses and brings the community together to support our cause. Thank you for supporting us through your grant, enabling us to purchase a branded gazebo and table to not only highlight who we are and make us stand out, but also keeping our staff and volunteers shaded from different weather environments.

In 2025 we attended the Yorkshire Race Course collection and information day (10,000 people in attendance) and Milton Keynes City Council Hub opening (200 people in attendance)

3. Please give details of what you did not achieve and why:

As the grant was awarded in July 2025, and additional time was required to purchase the gazebo and table, most of our planned outdoor events for the year had already taken place. However, we plan to use it at the following events in 2026:

- Superhero Tri (5,000 people and 50+ participants from SIA)
- Parallel Windsor (2,000 people and a dozen from SIA directly)
- MK Disability awareness day (500 local participants)

- SIA MK Summer networking event (50 local businesses, community partners and members)
- SIA volunteer summer gathering (to thank our volunteers for their work across the UK)
- Numerous ad-hoc community events that will come in over the course of the next 12 months as we develop our volunteer fundraising activity in Milton Keynes.

4. Who benefitted from your project?

Total number of people that attended, were involved or benefitted over the duration of the project:

10,200 people were in attendance at the two events we have attended this year with a potential further 7,550+ people seeing us and the gazebo in 2026.

SIA staff involved in attending the events also benefitted from avoiding the weather conditions.

Number of people that attended, were involved or benefitted per session (if applicable):

N/A

(If applicable) How many sessions were held during the length of the project for which the grant was awarded?

Two with a further 5+ planned in 2026

5. Please provide the following data about the people that attended, were involved or benefitted from your project:

We did not record the majority of this information when people visited us at the gazebo.

Total number of people from:

Oldbrook	X	Fishermead	X	Springfield	X
Willen	X	Woolstone	X	Other	X

Sex:

Male		Female		Other	
------	--	--------	--	-------	--

Age:

0-4	
16-24	
65+	

5-15	
25-64	

Ethnicity:

White	
Asian/Asian British	
Other Ethnic Group	

Mixed/Multiple Ethnic Groups	
Black/African/Caribbean/Black British	

6. Have people learned: (please give details)

- new skills , taken part in training or obtained professional qualifications?
N/A

7. Have you faced any challenges delivering your project? What were they and how did you overcome them?

N/A

8. Please provide a breakdown as to how you spent your grant. Compare what you planned to spend to what you actually spent.

- (a) if underspent, have you returned the difference to CPCC?
- (b) if overspent how did you fund the shortfall?

TOTAL GRANT AWARDED:£ 990

Budget Headings	Grant breakdown based on your application (£)	Actual Spend in the period (£)	Difference (£)	Reason for over/under spend
Strong gazebo with printed sides and weights	958	958	0	
6ft event table	32	32	0	
TOTAL	990	990	0	

9. How did you publicly acknowledge or promote that the project was funded by Campbell Park Community Council? Please provide copies, where possible.

We have taken photos at the events we have attended so far and plan to take more and thank Campbell Park Community Council on our socials in the events this year.





Councillor Community Event Proposal

This document sets out the procedure to be followed by any Councillor wishing to organise and deliver a community event in their official capacity as a CPCC Councillor.

It ensures that:

- Events are properly authorised.
- Health and safety requirements are met.
- All CPCC policies are complied with.
- Financial controls are maintained.
- Volunteers are appropriately managed.
- CPCC venues are used appropriately and safely.

This protocol applies where:

- The event is promoted as a CPCC event.
- CPCC funds, branding, venues, equipment or insurance are used.
- The Councillor is acting in their official CPCC capacity.

This form should be completed and submitted to the Committee Clerk so that it can be presented to the Community & Communications Committee for consideration. Please ensure that you allow enough time ahead of the proposed event date for Committee to receive the proposal and make a decision, following the correct protocol for submitting items for the Agenda. In all cases no public announcement, booking confirmation, or financial commitment should be made ahead of the Committees decision.

EVENT PROPOSAL FORM

To be submitted to the Clerk for consideration by the Community & Communications Committee before any public announcement, booking confirmation, or financial commitment.

Section 1 – Event Overview

Event Title:

Proposed by (Councillor name):

Proposed Event Date(s):

Proposed Time(s):

Section 2 – Venue Details

2.1 Use of CPCC Venue

Is the event proposed to take place at a CPCC venue? Yes No

If YES, specify which venue/space: _____

- Provisional availability checked
- I understand Committee approval is required before booking is confirmed
- I understand that standard hire conditions and health & safety requirements apply

If NO, see 2.2

2.2 Hire of Venue (not CPCC)

Specify which venue/space: _____

- Provisional availability checked
- I understand Committee approval is required before booking is confirmed

Is this space being provided free of charge Yes No

If NO, what are the costs for hiring the space? _____

How is this to be funded? _____

Section 3 – Event Purpose and Community Benefit

Provide a summary of:

Purpose of the event

Community benefit

Estimated Attendance

Section 4 – Event Description

Provide a summary of activities and programme details, including timings.

Will the event include any of the following:

- Food & drink – if preparing food, please provide details of the food hygiene certificate holder

 - Alcohol
 - Live or recorded music
 - Children’s activities - Please provide details

 - Road closure/traffic management - Please provide details

 - External contractors/suppliers – Please provide details

 - Use of CPCC equipment – Please provide details

 - Photography/filming
 - Other (please specify)
-

Section 5 – Venue-Specific Arrangements (If Using CPCC Venue)

If using a CPCC venue, confirm:

- Venue capacity reviewed and will not be exceeded
 - Fire exits and evacuation routes will remain clear
 - Furniture layout plan prepared (if applicable)
 - Key holding/access arrangements agreed with Clerk
 - Cleaning and reinstatement arrangements confirmed
 - Waste disposal arrangements confirmed
 - Venue-specific risks identified in Risk Assessment
-

Section 6 – Risk Management and Safety

- Risk Assessment attached
-

Section 7 – Insurance and Licensing

- Event falls within CPCC insurance cover (Clerk to confirm)

If applicable:

- Temporary Event Notice (TEN)
 - Premises Licence confirmed
 - Road closure permission obtained
 - Contractor public liability insurance received
 - Food hygiene certification verified
-

Section 8 – Staff, Councillors & Volunteers

Number of CPCC staff* requested:

CPCC Staff roles:

**staff involvement will be subject to operational demand and availability*

Number of CPCC Councillors involved:

Councillor roles:

Number of volunteers involved:

Volunteer roles:

Event Lead (responsible person):

COUNCILLOR EVENT DELIVERY CHECKLIST

Stage 1 – Before Committee Approval

- Event Proposal Form completed
 - CPCC venue identified (if applicable)
 - Provisional availability checked
 - Draft risk assessment prepared
 - Proposal submitted to Clerk
-

Stage 2 – After Committee Approval (Before Advertising)

- Approval formally minuted
- CPCC venue booking confirmed (if applicable)
- Insurance confirmed
- Licences/TEN applied for (if required)
- Contractor insurance received
- Risk assessment finalised
- Safeguarding arrangements confirmed
- Communications approved

If using CPCC venue:

- Capacity confirmed
 - Fire evacuation plan reviewed
 - Access/key arrangements agreed
 - Layout confirmed
 - Cleaning arrangements agreed
-

Stage 3 – 4–6 Weeks Before Event

- Volunteers recruited
 - DBS checks completed (if required)
 - First aid provision arranged
 - Accessibility arrangements confirmed
 - Equipment booked
 - Financial tracking prepared
-

Stage 4 – One Week Before Event

- Volunteer briefing completed
- Emergency contact list prepared
- Incident forms available
- Signage prepared
- Venue access reconfirmed

Stage 5 – On the Day

- Venue opened safely
- Fire exits clear
- Volunteers signed in/out
- First aider present
- Safeguarding procedures followed
- Incident log maintained
- Venue secured at close

Stage 6 – After the Event

- Venue cleaned and reinstated
 - All invoices submitted
 - Incident reports submitted
 - Post-event report submitted to Community & Communications Committee within 4 weeks
-

THE SWANS COMMUNITY PARTNERSHIP



THE SWANS
COMMUNITY PARTNERSHIP

CPCC

Campbell Park Community Council



Youth Street Art - Project Proposal

Prepared for: CPCC

Prepared by: Rosie Thurston

20 February 2026

PROJECT SUMMARY

Duration: 12 weeks - 12 x 2 hour weekly sessions, 4.00-6.00pm

Target Group: 12-16's within the CPCC catchment area - Group of 10yp

Location: CPCC facilities, culminating in mural design for the car park wall of the CPCC building

Overview:

"Walls of Expression" is a 12-week creative project engaging teenagers from the CPCC area in contemporary street art. Participants will develop individual artworks while collaboratively designing a large-scale mural for the CPCC car park wall. This project focuses on skill-building, creative expression, and promoting a sense of community pride, providing young people with a platform to contribute their ideas to a piece of public artwork.

Project Activities:

- Weeks 1–4: Introduction to street art techniques, including spray paint, stencilling, lettering/characters, and design. Participants will work on individual projects to explore personal expression and build technical skills.
- Weeks 5–8: Collaborative workshops focusing on concept development, mural composition, and translating ideas into professional-ready designs.
- Weeks 9–12: Refining mural designs, preparing final proposals, and creating presentation-ready artwork that can be used for the painting phase in a future project, while continuing individual creative work.

Skills & Techniques Developed:

- Spray painting, stencilling, and mural design techniques
- Design thinking, composition, and colour theory
- Project planning and collaborative teamwork
- Creative problem-solving and self-expression

Social & Community Benefits:

- Provides safe, structured creative opportunities for local teenagers
 - Builds confidence, resilience, and a sense of accomplishment through public art design
 - Strengthens community pride and engagement by contributing to a future visible CPCC mural
 - Encourages peer collaboration and positive social interaction
 - Creates a lasting creative legacy through well-prepared designs
-

THE SWANS COMMUNITY PARTNERSHIP

Outcomes:

By the end of the 12-week project, participants will have:

- Completed individual artworks demonstrating personal growth and technique mastery
- Contributed to a professionally designed mural plan for the CPCC car park wall
- Developed transferable creative and social skills that support personal and educational development

Conclusion:

“Walls of Expression” equips young people in the CPCC area with the skills, confidence, and collaborative experience to create impactful street art. The project’s focus on mural design ensures that teenagers leave a tangible, professionally-prepared plan ready for future realisation, while benefiting socially, creatively, and educationally from the process.

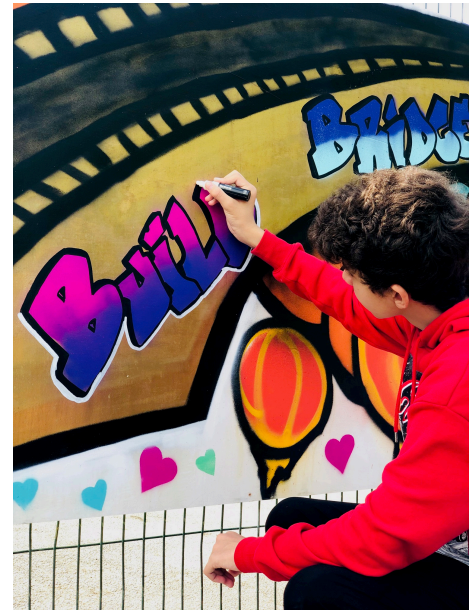
BUDGET

Project Costs

Description			Cost
Staff/Delivery			£ 2,700
Materials			£ 800
Building Hire			£ 0
Total			£ 3,500

PHASE 2 - STREET ART MURAL

Mural @ CPCC



ESTIMATE based on 3 days:

Description	Per Day	Total
Delivery	£ 400	£ 1,200
Paint		£ 350
Total		£ 1,550

This is an estimate based on similar projects to this scale. A more detailed quote will be given on completion & agreement of the design.

Following a 12-week engagement project with local young people, a mural will be delivered on the CPCC wall. Using the designs created by the participants, The artist will paint their ideas directly onto the wall or boards. A dedicated time slot will be scheduled for young people to join in and contribute to the final artwork. We will capture the process through film & photography, in line with consent & safeguarding policies.



PREVIOUS PROJECTS:



TERMS OF REFERENCE

COMMUNITY & COMMUNICATIONS COMMITTEE

May 2026

General Purpose: The Community & Communications Committee is responsible to Council for overseeing the delivery of all matters pertaining to Community Development and for overseeing the delivery of the Communications Strategy, in particular;

1. To be responsible, under delegated authority as approved by Council, for promoting the availability of grants, assessing and awarding **standard** grants up to a maximum of £1,000 **and start-up grants up to £1500 (with any grants awarded to organisations based outside of the CPGC area, being ratified by Council)**. Annual grants budgets to be allocated on a quarterly basis. The budget allocation to be front-loaded with an increased allocation in the first two quarters, and the remaining budget spread across the rest of the financial year. The Committee to ensure that the budget is not overspent, and with any quarterly underspend being rolled forward to the next quarter. Extra diligence to be implemented when looking at accounts for those applying for grants.
2. **To develop and implement an action plan to address the strategic aims set out by Council and to respond to the priorities highlighted within the Annual Resident Consultation relating to Community & Communications.** ~~the remit of Community & Communications to deliver the on behalf of Council, to work with partners to promote life-long learning amongst all residents, from infants to the elderly.~~
3. ~~To work with partners to promote literacy and numeracy and work to ensure adequate provision is provided for those for whom English is a second language.~~
4. ~~To work with partners to improve access to employment, training and job search support.~~
5. Work with **local & national** organisations, including ~~the NHS Milton Keynes Clinical Commissioning Group, Health Watch MK, Alzheimer's Society & White Ribbon~~ to raise awareness of important issues effecting the health & wellbeing of residents, ~~and to deliver the specific actions in section 5.4 of the Business Plan or any successor.~~
6. To be responsible for public consultations carried out by Campbell Park Community Council to ascertaining community needs **and to engage residents in the development of community projects**, making associated recommendations to Council (excluding the budget consultation, which is under the remit of the Finance, Administration & Policy Committee).
7. To comment on behalf of Campbell Park Community Council on any community/social wellbeing related consultations, plans or policies from MK City Council, the NHS or other public bodies.
8. In accordance with the strategic aims set out by Council, lead on matters relating to Community Safety, developing and maintaining a safe environment for residents and visitors and engaging with Thames Valley Police on issues concerning the Council (**except for issues relating specifically to CPCC buildings and land which fall under the remit of the Estates Committee**).

- ~~9. To develop and maintain an effective and mutually complementary relationship with Community Groups within the CPCC area.~~
- ~~10. To promote recycling and/or help enforce the proper disposal of household and other waste within the CPCC boundary in accordance with the policies of Milton Keynes City Council.~~
To implement the tasks attributed to the Community & Communications Committee within the CPCC Climate Emergency Action Plan/Sustainability Plan and engage with the future development of the Plan.
- ~~11. To deliver events and promote events, in partnership with others, to improve Social Cohesion across the CPCC area.~~
12. To implement a community programme which will benefit and contribute to the improved wellbeing of all CPCC residents, providing a range of events, services and activities either directly by CPCC, working with community partners or by commissioning other organisations to deliver specific projects on our behalf.
13. To help to promote events being delivered by others in our area that contribute to the improved wellbeing of all CPCC residents
14. To seek out opportunities and submit applications on behalf of CPCC for funding from external sources to support the delivery of the community programme, new initiatives & projects.
15. To work with the schools within the CPCC area, implementing a range of activities to engage the children and parents in any CPCC events & initiatives to enable an early awareness and understanding of the Community Council.
16. To seek opportunities to work with organisations including Milton Keynes City Council to improve community assets not owned by CPCC, within the CPCC area, such as play areas etc. (CPCC owned assets to be the responsibility of the Estates Committee).
- ~~17. To highlight the dangers of loan sharks and promoting the use of Credit Unions.~~
18. To develop and implement a Communications Plan
19. Via an editorial panel of Members and Officers, to be responsible for the production of Homeground magazine.
20. To be responsible for the Council's digital presence, including the content and development of the Council's website(s) & social media channels.
21. To promote the use of, by staff and Councillors, available IT office tools, including calendars, announcements, discussions, facilities, shared documents etc. Promotion of tools to include provision of suitable training for all users.
- ~~22. To promote and enhance the Council's digital presence, including the use of social networking sites.~~
23. To be responsible for developing the style of communications including agenda, reports and minutes.

24. To be responsible for the Community Council's public relations
25. To prepare by end of October each year, for submission to Finance & Administration Committee, a detailed draft budget covering all project expenditure for the coming financial year and the following 5 financial year(s).

Any projects not included in the budget for that financial year, must be forwarded to the Finance, Administration & Policy Committee for direction.

26. To review annually the Terms of Reference prior to the Annual Meeting of Council.