



CPCC Community Hub

Springfield Boulevard

Springfield

Milton Keynes MK6 3JS

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Meeting of the

COMMUNITY & COMMUNICATIONS COMMITTEE

AGENDA

Tuesday 26 May 2026

6:30pm

CPCC Community Hub, Springfield Boulevard, Springfield

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. Appointment of Vice Chairperson

The Committee is invited to consider if there is a requirement to elect a Vice Chairperson, and if so, appoint a Vice Chair to May 2027.

3. Appointment of Lead Members

Committee is invited to consider if there is a requirement to appoint any Lead Member(s), and if so, appoint and define their role to May 2027.

4. Minutes of the previous meeting

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The Committee is invited to approve the minutes of the meeting held on 28 April 2026, previously circulated and therefore taken as read.

5. Public Involvement – Deputations, Petitions and Questions

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

6. Review of Communications Projects – Programme & Priorities for 2026/27

Committee is invited to reflect on the Communications work undertaken over the last Council year and consider the priorities for 2026/27.

7. Community Projects - Programme & Priorities 2025/26

i. 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. Swans Community Partnership — awarded free use of Springfield Centre for youth calisthenics class, being held weekly for 12 weeks starting on 2 June.

ii. 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. MK Lymphoma Support Group – The Nest, Thursdays 2-4pm monthly.
- b. Walfinch Golden Memories Thrive Club - The Nest, Fridays 1-4pm monthly.

iii. School Holiday Activities

Committee is invited to receive a verbal update from the Committee Clerk on the plans for activities to be held during the Summer Holidays.

iv. Community Summer Picnic (min. 61/25 vi)

Committee is invited to consider the Councillor Community Event proposal for the Community Summer Picnic to be held at the CPCC Community Hub on Saturday 15 August. Cllr Cole to table the proposal and speak to this item.

v. MK Arts Centre (min 45/25v.ii)

Committee is invited to note that MK Arts Centre have been successful in securing funding from MK Community Foundation for the partner project outlined to Committee at the meeting in April. This project will put CPCC along with a small number of other Parish Councils at the heart

of a new community-based art programme. The project will see new opportunities for all ages, being made available across parish boundaries.

vi. **Seated Exercise**

Committee is invited to note that some additional funding has been secured from Leap, as part of the MK PEP project, enabling us to expand our seated exercise offer. This funding will be used to run sessions in Oldbrook for 10 weeks, free of charge, on Thursday evenings 6-6:45pm.

vii. **Youth Street Art Project** (min 61/25 vii)

Committee is invited to note that following the decision at the last meeting to commission the project, plans have been put in place to start the project on 7th July, working towards an unveiling & celebration event to be held prior to the September meeting of Council.

viii. **Review of Community Programme & Priorities for 2026/27**

Committee is invited to reflect on the content of the community programme over the last council year, review the current programme and the projects currently in progress, with members then invited to put forward ideas for new items and/or priorities for the forthcoming Council year.

8. Homeground

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

9. Date of Next Meeting

Tuesday 28 July 2026

BY ORDER OF THE COUNCIL

T Jones

Community Officer/Committee Clerk

19 May 2026

**A minutes of the Community & Communications Committee
held on Tuesday 28 April 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 (arrived at 18:41)	Cllr V Dixon
Cllr K Kavarana (Chair)	Cllr B Macharia
Cllr F Mangon	Cllr M Petchey

In attendance

T Jones, Community Officer/Committee Clerk

56/25

Apologies for Absence

Cllr J Howard - personal commitment
Cllr R McCafferty - work commitment
Cllr J Messant- personal commitment

57/25

Declarations of Interest

None

58/25

Minutes of the previous meeting

The minutes of the meeting held 19 February 2026, having been previously circulated were approved as a correct record and signed by the Chair.

59/25

Public Involvement – Deputations, Petitions and Questions

None

60/25

Grants

i. **MK Parks Trust** (Grant Application 001/26-27/Sect 137)

Committee considered 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.

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

Committee also resolved that the event and CPCC's contribution should be actively advertised, with Cllr Dixon offering to deliver a craft activity for teenagers alongside the climbing wall activity, if appropriate.

ii. **MK Gallacticos FC** (Grant Application 003/26-27/Sect 137)

Committee considered an application from MK Gallacticos FC for £1000.00 towards their Annual Awards Ceremony.

Committee resolved to award £500.

Cllr Adura arrived during the course of this item.

iii. **Yoga for Health Alliance MK** (Grant Application 004/26-27/Sect 137)

Committee considered an application from the Yoga for Health Alliance MK for £1000.00 towards the International Yoga Day event in Willen.

Committee resolved to award the grant in full.

iv. **Frank Howe Court Social Club** (Grant Application 002/26-27/Sect 137)

Committee considered an application from Frank Howe Court Social Club for £400.00 towards the purchase of a gas barbeque for resident and public events.

Committee resolved to award the grant in full.

v. **Grant Evaluation - Willen Residents Association**

Committee noted 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**

Committee noted 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 noted 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.

61/25 Community Projects - Programme & Priorities 2025/26

i. **Councillor run Community Events**

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 considered and approved 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 noted 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 reviewed 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 (KKOTS) – Oldbrook Centre, Mondays 6-8pm weekly.

Committee resolved to extend the free use of the Oldbrook Centre for a further 3 months, with KKOTS being required to provide a report on the usage and impact of the sessions delivered so far before the next review.

iv. **School Holiday Activities**

a. **Easter Holiday**

Committee received a verbal update on the activities held during the Easter Holiday, noting the success of the activities held.

b. **May Half Term**

Committee received 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 received a verbal update on the plans and ideas for activities to be held during the Summer Holidays resolving to grant delegated powers to the Community Officer to put an activity programme in place with a maximum budget of £3000 (Community Budget 399/4192).

v. **The Great Big Green Week**

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

vi. **Community Summer Picnic**

Committee considered and agreed in principle 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. A detailed Councillor Community Event proposal will be presented to the Committee by Cllr Cole at the next meeting.

vii. **Youth Street Art Project**

Committee considered and resolved to commission Educreate to work in partnership with us to deliver a two-phase Youth Street Art project with 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)

Committee further resolved that the project should be funded from the Youth Provision budget (399/4806)

viii. **Sound Healing**

Committee noted 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 considered and approved 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.

62/25 Homeground

- i. Committee considered and approved the proof of the May edition of Homeground magazine, noting that some additional content would be created by the Community Officer to fill the vacant space.
- ii. Committee noted the feedback received following the publication of the February edition of the magazine.

63/25 Terms of Reference Review

Committee reviewed its Terms of Reference proposing that the suggested changes be adopted at the Annual Meeting of Council in May 2026.

64/25 Date of Next Meeting

Tuesday 26 May 2026

Homeground August 2026

Committee to approve draft content outline – 26 May

Deadline for content from contributors – Weds 8 July

Articles to XL Press – Friday 10 July

Proof Back – 20 July

Proof to Committee –C&C Mtg 28 July – in Agenda pack 22 July

Final changes to XL Press – 29 July

CPCC to sign off proof to print – 31 July

Printing – w/c 3 Aug

XL Press to book magazine into D2D – 7 August TBC

Distribution w/b 10 August

FRONT COVER PAGE – Café re-launch

BACK COVER PAGE – Repeat advert for Community Summer Picnic

CPCC's People, Office contact details and Committee meeting dates -

Staff

What's on – 2 pages

CAFÉ update - re-launch report/photos & any community programme additions

Advert for mid-year online consultation – to feed into Annual Consultation on priorities for 2026/27?

What's on in the Community Centres

Grants awarded/Grants available

Activity Packs

Landscape report

Climate Change/Environment – Tips/Suggestions

Schools Reports – (content of max 200-250 words plus images)

Willows

Willen

Shepherdswell

Orchards
Oldbrook
Jubilee Wood

‘What to do’ – information to address neighbourhood issues

Report/s on recent Events –

- May Half Term
- Great Big Green Week
- Arts on The Road sessions
- Calisthenics sessions
- Parents coffee morning – Orchard/Willows
- Hosting the MK Early Intervention Psychosis Support Celebration Event

Progress with Youth street art project

Community Larder – report on the Loan Sharks event on 15 July

Advert for October Half Term Activities

CRY Cardiac Testing Event – Advert for 2 day Event September 2026 at Hub

Neighbourhood Watch – advertise their AGM in Sept at the Hub

Advertise the Stoma Open Day in Oct at Hub

The Parks Trust “The Big Park Hangout” event – 5th September 2026 (CPCC Grant awarded?)

Update on Stamp Collections, new charity and quantity of recent collections – Val

Recycling Changes – Glass?

MKCC Report It – Set up an account – download the app

Woolstone CC Advert

Advert for applications for stall holders for the Christmas Fayre

Forest Garden update

Bug hotel update

Electra Update – if space?

Commercial Adverts