



CPCC Community Hub

Springfield Boulevard

Springfield

Milton Keynes MK6 3JS

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Meeting of the

COMMUNITY & COMMUNICATIONS COMMITTEE

AGENDA

Tuesday 25 November 2025

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 5

The Committee are invited to approve the minutes of the meeting held 28 October 2025, 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. Community Projects - Programme & Priorities 2025/26

i. New Applications for free use of CPCC Community Spaces

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

- a. Keeping Kids off the Streets CIC – awarded free use of Oldbrook Centre 2 hours/weekly from 24 November 2025, to provide free boxing classes for children. Free Use to be reviewed by Committee in April 2026
- b. Community Action:MK – awarded free use of the Council Chamber on Tues 27 January 2026 to deliver a community capacity building/training workshop.

ii. Review of Free Use of CPCC Community Spaces

Committee are 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 – 1st Thurs of month, 2-4pm – The Nest
- b. Walfinch – Golden Memories Thrive Club – last Friday of month, 1-4pm – The Nest

iii. Christmas Fayre

Committee are invited to receive a verbal update from the Committee Clerk about the event planned for Friday 5 December 2025.

iv. Youth Provision

Committee are invited to note that the Springfield Youth Club, run & funded by MK Safety Centre, finished on 19 November due to staff resourcing issues. CPCC supported MK Safety Centre to launch the Youth Club through advertising and it had been able to achieve good attendance levels each week.

Committee are invited to note that the Committee Clerk is engaging with youth organisations to identify potential opportunities to provide another youth provision to meet this need. Committee are invited to authorise the Committee Clerk to progress these discussions with a view to establishing a preferred way forward, to be implemented as expediently as possible within the scope of the approved youth provision budget. The Committee Clerk to report back to the next Committee meeting.

v. **Yoga for Health Update & class continuation proposal**

Committee are invited to note that the Yoga for Health sessions have now concluded and have been very successful. Feedback from one of the participants summarises the impact (Annexe A)

Building on the momentum created by the Yoga for Health programme, Committee are invited to consider bringing forward the plans (previously recommended to Council as part the Wellbeing Programme Project for 2026/27 onwards) to provide weekly yoga classes. The classes would be delivered adopting the same approach as the seated exercise sessions, with participants asked to contribute £3-£5 per class to help support the running costs.

vi. **All Good Café Community Re-investment**

Committee are invited to note that All Good Café CIC aim to be in a position to re-invest in community programmes in 2026/27. In the meantime, Committee are invited to note that the Committee Clerk is investigating opportunities to offer some activities, similar to those that were offered under the previous arrangements, and were popular with our younger residents. Committee are invited to authorise the Committee Clerk to establish activities, as appropriate, funded in the short term from the Community budget (399).

The Committee Clerk to report back to the next Committee meeting.

5. **Homeground**

- i. Committee is invited to consider the content for the February edition of Homeground magazine. **Page 11**
- ii. Committee are invited to consider any feedback received so far following the publication of the November edition of the magazine.

6. **Date of Next Meeting**

Tuesday 27 January 2026

BY ORDER OF THE COUNCIL

T Jones

Community Officer/Committee Clerk

19 November 2025

Minutes of the Community & Communications Committee
held on Tuesday 28 October 2025
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 J Howard

Cllr D Kendrick (arrived at 18:38)

Cllr F Mangan (arrived at 18:32)

Cllr O Cole (arrived at 18:39)

Cllr K Kavarana (Chair)

Cllr B Macharia

Cllr M Petchey

In attendance

T Jones, Community Officer/Committee Clerk

P Sullivan, Deputy Clerk

3 members of the public

23/25

Apologies for Absence

Cllr V Dixon - unwell

24/25

Declarations of Interest

Cllrs Cole and Petchey declared an interest in grant application for Action Speaks

25/25

Minutes of the previous meeting

The minutes of the meeting held on 22 July 2025, having been previously circulated were approved as a correct record and signed by the Chair.

26/25

Public Involvement – Deputations, Petitions and Questions

Members of the public spoke in relation to the grant applications.

27/25

Grants

i.

The Hooke Heritage Project (Grant Application 009/25-26/Sect 137)

Further to the grant award made at the last meeting, Committee noted that an amendment to the Terms & Conditions has been required, to reflect the delivery timeline for this large project, as detailed in the approved grant application. Whilst the project will be started within 3 months as required, the project completion will fall outside the usual scope

permitted and therefore Committee should note, that in this particular case, an extension to the deadline has been agreed.

New Applications:

- ii. **Ujhasuma Africa CIC** (Grant Application 011/25-26/Sect 137)
Committee considered an application from the Ujhasuma Africa CIC for a start-up grant of £1500.00 to be used to deliver a cultural and musical education programme at the CPCC Community Hub and resolved to make a recommendation to Council to award the grant in full.

Cllrs Kendrick and Cole arrived during the course of this item

- iii. **Willen Residents Association** (Grant Application 012/25-26/Sect 137)
Committee considered an application from Willen Residents Association for £980.00 for the purchase of two benches for the pond area in Willen.

Committee resolved to award £490 to purchase one bench.

- iv. **RSPCA Milton Keynes & North Bucks Branch** (Grant Application 013/25-26/Sect 137)
Committee considered an application from the RSPCA Milton Keynes & North Bucks Branch for £1000.00 to deliver a community programme to neuter cats to reduce the kitten/stray population and Committee resolved to reject the application.

- v. **Geoff Taylor Educational Trust** (Grant Application 014/25-26/Sect 137)
Committee considered an application from Geoff Taylor Educational Trust for £1000.00 to provide grants to applicants to support further education costs.

Committee resolved to reject the application as the applicant would not be able to meet the eligibility criteria. Committee invited the application to re-apply for consideration in July 2026.

- vi. **Action Speaks CIC** (Grant Application 015/25-26/Sect 137)
Committee considered an application from the Action Speaks CIC for £1000.00 towards equipment for the Fishermead Community Garden project, Community Awards event and a Christmas Party for Fishermead residents.

Committee resolved to award the grant in full.

Cllrs Cole and Petchey did not vote on this item.

- vii. **MK Christmas Meal for the Elderly** (Grant Application 016/25-26/Sect 137)
Committee considered an application from the MK Christmas Meal for the Elderly for £500.00 towards the cost of delivering a Christmas Day meal and entertainment for the elderly who would otherwise be alone and, resolving to make a recommendation to Council that the grant is awarded in full, subject to the applicant agreeing to provide details on how many CPCC residents attended this event. Additionally, that the applicant allows CPCC to

advertise the event on our website and social media channels and in advance of next year's event in the Homeground magazine.

viii. **Awake to Know Africa CIC** (Grant Application 017/25-26/Sect 137)

Committee considered an application from Awake to Know Africa CIC for £1000.00 to deliver a 4 week programme of storytelling and basic drumming for cultural education of African values of harmony with nature, respect for the land and sustainable living, making a recommendation to Council that the grant be awarded in full.

Grant Evaluations:

- ix. Committee noted the grant evaluation report received following the grant of £500 awarded in May 2025 towards the International Yoga Day event in Willen.

28/25 Community Projects - Programme & Priorities 2025/26

i. **Applications for free use of CPCC Community Spaces**

- a. Committee considered the applications received for free use of the CPCC Community Hub and made a 'decision in principle' in line with the 'Policy for granting free use of CPCC Community Spaces'.

All decisions to award free use at the CPCC Community Hub will be subject to the Community Officer, Deputy Clerk or Clerk to Council confirming space availability and adequate staff resources being available, working with successful applicants to finalise days/dates/times of use and to ensure that capacity is maintained for programmed and reactive work by CPCC and its partners.

A. Ujhasuma Africa CIC – *Committee approved the application*

B. Awake to Know Africa – *Committee approved the application*

C. CRY - Cardiac Risk in the Young - *Committee approved the application*

- b. Committee received a verbal update from the Committee Clerk along with a tables report on the free use allocations to date, including use allocated using the discretionary powers given to nominated Officers since the last Committee meeting.

- c. To enable applications to be dealt with more expediently, Committee resolved to extend the discretionary powers given to the nominated Officers to deal with all applications for free use on an ongoing basis. Officers to award use within the agreed criteria and parameters, reporting back to Committee at each meeting. Any awarded free use will be granted for a maximum of 6 months, with Committee invited to undertake a review before any extension of time is agreed.

ii. **Craft Sessions – Resident feedback from MK Arts Centre Artist led workshops**

Committee received a verbal update from the Committee Clerk on the success of the MK Arts Centre sessions commissioned by CPCC.

Committee considered and supported a proposal, to build on the momentum generated from these sessions, for CPCC to support some Springfield residents to start a monthly craft club at the Hub. With CPCC potentially hosting sessions in November, December and January, including providing some initial supplies and equipment, the group of volunteers

will, during this time, aim to set up a constituted community organisation to take this club forward, thereafter.

iii. **October Half Term Activities**

Committee received a verbal update from the Committee Clerk about the activities happening 27-31 October.

iv. **Christmas Fayre**

Committee received a verbal update from the Committee Clerk about the event planned for Friday 5 December 2025.

v. **Santa's Sleigh Tour – Saturday 20 December**

Committee considered and supported a proposal to work in partnership with Woughton Community Council to expand their annual Santa's Sleigh Tour this year to include Fishermead.

CPCC would be required to provide a funding contribution of £50 towards the vehicle hire and fuel in addition to purchasing a supply of sweets to distribute.

Volunteers would be needed to walk the route around Fishermead with the sleigh.

Committee are invited to note that this opportunity is limited to Fishermead only, due to resourcing.

vi. **Yoga for Health Update & Sound Healing proposal – Report C&C/003/25**

Committee noted that the Yoga for Health sessions have been very well received, with residents committing to attend for the duration of the programme. Feedback received so far has been very positive. The programme runs until 17 November.

Building on the success of this programme, Committee considered a proposal from the Yoga for Health Alliance to fund Sound Healing experiences for residents, resolving to support the proposal to fund two sound healing sessions in December 2025 and February 2026 at a cost of £600.

vii. **Community Matters – Waitrose, Oakgrove**

Committee noted that CPCC have been invited by Waitrose to be part of the relaunch of their Community Matters scheme reintroducing the Green Tokens initiative to the Waitrose store in Oakgrove.

Waitrose customers can cast their votes using Green Tokens in-store between 1 October and 31 December, to determine which community project will receive the donations of £500, £1000, or £1500.

Committee further noted that the donation awarded to CPCC will be used to launch a new project at the CPCC Community Hub, "The Social", starting in January 2026. "The Social" will be a monthly session for CPCC residents to come along to enjoy activities, entertainment and socialising with other residents.

viii. **Seated Exercise Update**

Committee noted that the seated exercise session at Willen continue to be well attended, with contributions paid by participants covering the costs.

The class at the CPCC Community Hub, which launched in July, has been well attended from the start. Funding from LEAP supported the initial set up costs for equipment and as the contributions from participants are covering the delivery costs, the remaining LEAP funding has been diverted to support the start-up of a new class at Fishermead Trinity Centre. This session is being delivered in partnership with Action Speaks CIC on Fridays at 2:15-3pm. The funding has enabled additional equipment and suitable chairs to be purchased for the class.

ix. **Mind your Mind – Dementia Prevention UK**

Committee noted that the 7 week Mind your Mind programme concluded on 20 October. The feedback from participants has been very positive, with attendees finding the programme very informative, interesting and supportive and leaving the programme feeling like they have learned a lot. The group intend to continue to meet on an informal basis.

Committee resolved to consider further opportunities to offer the programme again in the future and also the possibility of one-off ‘check-in’ sessions for those who have completed the current programme, see Project proposal - agenda item 8.

x. **Sustainable MK – Cook-along for Adults & Children – Report C&C/004/25**

Committee considered a proposal from Sustainable MK to deliver a pop-up Community Cook-along session at the Springfield Centre and, if feedback from the pop-up session is good, extending this provision by commissioning a 6-week cook-along programme in February 2026 at a cost of £1,375.

Committee resolved to support the proposal.

29/25 Homeground

- i. Committee considered and approved the proof of the November edition of Homeground magazine.
- ii. Committee considered any feedback received following the publication of the August edition of the magazine noting that

30/25 Heritage Arts & Culture Working Group (Minute 64/24i, 71/24)

- i. Committee received the minutes of the meeting of the Working Group held on Tuesday 30 September 2025.
- ii. Committee considered the draft Heritage, Arts & Culture Action Plan, and authorised the Working Group to hold a final meeting to prioritise actions and set timescales for the delivery of the actions contained within. The Action Plan to be managed by the Community & Communications Committee thereafter
- iii. Committee set a date for the next meeting of the Working Group for 20 January 2026.

31/25 Projects – Committee Budget 2026/27, 2027/28, 2028/29, 2029/30 & 2030/31

Committee reviewed and approved the submitted project proposal, recommending it to Council for inclusion in the future budget. The proposal is for:

- i. Community Wellbeing Programme

32/25 Date of Next Meeting

Tuesday 25 November 2025.

Homeground February 2026

Committee to approve draft content outline – 26 November

Deadline for content from contributors – Weds 7 January

Articles to XL Press – Friday 9 January

Proof Back – 19 January

Proof to Committee –C&C Mtg 27 January – in Agenda pack 21 January

Final changes to XL Press – 28 January

CPCC to sign off proof to print – 30 January

Printing – w/c 2 February

XL Press to book magazine into D2D – 6 February TBC

Distribution w/b 9 February

(Front cover) –

Back Cover – All Good Cafe

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

Annual Meeting of Electors – Advert Full Page (right hand side)

What's on in the Community Centres

CPCC Community Hub – What's On

CPCC Community Programme – what's on in each estate

Grants awarded/Grants available

Free Use Applications

Activity Packs

CPCC Community Centres

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

Community Larder at Springfield

Report on Christmas

Advert for February Half Term activities

Advert for Easter activities

MK Stoma Support Group Open Day event at Hub – Advert

CRY Cardiac Testing Event - Advert

Willen Residents Association Report

Collecting stamps for Hearing Dogs for Deaf People

Feedback on Annual Consultation noting a lot of the responses highlighted issues within MKCC control

Breakdown of what we do, MKCC do etc

Report on Cherry on Top initiative and distribution of vouchers to families via the schools