

YOU ARE HEREBY SUMMONED TO A MEETING OF COUNCIL

to be held at the

CPCC Community Hub, Springfield Boulevard, Springfield

Tuesday 16 September 2025 at 7.30pm

AGENDA

Members

Cllr L Adura
Cllr B Barton
Cllr O Cole
Cllr V Dixon
Cllr R Golding (Vice Chair)
Cllr B Greenwood (Chair)
Cllr J Hearnshaw
Cllr J Howard
Cllr H Kakei

Cllr K Kavarana
Cllr D Kendrick
Cllr K Kent
Cllr B Macharia
Cllr F Mangan
Cllr R McCafferty
Cllr D Pafford
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. Councillor Penelope Halton-Davis**
Following the recent death of Councillor Penelope Halton-Davis, the Chair of Council to lead Member tributes to Penny, acknowledging her dedicated work as a Councillor, her many local achievements and her contribution to the betterment of the community.
- 2. To receive:**
Apologies for Absence
Declarations of Interest
- 3. To approve the minutes of the meeting of Council held on 15 July 2025, previously circulated and therefore taken as read.** *Page 9*
- 4. Public Involvement – Deputations, Petitions and Questions**
Members of the public may make representations in respect of the business on the agenda.
- 5. Chair’s Report**
Council is invited to receive a verbal report from the Chair.
- 6. Clerk’s Report**
Council is invited to receive a verbal report from the Clerk.
- 7. Ward Member Reports**
 - i. Council is invited to receive any verbal Ward Member Reports.
 - ii. Council is invited to receive a written report from Cllr McCafferty. *Page 15*
- 8. To receive draft minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the minutes to be raised under the relevant Committee**
 - a. Minutes of the Community & Communications Committee** *Page 17*
Chair: Cllr K Kavarana
Council is invited to receive the minutes with 1 item (i) to ratify
 - i. Draft Minute 18/25 ii Grants - YMCA Milton Keynes** *Page 21*
(Grant Application 007/25-26/Sect 137)

Committee considered an application from YMCA MK for £500.00 towards the cost of delivering a resident activity programme and make a recommendation to Council.

Committee resolved to make a recommendation to Council that that grant is awarded in full.

- b. Minutes of the Planning, Infrastructure & Transport Committee**
Chair: Cllr B Greenwood **Page 25**
Council is invited to receive the minutes
- c. Minutes of the Personnel Committee**
Chair: Cllr K Kent
Council is invited to receive the minutes
- d. Minutes of the Finance, Administration & Policy Committee** **Page 29**
Chair: Cllr B Barton
Council is invited to receive the minutes with 1 item (i) to ratify and 1 to note (ii)
- i. Draft Minute 16/25 Letter of Engagement – Internal Auditor** **Page 31**
Committee reviewed the letter of engagement from Auditing Solutions and considered the independence of the internal auditor, the internal audit programme of work regarding the Councils identified risks, and the competence of the internal auditor. Committee resolved to make a recommendation to Council to reappoint Auditing Solutions as the internal auditor.
- ii. Draft Minute 19/25 Changes to Public Sector Deposit Fund**
Committee is invited to note that £300,000.00 has been transferred from the Unity Trust Bank Savings account to the Public Sector Deposit Fund held with CCLA. The interest rate is approximately 2% higher with CCLA thus providing us with a better return.
- e. Minutes of the Estates Committee** **Page 33**
Chair: Cllr R Golding
Council is invited to receive the minutes with 1 item (i) to ratify
- i. Draft Minute 17/25 Estates Equipment Report – Report E01/25** **Page 37**
Committee received the report and resolved to recommend it to Council, including the recommendation to purchase a new Ferris 2600Z mower to replace the existing 5-year-old Hustler mower. The cost to Council of purchasing the new mower, including trading in the existing mower, £16,100 exc. VAT. Purchase to be funded by 2025-26 budget previously agreed by Council. Proposed purchase would be from the supplier that provided a Ferris mower to the Community Council in 2024, and who are best placed to provide ongoing maintenance and support.

Given the cost involved, and that Council is being asked to approve the purchase of the equipment from a designated supplier, it will need to set aside the provisions within Financial Regulations requiring it to consider 3 quotations if minded to approve the Committee recommendation.

9. Community Council Annual Insurance Policy Renewal

Council is invited to note that the main Community Council insurance policy with Zurich Insurance will renew on 1 October 2025. The renewal will be the second year of the 3-year agreement approved in October 2024. The cost of the renewal is £11,478 (including IPT).

10. 1 Pencarrow Place – End of Lease/Dilapidations

Committee is invited to receive a verbal update from the Clerk on the progression of this item, delegated responsibility for the task has been given to the Chair and Vice Chair of Council in conjunction with the Clerk to Council.

11. Community Hub – Working Group Update

Council is invited to receive a verbal report from the Working Group on their progression of the Community Hub project, including the completion of any additional works that have been necessary since the building has been occupied and open to the public.

12. Citizens Advice MK

Council is invited to note that Citizens Advice MK will be providing fortnightly advice sessions commencing 15 October. The service is by appointment only and is available to residents in the CPCC area. A leaflet drop will be carried out at the end of September in Fishermead, Oldbrook and Springfield and a further drop will take place in Willen and Woolstone at the end of October.

13. Contract Approval for the Collection of Litter Bin and Dog Bin Waste

The previous contractor responsible for the collection of waste from Community Council litter bins and dog bins withdrew their services in July 2025, this required an alternative arrangement to be put in place with immediate effect to ensure the continuation of services to residents.

Council is invited to retrospectively approve the award of a 24-month contract to Shield Group for the collection of litter bin and dog bin waste through to July 2027. The prices offered by Shield Group are financially preferable compared to the previous provider and will represent an annual saving in the region of £1,000 if the number of bins and frequency of emptying remains unchanged.

14. Chapman's Educational Foundation (C/N 310616) Trustee Nomination

Council is invited to nominate a trustee to the Chapman's Educational Foundation for a 12-month period from May 2025 to May 2026. The activity of the Foundation is to assist young people from the beneficial area to attend schools, institutions, or classes for the purposes of education other than elementary, by

paying their fees or travelling or other incidental expenses, or by providing them with maintenance allowances.

15. NALC Local Council Awards Scheme (LCAS)

Council is invited to consider the suggestion from the Clerk to Council that it seeks accreditation through the LCAS, with an initial submission planned for September 2026.

The LCAS is designed to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to improve and develop to meet their full potential. The LCAS offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement. The LCAS is a tool that councils can use when working with the local community or other local partners. Giving them confidence that the council is delivering to a national professional standard.

16. Milton Keynes City Council Household Support Fund (HSF) Award *Page 39*

Council is invited to note that it has been awarded £4,000 from the HSF to support initiatives in the CPCC area.

17. Vacant Seat – Fishermead Ward

Council is invited to note the Councillor vacancy for the Fishermead ward has been advertised, the deadline to call an election is 19 September 2025. If an election is not called, Council will be in a position to fill the vacancy using the co-option process.

18. Vacant Seat – Oldbrook Ward

Council is invited to consider candidate(s) for co-option as a Community Councillor to fill the vacant seat on the Oldbrook ward.

19. Upcoming Events (Community Hub)

Citizens Advice MK – Wednesdays fortnightly commencing 15 October – Wellbeing Room

Yoga 4 Health – 10 week programme, started 15 September 10am – Council Chamber

Seated Exercise – every Monday at 1.30pm – Council Chamber

Fun Fitness for Women – every Wednesday at 9.15 – 10am – Council Chamber

Mind Your Mind Workshop (Dementia Prevention UK) – 7 week programme started 9 September 10am – Council Chamber

CPCC Networking Lunch – 24 September 11am – 2pm – part of opening events – whole premises

CPCC Community Hub Opening – 27 September 11am-4pm – whole premises

MK Lymphoma Support Group – 2 October 2-4pm – first Thursday of every month – The Nest

Golden Memories Thrive Club – last Friday of every month – 1pm – 4pm – The Nest

Christmas Fayre – 5 December, time tbc (after school) – whole premises

20. Dates of Future Committee & Working Group Meetings

HACWG – 30 September 6.30pm

Planning – 6 October at 6.30pm

ECM – Personnel – 14 October at 6.00pm

Estates – 14 October at 6.30pm

21. Date of Next Meeting

Tuesday 21 October 2025 at 7.30pm

BY ORDER OF THE COUNCIL

Dominic Warner

D Warner, Clerk to Council

11 September 2025

**Minutes of the meeting of Council held on
Tuesday 15 July 2025, 7.30pm
at the
CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the public

Members Present

Cllr B Barton	Cllr K Kavarana
Cllr O Cole 7.33pm	Cllr K Kent
Cllr V Dixon	Cllr F Mangan
Cllr R Golding (Vice Chair)	Cllr R McCafferty
Cllr B Greenwood (Chair)	Cllr D Pafford
Cllr J Hearnshaw	Cllr M Petchey

In Attendance

D Warner, Clerk to Council
P Sullivan, Deputy Clerk

56/25

Apologies for Absence

Cllr L Adura – personal commitment
Cllr J Howard – personal commitment
Cllr D Kendrick – MKCC commitment
Cllr B Macharia – unwell

57/25

Declarations of Interest

None. Under this item Cllr Pafford apologised for not declaring an interest in item No.12 at the previous meeting.

58/25

Minutes of the meeting of Council held on 17 June 2025

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

59/25

Public Involvement – Deputations, Petitions and Questions

One member of the public present.

60/25

Chair's Report

The Chair had nothing to report.

61/25

Clerk's Report

New Community Hub is busy and already being used by a number of groups and received interest from organisations including the Parks Trust, Sport England and CloudyIT for larger events. Citizens Advice MK will be starting regular sessions in September.

62/25

Ward Member Reports

- i. Council is invited to receive any verbal Ward Member Reports.

Cllr Dixon reminded members that there will be a fly by at 10.47am on 18 July of a RAF Lancaster to commemorate the birthday of Robert Hooke. All are welcome to attend the event at Willen Church.

Cllr Dixon also reported on the swift action from MKCC to remove some fly tipping in Willen Park. It was reported and removed within 30 minutes.

Cllr Pafford reported a leak in the toilet at the Woolstone allotments. He also commended the actions of MKCC in liaising with the Parks Trust on cleaning up an area off Brickhill Street.

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

63/25

To receive draft minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the minutes to be raised under the relevant Committee

a. Minutes of the Community & Communications Committee

Chair: Cllr K Kavarana

Council received the minutes, noted 2 (i & ii) items and agreed to ratify 1 (iii) item.

i. Draft Minute 09/25(i) Community Projects-Programme & Priorities 2025/26

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

Committee noted that no project suggestions had been received by the Committee Clerk.

Committee discussed project ideas and resolved to put forward suggestions to Council of;

- Installation of additional benches – with locations and costs to be determined
- Skate Ramp in Fishermead, for teenagers. A cost estimate to be obtained, with a view to including this as a future project if the cost exceeds the maximum application value.
- The suggestion from Cllr Mangan to install some bollards near Fishermead Medical Centre, to be considered further by the Planning, Infrastructure & Transport Committee.

- ii. **Draft Minute 11/25 (i) Policy Review**
Committee reviewed the following CPCC policies;
- Small Events Policy
 - Projects Policy
 - Safeguarding & Vulnerable Persons Policy

Committee resolved that no amendments were required.

- iii. **Draft Minute 11/25 (ii) Policy Review**
Committee considered the draft Photography & Filming Policy Statement, which has been adapted from a NSPCC template policy, and resolved to make a recommendation to Council that this be adopted by CPCC as an annexe to the Safeguarding & Vulnerable Persons Policy

Council resolved to adopt the draft Photography & Filming Policy Statement as presented.

- b. **Minutes of the Personnel Committee**
Chair: Cllr K Kent

Council received the minutes

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

Council received the minutes

64/25 Transfer of Funds between Council Bank Accounts

As recommended by the RFO and agreed by Council in April (Min. 216/24) in order that we can achieve a higher rate of interest, funds be transferred to the CCLA account and moved back to the Unity Trust bank account as necessary - Council is invited to note that a transfer in the amount of £300,000.00 from the Unity Trust bank account to the CCLA account has been completed.

Council noted the transfer.

65/25 MKCC Community Governance Review

Milton Keynes City Council (MKCC) has agreed to undertake a Community Governance Review (CGR) of all 48 parishes in the city. Following informal consultation with all parishes, MKCC have used the responses to develop proposals for the following Parish and Town Council areas:

1. Abbey Hill
2. Bletchley and Fenny Stratford
3. Central Milton Keynes
4. Great Linford
5. Shenley Brook End and Tattenhoe
6. Shenley Church End
7. Walton
8. Wavendon

9. Whitehouse
10. Woburn Sands

The [Terms of Reference](#) set out how the review will be conducted and the matters on which the review is to focus.

With the above proposals not impacting directly on the Campbell Park Community Council area, Council is invited to consider an appropriate response to the Review.

Council noted the proposals and agreed to keep a watching brief on developments.

66/25 1 Pencarrow Place – End of Lease/Dilapidations

The Clerk thanked members who had received surplus furniture, there would be some further information on IT equipment circulated shortly. Decorators are now in the building with flooring being addressed next week. The works being undertaken will substantially reduce costs advised in the dilapidation survey.

67/25 Community Hub – Working Group Update

Following negotiations with Steele & Bray, our quantity surveyor, Currie & Brown have negotiated a final account figure of £2,594,000.00. This is £45k under the anticipated cost.

Council resolved to accept the proposal to agree the final account in the amount of £2,594,000.00 as a full and final settlement.

68/25 Interior & Exterior Signage – Community Hub - Report 01/C/25

Having considered the report, Council agreed to appoint Supplier B to supply and fit signage for the Community Hub.

Council also noted that there would be additional costs related to external wayfinding signs for the site, these would be reported once available.

69/25 Vacant Seat – Oldbrook Ward

Council noted that candidate(s) for co-option as a Community Councillor to fill the vacant seat on the Oldbrook ward will be considered at the September meeting.

70/25 Buckinghamshire & Milton Keynes Association of Local Council (BMKALC) Annual General Meeting

Council noted that BMKALC are holding their AGM on 8 September from 6pm – 8pm and this year it is being held in Milton Keynes at Conniburrow Community Centre. Two representatives are invited from each member council.

Cllrs Barton and McCafferty have agreed to attend.

71/25 Dates of Future Committee & Working Group Meetings

Community & Communications – 22 July at 6.30pm
Planning – 4 August at 6.30pm
Planning -1 September at 6.30pm
Personnel – 2 September at 6.30pm
Finance & Administration – 2 September at 7.00pm
Estates – 9 September at 6.30pm

72/25

Date of Next Meeting

Tuesday 16 September 2025 at 7.30pm

CAMPBELL PARK COMMUNITY COUNCIL

REPORT TO COUNCIL

Subject: Urgent Concern: Vape Sales, Youth Access, and Shopkeeper Safety in Oldbrook and Fishermead

Prepared and Presented by: Cllr Richard McCafferty

Campbell Park Community Council

Date: 21st July 2025

1. Presentation and Declaration

I, Cllr Richard McCafferty, submit this report for formal presentation to Campbell Park Community Council.

Declaration of Interest:

I wish to note a potential conflict of interest as I am the founder and a named director of the Breath Easy initiative—a community project aimed at tackling youth vaping through education and public health interventions. While I bring this issue forward in good faith and in the interest of public safety, I acknowledge that any proposals involving or benefitting Breath Easy directly should be evaluated with transparency.

2. Executive Summary

Shopkeepers in the Oldbrook and Fishermead areas are increasingly facing threats and verbal abuse when upholding the law by refusing to sell vape products to minors. Additional confrontations occur when challenging adults suspected of purchasing vapes for underage youth.

This growing trend poses a dual threat:

- To the safety and confidence of local business owners, and
- To the health and future of young people in our community, who are already seen vaping on school premises and in public areas.

3. A Young and Accountable Council

Campbell Park Community Council is one of the youngest and most forward-looking councils in the region. As stewards of our community, we are entrusted to protect the social and physical landscape not just for today but for generations to come.

If we do not act swiftly, this issue will become normalised and spiral beyond control.

4. The Situation on the Ground

Reports from local shopkeepers include:

- Verbal and physical aggression when vape sales are refused.
- Harassment when challenging proxy buyers (adults purchasing for children).
- A climate of fear that discourages legal enforcement.

Meanwhile, children are increasingly using vapes in and around school grounds, with some schools struggling to contain the trend.

5. Legal and Ethical Standing

- UK law prohibits the sale of vape products to persons under 18.
- Proxy purchases (adults buying for minors) are illegal.
- Retailers are required to verify age and may refuse suspicious transactions.

Yet, enforcement is often lacking and the burden falls on small shopkeepers, unsupported and exposed to risk.

6. Recommendations to Council

I propose the Council consider the following actions:

1. Release a Formal Statement of Support for lawful retailers acting responsibly.
2. Work with Thames Valley Police and Trading Standards to organise:
 - Undercover operations
 - Shopkeeper training
 - Reporting protocols for abuse
3. Create a Vape Retailer Charter to be adopted voluntarily by local stores.
4. Back a Youth Education Campaign in partnership with schools, families, and health teams.
5. Include 'Breath Easy' only in consultation or advisory capacity, not as a funded delivery partner—pending full conflict of interest transparency.
6. Liaise with Milton Keynes Council and MPs to call for stronger national measures, including licensing for vape sales and plain packaging.

7. Conclusion

If we do not “nip it in the bud,” we risk raising a generation dependent on addictive, harmful products and failing those who choose to protect them.

Let us act not only as councillors but as guardians of our communities. Let us send a clear message: our shopkeepers are not alone, our children deserve better, and this Council is ready to lead.

Presented by:

Cllr Richard McCafferty

**Minutes of the Community & Communications Committee
held on Tuesday 22 July 2025
commencing at 6.30pm
at the CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr O Cole
Cllr F Mangan
Cllr M Petchey

Cllr J Howard
Cllr R McCafferty

In attendance

T Jones, Community Officer/Committee Clerk
P Sullivan, Deputy Clerk

In the absence of the Chair, Committee nominated Cllr Petchey to chair the meeting.

14/25

Apologies for Absence

Cllr L Adura – personal commitment
Cllr K Kavarana (Chair)– personal commitment
Cllr P Halton-Davis – unwell
Cllr B Macharia – unwell
Cllr V Dixon - unwell

15/25

Declarations of Interest

Cllr Mangan, Petchey and Cole declared a non-pecuniary interest in Agenda Item 4iv – MGB Community Services

16/25

Minutes of the previous meeting

The minutes of the meeting held on 27 May 2025, having been previously circulated were approved as a correct record and signed by the Chair.

17/25

Public Involvement – Deputations, Petitions and Questions

2 members of the public spoke to the Hooke Heritage Project Grant Application (Agenda Item 4i)

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

Committee considered an application from the Hooke Heritage Project for £1000.00 to be used as a partnership grant towards the development phase of the Hooke Heritage project in Willen.

Committee resolved to award the grant in full.

ii. **YMCA Milton Keynes** (Grant Application 007/25-26/Sect 137)

Committee considered an application from YMCA MK for £500.00 towards the cost of delivering a resident activity programme and make a recommendation to Council.

Committee resolved to make a recommendation to Council that that grant is awarded in full.

iii. **Spinal Injuries Association** (Grant Application 008/25-26/Sect 137)

Committee considered an application from the Spinal Injuries Association for £990.00 to purchase branded gazebo and table for use at events, to spread awareness of the charity & support disabled residents.

Committee resolved to award the grant in full, with a request that our logo is included on the gazebo branding, that an article about the SIA is provided for inclusion in Homeground and invitation is made for SIA to attend events at the CPCC Hub to spread awareness of the charity and the support available.

iv. **MGB Community Service** (Grant Application 010/25-26/Sect 137)

Committee considered an application from MGB Community Service for £1000.00 for the Fishermead Community Breakfast Club.

Committee resolved to award the grant in full.

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

Committee considered the applications received for free use of the CPCC Community Spaces in line with the 'Policy for granting free use of CPCC Community Spaces'.

Committee confirmed that 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. Walfinch Golden Memories Thrive Club

Committee resolved to award free use as detailed in their application, with a review to be undertaken in 6 months.

B. Just What We Need -Veterans - PTSD Resolution

Committee resolved to award free use of the Springfield Centre as detailed in their application.

- ii. Committee noted the spreadsheet provided detailing the free use allocations to date, including use allocated using the discretionary powers given to nominated Officers since the last Committee meeting.
- iii. **All People Active (APA) – CPCC Community Hub Café Operator – Community Programme Update**
Committee received a verbal update from the Committee Clerk on the APA Community Programme, noting that the Street Dance classes at Springfield Centre were going well, but have now paused for the summer holiday. A fortnightly Knit & Natter group being held in the café was being well received. A Fun Fitness for Women class would be starting later in the year. The APA Multi Sport Youth Club, for which a grant has been awarded, is starting during the summer holidays on a Friday afternoon and would continue during September and October on the grass area behind the Hub.
- iv. **CPCC Community Hub Opening Events – Update**
Committee received a verbal update from the Committee Clerk on the plans for the opening events for the CPCC Community Hub. The Committee Clerk encouraged members to provide details by email of organisations that should be included in the invitation list for the networking lunch on 25 September and also any contacts for organisations/individuals that may wish to provide activities or entertainment at the Community Official Opening Event on Saturday 27 September.
- v. **Springfield Community Picnic – 16 August 2025**
Committee received an update from Cllr Cole, which included a request for Councillors to support the event.
Committee also noted that All Good café have offered to provide some food as a contribution towards the picnic free of charge. The café would also remain open for the duration of the event.
- vi. **MK Arts Centre – Artist led workshops**
Committee considered a proposal to host 3 artist led workshops, delivered by MK Arts Centre, at a cost of £500.
The workshops will offer residents the opportunity to take part in 3 evening sessions learning different art techniques at the Springfield Centre.
Each session will be staffed by MK Arts Centre and can accommodate a maximum of 20 participants, aged 16+.
- Committee resolved to support the project at a cost of £500.
- vii. **Programme of family & school holiday activities for 2025/26** (min. 9vii/25) - **Report 002/C&C/2025**
Committee considered the report and recommendations from the working group tasked with re-considering how we deliver the existing programme of family and school holiday events, to utilise the CPCC Community Hub and resolved to support all of the recommendations set out in the report.

Committee resolved to review the feedback received from residents gathered over the next 5 months in January, before making a decision on the programme format for 2026.

20/25 Homeground

- i. Committee considered and approved the of the August edition of Homeground magazine.
- ii. Committee considered ideas for the content of the November edition of Homeground magazine with additional items being added to the list.

21/25 Heritage Arts & Culture Working Group (Minute 64/24i, 71/24)

- i. Committee received the minutes of the first meeting of the Working Group held on Tuesday 17 June.
- ii. Committee resolved to set the date for the next meeting of the Working Group on Tuesday 30 September at 6:30pm

22/25 Date of Next Meeting
Tuesday 28 October 2025.

1. **Date of application:** 12 June 2025

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

Milton Keynes YMCA Limited

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

Name: Ellie Walsh

Address: 1 North Sixth Street, Central Milton Keynes

Post Code: MK9 2NR

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 ☒ X

Community Interest Company

Voluntary or Community Group

Other (please state)

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

Charity Number: 1125743

Company Number: 2769788

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

5. **What date did your organisation/company start?** 1981

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

6. **Details of any previous grant received from CPCC:**

Amount received £500

Date: March 2024

Title of Project: Resident Welfare Fund

Amount received £1,000

Date: 2022

Title of Project: Welfare and Essentials Fund

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: NatWest

Organisations Full Name on the Account: Milton Keynes YMCA Limited

Name of Signatories: 1.

2. Simon Green and Pamela Heath

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.*

We are applying for a contribution towards the activity costs of our resident activities programme, such as football sessions, cooking classes and crafting activities. This project not only improves a young person's physical, emotional and social wellbeing, but also helps young people to engage with our wider support, develop a sense of community and prepare for independent living. With the encouragement of our team, attending an activity session might be the first time a new resident leaves their room, meets with other residents, and engages with our staff team. When a young person engages with the activities programme, their wellbeing and self-esteem improve, they feel a better sense of community and can take steps towards accessing education and employment.

Project Start Date: **Project End Date:** October 2025 to September 2026 (Flexible)

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 new campus is highly energy efficient with a combined heat and power system and, through a collaboration with Bridgman and Bridgman, a green/living roof. We use this roof to grow food for our on-site café and as part of our activities programme with residents. Our new flats in Whitehouse are energy efficient with two of the blocks having air source heat pumps and solar panels and all the parking spaces having electric charging points.

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.*

The activities are delivered at our campus in CMK and across the city (and sometimes beyond!). Although we are based in CMK and Whitehouse, we support people from across the city, including your parish.

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

Woolstone

Oldbrook

Since 2020, of those who answer the question, 8% of our residents have reported a strong connection to your parish.

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.**

At least 175 young people will engage with the project, of which...

- 75% will report having improved physical, emotional and social wellbeing.
- 75% will report having enjoyed the session.
- 50% will be engaging with education and/or employment.

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

Although we are based in CMK, since we began collecting this data, on average, we believe at least 8% of our residents have a strong connection with the Campbell Park Parish.

15. Grant amount requested: £ 500

16. What percentage of your income would this grant represent: 0.01%

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? We have secured and will be applying to other local parish council and national funders to support this project.

19. Has the balance already been received? If so state the date: £3,580 secured from Great Linford Parish Council, Bradwell Parish Council and Walton Parish Council.

20. If not received, when is it expected? N/A

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

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? Yes

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 (please provide quotes if possible)
Activities for young people who are residents at the YMCA.	£1,500 budget per month for pitch hire, tickets, transport costs and resources (e.g. art or cooking ingredients).	£18,000 per annum

*Our budget for residents activities is £18,000 for the year, which breaks down at £1,500 per month. This budget pays for tickets, pitch hire, transport costs, craft resources and any other costs incurred by the activities we offer, free of charge, to our residents. It is difficult to break this budget down further as our charity is resident-led, and they decide, alongside our Activities Lead, which activities they are interested in engaging with each month. Therefore, the sessions depend on the cohort of young people who are living at the YMCA at any one time.

Total Cost	£ £18,000
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24. How do you plan to publicise your project?

We tell our residents about the activities programme through posters, TV screens and through the regular meetings they have with their Complex Needs Workers.

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

No

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

Please join us at our free monthly Community Lunch, which is held at our campus in CMK. You can find details of the next lunch on our website.

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

on Monday 1 September 2025

at the CPCC Community Hub, Springfield Boulevard, Springfield

commencing at 6.30pm

This meeting was open to the Public

Members Present

Cllr V Dixon

Cllr R Golding

Cllr B Macharia

Cllr B Greenwood (Chair)

Cllr K Kavarana

In attendance

T Jones, Committee Clerk

29/25 Apologies for Absence
None

30/25 Declarations of Interest
None

31/25 Minutes of the Previous Meeting
The minutes of the meeting, having been previously circulated, were approved as a correct record and signed by the Chair.

32/25 Public Involvement – Deputations, Petitions and Questions

i. Request for Double Yellow Lines

Committee noted that a request for double yellow lines at William Smith Close in Woolstone has been received. In line with the MKCC Policy, the Committee Clerk will meet with the resident and begin Stage 2 of the Process – ‘Engagement’ before reporting back to the Committee.

33/25 Consultations – including any applications or consultations received after the publication of the Agenda that must be considered before the date of the next meeting. Any additional items that will be considered will be published on the day of the meeting on the Campbell Park Community Council website.

a. Planning Applications

i. PLN/2025/1658

Variation of condition 2 (approved plans), and the removal of condition 4 (materials colour) seeking to change the fence type to wooden paladin fencing and remove the condition for the development to be finished in RAL6009 Fir Green (relating to permission ref. PLN/2024/2493 [the erection of a micro-energy storage facility])

At Verge at Duckworth Court, Oldbrook Boulevard, Oldbrook , Milton Keynes, MK6 2LU

Deadline: 18 September

Planning Officer: Nathan Makwana

Committee resolved to note the application.

ii. PLN/2025/1727

Advertisement consent for the proposed installation of 5x illuminated drive-in bay cube signs. 2x illuminated loading bay lettering signs and 1x illuminated reception sign

At Charlestown House, Snowdon Drive, Winterhill, Milton Keynes, MK6 1BU

Deadline: 22 September

Planning Officer: Sonia James

Committee resolved to make no comment.

The following notification/s were tabled having been received after the publication of the agenda but requiring a decision before the next meeting.

iii. PLN/2025/1735

Certificate of lawfulness for existing change of use from dwellinghouse (use class C3) to HMO (use class C4)

at 217 OLDBROOK BOULEVARD, OLDBROOK, MILTON KEYNES, MK6 2QA

Comments by 10 September 2025

Planning Officer: Sonia James

Committee resolved to raise concern with MKCC about the property not being licensed.

iv. PLN/2025/1728

Certificate of lawfulness for the existing use as a HMO

at 68 BOYCOTT AVENUE, OLDBROOK, MILTON KEYNES, MK6 2QD

Comments by 10 September 2025

Planning Officer: Sonia James

Committee resolved to raise concern with MKCC about the property not being licensed.

v. **PLN/2025/1668**

The reduction of branches back to boundary by approx. 1m of Maple (G1), crown reduction by 1.5m of 2x Cherry (T3588 & T3586), crown reduction by 1m of 2x Cherry (T3585 & T2), felling of Maple (T3) at Amherst Court; crown lift to approx. 2.5m of Cherry (T3570), crown lift by 2.5m and removal of stem growing over parking bays on 2x Ash (G2) at Drummond Hay; felling of Malus at front No. 49 to 1m & Fell Malus at front No. 47 to 1m (G1), crown lift to approx. 2.5m and reduction by max 0.5m of lateral branches overhanging parking bays of Silver Birch, Malus & 4x Prunus (G2) and crown lift to approx. 2.5m of Prunus & 2x Malus (G3) protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/23 **at AMHERST COURT, DRUMMOND HAY & WILLEN PARK AVENUE, WILLEN, MILTON KEYNES**

Comments by

25 September 2025

Planning Officer: Patrick Coll

Committee resolved to note the application.

b. **Licensing**

None

c. **Update on Past Consultations**

The Committee noted the outcome of the following applications.

Permitted/Approved:

- i. PLN/2025/1036 - Verge off Brickhill Street, Nr Lakeside Roundabout MK15 0DT
- ii. PLN/2025/1420 - Charlestown House, Snowdon Drive, Winterhill, MK6 1BU
- iii. PLN/2025/1333 - 48 PATTISON LANE, WOOLSTONE, MILTON KEYNES, MK15 0AY

Refused:

None

d. **Appeals**

None

e. **Planning Enforcement**

The Committee received reports relating to Planning Enforcement.

34/25 General Consultations

i. **Electric bike and scooter hire schemes - Implementation of designated parking bays across MK**

Milton Keynes City Council are working with Dott and Lime to expand the dedicated geofenced parking bays across Milton Keynes for the e-scooters and bikes.

Committee are invited to note that the Clerk to Council has expressed an interest in CPCC being involved in the identification of locations within the CPCC area and further information is awaited. In the meantime, Committee is invited to consider suitable locations within each Ward.

Committee considered appropriate locations, suggesting that un-used bus shelters across the area could be re-purposed for this. In Springfield it was suggested that, a location outside the local centre shop and a space on green space near Hub should be used. In Woolstone, the car park nearest the canal bridge to Springfield could be identified to serve both Woolstone and Springfield residents.

Additionally, as a lot of scooter/bike use is along the red-ways, therefore, locations on the redway route should be used.

ii. **MK City Plan Update**

Following the consultation on the draft Milton Keynes City Plan 2050 (MKCP 2050) that took place between July and October 2024, MKCC have been reviewing the comments received and updating and finalising the evidence base to shape the final draft MKCP 2050.

MKCC received around 7,000 comments on the Regulation 18 Plan and are continuing to work with stakeholders as the MKCP 2050 is being finalised. MKCC are also checking and refining the proposed policies and allocations in the MKCP 2050. MKCP 2050 must be based on comprehensive and up to date evidence, and MKCC cannot progress without this. As they are awaiting completion of the transport modelling, MKCC have had to reconsider the timings for the next stages.

This means that the event for Town/Community/Parish Councillors has been re-arranged and this will now be held on 5 November. The session will cover details about the final draft of the MK City Plan and its consultation. Informed by comments made during the draft Plan (Regulation 18) stage and the finalised evidence, the final draft MK City Plan 2050 (also known as Regulation 19, or 'proposed submission') will be published for consultation for six weeks between November and December, with the Plan being submitted for independent examination in March 2026.

Committee noted that Cllrs Golding and McCafferty have previously been nominated to attend this event on behalf of CPCC.

iii. **Public and Partnership Consultation in extending the Vehicle Related Anti-Social Behaviour Public Space Protection Order (PSPO)**

MKCC are consulting on a three year extension and variation for the Vehicle Related Anti-Social Behaviour Public Space Protection Order (commonly referred to as the car cruising PSPO) that is currently in place across the whole borough of Milton Keynes. The current PSPO is due to expire in January 2026.

MKCC have refreshed some of the content within the document and added two additional activities that would also be considered a breach of the PSPO.

The consultation will run for 12 weeks from 11 August 2025.

<https://forms.office.com/e/DJhWL6KYhv?origin=lprLink>

Committee resolved to support the proposal to extend the PSPO. Committee commented on the importance of breaches being dealt with quickly and robustly.

35/25 Date of Next Meeting

Monday 6 October 2025 at 6:30pm

Any consultations received, that require a response before the next meeting will be considered by Council on 16 September 2025

**A meeting of the Finance, Administration Policy Committee
held on
Tuesday 2 September 2025
commencing at 7.00pm
at the CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr R Golding (Vice Chair)
Cllr F Mangan

Cllr D Pafford
Cllr K Kent

In Attendance

L Bradley, Responsible Financial Officer

12/25 Apologies for Absence

Cllr B Barton
Cllr K Kavarana

13/25 Declarations of Interest

None

14/25 Minutes of the previous meeting

The Committee approved the minutes of the meeting held on 3 June 2025, previously circulated and therefore taken as read.

15/25 Public Involvement – Deputations, Petitions and Questions

No members of the public made any representations in respect of the business on the agenda.

16/25 Letter of Engagement – Internal Auditor

Committee reviewed the letter of engagement from Auditing Solutions and considered the independence of the internal auditor, the internal audit programme of work regarding the Councils identified risks, and the competence of the internal auditor. Committee resolved to make a recommendation to Council to reappoint Auditing Solutions as the internal auditor.

17/25 2026-27 Community Council Budget/Precept Level Consultation Letter

Committee noted that the Community Council Budget/Precept Level Consultation letter is to be updated by the Chair of Committee, Clerk to Council and Responsible Financial Officer. The consultation will be distributed in September with residents given a month to respond.

18/25 Insurance of Vehicles

Committee noted the cost of the vehicle insurance for the year came to £4994.42 which was paid in July 2025.

19/25 Changes to Public Sector Deposit Fund

Committee is invited to note that £300,000.00 has been transferred from the Unity Trust Bank Savings account to the Public Sector Deposit Fund held with CCLA. The interest rate is approximately 2% higher with CCLA thus providing us with a better return.

20/25 VAT Submissions

Committee noted that from October 2025 the VAT submissions will revert back to quarterly returns from the current monthly returns.

21/25 Income & Expenditure Report to 30 July 2025

Committee noted the Income and Expenditure report as at 30 July 2025.

22/25 Balance Sheet to 30 July 2025

Committee noted the Balance Sheet as of 30 July 2025.

23/25 BACS and Direct Debit payments to 30 July 2025

Committee noted the schedule of payments made to the 30 July 2025. This schedule is for information only.

24/25 Date of Next Meeting

Tuesday 2 December 2025.



Campbell Park Community Council
1 Pencarrow Place
Fishermead
Milton Keynes
Bucks
MK6 2AS

26 August 2025

Dear Sirs

The purpose of this letter is to set out the basis on which we (are to) act as internal auditors of the Council and the respective areas of responsibility of the Council and of ourselves.

As Councillors of the above Council you are responsible for maintaining proper accounting records and preparing financial statements, which give a true and fair view and comply with the Local Government Act Accounts and Audit Regulations 1996, as amended periodically. You are also responsible for making available to us, as and when required, the Council's accounting records and all other necessary records and related information for us to undertake our review in accordance with the requirements of the "Governance and Accountability Manual – The Practitioner's Guide", including minutes of all Council and Committee meetings.

We have a responsibility to report to the members whether, in our view, the financial statements, as summarised at Section 2 of the statutory Annual Governance and Accountability Return (AGAR), are in accordance with the Council's accounting records, whether they are supported by appropriate systems of internal financial control in the areas specified in the Internal Audit Report embodied in the AGAR and whether they comply with the relevant legislation. In arriving at our view, we are required to consider the following matters, and to report on any in respect of which we are not satisfied:

- a. whether proper accounting records have been kept by the Council;
- b. whether the Council's Balance Sheet and Income and Expenditure Account or Receipts and Payments Account and supporting statements are in agreement with the accounting records and returns;
- c. whether we have obtained all the information and explanations which we think necessary for the purpose of our audit.

In addition, there are certain other matters, which, according to the circumstances, may need to be dealt with in our report.

We have a professional responsibility to report if the financial statements do not comply in any material respect with Statements of Standard Accounting Practice and Financial Reporting Standards, as applicable to local Councils, unless in our opinion the non-compliance is justified in the circumstances.

Our audit will be conducted in accordance with Part 2, Regulation 5 of the Accounts and Audit Regulations as set out in the Local Audit and Accountability Act 2014 (amended) and the Auditing Standards issued by the accountancy bodies and will have regard to relevant Auditing Guidelines. Furthermore, it will be conducted in such a manner as we consider necessary to fulfil our responsibilities and will include such tests of transactions and of ownership and valuation of assets and liabilities as we consider necessary.

We shall obtain an understanding of the accounting systems in order to assess their adequacy as a basis for the preparation of the financial statements and to establish whether proper accounting records have been maintained.

We shall expect to obtain such relevant and reliable evidence as we consider sufficient to enable us to draw reasonable conclusions therefrom. The nature and extent of our tests will vary according to our assessment of the Council's accounting systems, and where we may wish to place reliance on the systems of internal control and may cover any aspect of the Council's business operations. We shall report to you any significant weaknesses in or observations on, the Council's systems which come to our notice and which we consider should be brought to your attention. We will also examine annually the Council's approach to the assessment and formal adoption of the risks associated with the various financial and related systems in the Council.

All evidence obtained, whether in electronic or hard copy format, will be retained in accordance with the General Data Protection Legislation, Auditing Solution's GDPR, and Document & Data retention policies, and the General Data Protection Regulation Non-Disclosure Agreement issued in concert with this Agreement.

As part of our normal audit procedures, we may request you to provide written confirmation of oral representations, which we have received from you during the course of the audit.

In order to assist us with the examination of your financial statements, as summarised in the AGAR, we shall request sight of all relevant supporting documents, including those relating to the chairman's certification of the AGAR, which are due to be issued with the financial statements. We reserve the right to attend relevant meetings of the Council and to receive notice of all meetings.

We may ask, additionally, for confirmation in writing that all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records, and our audit report on your Council's financial statements may refer to this confirmation.

The responsibility for the prevention and detection of irregularities and fraud rests with the Council. Notwithstanding this, we shall endeavour to plan our audit so that we have a reasonable expectation of detecting material misstatements in the financial statements or accounting records resulting from irregularities or fraud, but our examination should not be relied upon to disclose irregularities and frauds that may exist. We also require that, in the event of any suspected irregularity being identified by members or the Council's Clerk, we are advised immediately and, if appropriate, consulted on the appropriate courses of action that should be applied to examine the position further.

We shall not be treated as having notice, for the purposes of our audit responsibilities, of information provided to members of our firm other than those engaged on the audit (e.g. information provided in connection with accounting and other services).

Agreement of terms

Once it has been agreed, this letter and contract will remain effective for future years, until it is either cancelled by the Council or ourselves. We respectively ask that, should the Council wish to cancel the contract, due notice is given by 30th September latest in the financial year under review, as work on the year's review will have either commenced prior to or shortly after that date. We shall be grateful if you could confirm in writing your agreement of the terms of this letter or let us know if they are not in accordance with your understanding of our terms of appointment.

Please indicate your agreement by signing this letter and returning to this office.

On behalf of Auditing Solutions Ltd	Signature	Campbell Park Community Council	Signature
Stuart J Pollard Director	<i>Stuart Pollard</i>	Dated:	

**Minutes of the meeting of the Estates Committee
held on Tuesday 9 September 2025 at 6.30pm
at the CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the public

Members Present

Cllr L Adura
Cllr B Barton
Cllr R Golding (Chair)
Cllr B Greenwood
Cllr J Hearnshaw

Cllr J Howard
Cllr B Macharia
Cllr R McCafferty
Cllr D Pafford
Cllr M Petchey

In Attendance

D Warner, Clerk to Council

13/25 Apologies for Absence
None

14/25 Declarations of Interest
None

15/25 Minutes of the Meeting held on 10 June 2025
The minutes of the meeting having been previously circulated were approved as a correct record and signed by the Chair.

16/25 Public Involvement – Deputations, Petitions and Questions
None

17/25 Estates Equipment Report – Report E01/25
Committee received the report and resolved to recommend it to Council, including the recommendation to purchase a new Ferris 2600Z mower to replace the existing 5-year-old Hustler mower. The cost to Council of purchasing the new mower, including trading in the existing mower, £16,100 exc. VAT. Purchase to

be funded by 2025-26 budget previously agreed by Council. Proposed purchase would be from the supplier that provided a Ferris mower to the Community Council in 2024, and who are best placed to provide ongoing maintenance and support.

18/25 Food Waste Composter – Report E02/25

Committee received and considered the report, resolving to accept the recommendation to purchase a food waste composter to be located in the Community Larder within the Community Hub.

19/25 Martyn’s Law

NALC has issued an advice note on the Terrorism (Protection of Premises) Act 2025 (known as Martyn’s Law). Community Council venues fall outside of the scope of the legislation, however, consideration will need to be given to the adoption of appropriate best practice regardless of venue size.

Committee noted the advice note, including that CPCC venues would fall outside of the scope of the legislation as their capacity was less than 200 people. Committee resolved to adopt appropriate best practice, in the first instance investigating the ‘Next steps’ identified in the advice note. Committee also identified the potential of a joined-up approach, working with other local Councils and venues to share best practice and resources.

20/25 Allotments Report

Committee noted the following:

- Periodic tenancies introduced for new plot holders since March 2025, pre-March 2025 plot holders will be migrated to periodic tenancies in November 2025
- Both sites fully let
- Waiting list on both sites
- 1 plot currently subject to improvement notification
- New portable toilet installed at Woolstone site, decommissioning of old unit to be completed by the end of the month
- Landscaping, both sites will have work completed as part of the winter maintenance programme

21/25 1 Pencarrow Place – End of Lease Dilapidations

Committee received a verbal update from the Clerk on the progression of this item – delegated responsibility for the task has been given to the Chair and Vice Chair of Council in conjunction with the Clerk to Council. The Clerk confirmed that most tasks on the original schedule of dilapidations have been completed by CPCC, and that no further remedial work was planned. Confirmation and agreement still needed on the final claim figure, which will be significantly reduced by the dilapidation tasks completed by CPCC.

22/25

Milton Keynes Dog Fouling Public Space Protection Order (PSPO) Review

The Milton Keynes Dog Fouling PSPO will be reviewed in February 2026, a consultation will be carried out as part of the review. Any new measures to be added to the PSPO as part of the review, including addressing dogs being off lead, would need to be evidenced, the following 2 conditions would also need to be met:

The first condition is that—

(a) activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or

(b) it is likely that activities will be carried on in a public place within that area and that they will have such an effect.

The second condition is that the effect, or likely effect, of the activities—

(a) is, or is likely to be, of a persistent or continuing nature,

(b) is, or is likely to be, such as to make the activities unreasonable, and

(c) justifies the restrictions imposed by the notice.

Committee noted the above update without adopting a formal position on it, remaining open to considering resident requests for the introduction of new measures as part of the upcoming review.

23/25

Fishermead Community Council Notice Board, 1 Pencarrow Place

Committee noted that the notice board has been relocated to the outside of the Trinity Centre until such time that a permanent solution is identified.

24/25

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

The Committee noted that project proposals for the next five years need to be submitted ahead of the October 2025 meeting. All project proposals must comply with the Project Policy, be detailed on a Project Request Form **(including full costings and breakdown of expenditure)**.

Completed project proposals will be considered at the October Committee meeting, where projects will be prioritised.

****Project Proposals are not required if there is an existing budget cost code – all cost codes will be reviewed as part of the annual Council budget process.**

Under this item Cllr Petchey suggested the Fishermead Sports Ground Working Group should meet ahead of the next Committee meeting to identify potential projects over the next 5-years.

25/25

Date of Next Meeting

Tuesday 14 October 2025 at 6.30pm

REPORT TO: Estates Committee
DATE: 9 September 2025
REPORT ON: Landscape Equipment Update
REPORT BY: Estates Manager & Estates Officer
REPORT NO: E01/25

Purpose of report

To update the committee on the status of equipment in use, offloaded and required for the coming year by the Landscape team.

Recommendation

The committee is invited to consider the trade in of the Hustler zero turn mowers and purchase of a replacement (Ferris 2600Z 60" deck) at a cost to the council of £16,100. We did the same thing last year, and the new machine has performed very well. This would be funded from a combination of the landscape equipment budget and the landscape equipment earmarking, as well as some from existing landscape equipment maintenance budget that would be saved by not having to service the old mower. The recommendation would be that now is the right time to do this.

Current Large Equipment

The tractor is running well and is about to have its autumn service, before it begins its winter job of hedge cutting. This year we are not hiring the big tractor, but have done a deal with Bletchley & Fenny Stratford Town Council that will see them use the big tractor to do some of our work, in return for them storing it at our yard while they have it on hire.

The mower decks and hedge cutter are in good order and should remain so for well beyond our ownership of the tractor, we are keeping ahead of the individual service regimes for these items.

The chipper has had its regular servicing as required and is working well, when the time comes (2-4 years' time) we will hope to be able to trade this in again for a new one.

Vehicles

Nothing has changed this year with either the vehicles or our strategy to manage them in the short to medium term and replace them in the medium to long term. Please refer to the June 2024 equipment report for details.

Small Equipment

We have continued this year to evaluate battery tools vs traditional petrol equipment. We are still using a mixture of both at present, but as developments in technology get to the market, we trial and evaluate it to see if we can use more environmentally sound equipment.

5 August 2025

Dear Dominic

Household Support Fund (7) – funding for Parishes

Please accept this letter as confirmation that **Campbell Park Community Council** has been awarded **£4,000** in funding to enable you to start (or continue) to provide vital initiatives, such as community cafes, community hubs, social clubs and wellbeing support, including 'warm places', pop up cafes and other informal social activities where people can meet up, with the aim of preventing poverty locally and building local resilience and support. The fund can also be used to provide supplementary advice services, including signposting to such support.

By agreeing to accept the funding **Campbell Park Community Council** agrees to:

- Deliver / support initiatives that support those who are facing challenges, with the aim of preventing poverty locally and building local resilience and support
- Provide updates on spend as at end of Q3 (in January 2026) with a final update on spend at end of Q4 (in April 2026),
- Advise us of initiatives that you are working on so that we can signpost them through Council communications channels for the benefit of local people

Please confirm your agreement by email to kay.pettit@milton-keynes.gov.uk after which payment will be arranged.

Kind Regards



Sarah Gonsalves

Director of Communities and Customer Services

Need to contact us?

Sarah.Gonsalves@milton-keynes.gov.uk

01908 253 099

Civic, 1 Saxon Gate East, Milton Keynes MK9 3EJ

www.milton-keynes.gov.uk

