

**Meeting of the**  
**ESTATES COMMITTEE**  
**Will be held at the**  
**CPCC Community Hub, Springfield Boulevard, Springfield**  
**on**  
**Tuesday 14 October 2025 at 6.30pm**

**AGENDA**

**Committee Members:**

Cllr L Adura

Cllr B Barton

Cllr R Golding (Chair)

Cllr B Greenwood

Cllr J Hearnshaw

Cllr J Howard

Cllr D Kendrick

Cllr B Macharia

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. **To Receive:**  
Apologies for Absence  
Declarations of Interest
2. **Minutes of the Meeting held on 9 September 2025** **Page 5**  
Committee is invited to approve the minutes of the meeting held on 9 September 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. **Memorial Requests – Council Owned Land**  
Following a request for a memorial on Council owned land, Committee is invited to consider the merits of adopting a standard range of options to offer those requesting a memorial. Traditionally memorial options have included benches and trees, more recently other options have been used, including innovations such as bee posts.
5. **1 Pencarrow Place – End of Lease Dilapidations**  
Committee is invited to note that the end of lease dilapidations have been completed and that the property has been handed back to the landlord.  
Committee is invited to receive a verbal update from the Clerk on any progress in agreeing a final claim figure with the landlord for the dilapidations.
6. **Milton Keynes Dog Fouling Public Space Protection Order (PSPO) Review**  
Committee is invited to note that the Milton Keynes Dog Fouling PSPO will be reviewed in February 2026, with the associated consultation closing on 15 October 2025. Committee is invited to consider if it wants to make a response to the consultation.
7. **Knife Amnesty Bin – Community Hub**  
Committee is invited to consider a proposal by Thames Valley Police (TVP) to locate a knife amnesty bin in the grounds of the Community Hub. The cost of the bin would be £600, with TVP potentially able to secure funding to cover 50% of the cost. TVP would be responsible for carrying out a risk assessment and for periodically emptying the bin.
8. **Annual Rent Review – 2026/27**  
The Committee is invited to review and make a recommendation to Council on allotment rent levels for 2026/27. The current rent is 52.0 pence per square metre, which will increase to 53.0 pence per metre in 2025/26. This sum reflects the

decision by Council in September 2023 to round down the figure to whole pence to address an anomaly with the Rialtas allotments management system and simplify administration.

Committee is invited to note the most recent Consumer Prices Index (CPI inflation) rate is 3.8% (published 17 September 2025). Increasing rents by the current CPI for 2026/27 would equate to 55.0 pence per metre (rounded down figure).

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

Committee is invited to review the submitted project proposal, and if appropriate, recommend it to Council for inclusion in the future budget. The proposal is for:

Funding of planning consultancy relating to the development of Fishermead Sports Ground (as proposed by the Fishermead Sports Ground Working Group) – **to be tabled**

**10. Food Waste Composter**

Committee is invited to note that the food waste composter has been installed in the Community Larder at the Community Hub and is fully functional.

**11. Date of Next Meeting**

Tuesday 11 November 2025 at 6.30pm

**BY ORDER OF THE COUNCIL**

Dominic Warner  
**D Warner**  
**Clerk to Council**  
**9 October 2025**



CPCC Community Hub  
Springfield Boulevard  
Springfield  
Milton Keynes  
MK6 3JS  
Tel: No. 01908 608559  
[clerk@campbell-park.gov.uk](mailto:clerk@campbell-park.gov.uk)

**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