



CPCC Community Hub
Springfield Boulevard
Springfield
Milton Keynes
MK6 3JS
Tel: No: 01908 608559
Email – clerk@campbell-park.gov.uk

**YOU ARE HEREBY SUMMONED TO A
MEETING OF COUNCIL**

to be held at the

CPCC Community Hub, Springfield Boulevard, Springfield

Tuesday 17 March 2026 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 Howard
Cllr H Kakei
Cllr K Kavarana

Cllr D Kendrick
Cllr K Kent
Cllr B Macharia
Cllr F Mangan
Cllr R McCafferty
Cllr J Messent
Cllr D Pafford
Cllr M Petchey
Cllr J Whild

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. **To approve the minutes of the meeting of Council held on 17 February 2026, previously circulated and therefore taken as read.** *Page 7*
3. **Public Involvement – Deputations, Petitions and Questions**
Members of the public may make representations in respect of the business on the agenda.
4. **Chair’s Report**
Council is invited to receive a verbal report from the Chair.
5. **Clerk’s Report**
Council is invited to receive a verbal report from the Clerk.
6. **Ward Member Reports**
 - i. Council is invited to receive any verbal Ward Member Reports.
 - ii. Council is invited to note that no written reports have been received.
7. **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 13*
Chair: Cllr K Kavarana
Council is invited to receive the minutes
 - b. **Minutes of the Planning, Infrastructure & Transport Committee**
Chair: Cllr B Greenwood *Page 17*
Council is invited to receive the minutes
 - c. **Minutes of the Personnel Committee** *Page 21*
Council is invited to receive the minutes
 - d. **Minutes of the Finance, Administration & Policy Committee** *Page 23*
Council is invited to receive the minutes and agreed to ratify 1(i) item
 - i. **Draft Minute 45/25 Future Account to Account Proposal**
Committee considered making a transfer of £300,000.00 of funds received in the precept payment in April to the CCLA Public Sector

Deposit Fund from Unity Trust Bank, resolving to recommend the transfer to Council.

- e. **Minutes of the Estates Committee** **Page 27**
Council is invited to receive the minutes

8. **Community Hub – Community Café Operation**
Council is invited to receive and consider the recommendation of the Community Café Working Group.

- i. **Draft Note 4 iii – Discussion and Action Plan** **Page 31**
Interim arrangements to cover the period between the departure of the outgoing operator and the appointment of a new service provider, concluding to recommend to Council that it recognises that the existing operator will close by the end of March, and to then move to a minimal service basis operation provided by CPCC until a new service operator is appointed.

9. **Community Councillor Allowance 2026/27 - Milton Keynes City Council Independent Remuneration Panel (IRP) Recommendation**

Council is invited to consider the recommendations of the IRP in relation to Campbell Park Community Council Councillor allowance levels:

- that it should be able to pay a basic allowance up to £1,085 p.a.
- allowance be increased annually in line with the percentage increase in staff salaries from April 2026 for a period of up to four years.

The 2025/26 Community Council Councillor allowance is £929.72 p.a.

10. **Changes to Practitioners Guide 2025/26 - Assertion 10 Readiness**

- i. **Practitioners Guide and Annual Governance & Accountability Return (AGAR) Update**

Council is invited to receive a verbal update from the Clerk detailing emerging information relating to the requirements of meeting Assertion 10 compliance, including the associated AGAR wording. With Assertion 10 being added to the AGAR for the first time in 2025/26, and with no previous experience to draw on, it is likely that there will be learning points from the process which can then be applied to future audits.

- ii. **Compliance Check, Breakthrough Communication**

Council is invited to receive a verbal report from the Clerk regarding plans for Breakthrough Communications to complete an Assertion 10 compliance check.

- iii. **Website Accessibility Audit**

Council is invited to note that a website accessibility audit has been completed on the CPCC website. Work is ongoing to ensure full compliance going forward, the work will result in a temporary reduction of information on the website.

11. Licensing and Planning Applications

Due to submission deadlines, Council is invited to consider and comment on the proposed licensing and planning applications:

i. Application ref: PLN/2026/0444

Prior Approval of single storey rear extension, with eaves of 2.5 metres and maximum height of 3 metres, extending 3.5 metres from the original rear wall at 73 BELSIZE AVENUE, SPRINGFIELD, MILTON KEYNES, MK6 3LN

<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003pwRd>

ii. Application ref: PLN/2026/

Erection of first floor rear extension, and adaptation of existing front window to corner window at 10 KETTON CLOSE, WILLEN, MILTON KEYNES, MK15 9LR

<https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003Y7Wn>

Confidential Item

In view of the terms of Schedule 12A Local Government Act 1972, the following item* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.

***Item 12**

12. IT Managed Services Contract 2026/27

Council is invited to note that it was agreed in March 2024 (Minute 189/23) that the Cloudy IT contract was extended by 24 months to April 2026 to allow a continuity of managed IT services for the move across to the new Community Hub.

The 2026/27 renewal from Cloudy IT represents an annual increase of £74.88 compared to 2025/26 and is within agreed budget provision. Further work is required to confirm details (number and type) of licences, and the current quote will be subject to minor revision upon confirmation of these details.

13. Vacant Seat – Oldbrook Ward

Page 33

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

14. Upcoming Events (Community Hub)

Citizens Advice MK – Wednesdays fortnightly – Wellbeing Room/The Nest
Community Larder - Wednesdays, 2pm-4pm

Seated Exercise – every Monday at 1.30pm – Council Chamber

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

Knit & Natter – every Thursday – 11.30-12.30 – Cafe

Golden Memories Thrive Club 1pm – 4pm – last Friday of every month– The Nest
Yoga classes – Mondays 10am -11am – Council Chamber
Adult Dance Fitness – Wednesdays 10am -11am – Council Chamber
Ujhasuma Africa Music Programme – Saturdays 6 weeks, starting 28/3 11am –
12.30 – Council Chamber

15. Dates of Future Committee & Working Group Meetings

Planning – 7 April 2026 at 6.30pm
Annual Meeting of Electors – 14 April at 6.30pm

16. Save the Date – Councillor Training

BMKALC have now informed us that they will not be able to deliver training until
June, currently all Monday evenings in June are available.

17. Date of Next Meeting

Tuesday 21 April 2026 at 7.30pm

BY ORDER OF THE COUNCIL

Dominic Warner

D Warner, Clerk to Council

12 March 2026

**Minutes of the meeting of Council held on
Tuesday 17 February 2026, 7.30pm
at the
CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the Public

- 180/25 Apologies for Absence**
Cllr B Barton - unwell
Cllr V Dixon – personal commitment
Cllr B Macharia – personal commitment
Cllr M Petchey – MKCC meeting
- 181/25 Declarations of Interest**
None
- 182/25 Minutes of the meeting of Council held on 20 January 2026**
The minutes of the meeting, having previously been circulated and taken as read, were approved as a correct record and signed by the Chair.
- 183/25 Public Involvement – Deputations, Petitions and Questions**
One member of the public was present.
- 184/25 Chair’s Report**
The Chair reported that this had been a quiet period, he had received reports from residents regarding an HMO and would be keeping a watching brief on developments.
- 185/25 Clerk’s Report**
The Clerk noted that the new MKCC Planning enforcement process was giving greater visibility and understanding of reported issues and their outcomes. Homeground magazine was now in the process of being delivered to residents, it would be useful for members to let officers know when their copy is received. An email will be sent out advising members on pre-election publicity. This will include details of how to book a space on an Electoral Commission elections webinar.

The Clerk confirmed and acknowledged the contribution that Cllrs Martin Petchey and Paul Trendall had made through their MKCC Ward Based Budgets. Cllr Petchey's contribution will fund the planting of spring bulbs in woodland areas of Oldbrook Green, with Cllr Trendall's contribution being used towards the installation of the new knife amnesty bin at Springfield Community Hub.

186/25 Ward Member Reports

- i. Council received verbal Ward Member Reports as noted.

Cllr Pafford raised the issue of private car parking signage being erected in an area on Mill Lane in Woolstone. Cllr Howard confirmed that these spaces were for the use of the Community Centre, allocated by MKCC.

Cllr Adura informed Council of upcoming MKUH NHS Foundation Trust community drop-in sessions being held in Central Milton Keynes:

Centre MK – Tuesday 25 February, 10am – 2pm in Midsummer Arcade close to the Primark store

MK Central Library – Wednesday 19 March 10am – 2pm (in reception)

- ii. Council noted that no written reports have been received.

187/25 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 and agreed to ratify 1 item (i) and agreed in principle the recommendation of item (ii), but would like the committee to discuss further and develop possible strategies.

i. Draft Minute 44/25 i – Grants

St Marks Meals (Grant Application 018/25-26/Sect 137)

Committee considered an application from St Marks Meals for £1000.00 towards the supply of family meal boxes for distribution via schools, family centres etc.

Committee resolved to make a recommendation to Council that the grant be awarded in full

ii. Draft Minute 45/25 vi – New Activities at the Hub

Committee noted that a new Dance Fitness class for adults is being held on a Wednesday morning 10-11am. Participants are being asked to contribute £4 towards the cost of providing the session, which is being facilitated by UDOIT Dance Foundation.

Committee noted that there had been a lot of feedback from local residents asking for activities to be provided in the evenings.

Committee resolved to make a recommendation to Council that it considers providing the required resourcing so that the community programme can be extended to offer evening sessions to our residents.

b. Minutes of the Planning, Infrastructure & Transport Committee

Chair: Cllr B Greenwood

Council received the minutes.

188/25 Appointments to Committees

Council agreed to appoint Cllr Whild to the following Committees:

Climate Emergency Working Group

Planning, Transport & Infrastructure

189/25 Electric Van Replacement – Report 04/C/25

Council received and considered the recommendation of the report on a replacement for the Renault Kangoo van which is coming to the end of its lease contract. Council agreed that the recommendation of supplier C provided best value and accepted the recommendation.

190/25 Milton Keynes East, Stakeholder Liaison Group – Community Council Nomination

The Milton Keynes East developer, Berkeley-St Joseph, is creating a stakeholder liaison group for the project and are inviting the Community Council to participate in it.

Council agreed that Cllr Val Dixon be appointed the CPCC representative.

191/25 Transfer of Funds from CCLA Public Sector Deposit Fund to Unity Trust Bank

Council noted and approved the requirement to transfer £150,000 before the end of the current month from the CCLA Public Sector Deposit Fund to Unity Trust Bank. Transferred funds will be needed for committed budgetary expenditure to the end of the financial year and until the first 6-monthly tranche of the Precept is received in mid-April.

192/25 Changes to Practitioners Guide 2025/26 - Assertion 10 Readiness

i. Compliance Check, Breakthrough Communication

Council received a verbal report from the Clerk regarding plans for Breakthrough Communications to complete an Assertion 10 compliance check.

ii. Freedom of Information Act 2000

Council agreed to adopt an updated version of the ICO Model Publication Scheme (V1.2 20151023) and Guide to Information provided by Parish/Community Councils (V3 20211029).

The following item was tabled after the publication of the agenda but requiring a decision before the next meeting.

iii. CCTV Policy

Council reviewed and agreed to adopt the CCTV Policy as presented.

iv. Website Accessibility Audit

Council noted that a website accessibility audit had been completed on the CPCC website. It had identified some common issues with uploaded documents and produced an updated Accessibility Statement that is now live on the website. We are in the process of updating the administrative processes for adding content to the website to ensure full compliance going forward.

193/25

Community Hub – Working Group Update

Council received a verbal report from the Working Group on their progression of the Community Hub project, including the recent installation of an air conditioning unit in the Chamber furniture store. We are now finalising some minor works around the building which will require completion prior to the end of the retention period. The area outside the café entrance where water ‘pools’ is being inspected by the groundworks contractor this week.

Further to a Member question, the Clerk confirmed that the Hub basement was experiencing periods of water ingress, but this was to be expected as the basement had a pump fitted historically and that the specification for the new build did not extend to making the basement dry at all times. If required, a separate project (and budget) would be needed to make the basement dry at all times.

Council received a further verbal report from the Clerk outlining the delays being experienced in registering the Community Hub for National Non-Domestic Rates (business rates) and utility services for invoicing purposes, including the possibility that initial charges might not become payable until the 2026/27 financial year.

Confidential Item

In view of the terms of Schedule 12A Local Government Act 1972, the following item* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.

***Item 194/25**

194/25

Community Hub – Community Café Operation

Council received and considered the recommendation of the Community Café Working Group and agreed the following:

No further Council financial support to be made available to AGC CIC.

The Community Café Working Group to manage and report back to Council interim measures for any resulting periods of café closure.

A draft Expression of Interest document was agreed, with delegated authority to officers to start the process of seeking a new operator when appropriate to do so. It was agreed that the associated Expression of Interest timeline would need to be flexible subject to circumstances,

KK left meeting at 20.46

195/25 Upcoming Events (Community Hub)

Springfield Craft Club – Saturdays monthly 1pm-3pm – The Nest

Citizens Advice MK – Wednesdays fortnightly – Wellbeing Room/The Nest

Community Larder - Wednesdays, 2pm-4pm

Seated Exercise – every Monday at 1.30pm – Council Chamber

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

Knit & Natter – every Thursday – 11.30-12.30 – Cafe

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

Yoga classes – Mondays 10am -11am – Council Chamber

Adult Dance Fitness – Wednesdays 10am -11am – Council Chamber

196/25 Dates of Future Committee & Working Group Meetings

Community & Communications – 24 February 2026 at 6.30pm

Planning – 2 March 2026 at 6.30pm

Personnel - 3 March 2026 at 6.00pm

Finance, Administration & Policy – 3 March 2026 at 7.00pm

Climate Emergency Working Group – 17 March 2026 at 6.30pm

197/25 Save the Date – Councillor Training

A training session for all councillors is being considered, a poll will be sent to members with suggested dates in April.

198/25 Date of Next Meeting

Tuesday 17 March 2026 at 7.30pm

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

This meeting was open to the Public

Members Present

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

In attendance

T Jones, Community Officer/Committee Clerk

48/25

Apologies for Absence

Cllr D Kendrick – personal commitment

49/25

Declarations of Interest

None

50/25

Minutes of the previous meeting

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

51/25

Public Involvement – Deputations, Petitions and Questions

None

52/25

Community Projects - Programme & Priorities 2025/26

i. New Applications for free use of CPCC Community Spaces

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

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

ii. **School Holiday Activities**

Cllr McCafferty arrived during the course of this item.

a. February Half Term

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

b. Easter Holiday

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

c. May Half Term

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

d. Summer Holidays

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

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

iii. **Sound Healing**

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

iv. **Seated Exercise**

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

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

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

v. **Dance Fitness at the Hub**

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

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

vi. **Yoga Classes**

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

53/25 Heritage, Arts & Culture Action Plan

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

54/25 Homeground

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

55/25 Date of Next Meeting

Tuesday 28 April 2026

Minutes of the Planning, Infrastructure & Transport Committee of

Campbell Park Community Council

Held on Monday 2 March 2026

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 B Greenwood (Chair)

Cllr B Macharia

Cllr R Golding

Cllr K Kavarana

Cllr J Whild

In attendance

T Jones, Committee Clerk

71/25

Apologies for Absence

Cllr J Messent - personal commitment

72/25

Declarations of Interest

None

73/25

Minutes of the Previous Meeting

The minutes of the meeting held on 2 February 2026, having been previously circulated were approved as a correct record and signed by the Chair.

74/25

Public Involvement – Deputations, Petitions and Questions

None

75/25 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/2026/0219

Approval of details required by condition 4 (Contamination investigation) of permission ref. PLN/2024/2384

at MERCURY HOUSE, BRICKHILL STREET, WILLEN LAKE, MILTON KEYNES, MK15 0DJ

Deadline: 10 March

Planning Officer: Gabriel Kenyon

Committee resolved to note the proposal.

ii. PLN/2026/0101

Erection of a first floor front extension and second floor rear extension to infill existing balconies, enclosure and conversion of car port to habitable space

at 84 GURNARDS AVENUE, FISHERMEAD, MILTON KEYNES, MK6 2BL

Deadline: 17 March

Planning Officer: Gabriel Kenyon

Committee resolved to make no comment.

iii. PLN/2026/0185

Certificate of Lawfulness for the existing use of the property as a House in Multiple Occupation (C4)

at 47 TOWAN AVENUE, FISHERMEAD, MILTON KEYNES, MK6 2DU

Deadline: 3 March

Planning Officer: Gabriel Kenyon

Committee resolved to note the proposal.

iv. PLN/2026/0346

Consultation on construction, operation and maintenance of the proposed Grand Union Canal Transfer (water transfer project) under section 42 of the Planning Act 2008 or Regulation 11 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017

at Grand Union Canal and Land Around Little Brickhill, Milton Keynes

Deadline: 6 March

Planning Officer: Tamlin Barton

Committee resolved to note the proposal.

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

v. **PLN/2026/0406**

Certificate of Lawfulness for the existing use of the premises as a House in Multiple Occupation at 44 APPLEYARD PLACE, OLDBROOK, MILTON KEYNES, MK6 2PS

Deadline: 16 March

Planning Officer: Sonia James

Committee resolved to note the proposal.

b. **Licensing**

None

c. **Update on Past Consultations**

The Committee noted the outcome of the following applications.

Permitted/Approved:

- i. PLN/2025/2580 - 188 OLDBROOK BOULEVARD, OLDBROOK, MK6 2HG
- ii. PLN/2026/0049 - Milton Keynes East, Land East and West of A509 London Road, Newport Pagnell, MK16 0JA
- iii. PLN/2025/2684 - 11 MILL LANE, WOOLSTONE, MILTON KEYNES, MK15 0AJ
- iv. PLN/2026/0046 - Milton Keynes East, Land East and West of A509 London Road, Newport Pagnell, MK16 0JA

d. **Appeals**

None

e. **Planning Enforcement**

The Committee received reports relating to Planning Enforcement.

76/25 General Consultations

i. **Grand Union Canal Transfer – launch of Phase Two Public Consultation**

Grand Union Canal Transfer engagement team:

“This is a vital new scheme to bring water from the Midlands to the Southeast which will secure future drinking water supplies, protect the environment, ensure future water availability for canal navigation, and unlock investment in our communities.

The scheme is a joint water transfer project between two water companies, Severn Trent and Affinity Water, and the Canal & River Trust (the Trust) charity, who are the owner and navigation authority of the canals in England and Wales.”

Phase Two Public Consultation

This consultation will run **from Wednesday 11 February and will close at 11:59pm on Thursday 2 April 2026.**

Details of how this consultation is being carried out can be found in the Statement of Community Consultation (SoCC), which can be viewed on the scheme website – <https://guctransfer.co.uk/>.

The full suite of consultation materials will be available to view throughout the consultation on the scheme website. Details of document inspection points where you can view

hard copies of selected consultation materials can also be found at <https://guctransfer.co.uk/>.

How to take part

Provide a written response by 11.59pm on Thursday 2 April 2026, so that they have time to collect and assess all consultation responses before they finalise the DCO application. Responses received after this time may not be considered.

All responses must be made in writing by either:

- a. Completing the online feedback form located on the scheme website: <https://guctransfer.co.uk/>
- b. Attending a consultation event and completing a paper copy feedback form
- c. Obtaining a paper copy of the feedback form at one of the document deposit points or by requesting one using the contact details below, which can be returned via Freepost GRAND UNION CANAL TRANSFER (no stamp needed)
- d. Alternatively, feedback in a letter or email format can be sent by:
 - i. Emailing: contact@guctransfer.co.uk or
 - ii. Writing to: Freepost GRAND UNION CANAL TRANSFER (no stamp needed)

Committee resolved to respond individually to the consultation.

77/25 Date of Next Meeting

Tuesday 7 April 2026 at 6:30pm

Any consultations requiring a response before this meeting will be considered by Council on 17 March 2025.

**Minutes of the Meeting of the Personnel Committee of
Campbell Park Community Council
held on Tuesday 3 March 2026 at 6.00pm at the
CPCC Community Hub, Springfield Boulevard, Springfield**

In the absence of the Chair, the Committee resolved to appoint Cllr Golding to Chair the meeting.

Members Present

Cllr R Golding

Cllr B Greenwood

Cllr F Mangan – arrived 6.03pm

Cllr D Pafford

In Attendance

D Warner, Clerk to Council

34/25

Apologies for Absence

Cllr K Kent – personal commitment

Cllr R McCafferty – personal commitment

35/25

Declarations of Interest

None

36/25

Minutes of the meeting of Committee held on 6 January 2026

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

37/25

Terms of Reference Review

Committee reviewed its Terms of Reference and resolved to recommend them for re-adoption without amendment at the Annual Meeting of Council.

38/25

Committee Policy Review

Committee reviewed and amended the following policies and agreed to recommend them for adoption at the Annual Meeting of Council.

- Anti-Harassment and Bullying Policy – no amendments
- Menopause Policy – no amendments
- Staff Spectacle Policy – maximum contribution increased from £150 to £175, policy to be reviewed biennially going forward.

39/25

Staff Review

- i. Estate Manager - Committee noted that the situation has not changed since the last meeting. Previously agreed measures are ready for implementation should the circumstances arise.
- ii. Seasonal Landscape Worker – further to Council agreeing to employ a seasonal landscape worker for four to five months during winter 2026/27, Committee noted that the existing seasonal landscape worker has indicated their desire to return to the role later in the year. Contract of employment to be agreed and signed by September to ensure that measures are in place for the arrangement to commence no later than 1 November.
- iii. Staff Update – Committee received and noted a verbal report from the Clerk, the Clerk to keep Committee updated on any further developments.

40/25

Communications Officer Recruitment

Further to Council agreeing the recruitment of a Communications Officer, Committee discussed the initial stages of filling the post. Committee considered two tabled sample job descriptions, agreeing that they be combined and amended for use by the Council. The Committee agreed that the post would either be CPCC Grade 5 or 6 dependent on the qualifications and experience of the successful candidate. Committee agreed that Cllr Kent be part of the recruitment process, including oversight of candidate shortlisting and involvement in the interview panel.

41/25

Date of Next Meeting

Tuesday 5 May 2026 at 6.00pm

**Minutes of the meeting of the Finance, Administration Policy Committee
held on Tuesday 3 March 2026
commencing at 7.00pm
at the CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr B Barton (Chair)
Cllr R Golding
Cllr K Kavarana

Cllr D Kendrick
Cllr F Mangan
Cllr D Pafford

In Attendance

D Warner, Clerk to Council

38/25 Apologies for Absence

Cllr K Kent – personal commitment

39/25 Declarations of Interest

None

40/25 Minutes of the previous meeting

Committee approved the minutes of the meeting held on 2 December 2025, previously circulated and therefore taken as read.

41/25 Public Involvement – Deputations, Petitions and Questions

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

42/25 Year End Accounts, Annual Return and Internal Audit Report

Committee noted that the Year End Accounts, Annual Return and Internal Audit Report will go directly to the May main meeting of Council, this will allow the Annual Return to be completed in a timely manner.

43/25 Section 137 Increase 2026/27

Committee noted that the revised Section 137 expenditure limit is £11.60 (per elector) for 2026/2027.

44/25 Financial Services Compensation Scheme Increase

Committee noted that the Financial Services Compensation Scheme limit has now increased to £120,000.00 from £85,000.00. Committee noted that due to its current income levels, the Community Council is not covered by the Financial Services Compensation Scheme.

45/25 Future Account to Account Proposal

Committee considered making a transfer of £300,000.00 of funds received in the precept payment in April to the CCLA Public Sector Deposit Fund from Unity Trust Bank, resolving to recommend the transfer to Council.

46/25 VAT Submissions Update

Committee noted that in September 2025 Council made a decision to revert back to quarterly VAT returns. Due to a miscommunication with HMRC this wasn't actioned and the quarterly returns will begin again from April 2026.

47/25 Committee Terms of Reference Review

Committee reviewed and amended its Terms of Reference prior to the Annual Meeting of Council in May 2026, resolving to recommend the amendments for adoption by Council.

48/25 Committee Policies Review

Committee reviewed the following policies prior to the Annual Meeting of Council in May 2026 – Amendments will be considered at the Annual Meeting

- i. Financial Regulations – no amendments
- ii. Investment Strategy - updated and amended strategy recommend to Council for adoption
- iii. Data Protection – currently under review and going to Annual Meeting of Council
- iv. Freedom of Information – reviewed at February Council

49/25 Community Council Standing Order Review

Committee reviewed, without amendment, the Community Council Standing Orders prior to the Annual Meeting of Council in May 2026.

50/25 Income & Expenditure Report to 31 January 2026

Committee noted the Income and Expenditure report as at 31 January 2026.

51/25 Balance Sheet to 31 January 2026

Committee noted the Balance Sheet as of 31 January 2026. Under this item the Chair confirmed that he had verified the bank reconciliation, including signing and dating all original bank statements.

52/25 BACS and Direct Debit payments to 31 December 2025

Committee noted the schedule of payments made to the 31 December 2025. This schedule is for information only.

53/25 Date of Next Meeting
Tuesday 2 June 2026



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

**Minutes of the meeting of the Estates Committee
held on Tuesday 10 March 2026 at 6.30pm
at the
CPCC Community Hub, Springfield Boulevard, Springfield**

This meeting was open to the public

Members Present

Cllr L Adura

Cllr R Golding (Chair)

Cllr B Greenwood

Cllr J Howard

Cllr B Macharia

Cllr D Pafford

Cllr M Petchey

In Attendance

D Warner, Clerk to Council

49/25 Apologies for Absence

Cllr B Barton – unwell

Cllr R McCafferty – personal commitment

50/25 Declarations of Interest

None

51/25 Minutes of the Meeting held on 13 January 2026

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

52/25 Public Involvement – Deputations, Petitions and Questions

None

53/25 Community Hub – Working Group Update

Committee received 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.

The Clerk confirmed that drainage work had been completed to address the ‘pooling’ of surface water adjacent to the Café entrance door. Committee further noted that Stenton Ohbi Architects, in conjunction with Currie Brown, would be progressing the completion of all retention period related defects prior to 02.05.26, subject to the works being completed satisfactorily a fee of £37,219 (exc VAT) will be payable by the Community Council to Steele & Bray Ltd.

54/25 Woodland Management Plan Update – Council Owned Sites

Committee noted that Stanton Tree Care had removed 25 trees identified as diseased or dangerous at Oldbrook Green, Fishermead Sports Ground and Woolstone Pond. The trees were removed to maintain public safety and to prevent the spread of further disease - total cost £2,000 exc VAT. Replacement trees will be planted over the next 12-months to ensure biodiversity levels across the sites. No further tree works are currently required across Council owned sites, any works needed during 2026/27 will be funded by the individual tree works cost code for each of the sites.

55/25 Bulb Planting on Council Owned Sites, Including the Allocation of Associate Budget Expenditure

Further to Cllr Martin Petchey allocating £1,000 from his MKCC Ward Based Budget to carry out bulb planting on the periphery of the woodland areas on Oldbrook Green, Committee considered and agreed to the suggestion from the Estates Manager that the 2026/27 Woodland Management Programme budget of £4,000 is used to expand the initiative across wider areas of Oldbrook Green. Expanding the initiative will deliver greater public amenity and increase biodiversity without adding to the site maintenance programme. Committee noted that the intention to expand the initiative across other Council owned sites in future years.

56/25 Terms of Reference Review

Committee reviewed its Terms of Reference prior to the Annual Meeting of Council in May 2026 and discussed a number of amendments, agreeing that the Clerk make the necessary changes and circulate the updated draft document (**Annex A**) to the Committee.

57/25 Renault Kangoo Van

Committee noted that the arrangements for the delivery of the new lease vehicle are being progressed, it is anticipated that it will be delivered at the beginning of June, with Council decals added thereafter. Committee further noted that Officers are giving consideration to the creation of a long-term vehicle strategy for all Estates vehicles. The need for the strategy is not immediate but will need development as the vehicles owned by the Council approach the end of their viable lifespan.

58/25 Date of Next Meeting

Tuesday 12 May 2026 at 6.30pm

TERMS OF REFERENCE

ESTATES COMMITTEE (DRAFT) May 2026

General Purpose: The Estates Committee is responsible to Council for overseeing the delivery of all matters pertaining to the buildings, property and land, owned and leased by the Community Council.

1. To manage and direct the use of all buildings, property and land within the Council's portfolio. To ensure the best possible use of them by/for the community, consistent with the Business Plan.
2. To be responsible for maintenance/improvement programmes of all Council property portfolio.
3. To prepare each year, for submission to Council by the end of October, a detailed draft budget covering all project expenditure for the coming financial year and the following 4 financial years.

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

4. To review annually the Terms of Reference prior to the Annual Meeting of Council
5. The Estates Manager to present a 6 monthly report on the overall condition of all buildings, any issues of note or urgency to be reported to the next Committee meeting.
6. The Estates Manager to present a 6 monthly report on the overall condition of all land controlled by the Community Council, any issues of note or urgency to be reported to the next Committee meeting.

With regard to new projects:

7. To identify and present the options available to Council
8. To define the scope of the project for Council approval
9. To define the tasks, activities, timeline, processes and resources required to accomplish the delivery of the project for approval of Council
10. To report to Council the progress against the tasks defined
11. To identify any additional tasks that may be required to achieve the outcome
12. To identify any problems and issues that may adversely affect the timely accomplishment of the project
13. To define and implement the Exit Strategy agreed by Council

**Notes of a meeting of the Community Café Working Group
held on Tuesday 10 March 2026, 5.30pm
at the
CPCC Community Hub, Springfield Boulevard, Springfield**

Members Present

Cllr V Dixon

Cllr B Greenwood

Cllr J Howard

Cllr F Mangan

Cllr R McCafferty

Cllr D Pafford

In Attendance

D Warner, Clerk to Council

1. Apologies for Absence

None

2. Declarations of Interest

None

3. The notes of the meeting of the Working Group held on 3 February 2026

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

4. Discussion and Action Plan

As part of their work to provide a sustainable plan for a café operation within the CPCC Community Hub, the Working Group considered the following:

- i. A verbal report from Cllr Howard on his findings following a meeting with All Good Cafe CIC in which he confirmed that the operator would cease trading on 27.03.26 and remove all their equipment from the Café by 31.03.26. The Clerk confirmed that arrangements were in place to carry out any necessary cleaning after the departure of the operator.
- ii. A verbal report from the Clerk confirming a positive start to the Expression of Interest process, including significant activity and response following the Council social media launch 27.02.26, which in turn had been shared by other platforms. The Clerk confirmed that over 30 organisations had made contact, with a number of site visits carried out and more scheduled.

- iii. Interim arrangements to cover the period between the departure of the outgoing operator and the appointment of a new service provider, concluding to recommend to Council that it recognises that the existing operator will close by the end of March, and to then move to a minimal service basis operation provided by CPCC until a new service operator is appointed.

5. Date of Next Meeting

To be agreed

Dear Members of Campbell Park Community Council,

I am writing to express my interest in being considered for co-option as a Councillor for the Ward of Oldbrook. I am motivated by a strong desire to give back to my local community and to play an active role in supporting residents, improving local wellbeing and helping Oldbrook continue to be a place where people feel safe, valued and connected.

Oldbrook is a diverse and lively ward with a strong sense of community, but like many areas it also faces challenges linked to social isolation, youth engagement, cost of living pressures, housing concerns and the need to ensure public spaces are welcoming and well maintained. I am keen to contribute to local decision making at a community level and to work collaboratively with other councillors, residents and partner organisations to address these challenges in a practical and inclusive way.

I currently work in Milton Keynes within the education sector, supporting young people, including those with additional needs. Through this role I work closely with students, families and professionals and have developed a strong understanding of the issues affecting children and young people locally, particularly around wellbeing, confidence, behaviour and access to positive opportunities. This experience has strengthened my ability to listen, communicate clearly, build trust and respond sensitively to individual and family needs, which I believe are essential qualities for a Community Councillor.

Alongside my professional role, I am the founder and Executive Director of a community based charitable organisation that focuses on education, family support and community empowerment. Through this work I have gained extensive experience in community engagement, governance, safeguarding, partnership working and service delivery. I am used to working with limited resources, prioritising community needs and ensuring accountability and transparency in decision making. These experiences have prepared me well to contribute constructively to the work of the Community Council.

My background in communication, design and sustainability also enables me to contribute ideas around effective engagement, consultation and inclusive community initiatives. I am particularly interested in supporting efforts that bring residents together, encourage participation from underrepresented groups and strengthen links between the Community Council, local schools, voluntary organisations and residents associations within Oldbrook.

If selected as a Councillor, I would be keen to support areas such as youth development, community safety, social cohesion and the effective use of community spaces. I am especially interested in initiatives that create positive opportunities for young people, support families and help residents feel a stronger sense of belonging and pride in their neighbourhood. I am also committed to listening to local concerns and ensuring residents feel their voices are represented at community level.

I understand the responsibilities of being a Community Councillor and I am fully committed to attending meetings, engaging with residents, upholding the Council's values and always acting in the best interests of Oldbrook. I approach community leadership with humility, integrity and a willingness to learn, and I would value the opportunity to contribute my time, skills and energy to the Community Council.

Thank you for considering my application. I would be honoured to serve the residents of Oldbrook and to support the important work of Campbell Park Community Council.

Yours sincerely,

Isaac Opoku

A solid black rectangular box used to redact the signature of Isaac Opoku.

MS TINA LATIFAH JONES, Bsc. (Hons), PGDip, MASW

E-MAIL: [REDACTED]

MOBILE: [REDACTED]

ADDRESS: [REDACTED]

Tina has lived in Milton Keynes for over 30 years having moved from East London in 1995. Tina has been very active in the community on several issues and events including raising awareness of the impact of mental health issues and blood borne viruses on those living with and/or affected by the condition. Tina brings to this role many transferrable skills, she is passionate about all things Milton Keynes and has organised and supported many causes within the city including moon walking to raise funds for charity and various Black History events and awards ceremonies. Tina is from a multi-faith background and has a great understanding of the diverse communities in Milton Keynes. She regularly attends various events at the Trinity Centre in Fishermead, where various groups (children to Senior Citizens) meet to celebrate or discuss issues that impact on those specific groups.

Tina is currently an Assistant Team Manager for a Southwest Local Authority Social Work Team. She is a Practice Educator and has previously worked for Independent Fostering Agencies and other local authorities. She is a Cornell University trained Therapeutic Crisis Intervention Trainer. Tina is a co-founder of STaSS, an HIV and Mental health charity in Milton Keynes. Tina is also the founder of TLJ Associates Ltd, a social care company that provides support services, training and Consultancy services to other social workers and social care companies. Tina is a Patron, and an Executive member for several community groups in Milton Keynes. She is a recipient of several awards for her Philanthropic work including the Queen's Diamond Jubilee Equality Award (2012) and a Black Female Pioneer award during the Black History events in Milton Keynes (2023).

She is also a member of the Thames Valley Police Independent Advisory Group (TVP-IAG) and sits on their scrutiny panel to provide constructive feedback on Stop and Search video footages.

Tina has been employed in the field of Health and Social Care for over 20 years in various roles from Mental Health, Fostering and to Children We Care for. Tina is a qualified and a registered Social Worker (Independent), foster carer, a Therapeutic Trainer, and a Practice Educator as well as a Business Manager for her social care company TLJ Associates Ltd.

Since 2010, Tina has been employed (under various contracts) as an Executive Director for a charity, Practice Supervisor, social work Practice Educator, Deputy Fostering Manager, Trainer and as a registered fostering manager for a brief period. These roles evolved over the years and required various skills set, qualifications and experience. Tina completed a Post Graduate Diploma in Applied Social Work Studies – Leadership and Management with the University of Bedfordshire. Tina enjoys challenges; she is a quick learner and work effectively under pressure. She has the ability and the skills to communicate well at all levels both written and orally. Tina is a self-motivated with outgoing personality and determination to succeed.

Tina is a mother to three adorable children, she regards her children as her 'rock', as without them, none of these achievements would be possible. Tina is an approved Therapeutic Foster Carer. She has cared for over 22 children in the last 10 years, some with very complex needs including a non-verbal Autistic child with learning needs hence, her passion in Special Educational Needs (SEN) issues in Milton Keynes.

Voluntary services

- July 2025 – Present
- Tina is the current Disability officer for the Milton Keynes Central Constituency Labour Party. A role she was nominated for at the most recent AGM. Tina has proactively met with other Labour Party Disability officers to brainstorm ideas on how to successfully execute her new role. The role ensures disabled members are fully involved in the work of the local party, as well as taking a leading role in making sure that campaigning work of the constituency reaches out and engages with disabled voters. Tina, with a hidden disability herself and a carer to three children with various levels of Neurodivergent issues, she is a strong advocate for people with all levels of disabilities regardless of their background.
- March 2021 – Present
- Tina represents the Ghanaian community on the Thames Valley Police Independent Advisory Board and their Scrutiny panel. Tina provides the board with advice and insight into the cultural, traditional and reasons why the police need to develop a positive professional working relationship with the Ghanaian community. Ghanaians are one of the largest West Africans living in Milton Keynes and works across all sectors including Health, Social Services, Education, Construction and many more. Tina provides constructive feedback on Stop and search video footages.
- April 2018 – March 2023
- Tina served as the President of the Women’s Ministry in her church, the Assemblies of God church in Bletchley. Where she supported women on several issues including Positive parenting techniques, Safeguarding children and vulnerable people, understanding the UK Education system, understanding the health system and many more.
- March 1997 – present
- Tina is a member of the Association of Ghanaians in Milton Keynes (AGMK) a charity that she held various positions including welfare and Chairlady between March 2007 – March 2023. The charity provides support to its members including life in the UK and understanding the UK laws as well as providing workshops to educate its members on the importance of positive traditional and cultural preservations.