



**MINUTES OF AN ORDINARY MEETING OF  
WHITEHOUSE COMMUNITY COUNCIL  
Held on THURSDAY 17 AUGUST 2023 at 7pm  
at The Library, Watling Academy, Barossa Way,  
Whitehouse, MK8 1EP**

**Present:** Councillor Eileen Card (Chair); Councillor Julian Thomas (Vice Chair);  
Councillors Jekaterina Kartasova, Mynhardt Kitshoff and Godwin Michael.

**Officer:** Lesley Sung (Clerk)

**Also Present:** Keith Wheeler (Road Safety Officer, Milton Keynes City Council)

**Members of the Public:** 0

**C083 WELCOME AND PUBLIC FORUM**

The Chair welcomed everyone to the meeting and extended that welcome to members of the public viewing the proceedings via zoom.

**C084 APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillors Fola Akinsowon and Varma Kanumuri.

**C085 DECLARATIONS OF INTEREST**

None declared.

**C086 MINUTES**

**Resolved Unanimously:** That the minutes of the Ordinary meeting of the Council, held on 20 July 2023 be approved, and signed by the Chair as a correct record of the proceedings.

**C087 COMMUNITY SPEEDWATCH**

Keith Wheeler (Road Safety Officer, Milton Keynes City Council) gave a presentation about the Community Speedwatch initiative and the equipment needed to take part.

The scheme was a national initiative where volunteers, with the support and supervision of their local police, recorded details of speeding vehicles using approved detection devices. The equipment required for use by volunteers could be purchased on-line from the Community Speedwatch website.

Registered keepers of vehicles breaking the speed limit would be contacted by letter explaining the potential risks and consequences of their dangerous behaviour. The receipt of three or more letters would trigger a visit from a police officer and offenders could face criminal prosecution.

Mr Wheeler reported that data from Speed Indicator Devices could be used as evidence to support the scheme.

The Chair thanked Mr Wheeler for his attendance at the meeting.



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**Resolved unanimously:** That the report on the Community Speedwatch initiative, be noted.

**Councillor Godwin Michael arrived at 7.15pm.**

**C088 NEW COMMUNITY FACILITIES**

Unfortunately, Mr Van Geete (Milton Keynes City Council) was unable to attend the meeting to give an update on the progress of community amenity provision in the Whitehouse area.

Councillor Thomas reported that there had been a great response from residents with potential names for the new Community Meeting Place. The winning name would be announced at the end of September and the winner would be invited as a special guest to the opening launch early next year.

The Community Facilities Working Group had been liaising with Sarah Bayliss, Milton Keynes City Council's project officer on the internal finishes for the new Community Meeting Place. The Group had also discussed operational matters at the Meeting Place and would be looking at bookings software packages and making its recommendations at the next meeting.

Councillor Thomas reported that L&Q had agreed to underwrite the provision of the temporary shop on Barossa Way on the site that was occupied by Jardine's pharmacy before their relocation into the Whitehouse Medical Centre. Milton Keynes City Council will be screening answers to questionnaires sent to those who had expressed an interest in managing the facility.

**Resolved Unanimously:**

1. That the Council acknowledges receipt of the many Community Meeting Place name suggestions and delegated the naming of the Centre to the Clerk, in consultation with the members of the Community Facilities Working Group.
2. That the Community Facilities Working Group makes it recommendations on a bookings software package to be used for future Community Meeting Place Bookings.

**C089 MAINTENANCE OF PUBLIC AMENITY LAND AND OPEN SPACE -  
QUESTIONS AND COMMENTS TO L & Q ESTATES**

A representative from L&Q was not present. The Council discussed landscaping issues in the area reporting that Milton Keynes City Council highway adopted areas remained unsightly. The Council was concerned about Milton Keynes City Council's lack of response to maintenance complaints.



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**Resolved Unanimously:**

1. That Milton Keynes City Council be contacted, again about the unacceptable lack of maintenance in the Whitehouse area and request that work commences as soon as possible.
2. That Councillor Mynhardt Kitshoff takes a strategic lead on the compilation of resident's complaints in respect of landscaping maintenance.

**C090 DECISIONS MADE UNDER THE COUNCIL'S ADOPTED SCHEME OF DELEGATED AUTHORITY (SODA)**

**Resolved Unanimously:** That the following decision made under the Council's adopted Scheme of Delegated Authority be accepted:

**SoDA No. Decision**

23/24-07 That an Hbada E1 Ergonomic Chair be purchased for the Clerk, at a cost of £209.99

23/24-08 That the Clerk attends the SLCC (Society of Local Council Clerks) Conference on 11<sup>th</sup> and 12 October 2023 in Hinckley, at a cost of £390, to come from the Staff Training Budget.

**C091 NOMINATED CHARITY 2023/2024**

The Chair nominated two Council charities for 2023/2024.

**Resolved unanimously:** That the Chair's charities for 2023/2024 are The Winter Night Shelter and The Bus Shelter.

**C092 COMMUNITY INFRASTRUCTURE FUND 2024/2025 (CIF)**

Following the presentation from Mr Keith Wheeler (Road Safety Officer from Milton Keynes City Council), the Council considered purchasing Community Speedwatch equipment that could be match funded from Milton Keynes City Council's Community Infrastructure Fund. A roadside starter kit would cost £516.50 (exc. VAT).

**Resolved Unanimously:**

1. That the Council makes an application from Milton Keynes City Council's Community Infrastructure Fund for match funding towards a Community Speedwatch Initiative roadside starter kit with Bushnell Radar Gun.
2. That match funding of £208.25 be placed in the 2024/2025 budget to cover the cost of the roadside starter kit.

**C093 NEW ALLOTMENT SITE**

The Allotment Working Group put forward its recommendations in respect of the length of allotment maintenance contract and the price / quality criteria set out in the invitation to quote document. It also put forward its



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recommendations on the cost of allotment plots, based on a reasonable estimation of the cost to maintain them.

**Resolved unanimously:**

1. That based on a reasonable estimation of running costs, a 75m<sup>2</sup> allotment plot would cost £110 per annum and a 70m<sup>2</sup> allotment plot would cost £100 per annum.
2. That a deposit of £50 would be charged per plot.
3. That the terms of the allotment agreement be amended so that there will be no refunds if an allotment holder vacates a plot before the end of the allotment year.
4. That the Council purchases the Scribe Allotment Bookings software.
5. That the allotment maintenance contract be agreed as 1 year with the option to extend for up to 2 years.
6. That the price/quality ratio and quality criteria as set out in the draft Invitation to Quote document, be agreed.
7. That the draft Invitation to Quote document, as amended, be approved.

**C094 MK CAN – INVITATION TO PARTICIPATE**

The Council considered joining with MK Food Bank in its attempt to break the world record for the longest continuous line of cans of food which will go to the foodbank to assist families struggling with the cost of living over the winter period. Milton Keynes' target is to collect 132,000 cans (10km) of food with each participating organisation collecting 350 cans of food. The world record attempt will take place on 16 October 2023 and each organisation will provide cans of food and a minimum of 5 volunteers.

**Resolved Unanimously:** That Whitehouse Community Council registers its participation in the MK CAN world record attempt for the longest continuous line of cans of food.

**C095 WORKING GROUPS**

The Council was requested to review membership of its Working Groups.

**Resolved Unanimously:**

1. That the Council establishes a Christmas Celebration Working Group consisting of Councillors Julian Thomas, Jekaterina Kartasova and Mynhardt Kitshoff.
2. That the Allotments Working Group membership remains as Councillors Eileen Card and Julian Thomas and the Clerk.
3. That the Community Facilities Working Group membership be amended to include Councillors Jekaterina Kartasova and Mynhardt Kitshoff.
4. That the IT Working Group membership be amended to include Councillor Mynhardt Kitshoff and to remove Councillor Eileen Card.



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5. That the Council establishes a Diwali Celebration Working Group with the membership consisting of Councillors Varma Kanumuri and Godwin Michael and the Clerk.

**C096 COMMUNICATIONS**

The Council consider how it wished conduct its internal communications and how it would wish to interact with residents on social media.

**Resolved unanimously:**

1. That all official internal communications are conducted via email and that informal discussions could take place within whatsapp groups.
2. That the Council's social media communications are uploaded by the Clerk.
3. That the Council considers a communications and social media policy at a future meeting.

**C097 ADDITIONAL DOG BINS**

The Council considered the level of dog waste bin provision in the area. There are 11 dog bins in Whitehouse, 6 of which were installed in the last financial year.

Additional dog waste bins will be required as Whitehouse continues to develop, and funds for installing and emptying these additional bins will be included in future budgets.

**Resolved Unanimously:**

1. That a dog waste bin be purchased and installed at Anatolian Avenue, between Teeswater Way and Portland Avenue, at a costs of £355 to come from the dog waste bin provision budget.
2. That, to improve coverage of the area, the dog waste bin at Lady Margery's Gorse be relocated from its current position to a location on the northern side of the Gorse.
3. That the emptying of the new dog waste bin be added to the dog bin emptying contract that will ensure twice weekly emptying at an additional cost of £322 per annum

**C098 LOCATION OF NOTICEBOARDS**

**Resolved Unanimously:** That due to time constraints, this item be deferred to the next meeting of the Council.

**C099 FINANCE - AUTHORISATION OF PAYMENTS**

The Council received a financial report from the Responsible Finance Officer (RFO) (the Clerk), including details of payments made during July 2023 and payments to be made in August 2023. She reported a Council bank balance of £153,622.23 as at 31 July 2023.

**Resolved Unanimously:**



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1. That the following payments in July 2023 be authorised:

£62.86	Google Cloud	Google Drive
£1,366.80	Starboard Systems	Scribe Financial Software
£120.00	MK Box	Storage Unit
£747.16	Lesley Sung	Expenses
£107.98	Turtle Engineering	Bleed Control Kit
£296.00	SLCC	SLCC Membership
£2,264.23	Staff	Salaries
£1,191.75	TopSource Global	HMRC
2. That the Council accepts expenditure of £8,796.78 in July 2023.
4. That the Council accepts a closing bank balance of £152,622.23 as at 31 July 2023.
5. That the Council authorises a payment to the Clerk of £1053.66 for reimbursement of expenses that includes the purchase of a Protrainings Defibrillator Cabinet (£612) and the hire of a van (Longmarsh) for the Summer Family Fun Day.
6. That the Council notes the list of payments to be made in August 2023, amounting to £7,559.78.

**C100 COUNCIL BUDGET REPORT 2023/2024**

The Responsible Finance Officer reported that the Council's finances were being transferred from excel to a financial software package and that the new finance reports would be submitted to the Council for future meetings.

She reported that Milton Keynes City Council had transferred the remaining precept monies of £43,382 into the Council's bank account, increasing the bank balance to £193,118.49

**Resolved Unanimously:** That the Responsible Finance Officer's verbal Council Budget Report be accepted.

**C101 PLANNING APPLICATIONS**

The Council considered the following planning applications for comment to Milton Keynes Council:

- (a) **Planning Application 23/01597/DISCON – Parcels Q&R WEA Area 10-1 to 10-3 Watling Street H3 to H4 – Approval of details required by Condition 16 (Drainage) of permission ref: 05/00291/MKPCO**
- (b) **Planning Application 23/01716/DISCON – WEA Parcels 10.3E (Parts 1 & 2) and 10.3F (Parts 1&2) Watling Street H3 to H4 – Approval of details required by Condition 7 (Landscaping Scheme) of permission reference 15/02630/REM.**

**Resolved Unanimously:**



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1. That the Council sends to Milton Keynes City Council (MKCC) its objection to planning application 23/01716/DISCON as granting the application would result in a reduction in landscaping, which would be to the detriment of several residents. The Council would remind MKCC that its own landscape architect had raised concerns about previous iterations of the plans and that the Council supports her opinion and guidance and would wish to see that the plans, as approved in 2016 are implemented.
2. That the Council has no objections or comment to make on planning application 23/01597/DISCON

**C102 LOCAL GOVERNMENT (Miscellaneous Provisions) ACT 1982 –  
BOROUGHWIDE STREET TRADING LICENCE**

Milton Keynes City Council had invited the Council to comment on an application for a Borough-wide street trading licence for MK Ices for 1 ice cream van (Reg DK13 FFJ) to trade Monday to Sunday, 15:00 to 18:00.

**Resolved Unanimously:** That the Council has no objection or comment to make on the above borough-wide street trading licence application.

**The meeting ended at 9pm**

**Signed as a true and correct record:**

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**Chair**

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**Date**