



**MINUTES OF AN ORDINARY MEETING OF
WHITEHOUSE COMMUNITY COUNCIL**
Held on THURSDAY 15 FEBRUARY 2024 at 7.10pm
at The Library, Watling Academy, Barossa Way,
Whitehouse, MK8 1EP

Present: Councillor Eileen Card (Chair); Councillor Julian Thomas (Vice-Chair);
Councillors Jekaterina Kartasova and Godwin Michael.

Officer: Lesley Sung (Clerk)

Also Present: Paul Van Geete (Tariff Manager, Milton Keynes City Council)

Members of the Public: 6

C198 WELCOME AND PUBLIC FORUM

The Chair welcomed everyone to the meeting and extended that welcome to members of the public viewing the proceedings via Teams. Members of the public were invited to speak during the public forum and details are attached as an appendix to the minutes.

C199 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Fola Akinsowon. The apology was accepted.

C200 DECLARATIONS OF INTEREST

None declared.

C201 MINUTES

Resolved Unanimously: That the minutes of the Ordinary meeting of the Council, held on 18 January 2024 be approved, and signed by the Chair as a correct record of the proceedings.

C202 NEW COMMUNITY FACILITIES

(a) Allotment Site

The Clerk reported that the first signed tenancy agreements and payments were being received by residents. Requests had been made by tenants for regular payments to be made by direct debit.

(b) Community Meeting Place

Paul Van Geete (Milton Keynes City Council) was present at the meeting and reported that the deed of easement had been signed and approved and that GTC would now run cabling across the car park to the Meeting Place. Once that was in place, EON would live the power and install an electricity meter. Milton Keynes City Council will pay the electricity charges until Whitehouse Community Council took ownership of the building.

The transfer of ownership from Milton Keynes City Council to Whitehouse Community Council will be decided at a Milton Keynes City Council delegated decision meeting on 5 March 2024.



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The Community Meeting Place was now due completion towards the end of July 2024.

(c) Temporary Shop

Mr Van Geete reported that planning permission had been granted for the installation of a temporary shop that would be located opposite the Whitehouse Medical Centre on Dorset Way. He added that L&Q Estates had been laying the groundworks for the rapid retail unit to be installed. The temporary shop is likely to open around end of March/beginning of April

The Chair of Whitehouse Community Council would be invited to discuss with potential retailers, the operations of the temporary shop to ensure that the shop met the needs of the community.

(d) The High Street

Mr Van Geete reported that the High Street Design Codes had been approved along with a second iteration of the High Street. Discussions will now take place regarding marketing materials and planning applications. The completion of the High Street is at least two years away.

(e) New Play Area

Mr Van Geete reported that the launch of the new play area would take place on 25 March 2024. He added that he would invite the Mayor to open the play area.

Resolved Unanimously:

1. That the reports on the allotment site, the community centre, the temporary shop, the High Street and the new play area, be noted.
2. That where practicable, arrangements be put in place for tenants to pay for their allotment tenancy, quarterly if they found it difficult to pay a full year's allotment fee.
3. That a draft business plan for the ownership of the Community Meeting Place be considered for approval at the next meeting of the Council.

**C203 MAINTENANCE OF PUBLIC AMENITY LAND AND OPEN SPACE –
LACK OF MAINTENANCE**

The Clerk reported that she had met with officers at Milton Keynes Council to discuss the state of the verges on adopted highway land.

The lack of maintenance on adopted highway was an MK wide issue, partly due to Milton Keynes City Council's sustainability agenda and its decision not to use herbicide (glycocate) on verges during the summer. This was exacerbated in Whitehouse as the work on newly adopted verges and hard-standing had not been picked up by the landscape



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contractor which meant that essential pruning works were missed and works that should have taken place had not yet been started.

Spot-spraying was due to start in the Whitehouse area and areas that required hand-weeding would be identified. The worst landscaping areas in Whitehouse had been identified along Vaynol Way, Heren Lane and Angus Way. An assurance had been given by Milton Keynes City Council that these areas would be investigated and works carried out where appropriate.

Some of the worst landscaping areas in Whitehouse is along Vaynol Way, Heren Lane and Angus Way. This has been highlighted to MKCC and an assurance has been given that those areas will be investigated and works carried out where appropriate.

The Clerk reported that Milton Keynes City Council would be commencing an MK-wide landscaping trial in Spring 2024 where MK would be split into three areas where one area (including the Whitehouse estate), the contractors would use herbicide, in another area, the contractors would employ the use of less effective organic material along with additional hand-weeding, and the third area would be maintained as at present.

The trial will take place from Spring and over the summer period. Milton Keynes City Council's Cabinet will take a decision in September about whether to include more hand-weeding in the existing contract or revert to the use of herbicides, where appropriate. Landscaping improvements are likely to be seen instantaneously.

The Council raised long-standing matters regarding unfinished roads in the area. Mr Van Geete advised that Milton Keynes City Council had instructed the developers to finish the roads, particularly around Pembroke Lane/Salorn Way.

Resolved Unanimously: That the Council is updated on the progress of the trial and the improvements to the area.

C204 DECISIONS MADE UNDER THE COUNCIL'S ADOPTED SCHEME OF DELEGATED AUTHORITY (SODA)

The Council received details of one decision made in respect of the type and size of Christmas tree, to be planted outside the new community centre as a public focal point during the festive season.

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



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SODA No.	Issue	Decision
23/24 - 14	To agree the planting of a Christmas Tree at the Community Centre Site	<ol style="list-style-type: none">1. That a Christmas Tree (Norwegian Spruce) be planted outside the Community Centre as part of the landscaping works.2. That the size of the tree to be planted is a standard size (between 6ft 6' and 11ft 6')3. That the maintenance of the Christmas tree form part of any future landscaping contract.

C205 COMMUNITY ENGAGEMENT PROGRAMME 2024/2025 – EVENTS

The Clerk reported that she had applied for National Lottery funding for the D-Day 80 commemorations. The Working Group would be meeting up soon to discuss details.

Resolved Unanimously:

1. That the update on the D-Day 80 commemoration be noted.
2. That the Summer Family Fun Day Working Group meets up soon to make an early start on the organisation of the event.

C206 INSTALLATION OF TODDLER PLAY EQUIPMENT AT WHITEHOUSE PARK

Following confirmation from Milton Keynes City Council that the Council had been successful in its Community Infrastructure Fund (CIF) bid for match funding to install toddler play equipment at Whitehouse Park, the Clerk and the Play Manager (The Parks Trust) will be carrying out a site visit at the proposed play area site to discuss siting and visuals.

Since the submission of the CIF application, one of the pieces of play equipment has been discontinued and the cost of play equipment and particularly the labour required for installation of the equipment has increased significantly. It is likely that changes to the original project may need to be made.

The Council will be required to enter into an agreement with The Parks Trust to pay for play equipment that needs replacing through wear and tear and at end of life.

Resolved Unanimously:

1. That if changes to the type of play equipment is required, either though cost or discontinued lines, the Clerk, in consultation with the original members of the Working Group and The Parks Trust present their recommendations at the next meeting of the Council.
2. That the wording of the Agreement made between the Council and The Parks Trust be delegated to the Clerk, in consultation with the Chair and Vice-Chair of the Council.



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C207 MK CAN – THE LOGO CHALLENGE

The Council was invited to take part in the MKCAN Logo Challenge. This was MK Foodbank's new city-wide food campaign which would take place in each participant's own locality. The challenge was to create a large-scale mural of the participant organisation's logo using essential food items. The logo should be created between 25 March and 5 April.

Resolved Unanimously: That the Council does not take part in the MKCAN logo challenge due to the lack of a collection point, but that the Council considers participating in future MK Foodbank challenges once it takes ownership of the community centre.

C208 INFORMATION COMMISSIONER'S OFFICE (ICO) – APPOINTMENT OF A DATA PROTECTION OFFICER (DPO)

As a public body, the Council required membership of the ICO (Information Commissioner's Office), a body that ensured its members were compliant with the General Data Protection Regulations 2018 (GDPR).

Due to its size, the Council had the option to appoint a named Data Protection Officer (DPO) but was under no obligation to do so.

Resolved Unanimously: That the Council appoints the Clerk as the Data Protection Officer (DPO) and informs the Information Commissioner's Office (ICO) of such.

C209 COUNCILLOR ALLOWANCES

The Council considered the report of the Independent Remuneration Panel and its recommendations regarding the award of Councillor Allowances as from 2024/2025.

Resolved Unanimously: That, except for the award of a nominal allowance for the Chair of the Council, no Councillors be awarded any remuneration for their role as Councillor during 2024/2025.

C210 CONSULTATION – MARTYN'S LAW

The Council was invited to comment on Central Government's consultation on Martyn's Law which will have an impact on the management of the Community Centre. The legislation will be implemented to mitigate the risks associated with terrorism and would impact all public buildings where there is a capacity of over 100 (Standard Tier).

Resolved unanimously: That any comments on the consultation be submitted to the Clerk by 16 March 2024 prior to the consultation deadline on 18 March 2024.

C211 STREET NAMES – PARCEL W



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The Council to receive details of street names of new residential homes sited at Parcel W. Unless there was a valid objection received, the street names would be adopted.

Resolved Unanimously: That there are no objections to the street names

C212 FINANCE – AUTHORISATION OF PAYMENTS

The Council received a financial report from the Responsible Finance Officer (RFO) (the Clerk), including details of payments made and income received during January 2024 and payments to be made in February 2024.

The Council received the January 2024 bank statement and the RFO reported a closing bank balance of £144,059.65 as of 31 January 2024.

Resolved Unanimously:

1. That the following payments made in January 2024 be authorised:

£2,264.23	Staff	Salaries
£1,191.75	TopSource Global	HMRC
£29.12	O2	Telephone Bill
£27.34	O2	Telephone Bill
£24.88	O2	Telephone Bill
£24.88	O2	Telephone Bill
£27.60	Google Cloud	Google Drive
£24.88	O2	Telephone Bill
£73.20	Topource Global	Payroll Provider
£250.00	Denbigh Alliance	Hire of Library x 5
£120.00	Whitehouse Primary	Cleaning Services/Hall Hire
£417.60	Starboard Systems	Scribe – Booking Software
£482.28	Cllr Godwin Michael	Expenses (Diwali)
£421.44	Cllr Julian Thomas	Expenses (Various)
£36.64	Lesley Sung (Clerk)	Expenses (Mileage)
£284.00	Robert Tuckwell	Haybales (Xmas)
£206.40	MK Box	Storage Units
£5,440.60	Staff	Salaries

2. That the Council accepts expenditure of £11,346.84 in January 2024.

3. That the Council accepts a closing bank balance of £144,059.65 as of 31 January 2024.

4. That the Council authorises payment of expenses to the Clerk of £40.45.

5. That the Council authorises payment of expenses to Councillor Julian Thomas of £112.58.

6. That the Council authorises payment of expenses to Councillor Eileen Card of £569.91



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7. That the Council notes that payments and expenses to be made in February 2024 was estimated at £8,013.80.

C213 COUNCIL BUDGET REPORT 2023/2024

Resolved Unanimously: That the 2023/2024 Council Budget Report, up to 31 January 2024, be accepted.

C214 PLANNING APPLICATIONS

The Council is asked to consider making comment to Milton Keynes City Council on the planning applications below:

- (a) **Application 24/00043/DISCON – WEA Area 10-1 to 10-3 Watling Street, H3 to H4** – Approval of details required by Condition 3 (External Facing and Surfacing Materials and Fencing) of permission reference 12/00677/MKPCR
- (b) **Application 24/00095/REMM – Parcel W, Land off Watling Street (V4) WEA ('Fairfield' – Areas 10.1-10.3)** – Variation of Condition 1 (Approved Drawings and Details) seeking to change plots 34, 35, 60 and 61 from Vyne Housetypes to Parham Housetypes and amend roof design of plots 36, and 62 to accommodate change in roof heights of plots 34, 35, 60 and 61 relating to permission reference 22/02405/REM. Approval of reserved matters pursuant to outline permission reference 05/00291/MKPCO for 126 residential dwellings and associated landscaping, parking and ancillary works.
- (c) **Application 24/00111/DISCON – Land off Watling Street (V4) Parcel W, ('Fairfield' Areas 10.1 – 10.3)** – Approval of details required by Condition 11 (Long Term Maintenance Arrangement for SuDS) of permission ref 22/02405/REM.
- (d) **Application 24/00143/HOU – 14 Hebridean Court, MK8 1DD** – Erection of a single storey rear extension with associated internal and external works.
- (e) **Application 24/00180/DISCON – Parcel J, K and L WEA Area 10-1 to 10-3 Watling Street H3 to H4** – Approval of details required by Condition 16 (Foul and Surface Water drainage) of permission reference 05/00291/MKPCO.
- (f) **Application 24/00198/HOU – 4 Vianesa Grove, MK8 1EA** – Erection of a single storey rear extension.

Resolved Unanimously: That the Council has no objections or comments to make on the above planning applications.

The meeting ended at 8.30pm

Signed as a true and correct record:

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Chair

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Date



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APPENDIX TO THE MINUTES

PUBLIC FORUM

Three of the six members of the public present at the meeting, raised the following issues:

1. ANTI-SOCIAL BEHAVIOUR (ASB) – ANGUS WAY

Some of the residents were present to discuss any follow-up in respect of anti-social behaviour at Angus Way. The residents reported that some anti-social behaviour had occurred at the removal of a CCTV camera.

The Clerk reported that Councillor Joe Hearnshaw had discussed the matter with TVP and that plans would be put in place to tackle the issues.

2. ROAD SAFETY

Cars speeding along Heren Lane could potentially be putting in danger, pupils from Whitehouse Primary School. The Chair reported that the school was encouraging pupils and parents to use the school entrance at Red Poll Way and that this may have some bearing on where any potential zebra crossing could be sited.

There were no road markings at the junction of Normande/Madura and residents were concerned about children's safety as drivers in vehicles not familiar with the area were not giving way to traffic as they should.

The Clerk will raise the above matters with Milton Keynes City Council's Road Safety Officer.

3. APPOINTMENTS AT WHITEHOUSE MEDICAL CENTRE

Councillor Michael had been contacted by a resident about the lack of available doctor appointments at Whitehouse Medical Centre.

The Chair reported that Healthwatch MK was inviting users of the service to give feedback. The Council would put the Healthwatch MK survey/feedback link on its facebook page.