



**MINUTES OF AN ORDINARY MEETING OF  
WHITEHOUSE COMMUNITY COUNCIL  
Held on THURSDAY 21 MARCH 2024 at 7.05pm  
at The Library, Watling Academy, Barossa Way,  
Whitehouse, MK8 1EP**

**Present:** Councillor Eileen Card (Chair); Councillor Julian Thomas (Vice-Chair);  
Councillors Fola Akinsowon, Varma Kanumuri and Jekaterina Kartasova.

**Officer:** Lesley Sung (Clerk)

**Members of the Public:** 15

**C215 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.

**C216 URGENT ITEM – PUBLIC NOTICE OF A TRAFFIC REGULATION ORDER ON BAROSSA WAY**

The Chair requested that the Public Notice of a Traffic Regulation Order be considered at the meeting as the deadline for comment was before the next meeting of the Council.

**Resolved Unanimously:** That the item be included on the agenda and that the public notice be considered after the minutes of the meeting.

**C217 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Godwin Michael. The apology was accepted.

**C218 DECLARATIONS OF INTEREST**

None declared.

**C219 MINUTES**

**Resolved Unanimously:** That the minutes of the Ordinary meeting of the Council, held on 15 February 2024 be approved, and signed by the Chair as a correct record of the proceedings.

**C220 URGENT ITEM – PUBLIC NOTICE – TRAFFIC REGULATION ORDER**

The Council was invited to comment on a Public Notice, Traffic Regulation Order. The Order relation to enforceable road markings on Barossa Way.

**Resolved Unanimously:** That the Council is supportive of the Traffic Regulation Order on Barossa Way and that Milton Keynes City Council be informed our its support.

**C221 CLERK'S REPORT**

The Clerk reported on actions taken in respect of decisions made by the Council and reported on any outstanding matters.

**Resolved Unanimously:** That the Clerk's report be noted.



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**C222 NEW COMMUNITY FACILITIES**

**(a) Allotment Site**

Weather conditions over the previous few weeks had delayed any progress and reported that at least ten consecutive days of dry weather would be needed before any consideration of opening the site. Anglian Water will be on site on 8 April to connect the water pipes to the mains and the road leading to the allotment site would be closed for one week to complete the works.

The Clerk presented a summary on the take-up of tenancies, the number of vacancies and reasons why twenty-two resident that had expressed an interest in an allotment plot, had decided not to take up the offer. The take-up of allotment tenancies was significantly less than expected and the Council considered ways to increase capacity at the site.

**(b) Community Meeting Place**

A permanent live power supply had not been installed at the community meeting place which meant that works would recommence on 2 April 2024. Completion of the community meeting place was on track to mid to end July 2024.

**(c) Temporary Shop**

Planning permission for the temporary shop had been granted by the Planning Authority and groundworks were progressing. There was no further update regarding the installation of the rapid retail unit.

**(d) New Play Area**

There was no further information about the new play area at Rambouillet Drive.

**Resolved Unanimously:**

1. That the reports on the allotment site, the community centre, the temporary shop and the new play area, be noted.
2. That allotment plots of up to 140m be offered to Watling Academy and Watling and Whitehouse Primary Schools.
3. That a draft business plan for ownership of the Community Meeting Place be considered for approval at the next meeting of the Council.

**C223 MAINTENANCE OF PUBLIC AMENITY LAND AND OPEN SPACE –  
LACK OF MAINTENANCE**

The Clerk reported that she had not received any further feedback from Milton Keynes City Council about the inclusion of Whitehouse in a landscaping / highways pilot where the use of herbicide would be used on the estate's verges.



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**C224 DECISIONS MADE UNDER THE COUNCIL'S ADOPTED SCHEME OF DELEGATED AUTHORITY (SODA)**

No decisions had been taken under the Council's Adopted Scheme of Delegated Authority over the last month.

**C225 INSTALLATION OF TODDLER PLAY EQUIPMENT AT WHITEHOUSE PARK**

The Council considered two options for the installation of toddler play equipment at Whitehouse Park, as recommended by the Working Group.

The Working Group had considered the installation of a swing that could be used by children with disabilities. However, the play equipment would be installed on grass, restricting use to mainly summer months due to ground conditions and difficulty of access for children using wheelchairs. The Working Group considered it more appropriate that play equipment that could be used by children with disabilities would be better sited at a play area with a more accessible surface.

Within each option was three pieces of play equipment that would provide a good range of play value: climbing, swinging, twisting and balance. The Working Group recommended that the equipment should consist of:

- Climbing Frame with Slide (Multiplay)
- Swing set with 2 x Cradle Swings
- Balance Beam

Both options consisted of play equipment made of high quality robinia wood and both would fit in well with the existing older children's play equipment at the park.

The Council preferred option one (provider: FHS at a cost of approximately £41k) over option 2 (provider: Vinci Play at a cost of approximately £30k), the difference in price being approximately £11,000.

The Council was reminded that match funding up to £15,000 had been awarded from Milton Keynes City Council's Community Infrastructure Fund. Option 1 would require additional funds that would need to come from the Council's reserves.

**Resolved Unanimously:**

1. That up to £11k of reserves be used to negotiate a better price in respect of option one.
2. That depending on the outcome of the negotiations, the Clerk be delegated the authority to decide on the final outcome, in consultation with the members of the Working Group, Councillors Julian Thomas and Fola Akinsowon.



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**C226 COMMUNITY INFRASTRUCTURE FUND (CIF) 2024/2025 – FUNDING FROM MILTON KEYNES CITY COUNCIL**

In 2022/2023, the Council made two applications for match funding from Milton Keynes City Council's Community Infrastructure Fund for two public realm projects:

- 2 x Combined De-Fibrillator and Bleed Control Kit for the Community Meeting Place and Watling Primary School (Total project cost of £4,100)
- Community Speedwatch Equipment consisting of a roadside starter kit with Bushnell Radar (Total project cost of £566.50)

The Clerk reported that the application for the community speedwatch equipment had been successful and the application for the two defibrillators had been unsuccessful. The match funding of £283.25 would be awarded once the equipment had been purchased.

**Resolved Unanimously:** That the Council accepted the match-funding of £283.50 towards the cost of purchasing community speedwatch equipment.

**C227 CITIZEN'S ADVICE BUREAU (CAB) OUTREACH PROGRAMME**

The Council considered provision of a Citizen's Advice Bureau (CAB) outreach programme to residents, that could be located at the new community meeting place, once construction of the building was complete.

The CAB is located in Central Milton Keynes but have provision for three types of outreach services: Weekly appointments, Fortnightly appointments or a Weekly drop-in service. Parish councils considering the provision of a regular outreach service for the first time could be offered several trial sessions before committing to a 12-month agreement, at a cost of £175 per session.

The Council was provided with a dashboard of information relating to both Whitehouse and Fairfields residents. Based on the resident attendance level from both areas, there was an opportunity for both Council's to work in partnership to provide fortnightly appointments, alternating between the community meeting place in Whitehouse and The Sports Hub in Fairfields. This would halve the cost of the service provision with residents from both areas having the ability to attend sessions in either estate.

By partnering with Fairfields Parish Council, the annual cost of fortnightly appointments would be £2,300.

**Resolved Unanimously:**



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1. That, in partnership with Fairfield's Parish Council, Whitehouse Community Council agrees to provide a fortnightly appointment CAB outreach programme for residents of both Whitehouse and Fairfield's.
2. That the CAB outreach session be held at Whitehouse Community Meeting Place and The Sports Hub in Fairfield's.
3. That the Clerk, in consultation with the Chair and Vice Chair of the Council be given delegated authority to discuss the logistics of CAB outreach programme provision in partnership with Fairfield's Parish Council.
4. That following discussion with Fairfield's Parish Council, the final proposals be agreed at a future meeting of the Council.

**C228 SMALL MAINTENANCE WORKS – PARISH COUNCIL  
NOTICEBOARDS**

The Council received quotes for the replacement of two noticeboard doors that had been damaged during high winds, and the removal and relocation of a noticeboard from Whitehouse Medical Centre to the new play area at Rambouillet Drive.

**Resolved Unanimously:**

1. That, through the Parish Noticeboard Company, the Council replaces the damaged doors on two of the Council's noticeboards located at Whitehouse Park and Whitehouse Medical Centre car park, at a cost of £150 + VAT each, plus £65.00 + VAT for delivery.
2. That the Council uses Millstream Estates to remove the broken hinges and fit new noticeboard doors, at a cost of £220 + VAT.
3. That, subject to the approval of The Parks Trust, the Council uses Millstream Estates to remove the noticeboard at Whitehouse Medical Centre car park and relocate it at the new play area at Rambouillet Drive, at a cost of £450 + VAT.

**C229 SMALL MAINTENANCE WORKS – SPEED INDICATOR DEVICES,  
BARROSA WAY**

To fit solar panels to the speed indicator devices on Barrosa Way, Milton Keynes City Council (MKCC) will be required to fit longer poles to accommodate the extra equipment. MKCC has agreed to install the poles but will not remove and re-install the speed indicator device from and to the poles.

**Resolved unanimously:** That Millstream Estate, at a cost of £360 + VAT, remove the Speed Indicator Devices from the poles in Barossa Way and that the devices and the solar panels, be fitted to the longer poles once installed.

**C230 STREET NAMES IN WHITEHOUSE**

The streets in Whitehouse are named after sheep and cattle and with only half of the area developed, some of the names are becoming ever more



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difficult to spell and pronounce. Milton Keynes City Council invited the Council to suggest themes for future street names.

**Resolved Unanimously:**

1. That the pupils at Watling Academy be invited to make suggestions about the theme for new street names in Whitehouse.
2. That the Council informs Milton Keynes City Council that it would like to see farm related themes in Whitehouse, to reflect the historical rural nature of the area.

**C231 ANNUAL PARISH MEETING**

Members of the Council were asked to set a date, in May 2024, to hold the Annual Parish Meeting in 2024.

**Resolved Unanimously:** That the date of the meeting to be delegated to the Clerk, in consultation with the Chair and Vice-Chair of the Council.

**C232 RE-LOCATION OF DOG WASTE BIN AT NEW OPEN SPACE AREA RAMBOUILLET DRIVE**

The dog waste bin had been installed by the developer, in a place that would make it difficult for the dog waste contractor to empty. The dog waste bin had been fenced off but had not been made sufficiently secure to stop the dog waste bin from being used. The bin was over-flowing and had not been cleaned or emptied as it had not yet been transferred into the Council's ownership. The open space at Rambouillet Drive had been transferred to The Parks Trust.

**Resolved unanimously:**

1. That the developer be requested to empty and clean-up the dog bin waste area on a regular basis until the dog waste bin had been transferred into the Council's ownership.
2. That in consultation with The Parks Trust, the dog waste bin be relocated to a more suitable area to ensure the dog waste emptying contractor has easier access.

**C233 FINANCE – AUTHORISATION OF PAYMENTS**

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

The Council received the February 2024 bank statement and the RFO reported a closing bank balance of £136,114.26 as of 29 February 2024.

**Resolved Unanimously:**

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

£27.60	Google Coud	Google Drive
£206.40	MK Box	Storage Units





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£294.97	E Tait (Cllr Card)	Expenses
£274.94	E Tait (Cllr Card)	Expenses
£112.58	Cllr Julian Thomas	Expenses
£40.45	Lesley Sung	Expenses
£3,275.04	Marcus Young	Dog Waste Bin Emptying
£24.88	O2	Telephone Bill
£50.00	Denbigh Alliance	Hire of Library (Meeting)
£2,627.35	Staff	Salaries
£1,011.18	TopSource Global	HMRC

2. That the Council accepts expenditure of £7,945.39 in February 2024.
3. That the Council accepts a closing bank balance of £136,114.26 as of 29 February 2024.
4. That the Council authorises payment of expenses to the Clerk of £64.15.
5. That the Council authorises payment of expenses to Councillor Julian Thomas of £112.58.
6. That the Council notes that payments and expenses to be made in March 2024 was estimated at £4,218
7. That the Council notes that the closing Bank Balance of the Council's allotment account, as of 29 February 2024, was £4,888.87.

**C234 COUNCIL BUDGET REPORT 2023/2024**

**Resolved Unanimously:** That the 2023/2024 Council Budget Report, up to 29 February 2024, be accepted.

**C235 PLANNING APPLICATIONS**

The Council was invited to comment on the following planning applications:

- (a) **Application 24/00323/HOU – 23 Madura Gardens, MK8 1AP –** Installation of an air source heat pump.
- (b) **Application 24/00352/DISCON – Parcel W Kand Off Watling Street (V4) WEA ('Fairfield' – Areas 10.1-10.3) –** Approval of details required by Condition 8 (LEMP) of permission Ref: 22/02405/REM.
- (c) **Application 24/00412/HOU – 2 Whitebred Chase, MK8 1AX –** Erection of a single storey side and rear extension and associated internal and external works.

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

**C236 BOROUGH-WIDE STREET TRADING LICENCES**

The Council was invited to comment on the following street trading licence applications:

- (a) Applicant: Gucci Ices  
Type of Licence: New



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Details	1 Ice Cream Van
Proposed Trading Hours:	Monday to Sunday 15:00 to 18:00
(b) Applicant:	Pecorella Whip
Type of Licence	Renewal
Details:	1 Ice Cream Van (FJ72 WHP)
Proposed Trading Hours:	Monday to Sunday 15:00 to 21:00

**Resolved Unanimously:** That the Council has no comment to make on the above street trading licence applications.

**C237      EXCUSION OF THE PRESS AND PUBLIC**

**Resolved Unanimously:** That the press and public be excluded from the meeting for the Council to consider Agenda Items 20 (Dog Waste Bin Emptying Contract) and 21 (Printing and Distribution Agreement) as the Council is likely to discuss confidential contractual information.

**C238      DOG WASTE BIN EMPTYING CONTRACT**

**Resolved Unanimously:** That the 1 year dog waste bin emptying contract be awarded to Marcus Young, at a cost of £4,368 per annum, with the potential to extend the contract for up to 2 years.

**C239      PRINTING AND DISTRIBUTION QUOTES**

**Resolved Unanimously:** That an agreement for the printing and distribution of the Council’s leaflets and newsletter during 2024/2025 be entered into with Sure2Door Leaflets Ltd.

**The meeting ended at 8.50pm**

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

.....  
**Chair**

.....  
**Date**

**APPENDIX TO THE MINUTES**

**PUBLIC FORUM**

15 members of the public were present at the meeting.  
Members of the public raised the following issues:

**1.      GRIT BIN ON MARINO WAY**

The grit bin on Marino Boulevard was locked and residents could not gain access.





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The Chair reported that the grit bin on Marino Boulevard did not belong to Whitehouse Community Council and was privately owned by the residents.

**2. ANTI-SOCIAL BEHAVIOUR (ASB) – ANGUS WAY**

Some of the residents present had returned to discuss the level of anti-social behaviour at one of the flats in Angus Way. He reported that the behaviour had worsened since the removal of a CCTV camera. The residents of the flat would park their car on the kerb with rubbish piling up outside their patio doors. There are loud noises with lots of shouting and arguing late into the night.

Ward Councillor Joe Hearnshaw, who was present via Teams said that he would take up the matter with Paradigm Housing and the local PCSO's. The Clerk said she would invite the local PCSO's to the next meeting of the Council.

**3. SCHOOL GOVERNOR VACANCIES – WALTING ACADEMY**

The Assistant Headteacher at Watling Academy was present and reported that the school was looking to recruit school governor.

The Clerk said she would put details of the school governor vacancies on the Council's Facebook page.