

Rights of Way Improvement Plan

Part 1: Review, research and analysis

2022-2032



Foreword

Welcome to the Milton Keynes "Rights of Way Improvement Plan", a document designed to set out and guide the Council's priorities, objectives and delivery of the rights of way service and access to the countryside over the next ten years.

The Plan will ensure that our network, consisting of 550 km of public rights of way, meets the present and future needs of all who use it or are affected by it, including residents, visitors and landowners. You have told us what you feel is important, and this has helped us to identify the aims and objectives for the service.

Milton Keynes Council is a co-operative Council, which means we have a collaborative approach of working together with our partners, local businesses, volunteers, and the local community. This ethos is embedded in the Plan, ensuring the rights of way network contributes to Milton Keynes being a great place to live, work and visit.

The Plan supports Milton Keynes's aim to be the world's greenest and most sustainable city. By encouraging people to replace car journeys with walking or cycling where possible, this will make for a healthy and active place to live.

I look forward to seeing the benefits of this Plan realised within our community.

Councillor Lauren Townsend

A Dedication to Mike Mellor



To the memory of Michael James Mellor – [1944 – 2001] Rights of Way Officer

The right of the public to access the countryside is well understood, as is the expectation that the network of paths which enable access is appropriately managed by the local authority. Perhaps less well understood is the access we enjoy today is the culmination of many years work and although many have contributed to the service, the pioneering work of the late Mike Mellor is commended for its originality, enduring success and starting when the service was in its infancy.

Milton Keynes Council became the highways authority in 1997 with the granting of unitary status. Prior to that time statutory rights of way work was undertaken through an agency agreement with Buckinghamshire County Council. The rapidly expanding new town of Milton Keynes had, understandably, a different range of needs and priorities to those of the county council and that formed the basis of Mike Mellor's approach. A clear need was to gain trust and understanding through working with local landowners. The Rights of Way Headland Maintenance scheme, established in 1992, contracted local farmers and landowners to maintain the paths on their own land. The scheme, which still has over 60 participants, not only proved highly successful in maintaining paths but also engaged the farmers with rights of way and the local community. Since being adopted elsewhere, the scheme is believed to be the first of its kind in England. It continues to engender cooperation and respect to this day and we express gratitude to Mike Mellor for his enduring legacy to Milton Keynes.

Steve Crowther

Chair of Milton Keynes Local Access Forum

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1. Introduction

Milton Keynes has a plentiful network of walking, riding and cycling routes for everybody to enjoy, these are known as public rights of way. A public right of way is a path that anyone has the legal right to use to pass and repass. Although the land may be owned by a private individual, the public have a legal right across that land along a specific route. There are several categories of rights of way:

- Public Footpath: For use on foot.
- Public Bridleway: For use on foot, with a horse, or bicycle
- Restricted Byway: For use on foot, with a horse, a bicycle, or non-mechanically propelled vehicle
- Byway Open to All Traffic: For use on foot, with a horse, a bicycle, or to drive a vehicle



Figure 1. Bridleway travelling through open space

The Definitive Map

All rights of way are recorded on the Definitive Map, which shows the position of the route, and the Definitive Statement, which describes where the route goes. The Definitive Map and Statement originated when the National Parks and Access to the Countryside Act 1949 required all county councils in England and Wales to survey and map all rights of way in their area. This involved researching historic routes that may have been shown on maps or documents for hundreds of years, as well as paths presumed to have been dedicated to the public because of use of at least 20 years. The showing of a path on the Definitive Map was then conclusive evidence that it was a public right of way at the time the map was prepared.

However, nationally insufficient resources allocated to this task meant that some parts of maps were not compiled in appropriate detail, with a lasting result of their being gaps in the map. The map today can be used to advertise the network to landowners, developers, planners, walkers and riders and anyone else interested in access to the countryside.

The cut-off date for recording historical rights of way

The map must be constantly reviewed. Over the next few years significant work will be undertaken to investigate historic rights of way that have never been recorded on the Definitive Map. There is a 'cut off' date of 1 January 2026 to record any rights of way that existed before 1949 and are not currently shown on the Definitive Map.

We will work with Parish and Town Councils, the Milton Keynes Local Access Forum, Ramblers and British Horse Society to identify and investigate applications to add previously unrecorded rights onto the Definitive Map. We will produce a Statement of Priorities for bringing and keeping the map up to date to give applicants to modify the definitive map guidance on what priority their application is likely to receive.

Why have an Improvement Plan?

Every local highway authority has a duty under Section 60 of the Countryside and Rights of Way Act 2000 to prepare a 'Rights of Way Improvement Plan' (RoWIP). The RoWIP is the council's strategic document that will evaluate what the priorities are for the rights of way network, what users would like from the service, and how we can improve walking, equestrian and cycling opportunities for all. The Plan, which will be updated every ten years, must assess the extent to which the rights of way network in Milton Keynes meets the present and the future needs of users. It will produce a statement of proposed actions setting out how improvements will be managed and delivered.

Existing research has been used to create this draft Plan. As part of the consultation process on the adoption of the Plan, further public, landowner and stakeholder group surveys will be undertaken to further support our actions and priorities before it is adopted.

Milton Keynes RoWIP

Our aim is to maximise community use and enjoyment of Milton Keynes's rights of way network and encourage involvement in its ongoing protection and management. We strive to have a network that is well sign posted and maintained, offers easy access to all user types, and provides a safe, sustainable means of travel with good linkages. The RoWIP will help us to ensure that the network is improved, promoted and valued as a key public asset, capable of meeting the current and future needs of Milton Keynes's communities.

The Process:



Figure 2. RoWIP process flow

The following three themes have emerged during analysis of information whilst creating this Plan:

- **Management:** Addressing accessibility and encouraging access for all, offering a network that is well maintained and fit for purpose.
- **People:** Increasing community use, encouraging healthy lifestyles and well-being by providing active travel options, and opportunities for exercise and open-air recreation.
- **Connectivity:** Extending and enhancing the network, and contributing towards more sustainable development.

The final RoWIP will consider all feedback from the consultation and where appropriate incorporate it. There will be an accompanying Action Plan based on the three themes discussed above, the Plan will set out the actions to be taken, who by, when and the resources necessary to address the issues identified.

2. Review of current policies and research

Policy and legislation

Access to the natural environment is supported in many national and local strategies, including Milton Keynes' aspiration to be the greenest city in the world. Actions within this Plan will support the outcomes of many of Milton Keynes' strategies and plans, including those outlined in the appendix.

The importance of the rights of way network is also recognised through strong protection in law. An estimated 4000 individual statutes, regulations and judgements have a direct relevance to its protection, use and development.

Research

Healthy and active lifestyle choices

There is a growing body of evidence linking access to green spaces and benefits to health and wellbeing. The rights of way network is available to all who wish to use it regardless of age, race or gender and provides physical and mental health benefits to all.

Walking, riding, and cycling provide easy opportunities for many people to improve their health by making physical activity part of everyday life. The Plan aims to encourage use of the network through the promotion of these important benefits.

External influences on a large scale can have an effect on the countryside and its use, be it extreme weather patterns, or global or local health matters, there can be massive fluctuations to how we use the countryside and rights of way.



Figure 3. Family enjoying a bike ride

The Council Plan 2016-2022 seeks to ensure Milton Keynes is a place where people can lead healthy, active lifestyles. Being physically active can reduce your risk of major illnesses such as heart disease, stroke, type 2 diabetes and cancer by up to 50% and lower your risk of early death by up to 30%. Research shows that physical activity, especially in the natural environment, can also boost self-esteem, mood, sleep quality and energy, as well as reducing your risk of stress, depression, dementia and Alzheimer's disease¹.

'Health Matters: getting every adult active every day' is the public health strategy for Public Health England, and recommends 150 minutes of moderate intensity physical activity every day². A

¹ NHS, 2021, <https://www.nhs.uk/live-well/exercise/exercise-health-benefits/>

² Public Health England. 19/07/2016. <https://www.gov.uk/government/publications/health-matters-getting-every-adult-active-every-day/health-matters-getting-every-adult-active-every-day>

community with improved physical and mental wellbeing can reduce pressures on government and local NHS services.

Sustainable and Active travel

Making journeys in a physically active way such as walking or cycling is called active travel and offers significant environmental and health benefits. The replacement of even a small proportion of car journeys by active travel will contribute to a reduction in the levels of congestion and emissions and help us tackle climate change, whilst also improving our health and wellbeing.

Transport networks need to support and serve new developments and provide good access to other land uses for all residents. If the highway network is to continue to provide and facilitate fast, efficient and safe movement of people and goods, a larger proportion of journeys must be made by more sustainable forms of transport to reduce congestion in a growing city.

The 2011 Census identified that 74% of Milton Keynes residents live and work within the Borough, with 15% travelling less than 2km to work, a reasonable walking distance. Also, 40% travel less than 5km, a reasonable cycling distance, which suggests a high level of internal local trips and significant potential for modal change to more sustainable modes of travel³. By improving connectivity and the quality of the rights of way network, there is potential to increase those journeys by foot or cycle, which will in turn reduce carbon emissions in Milton Keynes. The Plan will integrate with the Council's Mobility Strategy, through the encouragement of active travel.

Academic research

Exeter University have developed the ORVAL tool⁴ which can be used to measure recreational and welfare value of public rights of way, expected yearly visitor numbers and use by social-economic group. Using this tool for Milton Keynes will help identify routes that are predicted to have higher use and therefore investment in these will benefit a larger proportion of the community. It could also help identify who is and who is not using particular paths, so that we can identify and redress any imbalances.

3. Analysis of current provision

Description

Rights of way form an important part of the extensive network of green space in Milton Keynes. These spaces provide a wealth of health, social, economic and environmental benefits to our borough.

³ Milton Keynes Transport Infrastructure Delivery Plan 2019

⁴ <https://www.leep.exeter.ac.uk/orval/>

The urban area of Milton Keynes is growing and dynamic, and presently occupies 30% of the borough. The rest is countryside with small towns and village, offering a mixture of grazing and arable fields, a scattering of woodlands and some open access and common land. Urban Milton Keynes has a pervasive cycle and pedestrian network, known as redways, so called by the use of red tarmac. The redways are separated from motor vehicles making them safe routes for all abilities. The inclusion of horse trails was conceived in the planning of Milton Keynes, these cross the city, linking paddocks and large open spaces. Both systems link into the wider rights of way network giving access into the countryside.

The Grand Union Canal winds some 20 kilometres through Milton Keynes. The canal and its accompanying tow path were incorporated as a key feature in the city's distinctive linear park network, it provides visual interest and links to sites of historical and cultural significance. There is a plan to connect up the Grand Union canal to the River Ouse in Bedford, the resultant water way park will provide further access into the countryside⁵. Additionally, Milton Keynes has a good road and rail system, making it an accessible place to visit and get around.

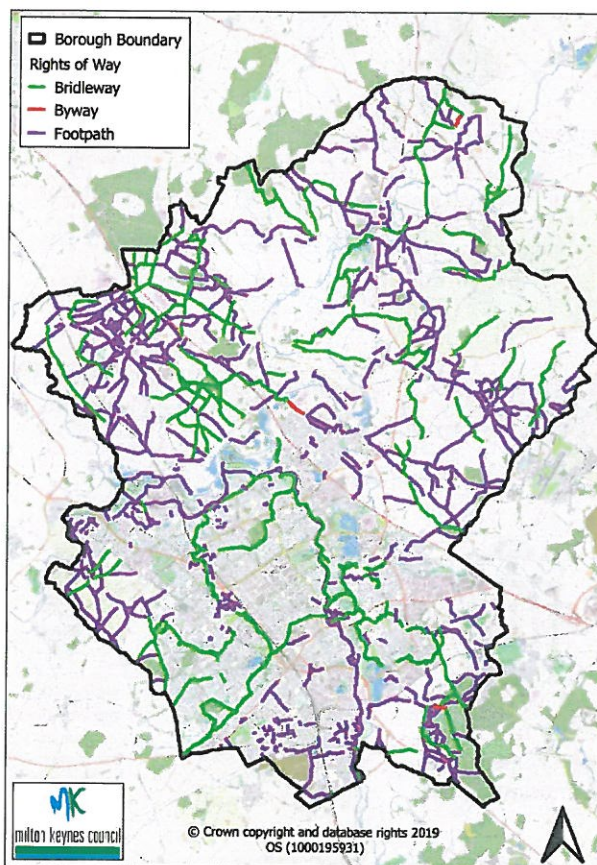


Figure 4. Map of rights of way in Milton Keynes

Milton Keynes has 776 public rights of way covering 550km. These routes form part of the Highways network that the Council is responsible for maintaining and are made up as follows:

Public Footpaths: 356km Public Bridleways: 192km Byways Open to All Traffic: 2km

⁵ <https://www.bmkwaterway.org/>

How do you use Rights of Way in Milton Keynes?

Research from previous year's has gathered information about how you use the rights of way in Milton Keynes, what is important to you, and what barriers you feel there are in preventing you from accessing the network more often. The results are shown in the diagram below.



Figure 5. Results of public consultation from previous years (2009-2010) ⁶

A new survey will be undertaken as part of this Plan, to understand whether the same issues and priorities exist today, which will help us evaluate the needs of the network and to finalise the objectives and actions of the RoWIP.

⁶ Will be replaced by an updated consultation when the RoWIP draft is approved

Natural England’s national survey ‘Monitor of Engagement with the Natural Environment’ (MENE)⁷ provides trend data for how people use the natural environment in England. The table below shows the results for time spent in the natural environment in Milton Keynes compared to our immediate neighbouring authorities.

	Estimated visits to natural environment 2018-2019	Average visits per person 2019-2019	Average duration (minutes) 2018-2019
Milton Keynes	16,262,000	86	93
Northampton	49,786,000	90	112
Bedford	Data not available	Data not available	122
Central Bedfordshire	19,024,000	93	100
Buckinghamshire	42,670,000	108	114
National Average	Data not available	90	138

Table 1. Upper tier local authority results for visits to the natural environment

The survey shows that, in comparison to the areas immediately surrounding Milton Keynes, we have the lowest number of visits to the natural environment per person, and the lowest duration of visits, being 44 minutes below the national average. We will investigate these findings further to understand why this may be the case and explore what barriers to use exist for our network.

MENE data also tells us that the top reason for visits is for health and exercise, and the main reasons for not visiting is being busy at work, followed by being busy at home and poor health. In the period 2009-2019:

- Visits by people from within Milton Keynes are split equally between the town and countryside, whilst visits by people from outside the borough are mainly to visit the town.
- Average spend is relatively low at £3.99 per visit, mainly spent on food and drink.
- Most visits (73%) are local and made on foot are most likely to be within a mile of home.
- A mixed age range visits the natural environment, but the predominant age is 35-54 with equal numbers of visits being taken by males and females.
- Visits by the Black, Asian and Minority Ethnic groups only account for 11% of visits, though this is the highest value from our surrounding neighbouring authorities. (Bedfordshire 9%, Buckinghamshire 6%, Northamptonshire 3%).

We will use the above figures as a benchmark on how we can improve the number and duration of visits to the natural environment year on year.

⁷ Natural England (2018) Monitor of Engagement with the Natural Environment Headline Report and <https://defra.maps.arcgis.com/apps/MapSeries/index.html?appid=2f24d6c942d44c81821c3ed2d4ab2adn>

4. Challenges and solutions

It is clear that challenges exist that are preventing the public making full use of the access opportunities the rights of way network has to offer. We need to understand these challenges so that we can plan how they can be overcome or minimised.

A. Barriers to use

The generally gentle nature of the landscape in Milton Keynes means the rights of way network is relatively easy to use for outdoor access and recreation. Despite this there are still large numbers of residents who do not take advantage of this. MENE data reveals that time limitations and poor health are the main reasons in Milton Keynes for not visiting the natural environment.

Solution - Barriers to use will be explored, and this Plan recognises that access to the countryside may be difficult for a range of different groups and individuals within our community, including those facing:

- Transport difficulties or lack of transport.
- Concerns over personal safety and security in an unknown environment.
- Absence of knowledge or lack of information about the countryside, including poor rights of way signage and 'waymarking'.
- Physical barriers such as stiles, gates, steps, narrow or overgrown paths, or uneven surfacing.
- Health reasons
- As well as people with mobility issues, disabilities, visually impaired, older people, or young children who may find difficulties in using some structures.

B. Maps and guides

Access to maps and guides, whether paper based or electronic, is vital if people are to access the ROW network. Ordnance survey maps provide a great deal of information, but they require a certain level of skill and practice to use correctly. Guides to individual routes can be easier for us and can contain additional information about the route, adding historical or other points of interest. Information should be tailored for different user abilities and in a range of accessible formats – both in terms of cost and legibility.

Solution

We will carry out a review of all our promoted and circular walks and make maps and information about them available on our website for digital download. We will re-energise the boundary walk, which is a route that travels around the perimeter of the entire borough and so serves the whole community. We will recommend routes that offer greater accessibility, as well as those with access to facilities such as toilets, parking or good public transport links.

C. Condition of the network

Bi-annual condition surveys are undertaken of 5% of the network every year to help us assess a route's 'ease of use'. This helps us to monitor and measure the condition of the rights of way network on a regular basis and informs spending decisions. Surveys are split between May and November to take account of different land use practices at different times of year.

The results show us that different issues are present at different times of the year, and that over the last 7 years the majority of problems recorded on paths during the surveys were:

1. Vegetation obstruction
2. Missing waymarkers
3. Missing or faded roadside fingerposts

In 2021 the survey showed that an average of 70% of the network was deemed "easy to use". The graph below shows the problems recorded on paths during the surveys between 2014-2021.

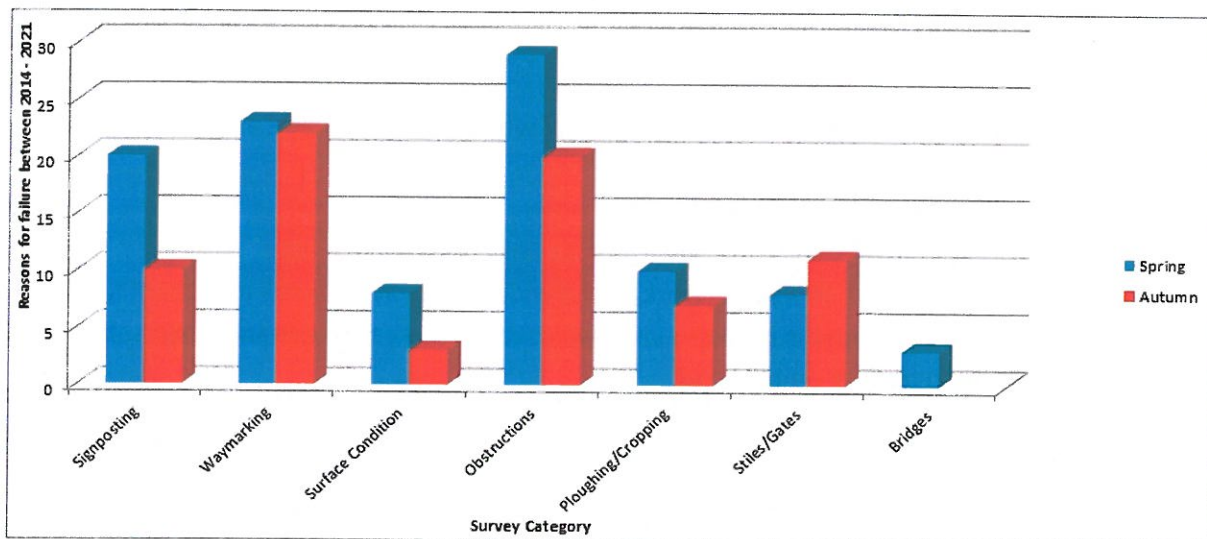


Table 2. Seasonal variations in performance indicator failure by category during 2014-2021

Solution - We will work with landowners to:

1. Ensure landowners understand their responsibilities regarding overhanging or encroaching vegetation
2. Work with landowners and volunteers to keep paths clear and usable
3. Undertake a programme to record and replace signage across the network

D. Fragmentation of the network

Unfortunately, we do not have a rights of way network that currently offers full off-road connectivity. This means that often roads or road verges must be used to connect one footpath or bridleway with another. There are some instances where this may be undesirable, inconvenient or unsafe for the user.

Equestrians in particular would welcome more off-road provision as horses may spook when vehicles pass by them. There are 3 million horse riders in the UK today, contributing £4.3 billion per year nationally to the economy⁸. The horse riding industry includes those that ride for relaxation, attend riding schools, cross country events, endurance rides and carriage driving. All these riders, as well as walkers and cyclists, require safe off-road routes to enjoy the countryside which in turn offers them the opportunity to contribute to the rural economy.

Nationally, between November 2010 - March 2019 there were 3737 road incidents involving horses reported, of which 43 humans were killed and 315 horses have died. 73% of incidents occurred because cars passed too closely to horses⁹.

Solution – Improving connectivity of the network can lead to a reduction in the need to travel upon roads, thus providing a safer journey for users. We shall examine where there are routes which use highways to link footpaths and bridleways, and work with colleagues to improve safety and accessibility.

We will seek opportunities to improve the network by identifying and filling critical missing links that will:

- Offer new connections between existing rights of way that will improve access for riders, cyclists, and pedestrians
- Create links between urban and rural areas
- Reduce the need to use roads currently acting as links between routes
- Better connect the rights of way network to the wider highway network and countryside
- Identify routes where there is scope to improve roadside verges to enhance user safety by reducing the need to walk on the road

The Plan will seek to enhance connectivity to the network in line with aims set out in Milton Keynes' Green Infrastructure Strategy 2018 which is to connect and enhance the open and green space network of Milton Keynes. Using spatial data, we can identify where areas of green infrastructure are, and where there are missing links.

We'll also positively engage in the "Slow Ways" national project which is working towards creating an off-road walking network that links towns, cities and villages, essentially connecting up walking routes throughout the UK¹⁰.

E. Conflict between users

Conflicts can occur when different users, with differing needs, share a route. One example are cyclists and horse riders who share paths but may travel at different speeds to each other, require different clearances past obstacles, or require different surface dressings.

Solution - Knowledge sharing is key. We will promote codes of conduct to ensure equestrians and cyclists can share a route harmoniously and safely. The British Horse Society have produced

⁸ BETA (2015) British Equestrian Trade Association Market Information <https://www.beta-uk.org/pages/industry-information/market-information.php>

⁹ British Horse Society 14.03.2019 <https://www.bhs.org.uk/our-charity/press-centre/news/2019/march/dead-slow-2019>

¹⁰ <https://ravenellison.com/portfolio/slow-ways/>

guidance “Avoiding Conflict”¹¹ detailing how equestrians can co-exist with cyclists, motorists, and other users, which we will signpost users to. We will work with local groups so that common goals can be achieved.

Milton Keynes’s redway cycling network often has bridleways travelling alongside the routes, on their own path, and so the two users are safely separated.

5. Opportunities

Milton Keynes Council’s Rights of Way team are committed to working to deliver the positive outcomes identified in the Plan and have looked for innovative ways to improve the rights of way network in the face of financial challenges. We aim to manage, and seek opportunities to extend the network to provide a safe, sustainable means of travel. This in turn delivers the benefits that access to the countryside and green spaces can make to improve the quality of life for residents and visitors. The Plan will help us to ensure that the network is improved, promoted and valued as a key public asset, capable of meeting the current and future needs of Milton Keynes’s communities.

Cross-boundary collaboration

Using spatial mapping data we will work with neighbouring authorities and relevant landowners to identify missing links in the network. We will investigate options to attend to these missing links in order to offer better connectivity throughout and across the borders of the Borough. Such links could create circular routes and better facilities for path users, including dog walkers, runners, cyclist, and horse riders for leisure and health.

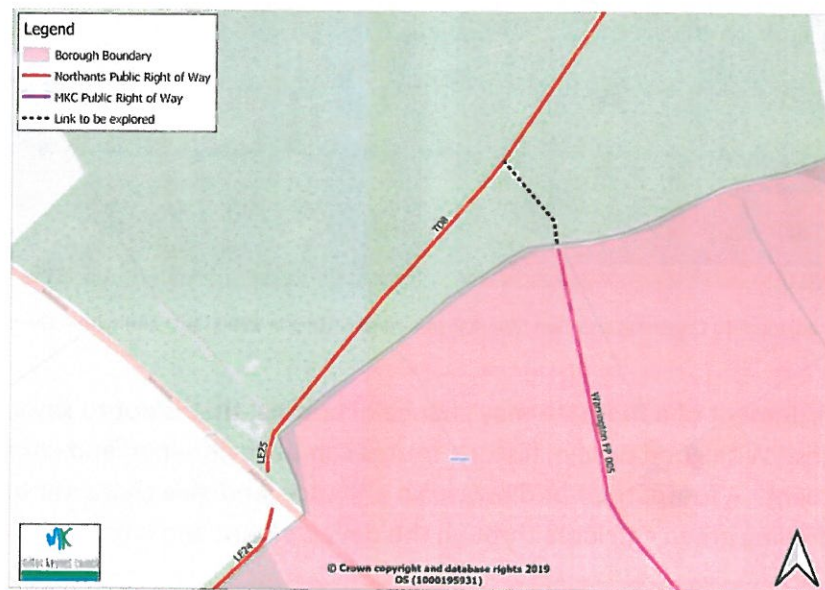


Figure 6. Map showing missing right of way link at the Milton Keynes and Northamptonshire border

¹¹ Avoiding Conflict Oct 2019 <https://www.bhs.org.uk/advice-and-information/free-leaflets-and-advice>

Sustainable development and meeting present and future demand

The importance of working with developers and the MK Planning team is paramount to mitigate the effects of planned development. The rights of way in Milton Keynes make it an attractive place to live and visit, and as it continues to grow due to development, so is the likelihood that the rights of way network will be affected. As the urban fringe evolves, so does the character of the rights of way in those areas, and as more people come to live in Milton Keynes, so does the number of people using the rights of way.

Through Plan: MK, Milton Keynes Council has set an ambitious growth target of at least 26,500 new homes by 2031 and that any development proposals should protect, and where possible, enhance access to public rights of way.

Land to accommodate the majority of this growth has already been identified through the completion of the city grid squares, the Eastern and Western Expansion Areas and land south east of Milton Keynes. Some of the routes travelling through developed land will be historical, and form part of the heritage of an area. As Milton Keynes continues to expand, a growing trend is emerging; Communities that once lived on the urban fringe, with easy and quick access to the countryside, are now firmly surrounded by new development. We will work to ensure good links to the natural environment are maintained and enhanced through the planning process.

The maps below shows how the environmental setting of the rights of way within the new Parish of Whitehouse has changed over time.



Figure 7. Rights of way adjacent to Crownhill and Two Mile Ash in a rural setting in 1990 (left) and within the built environment in 2020 (right).

Although the environment of a footpath may change over time, that is not to say it cannot benefit from these changes. With good design, historic routes can be maintained and cherished as part of planned development. A footpath or bridleway can enhance, and give character to a new settlement by providing green corridors through the development and links to the countryside.

Developments should continue to consider the provision for equestrians and cyclists through our linear parks. Working closely with the Planning team and developers we will ensure consideration is given at the early stages of design to the existing rights of way and how access can be retained, enhanced, and extended to mitigate for any loss as a result of development.

It is important to consider the whole network from a multipurpose perspective that satisfies a wide range of local transport needs. The network links communities together and is as important for those making trips on foot, horse or bicycle for pleasure, as it is for those making journeys to school, work, shops and other local amenities. The network is no longer regarded as simple leisure routes; it has evolved over time and must cater for those who use the links for all types of journey.

Supporting the rural economy and safe off-road travel

Good rural leisure facilities contribute to the rural and visitor economy of Milton Keynes. Important linkages between urban and rural areas will be investigated in conjunction with strategic transport plans to allow easy access to and from the countryside, helping people to explore without the need to travel. These types of routes can be used regularly for exercise whilst also offering access to rural businesses, pubs and shops.

We will identify and promote priority routes with consideration to areas of high density and well-used rights of way, as well as their proximity to populated areas. The priority of a route will help to inform funding and improvement decisions.

Remove physical barriers to use

It is sometimes necessary to have a structure such as a stile or gate across a right of way for stock-proofing purposes. However, structures can be a large barrier to access. People with mobility issues, disabilities, visually impaired, older people, or young children may find difficulties in using some structures. Adjusting their design, or removing them altogether, will result in improved access for all. This is described as offering the 'least restrictive access' option. We will engage with local disability groups, and audit and promote the available access opportunities within the network which are suitable for use by those with restricted mobility.

The RoWIP sets out to reduce the number of structures across rights of way where possible. At field boundaries a gap is the preferred option if no livestock are present. Where stock-proofing is required, negotiations will be entered into with the landowner to replace wooden stiles with steel self-closing gates. This approach will benefit the public in terms of better access for all types of user and landowners will also benefit from reduced maintenance requirements.

Recent site inspection data tells us that of a 23% survey of the Milton Keynes network, only 54% of stiles were in a good or acceptable condition, whereas 97% of steel gates were in a good or acceptable condition. This information further supports the transition of stiles to gates where possible. The location of all existing structures, and details of any changes, shall be recorded.

Removing other barriers to use

MENE data tells us that time limitations and poor health are the main reasons in Milton Keynes for not visiting the natural environment¹². This shows us that visits to the natural environment need to become part of people's everyday lives, so that being 'too busy' is not perceived as an obstacle.

¹² Natural England (2018) Monitor of Engagement with the Natural Environment Headline Report and <https://defra.maps.arcgis.com/apps/MapSeries/index.html?appid=2f24a6c942d44e81821c3ed2d4ab2ada>

This could mean encouraging use by combining visits with other outcomes such as walking to school, cycling to work, or outside activities with children.

We will provide information about routes with least restrictive access, and develop on-line mapping to demonstrate what type of features to expect along each route, such as stiles, gates and bridges.

In Milton Keynes only 11% of visits to the natural environment are taken by those in the BAME group. The Council is committed to addressing these issues so that everyone has the opportunity to benefit from rights of way and outdoor access. Engaging with people and communities to better understand the barriers they feel prevent use of rights of way will assist us in making decisions to increase inclusivity.

We will provide information at gateways to the rights of way network, such as country parks, to encourage wider exploration, and consideration will be given of the health and safety of network users and how any identified risks can be minimised through effective management.

Through the 'Outdoors for All' programme Natural England is working closely with a range of partners to help deliver projects which seek to ensure that people living in deprived areas, the elderly, those with physical disabilities, mental health illness, learning difficulties and people from black, Asian and minority ethnic communities all have opportunities to access high quality natural environments¹³.

Monitoring the condition of the network

Using digital mapping and asset collection technology, a condition survey of all rights of way gates, stiles and signage along the network is currently underway. We will use the data gathered to help prioritise works required and support a funding bid for improvements. Once the survey reached over 100 kilometres, which equates to almost 20% of the network, we were able to analyse trends and create a prediction of costs for improving and updating the entire network. The costs associated with individual feature types across the network have been predicted to:-

- replace all existing stiles with gates (subject to agreement with landowner)
- bring all existing fingerpost signage up to a good standard
- bring all existing bridle and field gates up to a good standard
- bring all existing waymarker posts up to a good standard

Bridges

There are approximately 581 bridges that serve the Milton Keynes rights of way network. These range from simple ditch crossings created from timber sleepers, to major structures spanning roads, rivers or railways. Many are the responsibility of Milton Keynes Council, whilst others are the responsibility of the landowner, Network Rail or Canal and Rivers Trust. A survey of the network is underway to record the location and type of each bridge, the bridges and structures

¹³ <http://publications.naturalengland.org.uk/category/6502695238107136>

team will then identify an appropriate inspection regime. From this maintenance can be identified, prioritised and accounted for in the available budget.

When replacing existing ditch crossings, which are generally constructed of two sleepers, we will take the opportunity to improve accessibility by increasing the width where possible. For larger structures, additional funding for improvements will be sought.

Supporting healthy lifestyles

To support the vision of the Council Plan 2016-2022 we will encourage healthy lifestyle choices and active travel by assessing the condition and extent of existing, and potential new, rights of way. We will also work with colleagues in Public Health, Leisure Services, and Health Centres to promote walking and riding for health. The promotion will be a key project supported by the RoWIP, and we will undertake work to support provision of active lifestyles and modal transport shift through:

- monitor usage of routes
- carry out benchmarking
- intelligent data gathering

The MK Sustainability Strategy 2019-2050 sets out a vision for Milton Keynes to be the world's greenest and most sustainable city. The RoWIP supports this vision by working towards providing a rights of way network that is suitable and useable by walkers and cyclists replacing their car journeys with active travel. Bridleways often travel adjacent to the redway network which provides us with the opportunity to work closely with the redway team in providing improvements to the condition, way finding and connectivity of the networks.

Consideration will be given to home to school initiatives that encourage school children to walk or cycle to school where possible. Using spatial data we can map the proximity of schools to public rights of way and identify improvements that would link schools to the wider network. The provision and improvement of links has the potential to offer health benefits to areas currently suffering from poor health.

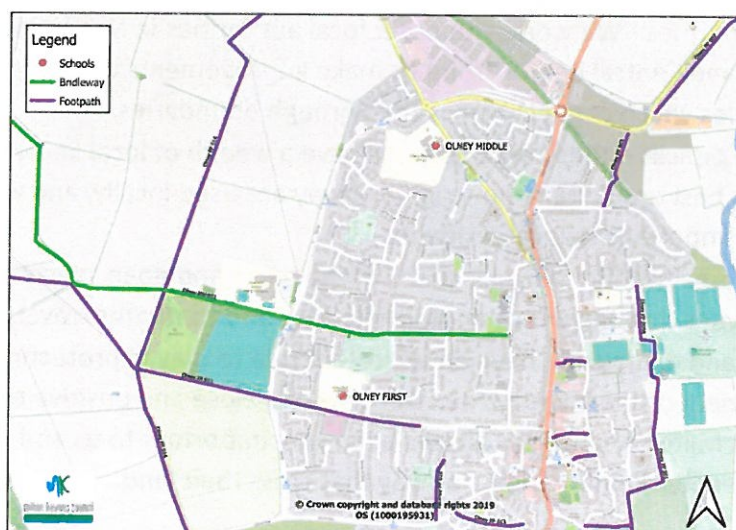


Figure 8. Map to show proximity of rights of way to schools in Olney

Volunteer opportunities

As a co-operative Council we will positively engage with volunteer organisations including youth services, community groups and individuals to help monitor and improve the condition of our routes.

Volunteering offers great opportunities to both the community and to the individuals contributing their time and skills.

It can offer important social benefits to those involved through personal development, engagement with the local community, the learning of new skills and achieving a sense of purpose and satisfaction.

We will continue work with other partners to engage with volunteers and build on the important work we have already developed with them.



Figure 9. Volunteers improving waymarking in Moulsoe Parish

Partners

We work with many partners in the day to day running of the rights of way service including:

- Local Access Forum - an independent group which offers specialist access advice and guidance to Milton Keynes Council. As a co-operative Council, we have worked collaboratively with them in the development of the RoWIP.
- Ramblers - We work closely with the Ramblers regarding inspections of the network, access advice, and maintenance projects.
- Neighbouring authorities - We work with other local authorities in Northamptonshire, Buckinghamshire and Central Bedfordshire to make improvements to the network, and access opportunities which connect across the Borough boundaries.
- Town and Parish Councils – these organisations have a wealth of local knowledge. We work alongside them to best understand how rights of way are used locally, and what issues and requirements are important to local residents.
- Parks Trust – this organisation manages many of the parks and open spaces throughout central Milton Keynes through which many bridleways and footpaths travel.
- Landowners and land managers - have an important role to play in protecting and improving access and enjoyment of the countryside. Developing a close and positive relationship with the landowners in Milton Keynes has always been very important to us and we will continue to listen to their feedback on the rights of way that cross their land.

Working together we can help to reduce conflict with users and encourage responsible use of the network and understanding of appropriate conduct. A survey with landowners taken in previous years has told us that the biggest issues they face are:



93%
Feel that instances of trespass on rights of way is a problem.

69% don't mind people coming onto their land as long as they act responsibly

86%
Would not be supportive of additional routes across their land in order to improve the network.

Figure 10. Results of landowner consultation from previous years¹⁴

Future Trends

Whilst a relatively young borough, with a lower national and regional average age, the number of residents over 65 years of age will have grown by 102% between 2011 and 2031, which is an increase from 28,400 to 57,300 (compared to overall growth of 24%)¹⁵. The transport network must accommodate the changing needs of all its residents, as well as changes in needs resulting from all other socio-demographic trends.

The Plan recognises the challenges of demographic change and that there are many new outdoor activities emerging which are often made possible with new technologies and materials. We will have to consider how we can enable people to take part in these activities and whether the rights of way network can sustain these types of use. Emerging activities include geo caching, all terrain skate boards, off road mobility scooters, and electrically assisted bicycles and e-scooters.

¹⁴ Will be replaced by an updated consultation when the RoWIP draft is approved

¹⁵ Milton Keynes Census 2011

APPENDIX 1

MKC strategies that link to the RoWIP

MK Sustainability Strategy 2019-2050

This strategy sets out a vision for Milton Keynes to be the world's greenest and most sustainable city, striving to be carbon neutral by 2030 and carbon negative by 2050 while creating one of the world's most truly sustainable economies and models for growth. This objective is to be achieved, amongst others, through minimising transport emissions and ensuring clean air. The RoWIP supports this vision by working towards providing a rights of way network that is suitable and useable by walkers and cyclists replacing their car journeys with active travel. It also contributes to promoting the use of local rural businesses like country pubs.

The Council Plan 2016-2022

The plan sets out how Milton Keynes Council will work to achieve its ambitions for Milton Keynes to be a place of opportunity, an affordable place and a healthy place. It seeks to ensure Milton Keynes remains a city of opportunity for all, a place where it is affordable to live in a good home and everyone is able to live a healthy, active and fulfilled life. The Council will ensure lifelong wellbeing for all and wants Milton Keynes to be an active, vibrant place with people living long, healthy and fulfilling lives.

Plan:MK

This plan sets out the Council's strategy for meeting the Borough's needs until 2031, it forms part of the Council's Development Plan. Policy CT2 Movement and Access states that development proposals will be required to minimise the need to travel, promote opportunities for sustainable transport modes, improve accessibility to services and support the transition to a low carbon future. Development proposals will be permitted that protect and where possible enhance access to public rights of way. Policy CT3 supports walking and cycling within Milton Keynes.

Milton Keynes Mobility Strategy 2018-2036

A key outcome of this strategy is to protect the environment through the maintenance, or improvement of, air quality. Rights of way offer an alternative form of travel, for this potential to be achieved, the routes need to be well maintained and sign posted with good connectivity.

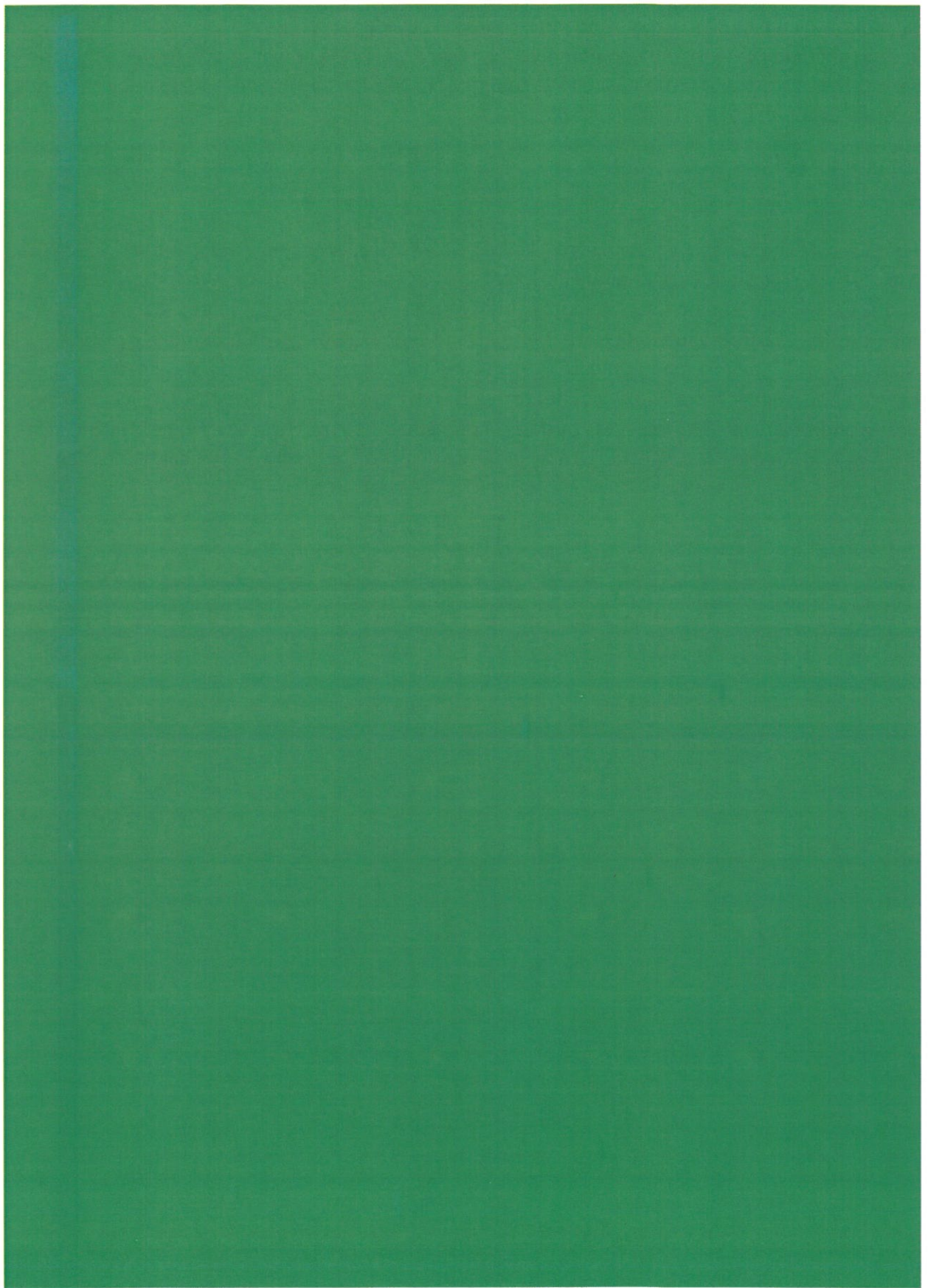
Green Infrastructure Strategy

Milton Keynes (MK) has an extensive network of green(vegetated) and blue (water) infrastructure. These spaces and features provide a wealth of social, economic and environmental benefits to our borough. Within the city, green infrastructure(GI)was embedded from the outset and has created

an almost unique modern urban landscape character. These spaces provide an extensive recreation resource, fundamental to our communities' health and wellbeing as well as creating an attractive setting that attracts investment, supports community cohesion and provides a space for biodiversity.

Milton Keynes Joint Health and Wellbeing Strategy 2015 – 2018

Poor lifestyle choices such as smoking and excessive drinking, unhealthy eating and lack of physical activity have a negative impact of the life expectancy of the MK population; this is more prevalent in disadvantaged communities. Mental health is also a key issue for MK; 'approximately 26,000 residents have reported mental health disorders and over 11,000 have two or more. Additionally, it is estimated that almost 4,000 children aged between 5-15 years of age and 30% of older people have mental health concerns. The council recognises that there are opportunities to improve the health and wellbeing of its residents through improvements to the city's environment including a strategy to decrease car usage and to encourage cycling as an alternative and healthier option.



9th May 2022

Minutes of the **Main Meeting** for Stantonbury Parish Council held on
Wednesday 4th May 2022 at 7.00pm
at Stantonbury Parish Council Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX
For the purpose of transacting the business as set out below.

MINUTES

	Chair's Welcome and Introduction to meeting	Actions
	The Chair welcomed all to the meeting	
302/21	<p>Present: Cllr S Agintas (SA) Cllr A Anwar – (AA) – Arrived at 7.30pm. Cllr G Davison (GAD)-Chair Cllr S Kennedy (SK) Cllr P Kirkham (PK) Cllr L Morgan (LM)-Vice-Chair Cllr C Northwood (CN) Cllr E Seaborne (ES)</p> <p>Mrs S Espey-RFO Mrs K Fane-Minute-Taker Mrs D Moore-Temporary Acting Proper Officer</p> <p>Representative for Roman Park Management Ltd (SH).</p>	
303/21	<p>Apologies for Absence: Cllr J Kite (JK) – All agreed 7 votes for Cllr A Ronaldson (AR) – All agreed 7 votes for</p>	
304/21	<p>Declarations of Interest: Cllr L Morgan (LM)-Item 308/21 a)</p>	
305/21	<p>Public Forum for members of the public to speak: Public representative confirmed he was present for the grant application / pitch</p>	
306/21	<p>Chair's Remarks: None.</p>	
307/21	<p>Minutes: Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 20th April 2022. See backing papers. Agreed by 7 votes for.</p>	
308/21	<p>Grants Presentation and Application</p> <p>a) Roman Park Management Ltd representative to pitch to the Council for £1000 Grant request. The representative gave his pitch some Councillors and RFO asked questions, once answered the representative left at 7.09pm.</p>	

b)	<p>Council to discuss and vote to consider awarding the funding. The Chair asked Council to vote if they felt it qualified for an exceptional circumstance grant. Agreed by 5 votes for, 1 against, 1 abs.</p> <p>Next the Chair asked Council to vote if they agreed to allow the payment of £1000 as requested. Agreed by 5 votes for, 1 against, 1 abs.</p> <p>DM requested condition placed that all promotional documentation/social media should have SPC logo prominently placed. Agreed by 7 votes for.</p>	DM
309/21	<p>Councillor Allowance and Expenses Policy V1.3 Deferred from MM 20.04.22. Council to discuss and vote whether to adopt this policy. See backing paper. Chair explained there had been a lot of discussion previously surrounding the Independent Remuneration Panel. He clarified although we don't have to follow them, we are bound by the legislation surrounding it. The Chair finished by explaining to overcome this, he had added an Appendix to the Policy.</p> <p>GAD ended by confirming despite checking, Co-opted Councillors can still not be paid.</p> <p>Agreed to adopt by 7 votes for.</p>	KF/JH
310/21	<p>Retention & Destruction Policy V1 Council to discuss and vote whether to adopt this policy. See backing papers. DM advised there were some wording additions required however these were minor changes. Agreed by 7 votes for to adopt with wording additions.</p>	KF/JH
311/21	<p>Defibrillators MK Council have confirmed they will release S106 funds for us to install 3 defibs into the parish. Council to discuss and vote location of 2 defibrillators. (1 defibrillator has already been agreed at 19th January meeting 212/21 item number for Bancroft Meeting Place).</p> <p>After a long discussion on suitable locations the following areas were agreed (subject to their approval):</p> <p>1. Wood End School. Agreed by 7 votes for. GAD confirmed he would talk to School</p> <p><i>AA arrived at this point (7.30pm) and apologised to Council.</i></p> <p>2. Bradville Hall. Agreed by 8 votes for.</p>	GAD

	<ul style="list-style-type: none"> • April/May-Hold usual Meet Your Councillors Meeting showing suggestions made for selection on what to move forward with. 	
315/21	<p>Parish Clerk Q&A Session Meeting-Parking Issues DM to provide a verbal update - See backing papers. Council to approve staff to implement consultation with the residents to apply for a 20mph zone on all estate roads within our Parish. DM advised unable to attend (internet issues) so reviewed backing papers as follows: Two options:</p> <ol style="list-style-type: none"> 1. 20 mph zones- Best for use to control speeding with speed bumps/chicanes/road width restrictions. 2. 20 mph limits – used for roads already under 24 mph. <p>Requires: - Over 70% of residents to agree. - Have had over 4 accidents per year. - Must provide backup information. Currently unavailable due to ongoing issues with distribution of TSID. Resolution-use already collated data from TSID, speed bumps on targeted areas to include Mercers Drive, Bradville and Culbertson Drive, Blue Bridge & Redbridge, Stantonbury. DM advised must contact all residents in the suggested streets asking to sign a petition PK & CN to run enquiry with DM.</p> <p>Also confirmed yellow lines update was queried. Resolution-speed bumps in targeted areas. Staff to organise.</p>	<p>PK/CN/DM</p> <p>DO</p>
316/21	<p>Neighbourhood Plan Council to discuss action plan – See backing papers. DM advised went through Action Plan. Council agreed to focus on Parks and Open Spaces.</p>	DO/NC
317/21	<p>Residents Survey for next year budget requirements</p> <ol style="list-style-type: none"> a) Council to discuss and agree to carry out resident survey in September 2022. Agreed by 8 votes for. b) Council to discuss and agree to hold Public Meeting in October 2022. Agreed by 8 votes for. <p><i>More discussion happened on item number 314/21</i></p>	
	<p>Additional Item No: 320/21 Proposed by LM. Seconded by PK to add health check and repairs payment to agenda for van (BN15 YJX) for discussion and agreement. RFO to supply Purchase Order. Agreed by 8 votes for.</p>	

<p>318/21 a) b)</p>	<p>Vote to agree to hold a confidential Part 2 of the meeting at which press, and public will be excluded under the Public Bodies (Administration to Meetings) Act 1960 section (2). Agreed by 8 votes for.</p> <p>Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. Agreed to allow staff member D Moore to remain for all items.</p> <p>Staff members S Espey & K Fane left meeting.</p> <p><i>Part 1 of meeting ended at 8.10 pm</i></p>	
<p>319/21 a)</p>	<p>Confidential - Part 2 Consideration of matters related to the following items: To approve and sign the confidential minutes from the Main meeting held on 20th April 2022. See backing papers.</p> <p>All confidential minutes are recorded separately and held securely.</p>	

Donna Moore

From: Sarah Espey
Sent: 09 September 2021 13:18
To: Cllrs & Admin Staff 2021
Subject: Completion of AGAR 2020/21
Attachments: BU0170 2020/21 AGAR Section 3 External Auditor Report; SPC 2020-21 Notice of Conclusion of Audit.pdf

Dear All

Please see attached email from the External Auditor confirming completion of our AGAR and an invoice for their fees. They have raised an except for matter relating to the asset revaluation because we did not put the restated figure in for 2019/20, we only provided an explanation in the variances report. No further information is needed to be submitted.

"Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review.

- The smaller authority has not restated the 2019/20 figure when revaluing assets in Section 2, Box 9. Please note that the Practitioners' Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability."

We must display the Notice of Conclusion and the External Auditor Report & Certificate on our website no later than 30th September (I have updated this accordingly – please see <https://stantonbury-pc.org.uk/agar-2020-2021/>). This must be kept on our website for a minimum of 5 years. The notice will be displayed on our notice boards for 14 days.

Kind regards

Sarah

Sarah Espey MAAT
Responsible Financial Officer

Tel: 01908 227201
Mobile: 07305 076471

Please note my regular working hours are Wednesday to Friday 9.30am – 2.30pm



Stantonbury Parish Council
Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX

email: sarah.espey@stantonburyparishcouncil.org.uk

Website: www.stantonburyparishcouncil.org.uk



Please consider the environment and don't print this email unless you really need to:

This email and any attachments hereto are strictly confidential and intended solely for the addressee. It may contain information which is privileged. If you are not the intended addressee, you must not disclose, forward, copy or take any action in reliance of this email or attachments. If you have received this email in error, please delete it and notify us as soon as possible.

Donna Moore

From: PKF Littlejohn LLP <sba@pkf-littlejohn.co.uk>
Sent: 09 September 2021 10:39
To: Sarah Espey
Subject: BU0170 2020/21 AGAR Section 3 External Auditor Report
Attachments: BU0170_closureletter_1631179350.pdf; BU0170 AGAR.pdf; BU0170 S3.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

This email was sent to: sarah.espey@stantonburyparishcouncil.org.uk

Dear Sir/Madam

Following the completion of our review, please find the following documents attached:

- One document containing our completion letter, a Notice of Conclusion of Audit template and our fee invoice;
- If relevant to your smaller authority, a pdf explaining additional charges in excess of the standard fee;
- A pdf of Sections 1 & 2 of the Annual Governance & Accountability Return (AGAR) on which our report is based; and
- A pdf of Section 3 of the AGAR (our External Auditor Report and Certificate).

Please note if your smaller authority falls in the £1 - £25,000 banding, you will have been charged the minimum fee of £200 (plus any administrative charges if relevant) plus VAT for having a limited assurance review in accordance with the scale of fees for reporting years 2017/18 to 2021/22. These fees are set by the Smaller Authorities' Audit Appointments Limited and can be found using this link <http://www.localaudits.co.uk/fees.html>

Please do not reply to this email address; instead please contact us using the email address given below if you have any queries regarding this information.

Kind regards

SBA Team
For and on behalf of PKF Littlejohn LLP
T +44 (0) 20 7516 2200
sba@pkf-l.com

Ms Sarah Espey
Stantonbury Parish Council

Our ref BU0170
SAAA ref SB07973

Email sba@pkf-l.com

09 September 2021

Dear Ms Espey

**Stantonbury Parish Council
Completion of the limited assurance review for the year ended 31 March 2021**

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Stantonbury Parish Council for the year ended 31 March 2021. Please find the external auditor report and certificate (Section 3 of the AGAR Part 3) included for your attention as another attachment to the email containing this letter along with a copy of Sections 1 and 2, on which our report is based.

The external auditor report and certificate detail any matters arising from the review. The smaller authority must consider these matters and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) as amended by the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose.
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority's website.
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Fee

We enclose our fee note for the review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd. Please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we were required to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR; or
- we had to seek clarification and/or correction to supporting documentation due to a mistake or omission by the smaller authority; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference BU0170 or Stantonbury Parish Council as a reference when paying by BACS.

Timetable for 2021/22

Next year we plan to set a submission deadline for the return of the completed AGAR Part 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Friday 1 July 2022. It is anticipated that the instructions will be sent out during March 2022, subject to arrangements for the 2021/22 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2022, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - at the earliest, between Friday 3 June and Thursday 14 July 2022; and
 - at the latest, between Friday 1 July and Thursday 11 August 2022.

As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

Feedback on 2020/21

Please note that if you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: <https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/>

Yours sincerely



PKF Littlejohn LLP

Ms Sarah Espey
Stantonbury Parish Council

Our ref BU0170
SAAA ref SB07973
Invoice no: SB20211794

VAT no: GB 440 4982 50

Email sba@pkf-l.com

09 September 2021

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£1,000.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£1,000.00
VAT @ 20%	£200.00
TOTAL PAYABLE	£1,200.00

PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

**HSBC Bank plc Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include BU0170 or Stantonbury Parish Council as the reference.**

For account queries, contact creditcontrol@pkf-l.com.

Ms Sarah Espey
Stantonbury Parish Council

Our ref BU0170
SAAA ref SB07973
Invoice no: SB20211794

VAT no: GB 440 4982 50

Email sba@pkf-l.com

09 September 2021

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£1,000.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£1,000.00
VAT @ 20%	£200.00
TOTAL PAYABLE	£1,200.00

PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc Sort Code: 40-02-31

Account number: 11070797

Account Name: PKF Littlejohn LLP

Please include BU0170 or Stantonbury Parish Council as the reference.

For account queries, contact creditcontrol@pkf-l.com.

Stantonbury Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>1. The audit of accounts for Stantonbury Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p> <p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Stantonbury Parish Council on application to:</p> <p>(a) _____ _____ _____ _____</p> <p>(b) _____ _____ _____</p> <p>3. Copies will be provided to any person on payment of £_____ (c) for each copy of the Annual Governance & Accountability Return.</p> <p>Announcement made by: (d) _____</p> <p>Date of announcement: (e) _____</p>	<p>Notes</p> <p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p> <p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>
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Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Stantonbury Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		Yes* means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N A
		✓	✓
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

02/06/21

and recorded as minute reference:

25/21

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Acting Clerk

<https://stantonbury-pc.org.uk/>

Section 2 – Accounting Statements 2020/21 for

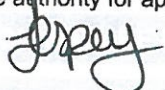
Stantonbury Parish Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	433,547	547,030	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	389,602	401,300	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	86,844	16,524	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	165,427	156,748	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	197,536	142,244	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	547,030	665,863	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	556,983	671,863	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	727,992	165,531	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date


20/05/2021

I confirm that these Accounting Statements were approved by this authority on this date:

02/06/21

as recorded in minute reference:

26/21

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor Report and Certificate 2020/21

In respect of **STANTONBURY PARISH COUNCIL – BU0170**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review.

- The smaller authority has not restated the 2019/20 figure when revaluing assets in Section 2, Box 9. Please note that the Practitioners' Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

08/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Stantonbury Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Stantonbury Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Stantonbury Parish Council on application to:	
(a) <u>MRS S ESPEY-RESPONSIBLE FINANCIAL OFFICER</u> <u>STANTONBURY PARISH COUNCIL</u> <u>126 KINGSFOLD, BRADVILLE, MILTON KEYNES,</u> <u>MK13 7DX</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) <u>Available online www.stantonbury-pc.org.uk</u> <u>or in person by appointment only.</u> <u>wednesday - Friday 9.30 - 2.30</u>	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any person on payment of £ <u>1.00</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>Mrs. S. Espey - RFO.</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>09th September 2021</u>	(e) Insert the date of placing of the notice

RFO Report May 2022

Viking

Supplier has a new bank account, details have been updated on our system. Paperwork is available for inspection upon request.

British Gas – Kingsfold Boiler Maintenance

Letter received saying they are no longer offering a care plan, and the contract will expire 09/5/22. Rangers are researching a replacement supplier to service and maintain the boiler.

Internal Audit - AGAR

Financial calculations and forms have been completed for the AGAR, and Chris Davies has made a start with the Internal Audit. He is expected to complete this by end of May.

CCLA Investment

The Public Sector Deposit Account application with CCLA has had £200,000 transferred into it as resolved.

S106 Funding Application for Defibrillator x3

S106 Funding has been agreed in principle from MKC for 3 defibs in the parish.

VAT Registration

This has not been a straightforward process to register for VAT as a local authority. I have been unable to obtain help from HMRC website and have spent a long time on hold with HMRC. I am now exploring help available from SLCC and other third party organisations.

Crown Commercial Service

I have completed our registration with the CCS, which will enable us to apply to advertise our contracts and tenders (in accordance with Public Contracts Regulations 2015)

- Find a Tender Service (FTS) – for contracts in excess of £118,000
- Contracts Finder – for contracts £25,000 - £118,000

Payments Made

Stantonbury Parish Council

For the period 1 April 2022 to 30 April 2022

Date	Description	Reference	Amount
01 Apr 2022	Bank Transfer from Nationwide Savings to Co-operative Bank Current	Internal Account Transfer	£ 5.76
01 Apr 2022	Staff Expenses	vehicle expenses	£ 3.49
01 Apr 2022	Soldo DD	Bank Charges	£ 10.70
04 Apr 2022	BrightHR DD	HR Services	£ 99.62
04 Apr 2022	Councillor Expenses	Travel Expenses	£ 10.00
04 Apr 2022	HM Land registry	Professional Fees	£ 6.00
04 Apr 2022	HM Land registry	Professional Fees	£ 6.00
05 Apr 2022	Xero (UK) Ltd	IT Software	£ 50.40
06 Apr 2022	B&Q	Ranger Sundries	£ 11.70
06 Apr 2022	B&Q	Ranger Sundries	£ 19.68
06 Apr 2022	B&Q	Ranger Sundries	£ 24.11
06 Apr 2022	COOP	GP Sundries	£ 1.50
06 Apr 2022	O2 DD	Ranger Mobiles	£ 24.24
06 Apr 2022	Post Office	Postage	£ 1.45
07 Apr 2022	COOP	GP Sundries	£ 2.50
07 Apr 2022	HM Land registry	Professional Fees	£ 6.00
07 Apr 2022	Shell	vehicle expenses	£ 73.56
08 Apr 2022	Post Office	Postage	£ 2.05
11 Apr 2022	British Gas DD	Kingsfold Maintenance	£ 54.21
13 Apr 2022	Aldi	GP Sundries	£ 0.95
13 Apr 2022	fuelGenie DD	vehicle expenses	£ 172.52
13 Apr 2022	Staff Expenses	GP Sundries	£ 0.95
13 Apr 2022	PHS Group DD	Sanitary Services	£ 150.31
13 Apr 2022	Toolstation	Ranger Sundries	£ 15.96
14 Apr 2022	Bank Transfer from Co-operative Bank Current to CCLA PSDF	Internal Account Transfer	£ 25,000.00
14 Apr 2022	Bank Transfer from Co-operative Bank Current to Soldo Prepaid Debit Cards	Internal Account Transfer	£ 500.00
14 Apr 2022	Seated Furniture Ltd	Office Furniture	£ 187.60
14 Apr 2022	Shred-it	GP Sundries	£ 72.00
14 Apr 2022	Staff Expenses	Ranger Sundries	£ 7.99
14 Apr 2022	Tesco Fuel	Expenses Fuel	£ 107.00
19 Apr 2022	Bank Transfer from Co-operative Bank Current to CCLA PSDF	Internal Account Transfer	£ 25,000.00
20 Apr 2022	Bank Transfer from Co-operative Bank Current to CCLA PSDF	Internal Account Transfer	£ 25,000.00
20 Apr 2022	Virgin Media Business DD	Mobile Phones	£ 33.60
21 Apr 2022	ASDA	Hospitality	£ 5.30
21 Apr 2022	Bank Transfer from Co-operative Bank Current to CCLA PSDF	Internal Account Transfer	£ 25,000.00
21 Apr 2022	Bank Transfer from Soldo Prepaid Debit Cards to Petty Cash	Internal Account Transfer	£ 102.00
21 Apr 2022	Soldo DD	Bank Charges	£ 2.00
21 Apr 2022	Total Energies DD	Kingsfold utilities	£ 356.11

22 Apr 2022	Aldi	GP Sundries	£ 3.89
22 Apr 2022	Amazon	GP Sundries	£ 2.00
22 Apr 2022	Amazon	Stationery	£ 13.98
22 Apr 2022	Amazon	Stationery	£ 15.74
22 Apr 2022	Amazon	Kingsfold Maintenance	£ 23.49
22 Apr 2022	Amazon	Stationery	£ 29.16
22 Apr 2022	Amazon	Ranger Sundries	£ 33.98
22 Apr 2022	Amazon	GP Sundries	£ 35.10
22 Apr 2022	Amazon	Computer Equipment	£ 216.44
22 Apr 2022	Bank Transfer from Co-operative Bank Current to CCLA PSDF	Internal Account Transfer	£ 25,000.00
22 Apr 2022	Buckinghamshire & Milton Keynes Association of Local Councils	Staff/Cllr S106 Training	£ 135.00
22 Apr 2022	Buckinghamshire & Milton Keynes Association of Local Councils	Councillor Training	£ 195.00
22 Apr 2022	Churches Fire	Wylie Fire & Security	£ 225.54
22 Apr 2022	Councillor Expenses	Hospitality	£ 14.99
22 Apr 2022	COOP	GP Sundries	£ 1.50
22 Apr 2022	D&L Environmental	Enforcement Services	£ 825.00
22 Apr 2022	Expert Security	Wylie Security	£ 108.00
22 Apr 2022	Expert Security	Kingsfold Security	£ 114.00
22 Apr 2022	First Avenue Supplies Limited	Ranger Uniform	£ 266.04
22 Apr 2022	Marcus Young	Waste Management Services	£ 907.20
22 Apr 2022	Milton Keynes Council	Business rates	£ 178.45
22 Apr 2022	Morrisons	Hospitality Meet Cllrs	£ 20.00
22 Apr 2022	Allotment Tenant	Plot 13 refund	£ 16.66
22 Apr 2022	Staff Expenses	Ranger Uniform	£ 30.00
22 Apr 2022	Prosheen	Cleaning Services	£ 312.00
22 Apr 2022	Skyline Taxis	Travel Expenses	£ 213.18
22 Apr 2022	Urban Electrical	Kingsfold Maintenance	£ 378.00
22 Apr 2022	Viking	Various	£ 483.58
25 Apr 2022	Bucks LGPS Pension Scheme	Payroll - Pension	£ 4,131.47
25 Apr 2022	Crimewave Limited	CCTV Services	£ 7,020.00
25 Apr 2022	Halfords	vehicle expenses	£ 27.00
25 Apr 2022	HMRC	Payroll - PAYE/NI	£ 2,835.34
25 Apr 2022	Milton Keynes CAB	CAB Services	£ 1,350.00
25 Apr 2022	Milton Keynes Council	Business rates	£ 834.25
26 Apr 2022	Payroll	Councillor Allowances	£ 637.20
26 Apr 2022	Costco	GP Sundries Wylie	£ 61.35
26 Apr 2022	ICO	Subscriptions	£ 35.00
26 Apr 2022	Payroll	Staff Salaries	£ 10,398.78
26 Apr 2022	SumUp Payments	Bank Charges	£ 0.85
27 Apr 2022	Bank Transfer from Co-operative Bank Current to PSDF - 0143380001PC	Internal Account Transfer	£ 25,000.00
27 Apr 2022	Morrisons	Hospitality Meet Cllrs	£ 3.00
27 Apr 2022	Morrisons	Hospitality Meet Cllrs	£ 11.70
28 Apr 2022	Aldi	G P Sundries	£ 1.78
28 Apr 2022	Bank Transfer from Co-operative Bank Current to PSDF - 0143380001PC	Internal Account Transfer	£ 25,000.00
28 Apr 2022	COOP	G P Sundries	£ 5.70

29 Apr 2022	Bank Transfer from Co-operative Bank Current to PSDF - 0143380001PC	Internal Account Transfer	£ 25,000.00
29 Apr 2022	Mirus DD	Printing Services	£ 151.72
Total			£ 234,430.32

Signed: **Date:**.....

Chair - Stantonbury Parish Council

Signed:..... **Date:**.....

Payments Due
Stantonbury Parish Council
May 2022

Payables	Description	Amount Due
Amazon	Jubilee/Stationery	£ 808.13
BHIB Insurance	Council Insurance	£ 3,062.61
BrightHR DD	HR Services	£ 99.62
Buckinghamshire & Milton Keynes Association of Local Councils	Membership & Training	£ 1,687.52
D&L Environmental	Enforcement Services	£ 618.75
fuelGenie DD	Vehicle Expenses	£ 94.01
Glyn Hopkin Ltd	Vehicle Expenses	£ 1,234.03
Heart Internet DD	Website	£ 61.05
Marcus Young	Waste Management Services	£ 906.24
Microsmiths	IT Services	£ 448.80
Mirus DD	Printing Services	£ 210.67
MK Surveys	BH Maintenance	£ 840.00
O2 DD	Ranger Mobiles	£ 27.05
Prosheen	Cleaning Services	£ 315.00
Roman Park Management Limited	Grant Awarded	£ 1,000.00
Securitas	Kingsfold Security Services	£ 119.99
Skyline Taxis	Travel Expenses	£ 137.28
Soldo DD	Bank Charges	£ 12.60
Total Energies DD	Kingsfold/Wylie Utilities	£ 926.55
Viking	Stationery	£ 97.25
Virgin Media Business DD	Staff Mobiles	£ 33.60
Walker MK Autos	Vehicle Expenses	£ 374.86
Wave DD	Allotment Utilities	£ 111.75
Xero (UK) Ltd	IT Software	£ 51.60
Total Payables		£ 13,278.96

Signature: **Date:**

Chair - Stantonbury Parish Council

Signature: **Date:**

Rangers Report April 2022

Tip runs

Total waste 920kg Three of the tip runs were grass cuttings from Bradville hall.

These three knives were found by a resident next to a bag of rubbish. We removed them and have dispose of them at tip.



Hedge cutting

This is one of the pathways that we have cut back so that residents can use the path. Before this was cut a mobility scooter would not been able to use the path safely.



We have also cleared the path at Bradville Hall and cut back some of the bushes to make it easier to cut the grass.



Graffiti

There has been an increase in graffiti in the Parish. We have also reported a lot of larger tags on under passes to Milton Keynes Council. If you do see any on your estates please let us know as the sooner we know the easier it is to remove it



David Outram

Parish Ranger Supervisor

D & L Environmental

Enforcement activities month of February/March 2022 (Stantonbury Parish Council)

With COVID 19. I have continued to work in a safe manner, as always wearing disposable glove when investigating fly-tipping/waste issues, using antibacterial gel to clean my hands with, I have also now been administered both jabs and a booster,

If I needed to speak to a resident I have maintained social distancing at all times,

Estate,	Activities	Outcome	Extraordinary
Bradville	13 Fly tips	All of the flytips have been investigated, And reported to mkc for removal	<p>1 has been found with evidence and are under investigation BY MKC ECU,</p> <p>Vauxhall- large amount of furniture dumped on the grass verge in front of one property, the property was empty and a sold sign was in place, after investigation by myself and mjc ecu, the owner of the property had booked a bulky waste collection and the waste was cleared by Serco.</p> <p>Harrowden-waste at rear of the property, after calling at the property on two occasions I managed to speak to the resident, who had booked a private waste collection, it was removed in the next few days.</p> <p>Kingsfold - large amount of waste at the rear of a property, after speaking to the resident, they said the waste was as a result of the cutting back, and it was there before they had moved in, they had already notified</p>

<p>mkc of this, this waste was cleared by serco</p> <p>Kingsfold - Fencing waste on the grass verge, a contractor was installing a new fence at the rear of a property for a housing association property, they removed the waste once the fencing was completed.</p> <p>Kingsfold - piled up soil in front of a carport, a resident rung the office to complain about a pile in front of one of the carports, after visiting the property concerned, and speaking to a contractor who was working in the rear garden of the property who owned the carport, he said there would be more waste and it would be cleared by the end of that working day as he had booked a grab lorry to take it away,</p> <p>Nightingale Crescent- Fly tip with evidence, after reports on the Bradville FB page I investigated a builders waste fly tip in the parking area of Nightingale Crescent, I went through the waste and found some evidence as to the possible culprit, this is now under further investigation by Mkc ECU, who can hopefully trace the offender.</p>			
			<p>Normal patrols around these areas</p>
			<p>Bancroft</p>

<p>Bancroft Park Oakridge Park Bluebridge</p>			
<p>Stantonbury Fields</p>	<p>littering</p>	<p>littering in the car park area,</p>	<p>Details were found in this litter and forwarded onto Mkc Ecu to investigate, I have now liaised with MKC ECUs they have managed to trace the offender, and are now pursuing a prosecution</p>
<p>Stantonbury</p>	<p>8 Flytips</p>	<p>All have been investigated and then cleared by Mkc/Serco</p> <p>ALDI Store littering - issues with litter around the site</p>	<p>1 has been found with evidence and is currently under investigation,</p> <p>Graham asked myself to patrol around this area from the 1/2/2022, Beforehand I have assessed the area and come across several issues with littering,</p> <p>both myself and David paid a visit to Aldi, at the beginning of March, and spoke to one of the managers Dean about the litter issues around the area, he did say that they do have a cleaner but he was currently on holiday, he did say he was unsure of which areas they should be covering, I suggested that he could contact head office re the correct boundaries and maybe pass on my details to the area manager so with could resolve the littering issues,</p>

			still no contact from the area manager, UPDATE- I continue to monitor this area and it still seems very hit and miss as to when the litter is cleared by Aldi, but there has been an improvement in the area, We have had an increase of fly tipping at the Crosslands side of the garages that is next to the play park, I continue to make regular patrols of this area, I've spoken to two residents re putting their waste out and educated them on the correct procedures
	Ormonde garages		
	Rowle close, waste out early		
Graffiti issues		None reported	
Abandoned Vehicles		One reported, I've also noticed the DVLA have also been around the area, putting notices on vehicles and clamped three,	Temple- Resident complaint about two vehicles parked in parking bays, no tax/mot, but on a SORN Unfortunately as these vehicles are parked off road, they are not deemed as abandoned

Dog Fouling	Outcome
Dog fouling patrols	I have been conducting several dog fouling patrols around the areas concerned speaking to dog owners advising them how to clear up after their dogs and the correct way to dispose the dog waste, I have also continued to put up the new PSPO signs on lampposts
Regular patrols	I continue to patrol all the areas covered by SPC, on the lookout for dog fouling, fly tipping etc, I've made contact with the parks trust new Enforcement officers who will be patrolling all the parks trust areas dealing with littering/dog fouling issues, I will be alternating my working days over the month May and some weekend working in order to deter fly tipping and other waste issues

May Report

Office Report – Produced by Temporary Acting Proper Officer.

Newsletter

Sue has arranged for a new provider to print and distribute our Newsletter this is now at a cheaper rate. The cost has not been put on agenda to approve as it is in line with the agreed budget allowance.

Bradwell Road

Councillor Kirkham requested to send a letter to some residents in Bradville to ask for their help to resolve the poor state of Bradwell road. I have now received 11 replies and will be producing a letter to MK Council soon.

Yellow Line

Milton Keynes Council have confirmed Paul Harrison is still working there and I am hoping to hear from him soon.

Policies / Documents

Some councillors requested for me to look over Staff Handbook, this is still on the list for me to action. I will have an update soon. Jess has started making changes to our system and you will start to see reference numbers on our policies. We are aiming to feature policies regularly on future agendas to update them with reference numbers.

E-newsletter and Notice boards

This month we will be producing again since Covid the E-newsletters and the event posters for the notice boards.

TSID Update

Currently we are still waiting to hear from Highways, currently TSID is not being used.

Document No: PSSPC180522



Publication Scheme

Classification: Public

Version 1

Version Control

V1 Draft	Draft Created by Cllr Davison and Office Staff DM	01.04.22
V1	Reviewed by council for Adoption at Main Meeting	18.05.22

Signed:
Chair - Stantonbury Parish Council

Meeting Adoption Date:

The scheme commits Stantonbury Parish Council:

- To proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the authority and falls within the classifications below.
- To specify the information which is held by the authority and falls within the classifications below.
- To proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme.
- To produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public.
- To review and update on a regular basis the information the authority makes available under this scheme.
- To produce a schedule of any fees charged for access to information which is made proactively available.
- To make this publication scheme available to the public.
- To publish any data set held by the authority that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable, in an electronic form that is capable of re-use; and, if any information in the dataset is a relevant copyright work and the public

Model publication scheme:

Authority is the only owner, to make the information available for re-use under the terms of the Re-use of Public Sector Information Regulations 2015, if they apply, and otherwise under the terms of the Freedom of Information Act section 19.

The term 'dataset' is defined in section 11(5) of the Freedom of Information Act. The term 'relevant copyright work' is defined in section 19(8) of that Act.

Classes of information:

See appendix on Page 4.

The method by which information published under this scheme will be made available:

The Council will indicate clearly to the public what information is covered by this scheme and how it can be obtained.

Where it is within the capability of the Council, information will be provided on a website. Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, a public authority will indicate how information can be obtained by other means and provide it by those means.

In exceptional circumstances some information may be available only by viewing in person. Where this manner is specified, contact details will be provided. An appointment to view the information will be arranged within a reasonable timescale.

Information will be provided in the language in which it is held or in such other language that is legally required. Where an authority is legally required to translate any information, it will do so.

Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

Charges which may be made for information published under this scheme:

The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the Council for routinely published material will be justified and transparent and kept to a minimum.

Material which is published and accessed on a website will be provided free of charge. Charges may be made for information subject to a charging regime specified by Parliament.

Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information

Charges may also be made for information provided under this scheme where they are legally authorised, they are in all the circumstances, including the general principles of the right of access to information held by public authorities, justified and are in accordance with a published schedule or schedules of fees which is readily available to the public.

Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with the terms of the Re-use of Public Sector Information Regulations 2015, where they apply, or with regulations made under section 11B of the Freedom of Information Act, or with other statutory powers of the public authority.

If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.

Written requests

Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act 2000.

Information available from Stantonbury Parish Council under the model publication scheme issued by the Information Commissioner's Office.

Information to be published	How the information can be obtained	Cost
<p>Class 1 - Who we are and what we do (Organisational information, structures, locations and contacts)</p> <p>This will be current information only.</p>	<p>The Council – Stantonbury Parish Council (stantonbury-pc.org.uk)</p>	Free
<p>Who's who on the Council and its Committees</p>	<p>Council Members – Stantonbury Parish Council (stantonbury-pc.org.uk)</p>	Free
<p>Contact details for Proper Officer and Council members (named contacts where possible with telephone number and email address (if used))</p>	<p>Website as above</p>	Free
<p>Location of main Council office and accessibility details</p>	<p>Website</p>	Free
<p>Staffing structure</p>	<p>Proper Officer</p>	Free
<p>Class 2 – What we spend and how we spend it</p>	<p>Finance – Stantonbury Parish Council (stantonbury-pc.org.uk)</p>	Free

Signed: Meeting Adoption Date:

Chair - Stantonbury Parish Council

(Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit)		
Annual return form and report by auditor	Website as above	Free
Finalised budget	Website as above	Free
Precept	Website as above	Free
Borrowing Approval letter	N/A	
Financial Standing Orders and Regulations	Policies and Insurance – Stantonbury Parish Council (stantonbury-pc.org.uk)	
Grants given and received	Finance – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
List of current contracts awarded and value of contract	Website as above	Free
Members' allowances and expenses	Website as above	Free
Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews)		
Parish Plan (current and previous year as a minimum)	Neighbourhood Plan – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Annual Report to Parish or Community Meeting (current and previous year as a minimum)	Chairmans Report – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Quality status	Proper Officer	Free
Local charters drawn up in accordance with DCLG guidelines	Proper Officer	Free
Class 4 – How we make decisions	Proper Officer	£25 p/h

(Decision making processes and records of decisions)		
Current and previous council year as a minimum		
Timetable of meetings (Council and any committee/sub-committee meetings and parish meetings)	Upcoming Events – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Agendas of meetings	Minutes and Agendas for Public Meetings – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Minutes of meetings	Website as above	Free
Public meeting recordings	Proper Officer	£25 inc USB
Reports presented to council meetings – n.b. this will exclude information that is properly regarded as private to the meeting.	Website as Above	Free
Responses to consultation papers	Proper Officer	£25 p/h
Responses to planning applications	Proper Officer	£25 p/h
Bye-laws	Proper Officer	£25 p/h
Class 5 – Our policies and procedures (Most of the material listed in this section is also available free on the website) (Current written protocols, policies and procedures for delivering our services and responsibilities)	Proper Officer	£25 p/h
Current information only		

<p>Policies and procedures for the conduct of council business:</p> <ul style="list-style-type: none"> • Procedural standing orders • Committee and sub-committee terms of reference • Delegated authority in respect of officers • Code of Conduct • Policy statements 	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Policies and procedures for the provision of services and about the employment of staff:</p> <ul style="list-style-type: none"> • Internal policies relating to the delivery of services • Equality and diversity policy • Health and safety policy • Recruitment policies (including current vacancies) • Policies and procedures for handling requests for information • Complaints procedures (including those covering requests for information and operating the publication scheme) 	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Information security policy</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Records management policies (records retention, destruction, and archive)</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Data protection policies</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Independent Reports</p>		<p>£50</p>
<p>Schedule of charges (for the publication of information)</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Class 6 – Lists and Registers</p> <p>Currently maintained lists and registers only</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Any publicly available register or list (if any are held this should be publicised; in most circumstances existing access provisions will suffice)</p>	<p>Proper Officer</p>	<p>£25 p/h</p>
<p>Assets register</p>	<p>Proper Officer</p>	<p>£25 p/h</p>

Disclosure log (indicating the information that has been provided in response to requests; recommended as good practice, but may not be held by parish councils)	Proper Officer	£25 p/h
Register of members' interests	Councillors – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Register of gifts and hospitality	Proper Officer	£25 p/h
Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)	Proper Officer	£25 p/h
Current information only		
Allotments	Allotments – Stantonbury Parish Council (stantonbury-pc.org.uk)	Free
Burial grounds and closed churchyards	N/A	
Community centres and village halls	Proper Officer	£25 p/h
Parks, playing fields and recreational facilities	Proper Officer	£25 p/h
Seating, litter bins, clocks, memorials and lighting	Proper Officer	£25 p/h
Bus shelters	Proper Officer	£25 p/h
Markets	N/A	
Public conveniences	Proper Officer	£25 p/h
Agency agreements	Proper Officer	£25 p/h
Services for which the council is entitled to recover a fee, together with those fees (e.g. burial fees)	Proper Officer	£25 p/h

Note that if the information can be supplied by email, and the applicant chooses to receive it in that format, charges for the Proper Officer time will still apply. Charges for consumables and for the Proper Officer time also apply for requests for physical copies of material that is available for free on the website. These may also incur the cost of printing as shown below.

Contact details:

Stantonbury Parish Council
 Stantonbury Parish Office, 126 Kingsfold
 Bradville, Milton Keynes, MK13 7DX
 Telephone: 01908 227201
 Website: www.stantonbury-pc.org.uk
 Email: info@stantonburyparishcouncil.org.uk

SCHEDULE OF CHARGES:

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ 25p per sheet (black & white)	Printing Costs
	Photocopying @ 30p per sheet (colour)	Printing Costs
	Download to USB @ £15.00 per USB stick	Actual Costs
	Postage	Actual cost of Royal Mail standard 2 nd class
Proper Officer's Time	£25 per hour	In accordance with the relevant legislation

* the actual cost incurred by the public authority

Environment & Waste
Landscape Services - Rights of Way

Reply to James Walsh
Call 01908 253906
E-mail james.walsh@milton-keynes.gov.uk



Stantonbury Parish Council
126 Kingsfold
Bradville
Milton Keynes
MK13 7DX

29 April 2022

Dear Stantonbury Parish Clerk,

Village Green Registration at Ashfield Stantonbury

I write to you to provide an update on the proposed registration of the open green space off Ashfield in Stantonbury as a Village Green.

On 27 March 2018 a Delegated Decision was made to voluntarily register six Village Greens on MKC Council owned land. Of those six Village Greens, four have now been registered. Three were registered immediately in 2018, with the remainder requiring a relevant 'trigger' event. Land off Ashfield, Stantonbury is proposed to be registered but this required the trigger event of the adoption of the Stantonbury Neighbourhood Plan. As the relevant trigger event has now taken place MKC are now able to register this site as a Village Green. However, in the process of undertaking the necessary work to register this as a Village Green we have discovered an issue in that not all the land within the boundary plan of this site is council owned. There is a very thin slither that has always been privately owned by the developer, and that developer appears to now have dissolved. Such land sometimes reverts to the ownership of the Crown, but it currently appears unregistered. The slither appears to have been intended to reflect a footpath through the land, but the reality is the footpath has been built on a slightly different alignment. Please find plans that highlight this situation on the site overleaf. As this small section of land is not council owned, we are unable to voluntarily register it as a Village Green. However, the overriding majority of the site can be registered and so MKC intend to proceed to register the section of land we are able to. This is because the exclusion of this unregistered land will not be detrimental to the spirit in which the Delegated Decision was made which was to offer protection to the land.

The Parish Council, or someone else, may consider making an application to the Council as a registration authority to register the small area of unregistered land as a village green under the usual application process, if it considers that criteria for a village green registration is met. Please note that such an application would require the small slither of land to meet the criteria for village green status in its own right.

Given the context of the site, it is felt that this small slither of land remaining unregistered will have no impact on the overall location which will receive formal protection as a Village Green once registered.

I hope this update is helpful and should you have any queries, please do contact me.

Yours faithfully

James Walsh
Rights of Way Officer
Milton Keynes Council



Proposed Village Green site on MKC land shown in area inside the boundary of the red line. Please note small slither that falls outside of the redline boundary.



Aerial photograph of site.

Grant Application Form

Please complete all boxes, using the attached notes for help. If you are still unsure how to respond to any of the questions, please contact the Parish Office.

Your name	Sway Gregory
Your contact number	01908 223282
Your email address	Sway.gregory@milton-keynes-gov.uk
What is the name of your group or organisation?	Heron Lodge Sheltered Housing.
Charity Commission Number?	
What are the aims and objectives of organisation?	The aims and objectives of this scheme is to support and enable residents to live fulfilled lived as independently as they can.
Do you have a Constitution or Terms of Reference?	no
Do you have an up to date set of accounts?	yes
Have you carried out all legal obligations?	yes
Where is your organisation based?	Heron Lodge, Stantonbury Fields, Woodhouse Court, Milton Keynes
Please describe the project for which you are seeking a grant	They would like to hire caterers and musicians such as a music band. The residents would like to hold a party fitting for the Queen's Jubilee.
What is the total cost of your project?	£ 300 TO £400
What is the amount of grant you are requesting?	£ 250.00
What are your plans to get further funds for the project? (if applicable)	The residents Will meet the shortfall from their small scheme funds
When is your project starting?	June 1 st 2022
When is it due to end?	June 1 st 2022
Are you willing for Stantonbury Parish Council	yes

to publish your Grant information?	
Please describe how it will benefit the residents of Stantonbury Parish	We will hold a garden party and invite residents from other similar schemes, and the local community)
How many residents will benefit?	Approximately 50 residents.

If you are successful in your application, please provide details of the bank account where you would want the grant to be paid.

Account payee	Heron Lodge Social Club		
Bank name	[REDACTED]		
Bank sort code	[REDACTED]	Bank account no.	[REDACTED]

If applicable, please provide the following information with your application (please circle):

- A copy of your Constitution or Terms of Reference No
- A copy of your most up to date set of accounts, showing a full year Yes
- Any other information that might better inform the Council about your application Yes / No

If you are unable to provide any of the above, please explain why below?

I hereby certify that, to the best of my knowledge, the information given is complete and accurate. I also confirm that I have read and understand the accompanying terms and conditions as currently applied to all grant applications made to Stantonbury Parish Council.

Signed: [Signature] Date 13/4/2022

Position held: SHELTERED HOUSING OFFICER

Councillor Grant Questions

Grant application: Heron Lodge

Councillor: Sandra Kennedy

Are you applying for a grant from any other Parish or MKC? If so who?	No
Does the group get any financial help from anywhere else? Fundraising, donations, MKC etc.	Small amounts from raffle, bring + buy sales etc.
Has the group had a grant from SPC previously? If so how much and when?	Yes, for garden furniture.
Is this an umbrella group? Will another group benefit from the grant?	No No
Has the group done research to get the best price for what they want to use the grant for.	No
Has the group provided detailed accounts? <ul style="list-style-type: none"> • If so have you gone through them in detail? • If you do not understand them talk to RFO. • How much working capital do they have? 	(see separate report)
How will the group support themselves over the next year?	It doesn't need to "support itself."
Is there any other way the Parish Council can help? Advertising etc	Not needed.
How often does the group meet?	When it has suggestions to discuss.

Do the group members pay any subscription?	No. The membership is open to all inhabitants of Woodhouse Court.
Can they match fund?	N/A
Have you invited to pitch at main meeting? Above £250.00	Yes no definite answer yet. N/A

Councillors notes

Sarah has a number of queries about this grant which I have answered in a separate report.

Heron's Lodge Social Club is an informal group open to all residents of Woodhouse Court. A few keep themselves to themselves and a few are housebound. They want to hold a garden party with food and music to celebrate the Jubilee. Older people who live on Stantonbury who attend events at Heron Lodge will be invited.

This grant will bring a lot of pleasure and I think we should give them the £250 they request.

Signed: Sandra Kennedy

Dated: 11/5/22

Community Infrastructure Fund 2023-2024

Guidance & Criteria

Funding will be directed towards projects which support Milton Keynes Council themes.

The themes taken from MK Council Plan 2016 – 2022 which are:

- Getting the Basics Right,
- stronger communities,
- action on climate change
- sustainability sand biodiversity
- sustainable transport.

Full details of the Council Plan can be viewed on our website www.milton-keynes.gov.uk

2. As many Parish and Town Councils as possible will be awarded grants
3. The project shall be undertaken in exercise of a function for which both parishes and Milton Keynes Council have powers (incl. s.137 powers of the Local Government Act 1972)
4. The project shall be for investment in public realm assets, adhere to MKC design principles and involve and provide a permanent benefit to the parish. Public realm is defined as ‘something that is provided for the use of the community’.
5. Locations should be:
 - MK Council owned
 - Parish/Town or Community Council owned (or available for parish acquisition)
 - Long Term Lease (If the building is occupied on a long term lease, the terms of the lease will need to be reviewed prior to award of grant funding)
6. Parish, Town and Community Councils will be responsible for ensuring local residents are consulted on project proposals.
7. The maximum contribution from MK Council will be £20,000 per parish (£40,000 total project value).
8. Each Parish, Town or Community Council will be entitled to submit up to a maximum of 3 applications for projects, up to the value of the maximum contribution. You must indicate your preference for each project marking as 1st, 2nd or 3rd choice on the application.
9. MK Council’s share of the cost of the project will be no greater than 50% excluding VAT (75% for very small councils those with a tax base of less than 200 /band D equivalent) or the lower of the following figures: the lowest quotation; or the maximum award approved by MK Council.
10. Any works carried out on an MK Council asset, building, or land must be undertaken by MK Council.
11. The project, once completed, should not involve any additional ongoing maintenance or running costs, other than any costs that are to be met by the Parish, Town or Community Council. MK Council will only carry out maintenance in line with the relevant departments or service areas policies and procedures, if it is an MK Council asset or land.

12. Applicants must provide outline costs for works at the application stage.
13. Parishes should state how their 50% contribution is being funded. Parish match funding cannot be from any other part of MK Council's funding including Section 106 money.
14. Approved projects for the 2023-2024 CIF will normally be completed within the 2023-24 financial year.
15. Parish, Town and Community Councils will, prior to submitting an application, check whether any planning permissions or any other relevant permissions or consents are required and ensure that such permissions/consents etc. are in place upon application. Evidence must be included with the application. The costs of any planning permissions that may be necessary can be included as part of the costs.
16. Before applications are submitted, applicants will be required to provide evidence that the project/s have been discussed with relevant MK Council departments and have obtained permissions in principle.
17. Parish, Town and Community Councils should present three quotes at the application stage for the work that will be undertaken by the Parish, Town or Community Council, to demonstrate the principles of Best Value.
18. If three quotes are not available, applicants are required to advise of the reasons when applying for the council's grant(s) e.g conservation requirements are for specialist contractors which may be limiting choices.
19. A Delegated Decision will be made by the relevant Cabinet Member or Council Leader following an assessment of applications for funding by MK Council officers.
20. Where schemes do not proceed or are at risk of not delivering within agreed time frames, the amount allocated must be returned immediately to MK Council for re-allocation. Funds cannot be transferred to another project.
21. Funding can only be used for the projects for which they are approved by the MK Council.
22. Release of funds will only be made upon the completion of the works and they have been checked and approved by a relevant MK Officer. This officer will provide a written confirmation that the project has been delivered as per the approved application. A copy of the invoice and presentation of three quotes for the work that has been undertaken by the Parish, Town or Community Council– to demonstrate the principles of Best Value.
23. The fund cannot be used for normal running costs i.e. officer salaries, energy bills or rent.
24. MK Council will monitor the progress of projects; this could involve site visits if appropriate. Applicants are required to provide evidence of completion of all projects; photos are required at application and completion stage ("before" and "after" pictures).
25. The Parish, Town or Community Council will be required to maintain a minimum of £5 million insurance for public liability and provide the evidence to the MK Council together with their application.
26. The Parish, Town or Community Council is required to comply fully with relevant, current UK Health and Safety legislation and regulations.
27. If a grant is used to buy a significant item of equipment or asset, we will advise that it must be recorded in the accounts that MK Council has an interest in it. If the asset is to be disposed of (sold), MK Council must be contacted before the disposal is made. MK Council may require a share of the proceeds in relation to the original contribution.
28. CIF funding is capital funding and therefore it cannot be used to fund revenue works related to landscaping services. However it can be used for the enhancement of an existing asset or building something new. The future revenue implications of any capital works will need to be minimised where possible. If parishes are devolved, they can self-deliver or use MK Council contractors.

Cost Guidance

The following examples may be used to give you an idea of estimated costs for proposed schemes. Please note that these are not definitive costs but are 'ball park' figures as an aid for estimation purposes. Actual costs will vary depending on local conditions and may increase due to additional requirements such as traffic management, underlying utilities and installation costs. There may also be cost rises due to other economic factors such as supply issues and impact of fuel prices.

New Bench Installation

- up to £1,200, depending on design of bench and base required.

Landscaping

Landscaping schemes are delivered by our service partner, Serco. Enquiries should be made via the 'Serco Services for Parishes' web page. If a parish is devolved they can self-serve. This could include:

- Pond enhancement (min costs in £1,000s).
- Removal and replacing whole beds/shrubs.
- Seating area /paving works (will be in order of £1,000's depends on scope of works).

Gateway Features

- 'Welcome To' signage £4,000 (based on 2 signs and this also includes installation).
- White Village Gateway entrance signs up to £10,000 (depending on design and cost of gateway sign selected).

Traffic Calming

- Speed Cushions from £35,000 (Based on 4 speed humps, includes minor footway improvements and street lighting works also includes Traffic Regulation Order notices).
- Build-Outs / Pinch Points from £25,000 (includes two priority narrowing features at the entrance point into the village, cost for sign illumination, lighting column relocation, installation of traffic island associated road closure with Traffic Management).
- Vehicle Activated Signs £5,000 (includes installation and a maintenance agreement).

Flood Prevention

Hydrosnakes, pumps, flood diverters or hydrosacks are some effective alternatives to sandbags. Contact the Flood & Water Management Team to see what options are best for your location.

Email ashish.patel@milton-keynes.gov.uk or call MK 252489.

Verge Protection

Costs would depend on the length of the verge sections you want to protect and whether any utilities are in the ground. After an assessment, we can provide a bespoke quote. Any post and rail fencing installed would need to be maintained at parish expense.

Quick Guide to CIF Applications 2023-24

To help you put your application/s together quickly, here's a summary of the main criteria you need to check that your proposal meets. The deadline for applications to be submitted to us is Friday 26 August 2022.

Email your application/s and any supporting documents to: highways.liaison@milton-keynes.gov.uk

Your CIF project application:

- Is on either MKC or parish owned land. Long lease property may also be included if the lease allows.
- Does not incur ongoing maintenance costs to MK Council.
- Any relevant planning permission or licences are sorted beforehand.
- Includes 3 in date quotes if using an outside contractor.
- Permanently benefits the local community.
- Is in the Public Realm i.e. something that is provided for the use of the community.
- Does not exceed the maximum £20,000 MKC contribution.
- Includes details of how this proposal was chosen e.g. public consultation.
- Parish contribution is not from other MKC funding stream e.g. Section 106, ward budget.
- If submitting 3 applications, these are listed in priority choice order (1st, 2nd, 3rd).
- Fits under one of the Council Plan's themes: Getting the Basics Right, stronger communities, action on climate change and sustainability and sustainable transport.
- Can be delivered within the financial year between 1 April 2023 and 31 March 2024.

Checklist before submitting your application:

- Filled in each box including Objectives, Benefits, Consultations, Costs and Timescales.
- Entered the exact amounts £ applied for (MK Contribution, Parish Contribution and Overall Total).
- Included a copy of your Public Liability Insurance.
- Indicated your preference for project if submitting multiple applications.
- Included any supporting evidence including photos, exact location information, details of equipment.
- Proof of landownership is included.
- Any planning permission granted is submitted with the application.

If you have a question or need help completing the CIF application, email the Highways Liaison Team at highways.liaison@milton-keynes.gov.uk

e.g. Planning, Libraries or housing...

[Home](#) [Press releases](#) [Local projects announced for the Community Infrastructure Fund 2022-23](#)

Press Releases

Archive

[2022](#)

[2021](#)

[2020](#)

Communications

communications@milton-keynes.gov.uk

Milton Keynes Council
Civic Offices,
1 Saxon Gate
Milton Keynes
MK9 3EJ

Local projects announced for the Community Infrastructure Fund 2022-23

Friday 25 March 2022

Each year local parish and town councils can apply for up to £20,000 to match fund a community project.

The Community Infrastructure Fund (CIF) is a total of £100k per year and helps parishes to deliver projects that they would not be able to fund otherwise.

22 parish councils applied to the 2022-23 fund with a total of 28 projects. Each application is scored based on different criteria such as whether the project solves an existing problem, what benefits will it bring to the community and has there been consultation with residents.

All projects must be in the 'public realm' which includes highways, open spaces and play areas.

The schemes that will be funded from the CIF 22/23 will be:

PROJECT COUNCIL	PARISH/TOWN
Play area - Lewens Croft, Astwood	Astwood and Hardmead Parish Council
New or replacement information boards	Bletchley & Fenny Stratford Town Council
Play area Pattison Lane, Woolstone	Campbell Park Parish Council
Tennis court resurfacing	Castlethorpe Parish Council
Scout Hall ceiling	Hanslope Parish Council
Defibrillators x 3	Haversham cum Little Linford Parish Council
Extend pre-school play area	Lavendon Parish Council

Solar panels on 2 parish council buildings	Loughton & Great Holm Parish Council
Flood Prevention Equipment Storage	Ravenstone Parish Council
Resurface Play Area - Ancona Gardens	Shenley Brook End & Tattenhoe Parish Council
Play Area refurbishment - Liscomb Lane	Shenley Church End Parish Council Walton Community Council
Play Area refurbishment Walnut Tree	Woughton Community Council Woughton Community Council
Flood storage and equipment	
Fencing for community garden	

Councillor Lauren Townsend, Cabinet Member for Public Realm said, 'I'm delighted that MK Council is able to continue funding local parish projects each year through the CIF'.

'Since this fund started, we've helped parishes to deliver a wide range of projects from new play areas and outdoor gyms to road safety schemes and signage'.

'This fund is a great way for local communities to let their parish council know what they would like in their area, solve a long-standing issue or just provide new facilities in their local park.'

The application process to the CIF 23/24 will start from summer 2022 and details on how to apply will be sent to all 48 parish, community and town councils shortly.

The Basics

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Reply to: Lauren Hitchings
E-mail: lauren.hitchings@milton-keynes.gov.uk
Our Ref: 22/01031/FUL
PP-11213221

Donna Moore
Stantonbury Parish Council
126 Kingsfold
Bradville
Milton Keynes
MK13 7DX

29th April 2022

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)
Town and Country Planning (Development Management Procedure) Order 2015
Application no: 22/01031/FUL
Proposal: The alteration of existing fence boundary line (resubmission of 22/00058/FUL)
At: 22 Chalfont Close Bradville Milton Keynes MK13 7HS

I have received the above application which can be viewed via the Council's Public Access system using the link: <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RAVWVIKWFL300> .

I would be grateful to receive any comments you may have about the proposal by **27th May 2022**. Any objections must form a material planning consideration and should you wish for the application to be referred to the Development Control Committee/Panel for determination; an explicit request must be made to that effect. If no reply is received within this period the application may be decided without your comments.

Where a request to refer an application to Development Control Committee/Panel has been received from a Parish or Town Council, an undertaking to attend the meeting to address the Committee/Panel is expected. Failure to attend a Development Control Committee/Panel, following an undertaking to so do, on two occasions within a 6 month Period will result in;

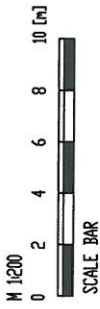
Planning, Strategic Transport and Placemaking
Civic, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ
01908 691691
www.milton-keynes.gov.uk/planning-and-building

- a. The Parish or Town Council being barred from requesting an application be referred to Development Control Committee/Panel for a 3 month period from the date of the second incidence; and,
- b. Any applications within that Parish being determined in accordance with the Officer recommendation under delegated powers. This would also be for a concurrent 3 month period and would only take effect in cases where no other parties have lodged objections and requested the case be heard before a Development Control Committee/Panel.

Yours faithfully,

Lauren Hitchings
Planning Officer

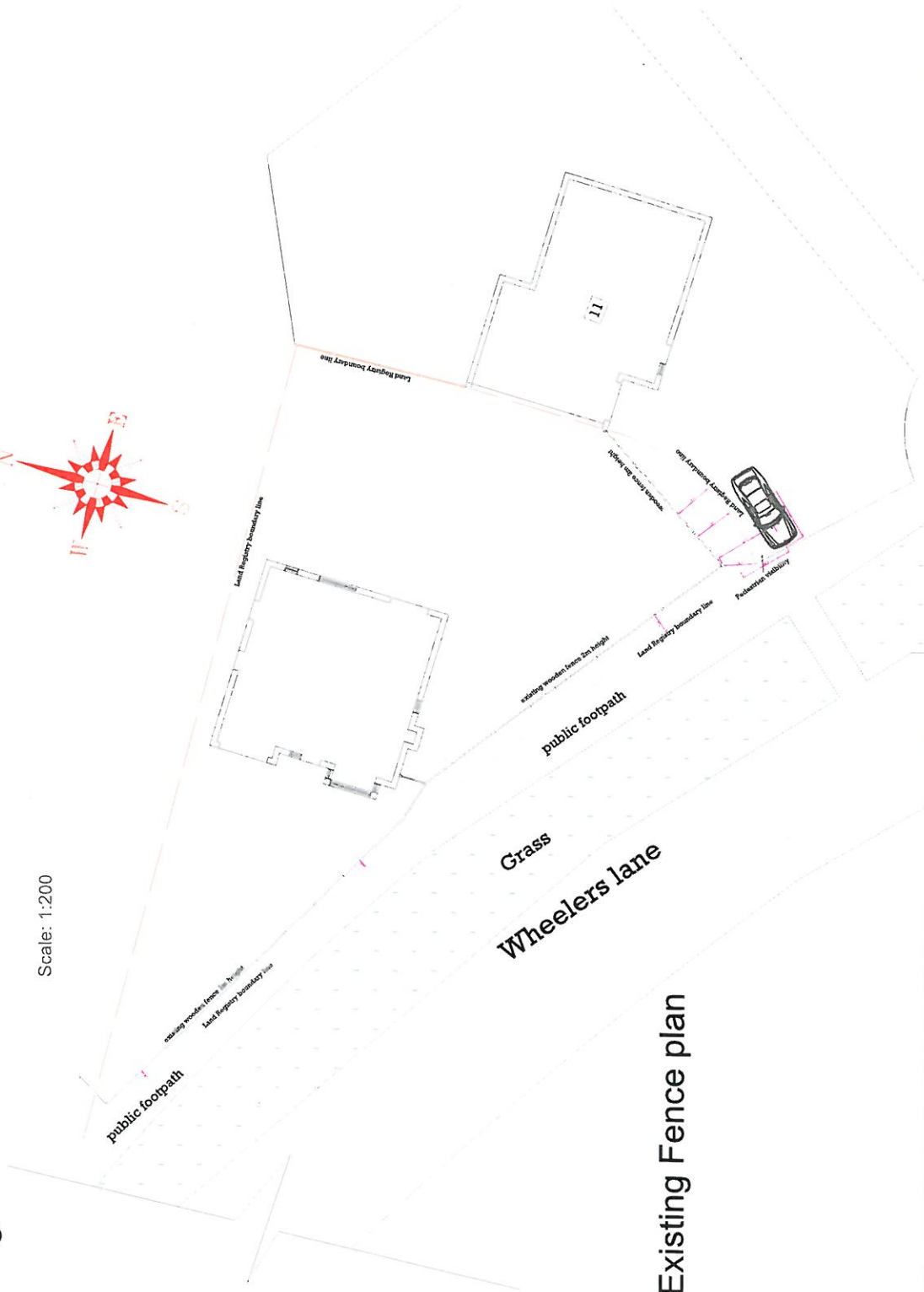
Chalfont Close



Scale: 1:200



Pre existing bush (out side the fence)



Existing Fence plan

Title: Proposed Fence Alteration

Drawing Size : A3

Drawing No : PP/WF/4900122/2

Revision No :

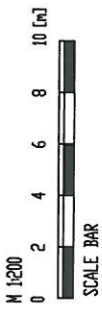
Scale: 1:200

Drawn by: T.R Date: 12/04/2022

Client : Mr. Johnpillai Krishan
22 Chalfont Close
Bradyville, Milton Keynes
MK13 7HS

R. T. RAJAH
TEL: 079 3076 0141
FAX: (020) 8220 5995

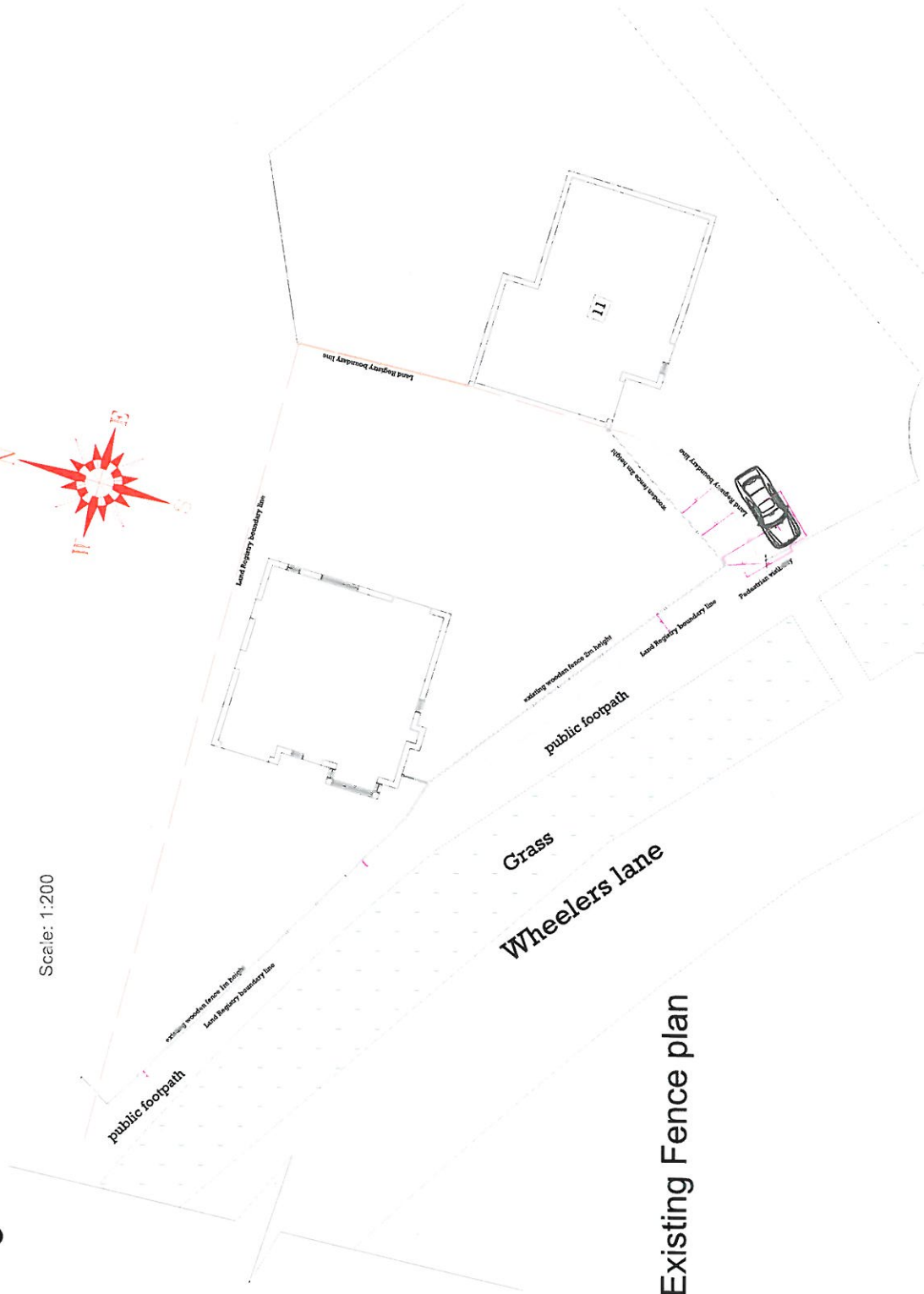
Chalfont Close



Scale: 1:200



Pre existing bush (out side the fence)



Existing Fence plan

Title: Proposed Fence Alteration

Drawing No : PP/WF/4900122/2

Revision No :

Drawing Size : A3

Client : Mr. Johnpillai Kirishan
22 Chalfont Close
Brackville, Milton Keynes
MK13 7HS

R. T. RAJAH
TEL: 079 3076 0141
FAX: (020) 8220 5995

Scale: 1:200

Drawn by: T.R

Date: 12/04/2022

