

30th November 2023

Minutes of the **Community Project Committee Meeting** held on **Wednesday 22nd November 2023 at 10:30am** at Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK137DX.

Minutes

47/23	Welcome and Introduction to meeting.	Actions
48/23	Present: Cllr Paul Baxter Cllr Sandra Kennedy Cllr Linda Morgan – Chair Cllr Carol Northwood Cllr Derek Northwood Cllr Ann Ronaldson Cllr Kevin Smith Cllr John Warren Cllr Peter Kirkham Cllr Judy Kite – Arrived 10:55	
49/23	Apologies for Absence: Cllr Abid Anwar - 9 votes to accept apologies.	Resolved
50/23	Declarations of Interest: Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared. – None.	
51/23	Public forum for members of the public to speak: Public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the Chair of the meeting. Each member of the public shall not speak for more than (3) minutes in accordance with standing order 3(g). – None.	
52/23	Chair's Remarks:	
53/23	Minutes: To approve and sign the Minutes of the meeting held on: Wednesday 6 th September 2023. – Agreed 9 votes for.	Resolved
54/23	Skips Projects: Committee to discuss and agree skip locations. After a long discussion Committee agreed to the follow locations. Bradville: 1 skip Woodstock, 1 skip Mercers Drive at Community Hub, 2 skips Harrowden, 2 Eston Court, 4 Kingsfold (2 separate locations, near Parish Office and Ashwood), 2 Crispin. Stantonbury:	KF

	<p>2 skips Walsh's Manor 2 skips around Kents road, 1 bottom Crossland (Rangers to check). 2 skips Jennings 2 skips Stowe Court 1 skip West Hill</p> <p>Bancroft: 2 skips Hadrians Drive</p> <p>Bancroft Park and Blue Bridge: 1 skip Roman Park Resident Club</p> <p>Oakridge Park: 1 skip Winchcombe Meadows</p> <p>Skips project to start late in March 2024 and first location is Bradville. Agreed</p>	<p>DO</p>
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Meeting Closed 12:00

COACH PROVIDER BRIEF

Stantonbury Parish Council is seeking an external partner to provide coaches for day trips organised for residents. The partner will work closely with Stantonbury Parish Council to ensure the Council meets its core goals of:

- providing reliable, comfortable, and accessible transportation for its residents
- providing affordable excursions to residents on low incomes

SCOPE

Stantonbury Parish Council is seeking an external partner to provide transportation and drivers only. Travel / holiday companies providing day trip packages should not submit a tender as these will not be accepted / considered.

The partner will be required to:

- provide 52-seater executive coaches with onboard toilet facilities on any given day.
- provide up to a maximum of 4 of these coaches for each day trip.
- provide a driver per coach who has received full driver and coach training.

CONTRACT

The partner will be contracted to provide coaches three times per financial year to the following locations:

- stately home (one instance of)
- seaside / coast (one instance of)
- Christmas market (one instance of)

Stantonbury Parish Council will accept further recommendations from the partner, however.

RESPONSIBILITIES

The partner will be responsible for:

- ensuring their drivers and vehicles are fully licensed and insured.
- ensuring their vehicles are in sound working order prior to transporting residents.
- responding to emergency situations / breakdowns connected to their vehicles and drivers.

The proposal put forth by the partner will be subject to approval by the full Stantonbury Parish Council.

CONTACT

Donna Moore
Stantonbury Parish Council Clerk
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Quotes should be submitted within 21 days of receipt of this brief.

2024 Free Coach Trip Suggestions

Spring 2024						
Suggestion	Name	Location	Things to see	Prices (if applicable)	Travel Time from Parish Office	Further things to note
Spring A	Kenwood House	Central London	<ul style="list-style-type: none"> • House • Gargens • Brew House Cafe • Shop • Picnic Area 	<ul style="list-style-type: none"> • Car Park • Guided Tours (Max • Free admission: A self-led group visit is free of charge. See below for details on our exclusive guided tours. 	1 hour, 10 minutes.	<ul style="list-style-type: none"> • If pre-agreed-can coach can drop off on site but will have to park elsewhere. • Average length of visit: 3 hours • Can pre-book guided tours (no more than 15-20 at a time.

Link: https://www.english-heritage.org.uk/visit/places/kenwood/plan-your-visit/group-visits/?_gl=1*m4ns1q*_up*MQ..*_ga*NTI5NzQxNzk2LjE3MDY3ODA4MDU.*_ga_QK86RM1N34*MTcwNjc4MDgwNC4xLjEuMTcwNjc4MDgxMS4wLjAuMA

Email to Kenwood House for enquiries/bookings: kenwood.house@english-heritage.org.uk

2024 Free Coach Trip Suggestions

Summer 2024					
Suggestion	Name	Location	Things to see	Prices (if applicable)	Travel Time from Parish Office
Summer A	Barry Island	South Wales	<ul style="list-style-type: none"> • Choice of beaches • Pleasure Park • War museum • St Baruc's Chapel • Knap Lake & Gardens 	Cost dependant on places visited.	3 hours, 15 minutes.
Summer B	Eastbourne	East Sussex	<ul style="list-style-type: none"> • Shingle beach • Theme parks • Zoo • Castle 	Cost dependant on places visited.	2 hours, 53 minutes.
Summer C	Southend on Sea	Essex	<ul style="list-style-type: none"> • Beaches • Pleasure Pier • Sea Life Adventure 	Cost dependant on places visited.	1 hour, 56 minutes.
Summer D	Clacton on Sea	Essex	<ul style="list-style-type: none"> • Sandy Beach • Pier • Pavillion Fun Park • Bars • Restaurants • Town Centre Shopping 	Dependant on places visited.	2 hours, 43 minutes.

2024 Free Coach Trip Suggestions

Autumn 2024					
Suggestion	Name	Location	Things to see	Prices (if applicable)	Travel Time from Parish Office
Autumn A	Bath	Somerset	<ul style="list-style-type: none"> • Roman Baths • Royal Crescent • Museum of East Asian Art • Shopping 	Prices vary depending on places visited.	2 hours, 23 minutes.
Autumn B	RHS Wisley Garden Flower Show	Surrey	<ul style="list-style-type: none"> • Floral displays • Floral art exhibits • Inspirational talks • Shopping • Food & drink 	Price: Admission to the RHS Wisley Flower Show is free to RHS Members, normal garden admission prices apply to non-members - £16.50 for adults and £8.25 for children (under 5s go free).	1 hour, 33 minutes.
Autumn C	Stratford Upon Avon	Warwickshire	<ul style="list-style-type: none"> • Shakespeare's Birthplace • Anne Hathaway's Cottage • Shopping 	Prices vary depending on places visited-pre booking to famous houses required. Limited groups allowed in specified time slots.	1 hour, 18 minutes.

2024 Free Coach Trip Suggestions

Winter 2024					
Suggestion	Name	Location	Things to see	Prices (if applicable)	Travel Time from Parish Office
Winter A	Rochester Christmas Market	Kent	<ul style="list-style-type: none"> • Victorian themed market • Castle Gardens 	N/A	2 hours, 24 minutes
Winter B	Stratford-on-Avon Christmas Market	Warwickshire	<ul style="list-style-type: none"> • Victorian themed market • Previously recognised as the best large speciality market 	N/A	1 hour, 18 minutes
Winter C	Birmingham Frankfurt Christmas Market	Birmingham	<ul style="list-style-type: none"> • Range of traditional goods and gifts and food and drink 	N/A	1 hour, 20 minutes

Easter Events



Football	AM 2-hour Session inc. 2 coaches 10am-12pm (£35 per hour, per coach) £140 ex VAT total per session	PM 2- hour session 1.30pm-3.30pm (£35 per hour, per coach) £140 ex VAT total per session	
Tennis & Basketball	AM 2-hour Session inc. 2 coaches 10am-12pm (£35 per hour, per coach) £140 ex VAT total per session	PM 2- hour session 1.30pm-3.30pm (£35 per hour, per coach) £140 ex VAT total per session	
MKPA	AM 2 hour session 10am-12pm Basic £495	PM 2 hour session 1.30pm-3.30pm Basic £495	Additional Wikidizer & staff - £230.93 - Per session 1 x Zorb ball & staff - £90.31 – Per session 2 x Zorb balls & staff - £170.62 – Per session

Newsletter 2024/25

Newsletter 1st Addition print 13th May 2024

Definite Articles	Articles/Items to Consider
<ul style="list-style-type: none"> • Chair's Welcome • Adverts (free for residents/paid for outside parish). • Hub schedule/page • Events update(Knit and Natter, Hobbies, etc) • New Events (Community Singing group Fitness Classes) • Project updates (Playparks) • TSID article • SPC Council Meeting Dates and Times for May, June, July • Ranger's report • Enforcement Report – Link Crimewave overview as well • Advert for SPC social links with details on how to sign up to E-Newsletter • Coach Trips • Collection points – Stamp, glasses, Clothes 	<ul style="list-style-type: none"> • New Councillor Introductions • Budget • Previous Grants • Consider back double page with adult themed-crosswords/mindfulness-other side children. Either prizes or just for fun • Brief written piece about litter pick in February, inviting people to become a Parish Guardian / introducing the new name for Parish Guardians (if applicable) • Janet Warren poem

Newsletter 2nd Addition print 8th July 2024

Definite Articles	Articles to Consider
<ul style="list-style-type: none"> • Chair's Welcome • Adverts (free for parish residents/paid for outside parish). • Hub schedule/page • Events update(Knit and Natter, Hobbies, etc) • New Events (Community Singing group Fitness Classes) • Project updates (Playparks) • TSID article • SPC Council Meeting Dates and Times • Ranger's report • Enforcement Report – Link Crimewave overview as well • Advert for SPC social links with details on how to sign up to E-Newsletter • Coach Trips • Collection points – Stamp, glasses, Clothes 	<ul style="list-style-type: none"> • School Holiday activities around the Parish • MacMillan Coffee Morning • Include previous feature about PCSOs but tie it into International Day of Police Cooperation (7th September) • Written piece about MK Dons Youth Club (if running by then). • Autumn themed crossword puzzle for the adults • Brief article about all the defibs and bleed control kits SPC have installed across Parish • Brief article about keeping an eye out for our notice boards (with locations) • Invite residents to nominate local male heroes for us to feature in our Winter newsletter for International Men's Day in November • Article about refurbished MUGA at the Community Hub (if complete) • Janet Warren poem

Newsletter 2024/25



Newsletter 3rd Addition print 1st November 2024

Definite Articles	Articles to Consider
<ul style="list-style-type: none"> • Chair's Welcome • Adverts (free for residents/paid for outside parish) • Hub schedule/page • Events update(Knit and Natter, Hobbies, etc) • New Events (Community Singing group Fitness Classes) • Project updates (Playparks) • TSID article • SPC Council Meeting Dates and Times • Ranger's report • Enforcement Report – Link Crimewave overview as well • Advert for SPC social links with details on how to sign up to E-Newsletter • Coach Trips • Collection points – Stamp, glasses, Clothes 	<ul style="list-style-type: none"> • Janet Warren poem • Christmas Events/trip schedule • Winter Warmer/warm spaces article • Christmas office closure dates • Details of Christmas Breaks for weekly Community Hub events • Christmas lights photos from our residents. • Christmas colouring competition • Brief interviews with those nominated by residents (and picked by Councillors) as local male heroes in the community to mark International Men's Day in November. • Invite residents to nominate local female heroes for us to feature in our Spring newsletter for International Women's Day in March

Newsletter 4th Addition print 12th February 2025.

Definite Articles	Articles to Consider
<ul style="list-style-type: none"> • Chairs Welcome • Adverts (free for residents/paid for outside parish) • Hub schedule/page • Events update(Knit and Natter, Hobbies, etc) • New Events (Community Singing group Fitness Classes) • Project updates (Playparks) • TSID article • SPC Council Meeting Dates and Times • Ranger's report • Enforcement Report – Link Crimewave overview as well • Advert for SPC social links with details on how to sign up to E-Newsletter • Coach Trips • Collection points – Stamp, glasses, Clothes 	<ul style="list-style-type: none"> • Spring Events • Budget outcome • Meet Your Cllrs Mtg & Annual Mtg dates for 2025. • Winners of Christmas colouring competition. • Brief interviews with those nominated by residents (and picked by Councillors) as local female heroes in the community to mark International Women's Day in March. • Janet Warrant poem

Skips 2024-Timetable

Road	Number of Skips	Bin Collection Day	Skip Times	Planned Date for Skip/s	Skip Location Number
Staff/Cllrs/Ward Cllrs Invited/ attending: <ul style="list-style-type: none"> • Ward Cllr/s • Bradville Cllrs-KS/AR/PK/AA • Parish Rangers-DO&NC 					
BRADVILLE					
Crispin	2=1+1replacement when 1st empty	Monday	8am-4pm	Friday 22 nd March	SPC1
Harrowden	2=1+1replacement when 1st empty	Monday	8am-4pm	Friday 22 nd March	SPC2
Woodstock	1=one and done	Monday	8am-4pm	Friday 22 nd March	SPC3
Eston Court	2=1+1replacement when 1 st empty	Monday	8am-4pm	Friday 19 th April	SPC4
Mercers Drive (Community Hub)	1=skip only at the Community Hub	Monday	8am-4pm	Friday 19 th April	SPC5
Kingsfold	4=one plus one replacement skip At Parish Office end And one plus one replacement skip at Ashwood end	Monday	8am-4pm	Wednesday 24 th April	SPC8
Staff/Cllrs/Ward Cllrs Invited/ attending: <ul style="list-style-type: none"> • Ward Cllr/s • Stantonbury Cllrs-PB/DN/CN/SK • Parish Rangers-DO/NC 					
STANTONBURY					
Jennings	2=one skip plus one replacement.	Monday	8am- 4pm	Friday 3 rd May	SPC10
Stowe Court	2=one skip plus one replacement.	Monday	8am-4pm	Friday 3 rd May	SPC11
Crosslands	2=one skip plus one replacement.	Monday	8am-4pm	Friday 10 th May	SPC12
Walshs Manor	2=one skip plus one replacement.	Monday	8am-4pm	Friday 17 th May	SPC13
West Hill	1=one and done.	Monday	8am-4pm	Friday 17 th May	SPC14

Key

March
April
May

Skips 2024-Timetable

Road	Number of Skips	Normal Bin Collection Day	Skip Times	Planned Date for Skips	Skip Location Number
Staff/Cllrs/Ward Cllrs invited: Ward Cllrs Bancroft/Bancroft Park/Blue Bridge Cllrs-JK/LM BANCROFT/BANCROFT PARK/BLUE BRIDGE Parish Rangers-DO&NC					
Constantine Way	1=one and done. At Roman Park Residents Club	Friday	8am-4pm	Monday 22 nd April	SPC6
Hadrians Drive	2=one plus one replacement	Friday	8am-4pm	Monday 22 nd April	SPC7
Staff/Cllrs/Ward Cllrs invited: Ward Cllrs Cllrs-JW OAKRIDGE PARK Parish Rangers-DO&NC					
Winchcombe Meadows	1=one and done.	Monday	8am-4pm	Monday 29 th April	SPC9

Key

March
April
May

Skips 2024-Timetable

2024

Date	Day of the week	Bank holiday
29 March	Friday	Good Friday
1 April	Monday	Easter Monday
6 May	Monday	Early May bank holiday
27 May	Monday	Spring bank holiday
26 August	Monday	Summer bank holiday
25 December	Wednesday	Christmas Day
26 December	Thursday	Boxing Day

Key

March
April
May