

**Present:** Councillor David Newland (Chair), Councillor Amanda Taylor (Vice-Chair) and Councillor Aamir Bhatti.

**Officers:** Lesley Sung (Council Manager) and Lesley Davies (Operations Officer)

**OC055 APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillors Adam Chapman-Ballard and Tate Chapman-Ballard.

**Resolved Unanimously:** That the apologies be accepted.

**OC056 DECLARATIONS OF INTEREST**

None

**OC057 MINUTES**

**Resolved Unanimously:**

That, subject to the correction of one typographical error, the minutes of the Ordinary meeting of the Operations Committee held on 7 December 2021, be approved, and signed by the Chairman as a correct record of the proceedings.

**OC058 OPERATIONS OFFICER'S REPORT**

The Operations Officer reported that the sign that identified Walton Community Council as owners of Walnut Tree Pavilion and Sports Ground had been delivered and would be installed at the entrance to the car park in January 2022. She added that the car park barrier to be installed at the entrance to the car park at the facility would be delivered and installed in February 2022.

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

**OC059 SCHEME OF DELEGATED AUTHORITY**

The Committee received details of decision made under the Council's adopted Scheme of Delegated Authority during November and December 2021, which come under the remit of this committee.

**Resolved Unanimously:** That the decisions made under the Council's adopted Scheme of Delegated Authority be noted.

**OC60 COMMUNITY WARDEN'S APPOINTMENT**

The Operations Officer reported on the variety of tasks carried out by the Community Warden during December 2021. She reported that the Warden had been working hard to improve communication with residents by either responding to social media posts where residents had made comment or asked questions relating to the work he had carried out. The Warden had also been signing off as 'Warden Tom' and generally making himself known to residents that had requested 'help' with any environmental or community safety issues.

**Resolved Unanimously:** That the Committee acknowledged the Community Warden's enthusiasm and accommodating commitment in helping to improve our area for the benefit of our residents.

**OC061 ALLOTMENT REPORT**

The Operations Officer updated the Committee on the status of the four allotments sites within the Parish. There is currently 30 people on the waiting list, with two allotment holders vacating their tenancy at Holst Crescent by the end of February 2022. The Community Warden will be arranging allotment viewings for the two available plots.

**Resolved Unanimously:** That the Operations Officer's update be noted.

**OC062 BROWNS WOOD SPORTS GROUND - MAINTENANCE**

The Operations Officer updated the Committee on the general maintenance of the site. She informed the Committee that the Traverse Forest and Racing Trail was due to be installed in January 2022.

**Resolved Unanimously:** That the Browns Wood Sports Ground maintenance update be noted.

**OC063 BROWNS WOOD SPORTS GROUND MULTI-USE GAMES AREA (MUGA) AND FOOTBALL PITCHES – TERMS OF HIRE**

The Committee was asked to consider new Terms of Hire for the Multi Use Games Area (MUGA) and football pitches.

**Resolved Unanimously:**

1. That the cost for hiring a football pitch for a casual adult game of football be increased from £50 to £60 and that all other hire costs remain the same until a review of charge takes place in July 2022.
2. That the cost of hire of the Multi Use Games Area (MUGA) for 2022/2023 remains the same as 2021/2022 and that this be reviewed in July 2022.

**OC064 WALNUT TREE PAVILION AND SPORTS GROUND**

The Operations Officer reported that The Parks Trust had agreed to allow a collapsible metal bollard to be installed on the green space they manage that runs alongside the V10 Brickhill Street to prevent unauthorised access to the sports field.

The Operations Officer updated the Committee on the pavilion refurbishment project and suggested that a more up to date condition survey be carried out by Cube, that had carried out the original survey in 2018. She also reported that the fire risk assessment certificate would expire in March 2022 and suggested that some furniture be purchased to increase the ability for the pavilion to be hired in the short term.

**Resolved Unanimously:**

1. That, following agreement from The Parks Trust to allow the installation of a metal bollard on their land to prevent unauthorised access to the Walnut Tree Sports Ground, the bollard be purchased at a cost of £360 from Walnut Tree Pavilion and Sports Ground ringfenced reserves.
2. That the fire risk assessment be carried out before expiry of the Fire Certificate in March 2022, at a cost of £350 + VAT, to come from ringfenced maintenance reserves.
3. That Cube be requested to update their original Condition Survey and estimates.
4. That the Operations Officer investigates the cost for tables, chairs, and kitchen appliances, that would enhance the ability to hire out the pavilion to small groups in the short term.

**OC065 WALNUT TREE PAVILION – TERMS OF HIRE AND COSTS**

The Committee was asked to consider the draft terms and cost of hire of the Pavilion and Sports Ground. The Committee suggested numerous changes to the terms.

**Resolved Unanimously:** That the Terms of Hire and costs associated with the hire of the football pitches, cricket pitch and pavilion be amended and reviewed further at the next meeting of the Committee.

**OC066 WALNUT TREE PAVILION – COMMUNITY FOOD INITIATIVE**

The Council's Community Engagement Officer had been discussing with a local food initiative group, located in Browns Wood, the potential use of the storage area to carry out their weekly operations. The food initiative had been set up by one person and the addition of more volunteers has meant that activity had increased so significantly that the initiative could no longer be managed from an individual's household.

The Council Manager reported that the Council had no power to support individuals, only established organisations, groups or charities and added that the volunteer was considering establishing an official Group so that it could apply for a support grant and locate their food initiative at the pavilion, in accordance with s.137 of the Local Government Act 1972.

**Resolved Unanimously:** That dependent on the status of the Food Initiative and subject to the Group meeting all compliance criteria, the Council allows the Group to store and manage its operations, twice weekly, from the storage area at Walnut Tree Pavilion



**MINUTES OF OPERATIONS COMMITTEE MEETING**  
held on 11 January 2022 at 7pm in  
The Atrium, MK Snap Building, Bourton Low, Walnut Tree,  
MK7 7DE

**OC067 HINDHEAD KNOLL**

The Council Manager updated the Committee on status of the potential transfer of the green open space and play area at Hindhead Knoll. The Council was keen to acquire the land.

Milton Keynes Council would be considering the transfer of the land to Walton Community Council at a Delegated Decision meeting on 8 February 2022.

**Resolved Unanimously:** That the update be noted.

**OC068 OPERATIONS COMMITTEE BUDGET**

The Committee reviewed the Operations Budget for 2021/2022.

**Resolved Unanimously:** That the Operations budget for 2021/2022 be accepted.

**The meeting ended at 9:10pm**

**Signed:**

.....  
**Chairman**

.....  
**Date**