

LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4th February 2019 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

Present:

Cllr G Bushell (Chair)
Cllr D Lewis
Cllr M Goddard
Cllr R Spencer
Cllr D Hopkins (Ward Councillor)

In attendance:

A Kemp (Clerk)
B Sinfield (Local Resident)
C Roberts (Local Resident)

1. Apologies for Absence:	ACTION
Cllr T Wheaton, Cllr V Hopkins (Ward Councillor) & Cllr A Jenkins (Ward Councillor)	
2. Public Open Session: 2906	
2.1 - Street Lights: The Parish Council was advised that at least three street lights on Great Brickhill Lane are not working and asked if these could be reported to MKC for action as soon as possible.	Clerk
2.2 – Unsociable Parking at the Community Centre: It was brought to the attention of the Parish Council that there have been instances of inconsiderate parking of patrons using the Community Centre, parking their vehicles across the pavements on Watling Street. <u>The Parish Council agreed to look into this issue.</u>	Cllr Bushell / Clerk
2.3 – Garage Site Development: There have been some instances of mud on the pavements near to the re-development of the garage site and the <u>Parish Council was asked to report this issue to MKC for investigation.</u>	Clerk
3. Declaration of Interest: 2907 None.	
4. Approval of Minutes of Meetings held on 3rd December 2018. Minutes signed and approved.	
5. Progress Report on matters from last Minutes: 2908	
5.1 – (item 2.2.1 of minutes 02/07/18) – Disabled Parking Bay on Wyness Avenue: It was noted that MKC had now marked out the disabled bay. <u>Item closed.</u>	
5.2 - (item 2.2.2 of minutes 02/07/18) – Street Lights: It was noted that MKC had completed the repair of the street light on Watling Street (WS11). <u>Item closed.</u>	
5.3 - (item 8.1 of minutes 03/09/18) - Greensand Ridge Trust: It was suggested that the LBPC re-engages with Claire Poulton of the Greensand Ridge Trust. One benefit to Little Brickhill could be the provision of (replacement) village signage with tasteful and befitting signs, welcoming people to the village and highlighting its proximity and affiliation with the Greensand Ridge landscape. <u>It was noted that our Ward Councillor David Hopkins is a board member with this organisation and that he will be reviewing this on a regular basis with them and will provide an update as soon as practical.</u>	
5.4 – (item 2.1 of minutes 15/10/18) – Home to school transport from Little Brickhill to Walton High, Walnut Tree Campus. <i>It was noted that meeting was held with MKC on the 12th December 2018 with Cllr T Wheaton representing the Parish Council.</i> <u>Update to be provided at the next Parish Council meeting.</u>	Cllr Wheaton

<p>5.5 – (item 13.2 of minutes 15/10/18) – The Barn at the back of the Glen: Clerk advised that he had highlighted concerns to Woburn Estate regarding the increasingly poor condition of this building and that they were currently looking into this. <i>Ongoing.</i></p> <p>5.6 – (item 13.2 of minutes 03/12/18) - Drains on Watling Street: Cllr Goddard advised that some of the drains are blocked and asked the Clerk if he would report these concerns to MKC for them to resolve.</p> <p><i>Clerk advised that he had reported this to MKC for action under reference No FS104348075.</i></p> <p>5.7 – (item 7.3 of minutes 03/12/18) - It was noted that Highways England had now repaired the barrier as you exit the A5 into Little Brickhill. <i>Item closed.</i></p> <p>5.8 – (item 7.4 of minutes 03/12/18) – Parish Clean Up Fund: Clerk confirmed that he had completed an application form for MKC to consider undertaking the following tasks in the village and that he had received verbal confirmation that the work would be undertaken <u>as soon as possible</u> and that the <u>litter picking kits will be available to collect in a couple of weeks.</u></p> <ul style="list-style-type: none"> • Clean the moss from the pavements on both sides of the road as you exit the village on Watling Street to the A5. • Repair / clean the pavement on the left hand side of Great Brickhill Lane before turning into Wyness Avenue. • Also to gift 10 x litter picking kits to the Parish Council. <p>5.9 – (item 2.1 of minutes 03/12/18) – Robert Hill from W&WFC attended the meeting with some suggestions on how to improve Watsons Playing Field in order to introduce a small football pitch to enable younger children to participate in the sport from the village etc. There is also a problem that there are no toilets on the site or running water. <u>All present agreed that it would be a good idea for a small pitch to be incorporated</u> but there is a need to undertake some levelling in the overgrown area that backs onto properties in Woburn Road.</p> <p>It was noted that Cllr Wheaton had spoken with the neighbouring properties and in principle were not against any work at Watsons Field being undertaken providing that they are kept up to date with developments before any work commences.</p> <p>Cllr Bushell and the Clerk gave an update on the meeting held with the developers on the 25th January 2019 and it was confirmed that unfortunately it would not be inappropriate to use any soil from the site because of contamination but that they have agreed to look into the possibility of installing a water support to the field and churchyard. <i>Clerk to following up in 6 – 8 week with the developer.</i></p>	Clerk
<p>6. Correspondence: 2909</p> <p>6.1 – Letters received 05/12/18 and 28/01/19 from MKC regarding the Register of Electors. <i>Clerk to keep on file.</i></p> <p>6.2 - Email received 10/12/18 from YMCA requesting a donation. <i>This was noted, no actions are required.</i></p> <p>6.3 - Invite received 28/12/18 from Healthwatch MK regarding an ‘Empowerment to the Parish’ event on Monday the 11th February 2019. <i>This was noted, no actions are required.</i></p> <p>6.4 - Email received 14/01/19 from MKC regarding Milton Keynes Council – Draft Statement of Community Involvement (2019) consultation commencing on the 14th January 2019 to the 8th March 2019. <i>This was noted, no actions are required.</i></p> <p>6.5 - Email received 15/01/19 from MKC regarding Street Trading Consent Boroughwide NEW for E Hall. <i>This was noted, no actions are required.</i></p>	

<p>6.6 - Email received 17/01/19 from MKC regarding a Consultation on proposed changes to Street Trading arrangements. <i>This was noted, no actions are required.</i></p> <p>6.7 - Email received 24/01/19 from MKC regarding the final stages of Stantonbury Neighbourhood Plan. <i>This was noted, no actions are required.</i></p> <p>6.8 - Email received 24/01/19 from MKC regarding the final stages of North Crawley Neighbourhood Plan. <i>This was noted, no actions are required.</i></p> <p>6.9 - Invite received 25/01/19 from MKYCAB to the Election Announcement for MK Youth Elections 2019 and to Celebrate 10 years of MKYCAB on the 8th March 2019. <i>This was noted, no actions are required.</i></p> <p>6.10 - Email received from 25/01/19 from MKC regarding a New Initiative: Milton Keynes Council Development Review Forum. <i>This was noted, no actions are required.</i></p> <p>6.11 - Invite received 04/02/19 from MKC to a Civic Reception – Friday 15th March 2019. <i>This was noted, no actions are required.</i></p>	
<p>7. Clerks Report / Local Issues: 2910</p> <p>7.1 – (item 7.4 of minutes 05/02/18) - Waste Bin: Clerk confirmed that he had placed the order on MKC to replace the waste bin on Great Brickhill Lane but it was more than likely that the cost will be £300.00 instead of £200.00. All present agreed to this increase. <u>Completion date TBA.</u></p> <p>7.2 – New Website: Following agreement for the Clerk to place the order for the development of a new website the Clerk advised that he was working with Paul Simpson on the development of the site with a target to complete by the end by the end of March 2019.</p> <p>7.3 – Watsons Field Gate: Clerk advised that the gate had been damaged beyond repair possibly by a vehicle and that he was in the process of obtaining a quotation for the supply and installation of a new gate as quickly as possible.</p> <p>7.4 – Armed Forces Covenant: Clerk advised that the majority of Parish Councils in Milton Keynes have registered to support this organisation. <u>Following discussion the Clerk was authorised to complete the necessary paperwork.</u></p> <p>7.5 – Parish Elections: It was noted that all Parish Councillors are up for re-election on the 2nd May 2019 and that the nomination papers are expected from MKC by the end of February 2019 for the Clerk to distribute.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>8. Unitary Councillors' Report: 2911</p> <p>8.1 – A copy of the Ward Councillors' reports to Little Brickhill Parish Council for February 2019 <u>are appended to these minutes.</u></p>	
<p>9. Planning: 2912</p> <p>9.1 – 18/02964/FUL - Two storey front extension; raising of roof; single storey side extension and new detached double garage at High Barn, Woburn Road, Little Brickhill. <u>Notification received 01/02/19 from MKC that full planning permission had been granted.</u></p> <p>9.2 - 18/03057/FUL - Demolition of former petrol station and erection of five dwellings with associated access works at Little Brickhill Service Station, Watling Street, Little Brickhill. Cllr Bushell and the Clerk gave an update on the recent meeting that was held with the Developer on the 25th January 2019. <u>It was now noted that full planning permission had been granted by MKC on the 1st February 2019.</u></p>	

<p>9.3 – 18/02548/FUL - Demolition of the existing log cabin staff amenity and construction of new log cabin staff amenity building at Woburn Golf and Country Club, Bow Brickhill to Little Brickhill Road.</p> <p><u>Notification received 14/02/19 from MKC that full planning permission had been granted.</u></p> <p>9.4 – 18/02615/FUL - Replacement windows within conservation area at the Community Centre, Watling Street, Little Brickhill.</p> <p><u>Notification received 11/02/19 from MKC that full planning permission had been granted</u></p> <p>9.5 – 18/02669/DISCON - Details submitted pursuant to discharge of condition 3 (Materials), condition 6 (Existing and Proposed Floor Levels), condition 7 (Boundary Treatments) and condition 12 (Landscaping Scheme), condition 13 (Tree Protection), condition 14 (Ecological Implementation), condition 15 (External Lighting Plan), condition 17 (Construction Environmental Management Plan), condition 18 (Materials-Samples for Roofs) and condition 19 (Materials-Brickwork on Site Panel) attached to planning permission 15/02113/FUL at Little Brickhill Service Station, Watling Street, Little Brickhill.</p> <p><u>Notification received 13/02/19 from MKC that planning conditions had been approved.</u></p> <p>9.6 - 18/02806/DISCON - Details submitted pursuant to discharge of condition 16 (Surface Water Drainage Strategy) attached to planning permission 15/02113/FUL at Little Brickhill Service Station, Watling Street, Little Brickhill.</p> <p><u>Notification received 11/01/19 from MKC that planning condition had been refused.</u></p>																																		
<p>10. Financial: 2913</p> <p>10.1 - Cheques presented for payment:</p> <table border="0"> <tr> <td>S/O</td> <td>£159.20</td> <td>Alan Kemp (January 2019 Salary)</td> </tr> <tr> <td>200431</td> <td>£39.80</td> <td>HMR&C (Tax for Clerk)</td> </tr> <tr> <td>200432</td> <td>£1,395.98</td> <td>Came & Company (Insurance Policy Renewal)</td> </tr> <tr> <td>S/O</td> <td>£159.20</td> <td>Alan Kemp (February 2019 Salary)</td> </tr> <tr> <td>200433</td> <td>£39.80</td> <td>HMR&C (Tax for Clerk)</td> </tr> <tr> <td>200434</td> <td>£849.60</td> <td>Marcus Young (Dog Bins & Tree Removal)</td> </tr> <tr> <td>200436</td> <td>£40.00</td> <td>I Nicholls (Community Centre)</td> </tr> <tr> <td>200437</td> <td>£28.52</td> <td>Alan Kemp (New Security Lock for Watsons Field)</td> </tr> <tr> <td>200424</td> <td>(£193.00)</td> <td>Cheque Void</td> </tr> </table> <p>This expenditure was proposed, seconded and carried unanimously.</p> <p>10.2 – Payments received:</p> <table border="0"> <tr> <td>£5000.00</td> <td>Community Centre (MKC – Parish Partnership Grant)</td> </tr> <tr> <td>£225.00</td> <td>W&WFC (Watson Playing Field Usage)</td> </tr> <tr> <td>£150.00</td> <td>Mr Payne (1 High View)</td> </tr> </table> <p>10.3 - It was noted that the Bank Balance following the payments made tonight (04/02/19) was £14,099.01</p> <p>10.4 – Parish Partnership Grant for 2016/2017: Clerk confirmed that he had obtained three quotations to replace the two village notice boards <u>Following discussion the Clerk was authorised to purchase two notice boards from The Parish Notice Board Company at a cost to include supply, delivery and installation at a cost of £1,945.00 and reclaim 75% of the cost back from MKC.</u></p> <p>10.5 - Bank Mandate: <u>No change.</u> - Clerk confirmed that it was necessary for Cllr M Goddard to visit a Barclays Bank Branch before the Bank Mandate will be progressed as that he was making arrangements for this to take place.</p>	S/O	£159.20	Alan Kemp (January 2019 Salary)	200431	£39.80	HMR&C (Tax for Clerk)	200432	£1,395.98	Came & Company (Insurance Policy Renewal)	S/O	£159.20	Alan Kemp (February 2019 Salary)	200433	£39.80	HMR&C (Tax for Clerk)	200434	£849.60	Marcus Young (Dog Bins & Tree Removal)	200436	£40.00	I Nicholls (Community Centre)	200437	£28.52	Alan Kemp (New Security Lock for Watsons Field)	200424	(£193.00)	Cheque Void	£5000.00	Community Centre (MKC – Parish Partnership Grant)	£225.00	W&WFC (Watson Playing Field Usage)	£150.00	Mr Payne (1 High View)	<p>Clerk</p>
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<p>10.6 – Clerk distributed a document showing the forecast against budget (2018/19) up the end of February 2019 and a <u>copy will be appended to these minutes.</u></p> <p>10.7 – VAT: Clerk confirmed that he had completed the documentation on the 8th January 2019 to re-claim VAT up to the end of December 2018 for £2,872.46.</p>	
<p>11. To receive reports on the Community Centre: 2914</p> <p>Clerk advised that he had completed the application form to WREN (Waste Recycling Environmental Limited) to cover <u>all</u> of the cost for the replacement windows in the Community on the 10th December 2018 and that it would after the 13th March 2019 before we are notified, if we have been successful.</p> <p><u>No other issues were raised.</u></p>	
<p>12. Councillors Report: 2915</p> <p><u>No issues were raised.</u></p>	
<p>13. Items for the next / future agendas.</p> <ul style="list-style-type: none"> • Risk Assessment – March 2019 • To review / agree the Clerks Salary for 2019/2020 – March 2019 	
<p>14. Date of Next Meeting:</p> <p>Future dates are noted below:</p> <ul style="list-style-type: none"> • Monday 4th March 2019 <p><u>There being no further business the meeting closed at 8.36 pm</u></p> <p>..... Chairman for Little Brickhill Parish Council</p>	