

## LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13<sup>th</sup> June 2016 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

**Present:**

Cllr G Bushell  
Cllr J Moseley  
Cllr T Wheaton  
Cllr V Hopkins (Ward Councillor)

**In attendance:**

Mr A Kemp (Clerk)  
Mr C Roberts (Local Resident)  
Mrs S Marie (Local Resident)  
Mrs P Walduck (Local Resident)  
Mr S Lewis (Local Resident)

<b>1. Apologies for Absence:</b>	<b>ACTION</b>
Cllr D Lewis, Cllr D Hopkins (Ward Councillor) & Cllr A Bramall (Ward Councillor)	
<p><b>2. Public Open Session: 2620</b></p> <p><b>2.1 – Development of the Former Green Man Public House:</b> A local resident raised a concern that building work was being undertaken at unreasonable hours and asked for the support of the Parish Council to assist with rectifying this situation. <u>Clerk to speak to MKC on this issue.</u></p> <p><b>2.2 – Grass Cutting:</b> A local resident stated that the grass verge near to Brickhill Manor Court / The Whitehouse was not being cut by MKC. <u>Clerk to speak to MKC on this issue.</u></p> <p><b>2.3 – Hedge Problem:</b> A local resident raised an issue with an overgrowth footpath behind Watson’s Field. <u>Clerk to speak to MKC Rights of Ways team on this issue.</u></p> <p><b>2.4 – Ongoing Local Issues:</b></p> <p><b>2.4.1 - (Item 2.2. of meeting 04/04/16) – Litter / Leaves:</b> A local resident stated that the pavement between the former garage site and the entrance to the village hall was in need of a clean / sweep. Clerk confirmed that he had reported this issue to MKC on the 9<sup>th</sup> June 2016. <u>Ongoing.</u></p> <p><b>2.4.2 – (Item 6.0 of meeting 10/05/16) - Lights on the Pedestrian Crossing issue.</b> Work was completed by MKC on the 13<sup>th</sup> June 2016. <u>Item closed.</u></p> <p><b>2.4.3 - (Item 6.0 of meeting 10/05/16) - Trees in Wyness Avenue.</b> A local resident asked when the next phase of tree work will commence. <u>It was noted that Cllr D Hopkins (Ward Councillor) has written to MKC on this item and was waiting for a response.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>3. Declaration of Interest: 2621</b></p> <p>None.</p>	
<p><b>4. Approval of Minutes of Meeting held on 4<sup>th</sup> April 2016.</b></p> <p>Minutes signed and approved.</p>	
<p><b>5. Progress Report on matters from last Minutes: 2622</b></p> <p><b>5.1 - Play Equipment Upgrade.</b></p> <ul style="list-style-type: none"> <li>• Clerk confirmed that the cost to assemble and install the two new oak benches would be £350.00 + VAT and all present agreed to this expenditure and the <u>Clerk was authorised to place the order.</u></li> <li>• Clerk will request MKC to pay the Parish Partnership grant to LBPC when the new benches have been installed.</li> </ul>	<p>Clerk</p>

<p><b>5.2 – Development of the Website:</b> The following pages still require completion.</p> <ul style="list-style-type: none"> <li>• <b>Parish Church</b> – Clerk confirmed that he had approached David Packer who has promised to forward some contents, in order for these pages to be completed.</li> </ul> <p><b>5.3 – (Item 2.2.7 of meeting 01/09/14) – Barrier Repair:</b> This repair was completed by the National Highways department in May 2016. <u>Item closed.</u></p> <p><b>5.4 - (Item 2.5 of meeting 06/07/15) – Waste Bin at Watsons Field:</b> It was noted that we are still waiting for MKC / Serco to relocate the bin. The Clerk advised at the meeting tonight that he had now received an apology from Serco for the delay in completion of this task and was now waiting for a date when this would be completed. <u>Ongoing.</u></p> <p><b>5.5 - (item 6.3 of minutes 05/10/15) - Letter received 18/09/15 from W&amp;WFC regarding Watsons Field.</b></p> <p>The following update was provided by the Clerk.</p> <ul style="list-style-type: none"> <li>• It was noted that all Councillors were happy with the licence agreement which was signed by the Chairman and Clerk. <u>Item closed.</u></li> <li>• Clerk also advised that the football club would be starting the drainage work at the bottom left corner of the pitch area which will result in the temporary taking down of the goalposts whilst the work is completed.</li> </ul> <p><b>5.6 - (item 6.1 of minutes 02/11/15) – Letter received 13/10/15 from MKC confirming that LBPC had been successful in obtaining a Parish Partnership grant of £5,000 towards the cost of installing 2 x SID G3 solar powered and associated equipment:</b> The meeting was held with the Safety Officer from MKC on Tuesday the 12<sup>th</sup> April 2016 with Cllrs Bushell and Moseley plus the Clerk. Since this meeting it has been decided to install temporary devices which will result in representatives from the village attending a training course to enable installation of these items and the Clerk advised that a training course is available on the 21<sup>st</sup> June 2016. <u>Cllrs Bushell, Moseley and Wheaton agreed to attend and asked the Clerk to arrange for the details to be forwarded to them.</u></p> <p><b>5.7 – (item 5.8 of minutes 01/02/16) - Tree lopping / crowning in Great Brickhill Lane:</b> Clerk confirmed that he had met with representatives from Western Power Limited on the 9<sup>th</sup> June 2016 and also distributed a copy of the report detailing the work that is required to be undertaken, at no cost to the Parish Council. <u>Following discussion all present were in agreement and the Clerk was authorised to inform Western Power Limited to proceed.</u> It was also noted that there is an overhanging branch from Roundacre Field over Great Brickhill Lane and that the Clerk had asked Western Power Limited to undertake this additional work at the same time, although it was not clear if this would be completed free of charge.</p> <p><b>5.8 – (item 6.3 of minutes 01/02/16) - Notification received 13/01/16 from MKC on two consultations 1) Plan:MK Strategic Development Directions consultation from Wednesday 13<sup>th</sup> January 2016 to Wednesday 6<sup>th</sup> April 2016.</b> It was noted that the Clerk had sent a response to MKC on the 5<sup>th</sup> April 2016 based of the draft prepared by Cllr Bushell and agreed at the Parish Council meeting held on the 4<sup>th</sup> April 2016. <u>Item closed.</u></p> <p><b>5.9 – (item 9.0 of minutes 01/02/16) - Heavy Goods Vehicles using Great Brickhill Lane:</b> It was agreed to take this issue up with the Safety Officer from MKC in conjunction with item 5.6. <u>Ongoing.</u></p> <p><b>5.10 - (item 10.5 of minutes 07/03/16) – Queens 90<sup>th</sup> Birthday Medals –</b> Following discussion it was agreed to purchase 30 medals at a cost of £77.20 + VAT and the <u>Clerk was authorised to place the order on the supplier.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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<p><b>6. Correspondence: 2623</b></p> <p><b>6.1</b> - Email received 05/04/16 from <b>MKC</b> regarding <b>the Armed Forces Day on the 20th June 2016</b>. <u>For information only, no actions are required.</u></p> <p><b>6.2</b> - Letter received 11/04/16 from <b>the Pension Regulator</b> regarding the <b>law on workplace pensions</b>. <u>Clerk to action when required.</u></p> <p><b>6.3</b> - Email received 19/04/16 from <b>Anglian Water</b> regarding <b>Pumping Stations in your Parish</b>. <u>For information only, no actions are required.</u></p> <p><b>6.4</b> - Email received 13/05/16 from <b>Campbell Park Parish Council</b> inviting a <b>member of LBPC to attend an Emergency Planning &amp; Response Event on the 17th June 2016</b>. <u>For information only, no actions are required.</u></p> <p><b>6.5</b> - Letters received 13/05/16 &amp; 01/06/16 from <b>MKC</b> regarding <b>changes to the Register of Electors</b>. <u>Clerk to keep on file.</u></p> <p><b>6.6</b> - Email received 13/05/16 from <b>MKC</b> regarding <b>Parish Forum Representatives for 2016/17</b>. It was agreed that Cllr Moseley would continue to represent the Parish Council on this forum. <u>Clerk to confirm these details to MKC.</u></p> <p><b>6.7</b> - Invite received 02/06/16 from <b>MKC</b> regarding the <b>Annual Civic Service on the 3<sup>rd</sup> July 2016</b>. <u>For information only, no actions are required.</u></p> <p><b>6.8</b> - Email received 25/06/16 from <b>Bletchley &amp; Fenny Stratford Town Council</b> regarding <b>Eaton Leys Development Working Group</b>. <u>For information only, no actions are required at the moment.</u></p> <p><b>6.9</b> - Email received 08/06/16 from <b>MK Futures 2050 Commission</b> regarding an <b>Event on 04/07/16</b>. <u>For information only, no actions are required.</u></p>	Clerk
<p><b>7. Clerks Report / Local Issues: 2624</b></p> <p><b>7.1 – Grass Cutting:</b> Clerk advised that he had written to our grass cutting contractor as the work in the play area at Watsons Field was not up to their usual standards.</p> <p><b>7.2 – Overhanging Hedges:</b> Clerk advised that he had reported the overhanging trees / shrubs on the pavement from Watsons Field to Woburn Road to MKC on the 9<sup>th</sup> June 2016, (reference FS3635032).</p> <p><b>7.3 – Damaged Road Sign:</b> Clerk advised that he had reported a damaged road sign as you enter the village via Great Brickhill Lane to MKC on the 9<sup>th</sup> June 2016, (reference FS3635223).</p> <p><b>7.4 – Damaged Notice Board:</b> Clerk advised that the door on the notice board at Great Brickhill Lane was damaged and that it needs repairing. <u>Ongoing.</u></p> <p><b>7.5 – Damage to Chestnut Tree in Wyness Avenue:</b> It was noted that MKC have notified the Parish Council that one of the chestnut trees has been vandalised and is subject to a TVP investigation.</p>	
<p><b>8. Unitary Councillors' Report: 2625</b></p> <p><b>8.1</b> – A copy of the Ward Councillors' report to Little Brickhill Parish Council for June 2016 is <u>appended to these minutes.</u></p>	
<p><b>9. Planning: 2626</b></p> <p><b>9.1 – 16/01396/TCA</b> - Notification of intention to reduce height of laurel bush by 2m and removal of ash tree to ground level at High Acres, Fox Farm Road, Little Brickhill. <u>No objections were raised.</u></p>	

**9.2 – 16/01055/FUL** - First floor extension over existing garage and two storey side extension including demolition of the front wall of the garage at 9 Brickhill Manor Court, Little Brickhill. It was noted that the Chairman had written to MKC asking for comments from a local resident to be taken into consideration when allowing this extension.

**9.3 – 16/01248/TCA** - Notification of intention to fell and remove 1x Sycamore tree as the trunk is badly cracked and in a dangerous condition with the likelihood of coming down in high winds at Hunters View, 5 Brickhill Manor Court, Little Brickhill. No objections were raised.

**9.4 - 16/00651/FUL** - Re-development of land to the rear of a former petrol filling station, including the erection of 6 detached dwellings, access road, hardstanding, boundary treatments and soft landscaping at land to the Rear of Little Brickhill Service Station, Watling Street. **THIS PLANNING APPLICATION HAS NOW BEEN WITHDRAWN AND WILL BE RESUBMITTED AT A FUTURE DATE.**

**9.5 - 16/00674/FUL** - Renovation of outbuilding at Sunnyside, Watling Street, Little Brickhill, Milton Keynes, MK17 9LU. Notification received from MKC that planning permission had been granted.

**9.6 - 16/00975/FUL** - Amendment to carports previously approved under application 14/01409/FUL at the former Old Green Man, Watling Street. No objections were raised.

**9.7 – 16/00151/FUL** - Erection of two carports including studio space serving the previously approved dwellings Plots 4 & 5 at the Former Old Green Man, Watling Street, Little Brickhill. Notification received from MKC 08/04/16 that planning permission had been granted.

**9.8 – 15/00192/TPO** - Tree preservation order consent to reduce by 5 metres in height (40%) to the level as previously to 4x Silver Birch trees (A); reduce in height by 4 metres as previously to 1x Eucalyptus tree (B); to remove 5 branches, approximately 15 metres per branch, overhanging the ménage area to 3x Beech trees (C); reduce in height by 5 metres 1x Cherry tree (D); pollard reduction down to 5 metres high to 1x Poplar tree leaning badly and 2 branches reduced by 5 metres each to 1x Poplar tree (E) at Hunters View, 5 Brickhill Manor Court, Little Brickhill. Notification received from MKC 11/04/16 that tree preservation order consent had been granted.

**9.9 – 16/00173/FUL** - First floor rear extension at 6 Wyness Avenue, Little Brickhill. Notification received from MKC 08/04/16 that planning permission had been refused.

**9.10 – 16/00439/TPO** - Tree preservation order consent to fell 1 x Sycamore (T2) and remove overhanging branches back to boundary line up to a height of 10 meters above ground level to 1 x Horse Chestnut (T12) **at The View, Watling Street, Little Brickhill.** Notification received from MKC 11/04/16 that tree preservation order consent had been granted.

**9.11 – 16/00796/FUL** – Prior notification for a proposed single storey rear extension measuring 4.1 metres from the rear of the existing dwelling with a maximum ridge height of 2.9 metres and maximum eaves height of 2.9 metres. Notification received from MKC 26/04/16 that prior approval of the Authority is not required.

## **10. Financial: 2627**

### **10.1 - Cheques presented for payment:**

S/O	£148.00	Alan Kemp (May 2016 Salary)
100314	£37.00	HMR&C (Tax for Clerk)
100315	£340.00	Mr Keel (Grass Cutting)

100316 S/O 100317 100318	£53.55 £148.00 £37.00 £30.06	BALC (Annual Membership) Alan Kemp (June 2016 Salary) HMR&C (Tax for Clerk) Alan Kemp (Stationery / Vouchers for Internal Audit)	
This expenditure was proposed, seconded and carried unanimously.			
<b>10.2 – Payments received:</b> £4.907.98 - Precept			
<b>10.3</b> - It was noted that the <b>Bank Balance</b> following the payments made tonight (13/06/16) was <b>£17,817.81</b>			
<b>11. To sign off the Annual Financial Return for 2015/16: 2628</b>			
<b>11.1</b> – The Clerk presented the report from the <b>Internal Auditor</b> (28th May 2016) which raised the following issue.			
Although it is clear from the Parish Council files that the procedure prescribed by the financial regulations for the award of the contract for the new play equipment in Watson’s Field was followed, it is not plain on the face of the minutes that three quotes were obtained. It would have been better to have included a minute on similar lines to 12.1 in the June 2015 minutes relating to the refurbishment of the Community Centre.			
<u>The internal audit report was accepted by all present.</u>			
<b>11.2</b> – The <b>Annual Return</b> for financial year 2015/16 was examined in detail and it was confirmed that all procedures are being correctly followed.			
<b>The Motion:</b> That Little Brickhill Parish Council accepts the Audited Accounts, was proposed, seconded and carried unanimously.			
The <b>Annual Return</b> was accordingly signed off by the <b>Chairman, RFO</b> and the <b>Clerk</b> and will be forwarded to the External Auditor shortly. <u>As the RFO was unable to attend the meeting, the Clerk was given authority to sign on behalf of the RFO.</u>			
<b>12. To receive reports on the Community Centre: 2629</b>			
No issues were raised.			
<b>13. Councillors Report: 2630</b>			
<b>13.1 – Establishment of a Twinning Association:</b> Clerk confirmed that he had completed and posted the EU registration paperwork on the 5 <sup>th</sup> March 2016. Still no response received to date. <u>Ongoing.</u>			
<b>13.2</b> – (item <b>12.3</b> of minutes 07/03/16) - Cllr Wheaton asked if the Parish Council would consider installing another <b>dog bin</b> in the village. The Clerk advised that the cost would be £253.07 + VAT. Cllr Moseley stated that he had kept an old bin that could be re-used and all present agreed.			
The Clerk confirmed that he was in the process of obtaining quotations for the emptying of all the dog bins in the village. <u>Ongoing.</u>			Clerk
<b>13.3</b> – (item <b>13.3</b> of minutes 04/04/16) Cllr Bushell stated that there is some rubbish outside the grange property and also that MKC are not cutting the grass area near this property. Clerk advised that he had reported this to MKC on the 9th June 2016, ( <u>reference FS3635097</u> ).			

<p><b>13.4 – Drainage problem:</b> Cllr Wheaton raised an issue with the drain filters on both sides of the road near to McDonald Roundabout being blocked on a regular occurrence and asked our Ward Councillor for assistance with resolving this issue.</p> <p><b>13.5 –</b> Cllr Wheaton stated that the event to <b>mark the Queen’s 90<sup>th</sup> Birthday celebrations</b> organised by the Residents Association on the 12<sup>th</sup> June 2016 was well attended.</p>	Cllr V Hopkins
<p><b>14. Items for the next agenda.</b></p> <ul style="list-style-type: none"> <li>• July / September 2016 – Risk Assessment Documentation.</li> <li>• September 2016 - Road Safety / Speed Indicator advice.</li> <li>• TBA - Eaton Leys planning application.</li> </ul>	Clerk
<p><b>15. Date of Next Meeting:</b></p> <p>The next meetings of the Parish Council will take place on Monday 4<sup>th</sup> July 2016.</p> <p><u>There being no further business the meeting closed at 8.55 pm</u></p> <p>.....</p> <p>Chairman for Little Brickhill Parish Council</p>	