

## LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 1<sup>st</sup> October 2018 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

**Present:**

Cllr G Bushell (Chair)  
Cllr D Lewis  
Cllr T Wheaton  
Cllr D Hopkins (Ward Councillor)

**In attendance:**

A Kemp (Clerk)  
J Moseley (Local Resident)  
B Sinfield (Local Resident)  
L Lewis (Local Resident)

1. Apologies for Absence:	ACTION
Cllr M Goddard, Cllr R Spencer, Cllr V Hopkins (Ward Councillor) & Cllr A Jenkins (Ward Councillor)	
<p><b>2. Public Open Session: 2873</b></p> <p><b>2.1 – Home to school transport from Little Brickhill to Walton High, Walnut Tree Campus.</b> It was noted that MKC have not changed their position with regard to providing transport to Walton High and it was decided that we should arrange another meeting with MKC in an attempt to resolve this issue. <u>Clerk to make the necessary arrangements for Cllr D Hopkins, Cllr T Wheaton and Lucy Lewis (Local Resident) to attend a meeting with MKC.</u></p> <p><u>It was also noted that Cllr T Wheaton has written to Woburn Sands Town Council requesting their support on this issue.</u></p> <p><b>2.2 – Aspley Woods Dog Order:</b> Clerk raised an issue that a local resident had asked for comments from the Parish Council on the recent changes to dog walking in Aspley Woods. <u>It was noted that a comprehensive report on these changes are included in this month's Unitary Report and it was felt that there was nothing further that the Parish Council could undertake on this issue.</u></p>	Clerk
<p><b>3. Declaration of Interest: 2874</b></p> <p>None.</p>	
<p><b>4. Approval of Minutes of Meetings held on 2<sup>nd</sup> September 2018.</b></p> <p>Minutes signed and approved.</p>	
<p><b>5. Progress Report on matters from last Minutes: 2875</b></p> <p><b>5.1 – (item 7.0 of minutes 05/04/18) - To report on the Establishment of a Volunteer Group to address the village litter problem:</b></p> <p><u>Cllr D Lewis advised that a litter picking session has been re-arranged for Saturday the 6<sup>th</sup> October 2018.</u></p> <p><b>5.2 – (item 10.2 of minutes 04/06/18) - Installation of Two Speed Indicator Devices on Watling Street:</b></p> <p><u>Completion date is planned for Wednesday the 10<sup>th</sup> October 2018.</u></p> <p>The Chairman advised that it was necessary to purchase a Laptop in order to be able to obtain the regular reports for measuring the level of traffic using the road and speed results and the cost was £299.99. <u>All present supported this expenditure.</u></p> <p><b>5.3 – (item 2.2.1 of minutes 02/07/18) - Parking problem on Wyness Avenue:</b> Clerk advised that only one person in the road had come forward to request assistance with regard to the installation of disabled bays. All agreed to support this request, see cheque reference 200424. <u>Clerk to continue to liaise with MKC on this issue.</u></p>	Clerk

<p><b>5.4 - (item 2.2.7 - of minutes 04/06/18) - Pedestrian Crossing:</b> It was noted that MKC had confirmed that the white lines at the pedestrian crossing would be re-painted in this financial year (2018/19). <u>Ongoing.</u></p>	
<p><b>5.4a – (item 2.2.2 of minutes 02/07/18) – Street Lights:</b> The Parish Council was advised that a street light on Watling Street (WS11) was not working.</p> <p><i>It was noted that MKC have replaced the bulbs several times in the last year and the Clerk confirmed that he had reported this issue again to MKC on the 7<sup>th</sup> February 2018 under reference number FS67523220 and that he would contact them again for a completion date.</i></p>	Clerk
<p><b>5.5 - (item 2.2.3 of minutes 05/02/18) - Pavements:</b> The location of the pavement which requires attention was confirmed by Cllr. Wheaton as being “on the left side of Great Brickhill Lane, before the left turn into Wyness Avenue”. This section of pavement has become overgrown and unacceptably narrow and now requires landscaping attention. <u>Clerk to report this to MKC for action.</u></p>	Clerk
<p><b>5.6 – (item 2.2.4 of minutes 04/06/18) - Street Parking:</b> A local resident raised concerns regarding inconsiderate parking at the Watling Street / Great Brickhill junction. <u>The Chairman advised that this issue was raised by another local resident at the Annual Village / Parish meeting on the 15<sup>th</sup> May 2018 and that he had taken the issue up with Thames Valley Police who are monitoring this issue.</u></p> <p>The clerk advised that this issue was raised at the recent Danesborough Forum meeting and that MKC have promised to investigate this issue and will carry out an assessment. <u>Ongoing.</u></p>	Clerk
<p><b>5.7 – (item 2.2.6 of minutes 04/06/18) - Weed Spraying:</b> Clerk confirmed that he was unsuccessful contacting the contractor to establish when the weed spraying in the village will be undertaken. <u>Following discussion it was agreed to approach another contractor to undertake this work for 2019/20 financial year.</u></p>	
<p><b>5.8 - (item 2.3 of minutes 03/09/18) - A local resident reported that the footpath from the “Pink House” down to Wyness Avenue as being in need of landscape attention,</b> as well as enquiring who owns and is responsible for the land. The thinking was that it may be the owners of the house “Balmacara”. The request was for the LBPC Clerk to contact the owners to request carrying out the necessary work.</p> <p><u>Clerk asked for clarification on the location of this issue and Cllr T Wheaton agreed to contact the local resident that raised this to the Parish Council and advise the Clerk accordingly for him to investigate further.</u></p>	Cllr T Wheaton
<p><b>5.9 - (item 6.6 of minutes 03/09/18) - Email received 10/08/18 from MKC confirming that the new Community Infrastructure Fund is now open for applications.</b></p> <p><u>It was agreed to apply for funding towards double glazing of the Community Centre and the Clerk was tasked with completing the application form.</u></p>	Clerk
<p><b>5.10 - (item 8.1 of minutes 03/09/18) - Greensand Ridge Trust:</b> 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.</p> <p><u>Clerk to action as soon as possible.</u></p>	Clerk
<p><b>6. Correspondence: 2876</b></p>	
<p><b>6.1 – Email received 06/09/18 from Historic England confirming that the Little Brickhill War Memorial had been granted Listed Building Status.</b> <u>This was noted, no actions are required.</u></p>	

<p><b>6.2</b> - Email received 18/09/18 from <b>MKC</b> inviting <b>Parish Councillors to attend a Stakeholder workshop to influence the Transport infrastructure needed to deliver the Milton Keynes Mobility Strategy on the 18<sup>th</sup> October 2018 – 1.30pm – 4.30pm at the Civic Offices.</b> <u>The Clerk asked if any Parish Councillors wish to attend this session to let him know and he will make the necessary arrangements with MKC</u></p> <p><b>6.3</b> - Email received 19/09/18 from <b>MKC</b> inviting <b>Parish Councillors to the next Highways Open Day on Thursday the 4<sup>th</sup> October 2018 from 3pm to 6pm.</b> <u>The Clerk asked if any Parish Councillors wish to attend this session to let him know and he will make the necessary arrangements with MKC</u></p> <p><b>6.4</b> – Email received 25/09/18 from <b>MKC</b> regarding <b>First World War Centenary and Armistice Day Events in the Milton Keynes area.</b> Clerk stated that he would contact the Church Warden to ascertain if any events are planned in Little Brickhill.</p> <p><b>6.5</b> – Letter received in <b>September 2018</b> from <b>Royal Mail raising awareness of scam mail in the Milton Keynes area.</b> <u>Clerk advised that he would put the poster on our two notice boards.</u></p> <p><b>6.6</b> - Email received 28/08/18 from <b>MKC</b> regarding <b>the Final Milton Keynes Parish Remuneration Panel Report 2014.</b> <u>This was noted, no actions are required.</u></p> <p><b>6.7</b> - Invitation received 04/09/18 from <b>MKC</b> regarding <b>a presentation on NPPF to Councillors on Tuesday the 30<sup>th</sup> October 2018 in the Civic Centre between 18.00 pm to 19.30 pm.</b> <u>The Clerk asked if any Parish Councillors wish to attend this session to let him know and he will make the necessary arrangements with MKC.</u> <b>Post Meeting Note - This session has now been postponed.</b></p>	<p>Clerk</p> <p>Clerk</p>
<p><b>7. Clerks Report / Local Issues: 2877</b></p> <p><b>7.1</b> – (item 7.4 of minutes 05/02/18) - <b>Waste Bin:</b> 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><b>7.2 – New Website:</b> Following agreement for the Clerk to place the order for the development of a new website the <u>Clerk agreed to make some suggestions for the design for agreement at a future Parish Council meeting.</u></p> <p><b>7.3 – Waste Bin on Watsons Field:</b> Clerk advised that he had reported to MKC that the waste bin on Watsons Field outside the play equipment had not been emptied. MKC did respond and emptied the bin within one day of reporting the issue to them. As the play area is very well used the Clerk suggested that if funds allow that we should consider installing another waste bin. <u>Following discussion it was felt that we should pursue this further and the Clerk was asked to obtain quotations for consideration at a future Parish Council meeting and to include this expenditure in the budget for 2019/20.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>8. Unitary Councillors' Report: 2878</b></p> <p><b>8.1</b> – A copy of the Ward Councillors' reports to Little Brickhill Parish Council for October 2018 <u>are appended to these minutes.</u></p>	
<p><b>9. Planning: 2879</b></p> <p><b>9.1 - 17/03233/OUT</b> - An outline proposal with all matters reserved for development of land to the south of the A5 and east of the A4146, Milton Keynes for up to 500 homes, including 40% affordable homes; a 1 Form Entry Primary School; a local Centre, open space and associated works at Land at Levante Gate, Galley Lane, Little Brickhill.</p> <p><u>Notification received 13/09/18 from MKC that this planning application had been refused.</u></p>	

<p><b>9.2 – 18/01730/FUL</b> – Replacement windows and door to property at Barclay House, Watling Street.</p> <p><u>Notification received 04/09/18 from MKC that this planning application had been granted.</u></p> <p><b>9.3 - 18/01819/FUL &amp; 18/1820/LBC</b> - Alterations internally and externally to ground and first floor at North Cottage. <u>Notification received 13/09/18 &amp; 20/09/18 from MKC that this planning application had been granted.</u></p>																									
<p><b>10. Financial: 2880</b></p> <p><b>10.1 - Cheques presented for payment:</b></p> <table border="0"> <tr> <td>S/O</td> <td>£159.20</td> <td>Alan Kemp (September 2018 Salary)</td> </tr> <tr> <td>200418</td> <td>£39.80</td> <td>HMR&amp;C (Tax for Clerk)</td> </tr> <tr> <td>200419</td> <td>£175.00</td> <td>M J Keel (Grass Cutting)</td> </tr> <tr> <td>200420</td> <td>£1,578.00</td> <td>Local Dialogue (Consultation Fee)</td> </tr> <tr> <td>200421</td> <td>£299.00</td> <td>Graham Bushell (PC for SID Reporting)</td> </tr> <tr> <td>200422</td> <td>£1,032.00</td> <td>P &amp; R Domestic (Community Centre)</td> </tr> <tr> <td>200423</td> <td>£175.00</td> <td>M J Keel (Grass Cutting)</td> </tr> <tr> <td>200424</td> <td>£193.00</td> <td>MKC (Disabled Parking Bay)</td> </tr> </table> <p>This expenditure was proposed, seconded and carried unanimously.</p> <p><b>10.2 – Payments received:</b></p> <p>£5,471.71 – MKC (Precept) £1,914.00 - HMRC (VAT Refund)</p> <p><b>10.3</b> - It was noted that the <b>Bank Balance</b> following the payments made tonight (01/10/18) was <b>£24,706.59</b></p> <p><b>10.4 – Parish Partnership Grant for 2016/2017:</b> <u>No change</u> - Now that funding has been approved by MKC to replace our two notice boards of £1,725.00 (75%) the <u>Clerk confirmed that he would obtain the necessary quotations for consideration by the Parish Council as soon as possible.</u></p> <p><b>10.5 - Bank Mandate:</b> 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 (September 2018 Salary)	200418	£39.80	HMR&C (Tax for Clerk)	200419	£175.00	M J Keel (Grass Cutting)	200420	£1,578.00	Local Dialogue (Consultation Fee)	200421	£299.00	Graham Bushell (PC for SID Reporting)	200422	£1,032.00	P & R Domestic (Community Centre)	200423	£175.00	M J Keel (Grass Cutting)	200424	£193.00	MKC (Disabled Parking Bay)	
S/O	£159.20	Alan Kemp (September 2018 Salary)																							
200418	£39.80	HMR&C (Tax for Clerk)																							
200419	£175.00	M J Keel (Grass Cutting)																							
200420	£1,578.00	Local Dialogue (Consultation Fee)																							
200421	£299.00	Graham Bushell (PC for SID Reporting)																							
200422	£1,032.00	P & R Domestic (Community Centre)																							
200423	£175.00	M J Keel (Grass Cutting)																							
200424	£193.00	MKC (Disabled Parking Bay)																							
<p><b>11. To discuss the Parish Councils involvement in the possibility of delivering Landscape Services from 2020: 2881</b></p> <p>Following careful consideration it was agreed that it was not practical and cost effective for Little Brickhill Parish Council to take on the responsibility for these services from 2020/21. <u>This was agreed by all present and the Clerk was tasked with communicating this decision to MKC by the 31<sup>st</sup> October 2018.</u></p>	Clerk																								
<p><b>12. To receive reports on the Community Centre: 2882</b></p> <p>No issues were raised.</p>																									
<p><b>13. Councillors Report: 2883</b></p> <p><b>13.1 – Footpath Issue:</b> Clerk advised that he had been asked by Cllr M Goddard to report to MKC that the footpath that runs behind Watling Street requires cutting back and that he had reported this to MKC on the 1<sup>st</sup> October 2018.</p> <p><b>13.2 – The Barn at the back of the Glen:</b> Clerk advised that he had been asked by Cllr M Goddard to highlight concerns to Woburn Estate regarding the increasingly poor condition of this building.</p>	Clerk																								

<p><b>14. Items for the next / future agendas.</b></p> <ul style="list-style-type: none"> <li>• November &amp; December 2018 Budget / Precept Setting.</li> <li>• Risk Assessment – March 2019</li> </ul>	
<p><b>15. Date of Next Meeting:</b></p> <p><b>Future dates are noted below:</b></p> <ul style="list-style-type: none"> <li>• Monday 5<sup>th</sup> November 2018</li> </ul> <p><u>There being no further business the meeting closed at 8.57 pm</u></p> <p>.....</p> <p>Chairman for Little Brickhill Parish Council</p>	