

LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 04 March 2024 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

Present:

Cllr D Lewis – Chair
 Cllr K Morgan
 Cllr E Priestley
 Cllr L Walker
 Cllr D Hopkins (Ward Councillor)
 A Kemp (Clerk)

In attendance:

C Till (Resident)
 D Priestley (Resident)

<p>1. Apologies for Absence:</p> <p>Cllr T Wheaton & Cllr T Bailey (Ward Councillor)</p>	
<p>2. Public Open Session:</p> <p>None.</p>	
<p>3. Declaration of Interest:</p> <p>None.</p>	
<p>4. Approval of the Minutes of Meeting held on 5 February 2024: 3424</p> <p>Minutes signed and approved.</p>	
<p>5. Progress on matters from last Minutes: 3425</p> <p>5.1 - (item 7.2 of minutes 01/11/21) – Email received 01/11/2021 from MKCC regarding Tree funding and the Queens Platinum Jubilee. Clerk advised that the three trees are now ready for delivery to a nominated site in Little Brickhill. They are about 12 ‘tall, with a root ball about 4’ diameter and come with posts. You need 2 people to manoeuvre any distance, and a big hole for planting. <i>Clerk was asked to contact our tree contractor for a quotation for planting the trees for us.</i></p> <p><i><u>It was decided not to accept receipt of these trees because of the cost of planting them and finding suitable sites for planting. The Clerk was tasked with contacting MKCC to obtain permission to offer these to another local Parish Council.</u></i></p> <p>5.2 - (item 2.3 of minutes 06/03/23) - Street Lighting – A resident asked if consideration could be given to installing some more street lighting on Watling Street near the George / Community Centre.</p> <p>Clerk confirmed that he met with a member of the street lighting team on the 21 September 2023 and received confirmation that they will conduct a review of the street lights in this area with a view to installing at least another one column. It is more likely because budget constraints to be completed early in the new financial year (2024/2025).</p> <p><i><u>Clerk has chased MKCC on this again on the 21 January 2024, waiting for a response. NO CHANGE.</u></i></p> <p>5.3 - (item 17.1 of minutes 03/04/23) - Cllr T Wheaton stated that he had been asked by a resident if a water supply could be installed at the allotments and would approach the Church to seek advice and guidance on this issue. It was decided not to pursue this anymore as the cost would be expensive to achieve. <i>Item closed.</i></p>	Clerk

5.4 - (item 2.2 of minutes 26/06/23) - Old playground in Wyness Avenue.

Work has been completed by MKCC except for work on the tree. MKCC have been reminded of this outstanding task. Clerk will look for alternative options for the tree work as a contingency and has requested a quotation from our tree contractor for consideration. Clerk confirmed that the cost for LBPC to pay for the work will be £580 + VAT. It was agreed that MKCC should be approached again to ask that they take on the responsibility for completing this work.

Response received from MKCC (13/02/2024).

- We have reviewed the tree on Wyness Avenue which had been requested for a potential Parish contractor to undertake works.
- We have surveyed and reviewed the tree and there is no obvious justification to reduce this tree. This aligns with our position on our Operational Tree Policies (PowerPoint Presentation (milton-keynes.gov.uk)) It does require a minor dead wood which we shall arrange. There are no signs of major branch failure.

Residents asked why MKCC will not reduce the tree and the Clerk to tasked with contacting them again to ask them to reconsider this decision and for a date when this work will be completed.

Clerk

5.5 - Bench in Wyness Avenue in memory of Doreen Adcock.

The bench has now been installed. The Parish Council are grateful to the resident that installed the bench. Item closed.

5.6 - (item 2.4 of minutes 26/06/23) - Wyness Avenue and other Village issues

- **Clearance near the disabled bay in Wyness Avenue.**

Clerk has emailed MKCC (03/03/24) requesting a date when this issue will be completed by MKCC (Landscaping Team)

- Between Greystones and The Court House on Watling Street in Little Brickhill, the brambles, overhanging ivy and general foliage is making it impossible to walk on the pavement. **Clerk reported this to MKCC under reference MKCC582860219.**

MKCC have inspected and will do a land registry check and send an OHV letter to the landowner. Ongoing.

5.7 - (item 8.4 of minutes 26/06/23) - Roundacre Field - Cllr T Wheaton suggested that as part of the coronation this year that we should apply for National Lottery Funding to enable the site to be used by the Community & Dog Walkers. This will require new fencing / gate, commemorative benches.

The Parish Council have received the following disappointing response.

Your application for funding

- We cannot take your application any further. We'd like to help you understand why.

Why we cannot fund your project

- We have received a large number of applications and cannot fund them all within our available budget. Such is the demand for our funding that we are unable to fund your project, as it does not address our funding priorities as strongly as other applications. While we understand the benefits of your idea, other applications have more strongly demonstrated how their project would help people to address the challenges they experience.

<p>Advice moving forward.</p> <ul style="list-style-type: none"> The National Lottery team have provided advice on how we could improve the chances of obtaining a grant in the future. <u>We will try again.</u> <p><u>Grateful thanks to Cllr Tim Wheaton for all the hard work undertaken on this topic.</u></p> <p>5.8 - (item 8.8 of minutes 26/06/23) – Pavement on Great Brickhill Lane from the flats to the entrance of Wyness Avenue requires a safety check / repair by MKCC. Clerk has reported this again to the MKCC Contact Centre on the 4 October 2023. Confirmation of receipt received 19/10/23 under reference No 5555688505.</p> <p><u>Clerk contacted the MKCC (Highways Help Desk) to request an update on this issue. He has applied for a slot with a member of the Highways Team on Friday 8 March 2024 to discuss this via a Teams Meeting.</u></p> <p>5.9 - (item 8.9 of minutes 26/06/23) – Play Equipment – Clerk to ask MKCC if they can clean all the play equipment on Watsons Field.</p> <p><u>Clerk confirmed that the cost for MKCC to clean all the play equipment is £300 for two men at £75 per hour. Decision of this expenditure to be considered after all the tree work has been completed. NO CHANGE.</u></p> <p>5.10 - (item 5.1 of minutes 09/10/23 – Tree Work - It was noted that the Clerk had obtained a quotation for tree work on Watsons Field for £1,488 + VAT and explained that we have not undertaken any tree work for over 15 years. All present agreed to this expenditure and the Clerk was authorised to place the order. Clerk confirmed that he had completed the online forms and that MKCC had rejected the application asking for a more detailed sketch of the trees that required work. He has asked the Tree Contactor for help with completing this action and is waiting for this to be completed to enable the Clerk to complete the online forms.</p> <p><u>Clerk has obtained an extension to supply the map of the trees until the 8 March 2024 and is working with our tree contractor on this issue to meet this timescale.</u></p> <p>5.11 - (item 2.2 of minutes 06/11/23) – Fly Tipping on Woburn Road – Residents reported that there is consistent fly tipping in this location and asked if MKCC could be approached to investigate if anything could be implemented to stop this occurring.</p> <p>Response received from MKCC on the 05 December 2023.</p> <p>Hope this email finds you well. We have received the following response from Environmental Crime Department.</p> <ol style="list-style-type: none"> Q1. Yes – we can look at signage at this location. Q2. Yes – we have surveyed the area and placed mobile CCTV here previously. The difficulty is that the fly tipping doesn't happen in one small location but can be along the whole length of that road and this makes it a bit hit and miss. We are currently exploring other options but won't disclose any details. <ul style="list-style-type: none"> Re Q3 – @Cllr Casework has sent this enquiry to Highways Department. We will update you once we have received more information from them. <p><u>Clerk to contact MKCC for an update.</u></p> <p>5.12 - (item 7.1 of minutes 06/11/23) - Letter received 16/10/23 from MKCC regarding Second Winter Plan (2023/2024) funding for Parishes. It was noted that the Parish Council have been awarded a grant of £500.</p> <p>As a condition of receiving the grant the Clerk will have to liaise with the Residents Association to provide an update on how the funding has been used. <u>NO CHANGE.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
---	--

<p>5.13 - Recycling Clothing Facility Bin in the Community Centre grounds – Cllr K Morgan gave an update regarding the Fire Service installing a recycling bin and three suggested locations were considered. A discussion was held and all present supported this initiative and agreed a location. <u>Cllr K Morgan was thanked for his efforts on this initiative.</u></p> <p><u>Update - Waiting for this to be installed.</u></p> <p>5.14 – (item 18.3 of minutes 06/11/23) - Complaints Procedure – Cllr D Lewis asked if we should have a complaints procedure.</p> <p><u>Draft Complaints Procedure was issued to all Parish Councillors prior to this meeting by the Clerk. All present agreed for this procedure to be published and implemented from immediate effect.</u></p> <p>5.15 – (item 17.1 of minutes 05/02/24) - Wyness Avenue – Cllr E Priestley advised that there is some evidence that some people are parking their vehicles on grass verges. It was agreed to monitor this and review again at a future Parish Council meeting.</p> <p>It was noted that no new issues had been raised. <u>Item closed.</u></p>	Clerk
<p>6. Correspondence: 3426</p> <p>6.1 - Notification from MKCC of the next Parish Forum meeting on Thursday 14 March 2024 at 6.00 pm.</p> <p><u>This was noted.</u></p>	
<p>7. Clerks Report / Local Issues: 3427</p> <p>7.1 - Newsletter – Spring 2024 issue should be delivered this week to Little Brickhill.</p>	
<p>8, To progress Home to School Transport: 3428</p> <p>It was decided that there was nothing more that Little Brickhill Parish Council can do on this issue, therefore it was decided to close this action down. <u>Cllr T Wheaton and our Ward Councillors were thanked for their efforts on this issue.</u></p>	
<p>9. Unitary Councillors' Report: 3429</p> <p>A copy of the Ward Councillor's reports to Little Brickhill Parish Council for March 2024 are available to view on the Parish Council website and are appended to these <u>minutes.</u></p>	
<p>10. Planning: 3430</p> <p>10.1 – 24/00053/TPO - The reduction in height from 25m tall to 22m tall and reshaping crown to good form (by up to 2m) of Horse chestnut (T1) protected by Milton Keynes Council Tree Preservation Order no PS/540/15/142 at The Clock House, Watling Street, Little Brickhill.</p> <p><u>No issues were raised.</u></p> <p>10.2 – 24/00214/TCA - The lateral reduction by up to 3m of two silver Maple trees (1 & 2), the reduction by 3m of limbs overhanging house of two Pine trees (3 & 4), and the height reduction by 10m to suitable lateral growth of three Pine trees (5, 6 and 7) at Chestnut Lodge, Woburn Road, Little Brickhill.</p> <p><u>No issues were raised.</u></p>	

<p>10.3 - 23/02848/FULM - Variation of condition 1 (Approved plans) of permission ref. 23/02313/FULM seeking to enclose external porch, replace window with door and replace car parking space on north-east side of dwelling with additional rooms (relating to permission ref. 20/00193/FUL Demolition of existing garages and erection of one dwelling) at 1 The Clock House, Watling Street, Little Brickhill.</p> <p><u>Notification received from MKCC 13/01/2024 that full planning permission had been granted.</u></p>	
<p>11. To discuss any Highway issues including introduction of (20 MPH Zones): 3431</p> <p>11.1 - Progress on introduction of 20 MPH Zones for Watling Street and Great Brickhill Lane:</p> <p><u>Update received from MKCC – We will be working on a design proposal for the scheme in the coming months and looking to consult on the scheme in Summer 2024. NO CHANGE.</u></p> <p>It was noted that Cllr K Morgan had raised some concerns on the effectiveness of these type of schemes and referenced a document prepared for Buckinghamshire County Council. <u>Clerk was asked to contact a former Parish Councillor to seek help in obtaining the current data from the Speed Indicator Devices to enable further discussion on this topic.</u></p> <p><u>Update - Clerk has contacted our former Parish Council again who has promised to obtain the speed data for review following the machines being serviced. NO CHANGE.</u></p> <p>11.2 - Junction at Watling Street / Great Brickhill Lane – Cllr K Morgan asked if MKCC could be approached to ask for a safety review to be undertaken at the junction.</p> <p><u>Update received from MKCC – We will be working on a design proposal for the scheme in the coming months and looking to consult on the scheme in Summer 2024 including a review of this junction. NO CHANGE.</u></p> <p>11.3 - Signs as you exit the village onto the A5 that indicate the national speed limit for the type of road and class of traffic applies could be moved as this may have an impact on slowing traffic down.</p> <p><u>This will be investigated in conjunction with item 12.1. NO CHANGE.</u></p> <p>11.4 - Safety issue at exit from Eversden Close to Watling Street because the positioning of refuge point does not allow vehicles to turn left without damaging the grass verge. Update provided by MKCC at the meeting Cllr D Hopkins and the Clerk held with them on the 23 August 2023, that the installation of 'grasscrete' on the radius to be undertaken by the developer was still outstanding.</p> <p><u>Update provided by MKCC - The developer has been contacted again and that the bond for this site will not be released until the grasscrete has been installed. NO CHANGE.</u></p> <p>11.5 - Damaged / Missing Road Sign as you exit the A5 to Woburn and Little Brickhill / Great Brickhill. It was noted that more damage to the barrier has occurred and has been repaired by Highways England. The barrier comes under the responsibility of Highways England, but the missing signs are the responsibility of MKC. The signs have been reported to MKCC under reference number FS405210254 on the 2 March 2022.</p> <p><u>Update provided by MKCC - They are including this sign replacement with several other signs within the vicinity of this location and are waiting for budget approval from management to allow the go ahead and order. NO CHANGE.</u></p>	

11.6 - Greensand County Village Gateway Signs. Greensands Trust have confirmed that two signs will be allocated for Little Brickhill. An acceptance form requires completing. It was noted that there should be no objection from MKCC on the installation of two signs attached to existing signs and a contact name from MKCC Highways Team was provided to the Clerk on who would approve the acceptance form.

Update – cost for the two signs are £240.00 + VAT. Clerk has placed an order for the two signs to be installed now that MKCC have signed the agreement form.

11.7 – (item 16.2 of minutes 06/03/23) - Great Brickhill Lane – Cllr M Goddard asked if the state of this road out of the village to Great Brickhill could be reported to Bucks CC for a review / actioning

Clerk has tried to report this to Bucks CC, but it looks like the responsibility is split between at least two Councils. Clerk to seek advice from MKCC. Ongoing.

11.8 - Little Brickhill are seeking a No Overnight lorry parking ban being placed Watling Street (the old A5) as the road leaves the village heading north towards the new A5 (bypass). Update provided by MKCC that the signs had now been installed. Following discussion, it was felt that just installing these signs will not solve this problem and it was decided to approach MKCC to reconsider their decision not to install no entry signs for lorries over 7.5 tonne as you enter the village from the island on Watling Street. Cllr D Hopkins agreed to contact MKCC again on this issue.

The following response has been received from MKCC (Murray Woodburn)

- Thank you for alerting us to this. Civil disobedience of this sort is a new development and may require us to escalate accordingly.
- Thank you, Keith, for retrieving the signs and dragging them to safety – and we'll make sure they are replaced shortly – but it is clear we may need to move towards a prohibition of some sort if this is the sort of behaviour we can expect. As has been stated, the situation will only deteriorate when other warehousing development opens, so it is important we get on top of this now.
- Let me discuss this with colleagues again to come up with some options. A weight limit except for access remains an option, but unfortunately enforcement would be difficult without the assistance of cameras – which we do not have DfT permission to use yet.

12. To discuss Climate change issues / MKCC initiative: 3419

12.1 - Costs of producing a plan receiving from Jon Balaam (Greensands Trust) following the presentation at the PC meeting on the 5 February 2024.

It will be helpful for us to develop a “GI Plan-lite” methodology for use by smaller parish councils and those not doing a Neighbourhood Plan – especially those outside of Beds as the nature of mapping provided by the Local Environmental Record Centres differs across the county boundary.

I'd like to think we can come up with something that keeps it affordable for yourselves and other parishes in your position, but still creates a quality product which (most importantly) will be accepted by planners etc. I accept some of the development time we need to put into this will be relevant to a range of places, so will restrict any fees to yourselves to what is directly relevant. I would propose that the service we could provide includes:

- Provision of a draft methodology with instructions suitable for someone in your position (i.e. not a technical specialist, but not a stranger to the planning system) for producing a GI Plan.
- Guidance on mapping services/platforms you could utilise.

<ul style="list-style-type: none"> • Guidance on running community GI planning workshops and surveys (with option to bring us in to deliver). • Proof reading/commenting on draft plans. <p>I would look to keep the cost below £1k (normally a GI Plan costs anything upwards of £4k these days) with additional costs being mapping and workshops. As a guide, the Bucks record centre charged us less than £100 for the Wing mapping work.</p> <p>I will also look to discuss how any work done at a parish level in Bucks/MK can inform the Local Nature Recovery Strategy – we are looking at running an event for Greensand Country parishes on this in April. This would be something that benefits all parishes so not part of any chargeable service from us.</p> <p>I hope that all makes sense – I am also at a very similar stage with Great Brickhill (not met with them yet), and while they are obviously under a different local planning authority there might be things that could be done jointly – is there any track record of this?</p> <p>Another thing that would be useful is to know what your local drivers are? I can see that being on the edge of MK there are the development drivers, including things like EW Rail, but if there is anything else, please do let us know.</p> <p><i>It was agreed to discuss this in more detail at a future Parish Council meeting.</i></p> <p>12.2 – Biodiversity Policy – Every Council has been requested to produce a policy – see example of one from Wavendon Parish Council from Cllr D Hopkins.</p> <p><i>Clerk was tasked with drafting a policy for Little Brickhill Parish Council.</i></p>	Clerk																		
<p>13. Financial: 3432</p> <p>13.1 - Cheques presented for payment:</p> <table border="0"> <tr> <td>S/O</td> <td>£184.80</td> <td>Alan Kemp – Salary March 2024</td> </tr> <tr> <td>100992</td> <td>£123.20</td> <td>HMRC – Tax for Clerk – March 2024</td> </tr> <tr> <td>100993</td> <td>£140.29</td> <td>Mrs D Priestley – Re-imburement for bench Installation.</td> </tr> <tr> <td>100994</td> <td>£322.00</td> <td>XL Circondare Ltd – Spring Newsletter</td> </tr> <tr> <td>100995</td> <td>£260.26</td> <td>Vision ICT Ltd – Website & Email Hosting for next year.</td> </tr> <tr> <td>100996</td> <td>£46.95</td> <td>Alan Kemp – Admin / Stationery</td> </tr> </table> <p>This expenditure was proposed, seconded, and carried unanimously.</p> <p>13.2 – Payments received: None</p> <p>13.3 - It was noted that the Bank Balance following the payments made tonight and cheques not cashed was <u>£25,206.22.</u></p> <p>13.4 - Bank Mandate: Clerk advised that a current signatory would have to contact Barclays Bank to arrange for a new mandate to be generated to add other signatories. <i>Ongoing.</i></p> <p>13.5 – Accounts Packages: Clerk confirmed that he has entered all the financial transactions for this budget year. The benefit is that the records are saved on the Scribe Accounting database and are more secure. This will also generate year end reports.</p> <p>13.6 - Invoices: Clerk confirmed that he had send an invoice for 1 High View access allowance.</p> <p>13.7 – Budget 2024/2025: Clerk will update the budget at the end of this fiscal year to reflect the precept increase and year end balances.</p>	S/O	£184.80	Alan Kemp – Salary March 2024	100992	£123.20	HMRC – Tax for Clerk – March 2024	100993	£140.29	Mrs D Priestley – Re-imburement for bench Installation.	100994	£322.00	XL Circondare Ltd – Spring Newsletter	100995	£260.26	Vision ICT Ltd – Website & Email Hosting for next year.	100996	£46.95	Alan Kemp – Admin / Stationery	
S/O	£184.80	Alan Kemp – Salary March 2024																	
100992	£123.20	HMRC – Tax for Clerk – March 2024																	
100993	£140.29	Mrs D Priestley – Re-imburement for bench Installation.																	
100994	£322.00	XL Circondare Ltd – Spring Newsletter																	
100995	£260.26	Vision ICT Ltd – Website & Email Hosting for next year.																	
100996	£46.95	Alan Kemp – Admin / Stationery																	

<p>13.8 – New Dog Bin on Roundacre Field: Clerk advised that there is a requirement for the installation of a dog bin in this area. <u>All present agreed to this request.</u></p> <p><u>Clerk met with our Dog Waste contractor on the 1 March 2024 and the cost will be £250.00 + VAT plus £3.50 per week for emptying.</u></p>	Clerk
<p>14. To review / agree the Clerks Salary for 2024/2025: 3433</p> <p>The Motion: Following a review of the Clerks role and responsibilities, the Clerks salary for budget year (2024/2025) will be £3,690.00 plus £250.00 for home working, making the total for the year of £3,940.00. <u>Next review in March 2025.</u></p>	
<p>15. To receive reports on the Community Centre: 3434</p> <p>15.1 - Electrical Work – Clerk advised that we are still waiting for a date from Western Power when they will be completing work to change the source of electricity from overhead cables underground. <u>There are some outside wiring problems that they were going to complete at the same time.</u></p> <p><u>Clerk has contacted National Grid have again (01/03/24) and has been promised a response later this month.</u></p> <p>15.2 - Damaged Shed – The Parish Council was asked if the shed at the Community Centre could be replaced.</p> <p>Community Centre committee have no objections but suggested that it might be better to purchase a plastic version. The current shed is 8 x 12 foot. <u>Quotations being sought by the Clerk.</u></p>	Clerk
<p>16. Councillors Report: 3435</p> <p>16.1 – Cllr E Priestley has raised issues with moss on the pavements as you exit the village on Watling Street that MKCC have been asked to deal with as soon as possible.</p> <p><u>It was noted that MKCC had completed this work on Monday 4 March 2024.</u></p> <p>16.2 - Cllr T Wheaton has raised issues regarding the overgrown cycle path from Tantalon on Watling Street to the Shell Garage / MacDonalds Roundabout. MKCC promised to undertake the clearance with 24 hours from the 22 February 2024.</p> <p><u>It was noted at the Parish Council meeting that MKCC had completed this task.</u></p> <p>16.3 – Cllr E Priestley stated that a School Sign had been damaged as you enter the Village from Great Brickhill Lane. <u>Clerk to report this to MKCC.</u></p>	Clerk
<p>17. Items for the next / future agendas.</p> <p>Normal agenda items.</p>	
<p>18. Date of Next Meeting:</p> <p>Future dates are noted below:</p> <ul style="list-style-type: none"> • Monday 8 April 2024. • Thursday 9 May 2024 – Annual General Meeting / Annual Village Meeting. • Monday 3 June 2024 – Clerk is unable to attend this meeting? <p><u>There being no further business the meeting closed at 8.40 pm.</u></p> <p>..... Chair for Little Brickhill Parish Council</p>	