

LITTLE BRICKHILL PARISH COUNCIL

MINUTES OF THE LITTLE BRICKHILL ANNUAL PARISH / VILLAGE MEETING - HELD AT 7.30 PM ON THE 09 MAY 2024 IN THE COMMUNITY CENTRE IN LITTLE BRICKHILL.

Present:

Cllr D Lewis
Cllr K Morgan
Cllr E Priestley
Cllr L Walker

In attendance:

Alan Kemp (Parish Clerk)
Cllr D Hopkins (Ward Councillor)
Cllr T Bailey (Ward Councillor)
G Bushell (Resident)
D Priestly (Resident)
G Bailey (Resident)
C Till (Resident)
D Bushell (Community Centre / Resident)

1. To receive apologies for absence.

Cllr T Wheaton, Ward Councillor V Hopkins), A Asif (W&FC), PCSO A Ryan (Thames Valley Police).

2. Election of Chair.

Cllr. Lewis was proposed, seconded and unanimously elected.

3. Election of Vice-Chairman.

Cllr. Wheaton was proposed, seconded and unanimously elected.

4. Confirmation of Responsible Finance Officer.

Alan Kemp (Parish Clerk) was proposed, seconded and unanimously elected.

5. To approve the minutes of the last meeting.

The minutes of the meeting of 11 May 2023 were approved and signed as a true record.

6. To receive report from Thames Valley Police.

Clerk presented the following report on behalf of TVP.

- Apologies TVP are unable to attend the annual meeting as the neighbourhood team are not on duty at the time of the meeting. If there are any concerns that crop up at the meeting, I can arrange pop up event with crime prevention following the meeting, alternatively if there are any events this summer that would be suitable for us to pop along to then please let us know.
- Over the last year there has been 14 crime reports in Little Brickhill. A large proportion of the crime figures have occurred at Mc Donald's Watling Street.

Little Brickhill crime figures	
ASB personal	1
Assault with injury	2
Assault without injury	2
Burglary business	1
Burglary residential	1
Public order	3
Suspicious person	1

Criminal damage	1
Harassment	1
Theft of vehicle	1
Total	14

- Over the summer period please ensure you do not leave windows / doors open whilst you are out and that all sheds / garages are padlocked. Reminder also not to advertise your summer holidays on social media until after the trip.
- Please also ensure that your vehicles are locked. If you own a keyless vehicle, store your keys in a faraday box or pouch to block the key signal, consider also using a steering wheel lock.
- Please continue to report incidents to us via the phone 101 or 101 online if it is a non-urgent crime and 999 in an emergency.

7. To receive the Chairman's Report.

Cllr Lewis (Chair) gave an update on the following issues.

- Fatal accident on 16/11/2023.
- Fly tipping - high and seemingly increasing instances around the village. Ward Councillors assisting. MKCC considering mobile cameras.
- Home to school transport - Cllrs Wheaton and Priestly solid efforts. Council ultimately declined the request. Ombudsman involved.
- 20 mph zone - consultation summer 2024.
- Tidying up of old playground area within Wyness Avenue plus installation of memorial bench
- Use of Roundacre - application for funding to enhance as a dog walking area declined. Plan to resubmit.

Ongoing issues:

- Street cleaning
- Overhanging vegetation within and outside village
- Dog bins and fouling (new bins, more signs being considered)
- Quality of pavements
- Lighting - repair of bulbs and addition of new lights where requested.
- New initiatives - Christmas tree and clothes bin

He concluded his report by thanking all Little Brickhill Parish Councillors, all three Ward Councillors and Clerk for the help and support over the last year.

8. To receive report from Unitary Authority.

Cllr T Bailey stated that she had responded to enquires from residents during the last year as quickly as possible and advised that there will be quite a few public consultations taking place in the current year up to the 31 March 2025.

Cllr Hopkins gave an update on the following issues.

- 80 D-day anniversary - 6 June 2024 and confirmed that he had donated a Lamp of Piece to all Councils within the Danesborough Ward. One was left with Cllr D Lewis after the meeting concluded for Little Brickhill.
- A5 Slip Road.
- SEMK development.
- Ward Boundary Changes Consultation.
- MK 2050 Review.
- East West Rail Consultation.

9. To receive the Parish Council's accounts for the Financial Year 2023-2024.

Clerk presented the report on behalf of the Parish Council.

Auditing Solutions Ltd will complete the internal audit for the year ending the 31/03/23 in May 2024.

Following on from the completion of the Internal Audit the Clerk will complete the Annual Return and send it to PKF Littlejohn after approval at the Parish Council meeting in June 2024. As both our income and expenditure are below £25,000, we can **CERTIFY** ourselves as **EXEMPT** from a limited assurance review the same as 2022/2023.

Last year we had income of £20,168 and expenditure of £18,066.

Year cash balance on the 31 March 2024 was £25,356, an increase of £2,101 from the previous year.

Claims have been submitted to HMRC to re-claim all VAT of £1,440.40 for 2023/2024.

Pay-roll year-end reports have been completed for 2023/2024 for HMRC.

This year (2024/2025) we have budgeted to spend £20,450.

Copies of income and expenditure for 2023/2024 and final budget document for 2024/2025 will be mailed to all Little Brickhill Parish Councillors by the Parish Clerk.

For full details see [appendix 1](#).

10. To receive report from the Residents' Association.

Cllr E Priestley presented the report on behalf of the Residents Association.

Introduction

As we reflect on the past year, the Little Brickhill Residents' Association is proud to share a summary of our activities and accomplishments. This year brought community engagement, successful events, and meaningful initiatives that brought our residents closer together.

Committee Contributions

We extend our thanks to the dedicated committee members who made this past year a success: Julia Campbell, Debbie Bowden, Anne Motson, Tim Wheaton, Emma Priestley, Dianne Priestley, Matt Bowden, Amanda Tyrwhitt-Walker, Claire Lockhart, Dave Lewis and Howard Barclay. Special acknowledgment goes to Carol Nicholls and Cliff Roberts, who stepped down in 2023, for their contribution to the Committee over the years. Julia Campbell stepped down as Chair but continues to be part of the Committee, and Emma Priestley has taken over the role. We also welcomed Wendy Howson and Sam Conn as new members.

Annual Events and Activities

The year was marked by a series of successful events that fostered community spirit and enjoyment:

Carnival Fun Day: A summer event that brought together families for a day of fun, games, and community bonding.

Christmas Wreath Making: This popular crafty event allowed residents to tap into their creative sides whilst celebrating the festive season and raised £200.

Jenny Wheaton Children's Christmas Party: Filled with joy and laughter, the party was a delightful occasion for our younger residents and included dancing, games, tea and a visit from Santa, who gave each child a gift.

Young at Heart Christmas Lunch: A special event, hosted at The George Pub, that provided our senior members with a festive gathering, filled with warmth and friendship.

Santa-Mobile: A new event; the Santa-Mobile, carrying Santa and his elves, spread Christmas cheer throughout Little Brickhill, collecting an amazing £320 on the way.

Christmas Decorations for the Village Hall: The Residents Association purchased a new Christmas Tree and decorations for the Village Hall, which looked splendid for the Christmas season.

Prize Bingo Night and Spring Pot Making: These events added a fun and creative touch to our yearly calendar, enjoyed by many. Spring Pot Making raised £120 and Bingo raised a fantastic £725 before expenses.

Litter Picks: With two community clean-up days, residents demonstrated their commitment to maintaining a beautiful and clean environment.

100 Club

A notable achievement this year was the success of the "100 Club" initiative, which generated a significant £2,850. This initiative not only supported our financial health but also increased engagement across the community. Thanks to Diane Priestley and Anne Motson for carrying out all the administration involved.

Financial Overview

Our finances have been managed prudently, maintaining a healthy balance that supports our community projects and events. Thanks to Anne Motson for her role in achieving this. The LBRA bank balance stands at £1500 as of 30th April 2024.

Looking Ahead

Excited for the coming year, we have planned a lineup of engaging events based on the positive feedback and successful turnout from this year:

Additional Bingo Nights: Due to popular demand, more bingo nights will be organized; planned for the Autumn and Christmas.

Barn Dance: An event aimed at bringing the community together for a night of dancing, music and fun.

Pumpkin Craft Evening: Introducing a new seasonal crafting event for families.

Annual Christmas Events: We will continue with our cherished lineup of festive events, which have become a highlight of our annual calendar.

Conclusion

We thank all our residents for their active support and look forward to another year of community fun and engagement. Let's continue to work together to make Little Brickhill a wonderful place to live, full of life and community spirit.

11. To receive report from the Community Centre Committee.

Denise Bushell (Chair) presented the report on behalf of the Community Centre.

We held our AGM on the 29 April 2024 and all committee members agreed to continue.

The accounts were prepared in accordance with previous years. The income for the year was £6,880.70 with expenditure of £3,880.68 giving a surplus of £3,173.02. The means that Hall's assets stand at £31,222.41 representing sufficient reserves to meet the obligations of the Trust.

We are continuing to offer free hire to village organisations for the coming year.

12. To receive report from St. Mary Magdalene C of E Church / PCC.

Alan Kemp presented the report on behalf of the Church and confirmed that the report was completed by Alison Packer prior to leaving the village.

Services

The agreed service pattern continued throughout the year – a celebration of Holy Communion on the 2nd Sunday of each month and an All-age Family Service on the 4th Sunday. There is also a whole Benefice Service in one of the four churches each month, which occasionally replaces one of our regular services. As usual, all the major festivals have been celebrated, with special services at Easter, Mothering Sunday and Harvest. The Carol Service was well attended, with the church very nearly full. Our children and young people, along with their parents' support, did a lovely job of presenting the Nativity. Having organised the Carol Service for the last 14 years, this was a particularly poignant service for David and me. We've always ensured that the children played a major role in the Carol Services, and I hope that some of the parents will pick this up in future years.

Church management

With our impending departure from the village, several of the key roles in church management were vacated at the beginning of 2024. Despite many months of appealing to the village, we still have no Church Warden, PCC Secretary or Treasurer. However, we now have a strong PCC who, working together as a team, are well placed to run the church. It is hoped that others will join them to support the management and running of the church in due course.

We have appointed a qualified and experienced bookkeeper to handle the day-to-day accounting systems, but the PCC must have a Treasurer to act as 'household steward' and advise the PCC on its financial affairs.

Finance

It is a constant challenge to meet the high cost of running, maintaining, repairing and insuring a building of this size and age and the budget is very tight. The regular outgoings are only just covered by the income from the collections and regular donations. The scale of required maintenance work, as described below, means that any money raised from fund raising needs to be accumulated to cover the forthcoming costs. We have some invested funds, but these will deplete very quickly without significant input from grants, fund raising and donations.

Fund Raising

Our previous regular fund-raising activities, such as Coffee Mornings and Ladies that Lunch – which also provided vital points of contact for many of our more isolated neighbours – stopped during the pandemic and, sadly, it seems increasingly unlikely that they will re-start. Between them these two activities raised around £2,000 for the church, which is now lost. We have also lost several previous regular generous donors.

The Open Gardens weekend in July was again brilliantly organised by Denise Bushell and was enjoyed by all. 10 beautiful gardens were opened to the public. We were, however, disappointed that the partnership with Willen Hospice did not bring about the promised wider advertising, resulting in a smaller foot-fall and, with the loss of the funding to Willen, takings were £1,000 lower than in previous years. Once again, huge thanks are due to Denise for all her hard work.

The Christmas season in the village offered, as ever, some lovely opportunities to meet friends and neighbours and enjoy the celebrations together. The Fayre was another great success, and the weather wasn't too wet! The great Residents' Association team again did a super job, raising just over £1,400 for the church.

Church Maintenance

There are significant issues with the church's roof and in various places parts of the lath and plaster ceiling has fallen down. We have commissioned an architect's report on this, and a plan for carrying out the necessary work. We also asked him to look at the feasibility and cost of improving the accessibility of the site, not only for church users but for people wishing to visit the graves of loved ones. His report is awaited.

The Priestley Family has now taken over the general maintenance of the church and churchyard. Colin is a recently retired builder and their son, Dean, is the Site Agent at High Ash, so they have a wealth of experience and useful contacts behind them. Diane has now joined the PCC so they will ensure that all necessary consultation and permissions are obtained.

The 'Weed and Feed' day in the churchyard has become a regular annual feature. The 2023 day saw a smaller group than usual coming to join us, but nonetheless they achieved a good deal and made a big difference to the appearance of the churchyard. Once again, many thanks to Julie Mayson and Celia Ho-Yen for providing a delicious ploughman's lunch.

Again, huge thanks to Peggy Bellingham, Celia Ho-Yen and Anne Motson for their continued hard work in keeping the church clean and beautifully decorated with flowers.

Safeguarding

Ensuring the safeguarding of children and vulnerable adults is the responsibility of everyone and is taken very seriously by the Church of England. All PCC members have completed the required Safeguarding training. The Safeguarding Action Plan is reviewed annually, and all required measures are in place. We are very grateful to Phillipa Cook, from Great Brickhill, who has agreed to take over the role of Parish Safeguarding Officer following my departure from the village. There have been no safeguarding incidents in the parish during the past year.

David and I wish the church and the whole village community all the very best for the future.

13. To receive report from Woburn & Wavendon Football Club.

Alan Kemp presented the report on behalf of the football club.

Prepared by Asad Asif (Club Chair) Woburn & Wavendon FC would like to express thanks to Little Brickhill Parish Council for the ongoing opportunity to use Watson's Fields as part of our long-standing relationship. Far from regarding the relationship as just 'renting pitches,' the Club is committed to maximising the participation of local youngsters who can enjoy all the benefits of organised football in a safe and fun environment.

The representation from the Village within the Club has never been higher and we are therefore naturally proud to continue to be offering more grassroots footballing opportunities to more Little Brickhill locals.

This season Watson's Field was used as a 7 aside pitch and home to our U10 Whirlwinds and U10 Hurricanes, who shared the pitch with matches taking place on Saturday mornings and continued to stagger KO times to minimise parking issues. We have also alternated the pitch dimensions this season to help with managing the playing surface wear whilst allowing some areas to recover. Despite the valuable contribution of long-standing facilities like Watson's Field, the significant demand for grassroots football remains underserved in Central Bedfordshire and Milton Keynes. We are committed to collaborating with local communities to not only maintain existing playing fields and sports facilities but also enhance them wherever feasible. As development continues and the population grows, addressing this issue becomes even more critical. Failure to do so could adversely affect children's access to sports, impacting their health and potentially contributing to social challenges down the line.

Woburn & Wavendon Football Club has once again achieved our Three Star Accredited FA Club status, the highest level of recognition in grassroots football. With over 580 members participating across approximately 42 teams, including the addition of an Adult Ladies team this season, WWFC continues to thrive. We take pride in delivering GoalAbility, one of Bedfordshire & MK's pioneering grassroots football Club Disability sessions and maintaining our status as an official FA Wildcats Girls Football Centre. Additionally, our Foundation Football initiative aims to provide football sessions for children aged 4 to 10 years who are not currently part of a team but wish to begin their football journey. Since its launch 18 months ago, this initiative has already attracted over 160 children who are new to football, introducing them to regular Sunday football sessions.

As the season draws to a close, we've faced budget challenges due to rising costs affecting everyone. However, our Club remains well-positioned to continue fostering fun, football, and friendship within our community. We express our gratitude to the Parish Council for their unwavering support and encouragement as we strive to provide the numerous benefits of team sports to as many local youngsters as possible.

An agreement has been made with a contractor (R S Groundcare) to carry out some work in the coming weeks, which includes deep seeding and top dressing to the pitch.

14. To discuss any Urgent Parish Council Business.

All correspondence received noted below can be carried forward to the Parish Council meeting in June 2024.

- Clerk Email received 08/04/24 from MKCC inviting applications for Community Infrastructure Funding (2025 - 2026) by the 31 August 2024.
- Recommendation from BALC for moving to Gov.UK Domains for websites and Email.
- Email received from The Local Government Boundary Commission for England - Milton Keynes Ward Boundary Review - Initial Consultation closing on the 15 July 2024.

Clerk presented three cheques for payment at the meeting, and these will be recorded in the minutes of the next Parish Council meeting.

There were no planning applications to be discussed.

15. Any other business.

Clerk highlighted that there are training courses available for Parish Councillors and would in the future email details to Parish Councillors for consideration.

A resident asked the Parish Council for a date when the first grass cut at Roundacre Field would be completed. Clerk to contact the contractor to request this work is undertaken without further delay.

The Chair thanked everyone for attending and the meeting closed at 8.35 pm.

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Chair for Little Brickhill Parish Council

Appendix 1

Little Brickhill Parish Council - Annual Accounts 2023/24
Receipts and payments for year ending 31st March 2024

UN-AUDITED ACCOUNTS

<u>Payments</u>	2022/23	2023/24	<u>Receipts</u>	2022/23	2023/24
			Precept	£ 14,080.00	£ 15,070.00
			Mr Payne (re 1 High View)	£ 150.00	£ 150.00
			MKCC Grant (Cost of Living) Grant	£ 500.00	£ 500.00
			W&WFC	£ -	£ 450.00
Community Centre	£ -	£ -	Community Centre	£ -	£ -
Community Centre - Alarm Service	£ 90.00	£ 90.00			
Tree / Shrub Maintenance / Playing Field	£ 1,450.00	£ 1,130.00			
Grass Cutting	£ 1,800.00	£ 1,800.00			
Speed Indicator Annual Maintenance	£ 228.83	£ 1,723.48	Aviva - Insurance Claim	£ 3,250.00	£ -
Replacement Speed Device	£ 3,375.00	£ -			
Clerk Salary (Including TAX)	£ 3,841.00	£ 4,030.00			
Administration	£ 109.71	£ 174.21			
Associations - BALC	£ 74.30	£ 72.02			
Insurance	£ 1,283.33	£ 1,432.98			
Website	£ 216.88	£ 256.88			
Accounting Package	£ 330.00	£ 180.00			
Newsletter	£ 1,096.00	£ 858.00			
MKC - Dog Waste	£ 807.40	£ 686.40			
Audit Fees	£ 450.00	£ 265.00			
Playing Field - Pest Control	£ -	£ 245.00			
Sports Equipment for Watsons Field	£ -	£ 1,539.28	Sports England Grant	£ -	£ 1,013.00
			W&WFC	£ -	£ 526.28
New Bench in Wyness Avenue	£ -	£ 933.40			
New Display Signs for Watsons Field	£ 322.50	£ -			
New Boundary Fence - Watson Field	£ 3,840.00	£ -			
Tommy Statues for Church Yard	£ 313.49	£ -			
Residents Association	£ 490.00	£ 1,133.14	MKCC (Coronation) Grant	£ -	£ 200.00
Coronation Bunting	£ -	£ 72.28			
VAT	£ 2,258.90	£ 1,444.40	VAT Refund	£ 1,189.26	£ 2,258.90
Totals	£ 22,377.34	£ 18,066.47		£ 19,169.26	£ 20,168.18

31st March 2024

Date of Issue - 06 May 2024