



**Minutes of the Bradwell Parish Council meeting
Monday 17th July 2017 at 7.30pm
Bradwell Memorial Hall, Vicarage Road, Bradwell**

Present:

Cllr J Alexander, Chairman
Cllr H Atkins
Cllr M Bradburn
Cllr R Davy, from item 9
Cllr D Evans
Cllr R Exon
Cllr L Gilpin, Vice-Chairman
Cllr J Jones

In attendance:

Mrs H Ward, Parish Clerk
Ms A Smith & Ms D Wilson, Citizens MK, for item 5
PCSO Bolt & PCSO Willingham, for items 1-3

1. Apologies & Resignation

Apologies were received from Cllr R Bradburn.
It was noted that Cllr Naqvi has resigned.

2. Declaration of interests

None

3. Public Open Session

There were no members of the public present.

PCSO Willingham introduced PCSO Bolt who predominantly covers Stantonbury.

An update was received on laughing gas canisters, an arrest had been made for burglaries and recruitment has opened again for more PCSO's.

Cllr Evans asked that action is taken on cars parked at the end of Stokenchurch Place. PCSO Willingham reported that letters have already been placed on some cars.

4. Minutes of previous meeting

The minutes were proposed as a true record of the meeting held on 26th June 2017 by Cllr Jones and seconded by Cllr Bradburn. The Chairman signed the minutes.

5. Citizens MK, Ann Smith & Debbie Wilson

Ms Wilson gave a presentation on Citizens MK and introduced the Living Wage campaign.

Ms Smith circulated information on the Living Wage Accreditation Scheme.

It was agreed for this to be an agenda item at the next meeting to consider applying to join the scheme.

6. Chairman's report

- Cllr Alexander had attended the Annual Civic Service on 2nd July.
- Cllr Alexander had attended the MKALC meeting on 12th July where there was presentation from MK Council selling web services to Town & Parish Councils and a notification that the S106 rules are under review and may be re-written without Parish Council consultation.
- The NALC conference will be held in Milton Keynes 30th and 31st October.
- The next MKALC meeting will be held in September.
- June Bryant is on holiday for 2 weeks.
- The Personnel working group will meet on Thursday 20th July.

7. Clerk's progress report

- The dog bin over the bridge on Common Lane has been relocated to the other side of the footpath at a cost of £80.00.
- An allotment plot on St Lawrence and a plot on Fosters Lane have been cleared at a cost of £35 per plot. The plots have been allocated to new tenants.
- The bench damaged by a disposal BBQ on Abbey Field has been passed to Zurich as an insurance claim, the excess is £100 and a new bench with installation could cost between £400 and £600.
- The notice board at Bradwell Common play area will be taken away by Metrosigns for repair to include a new side end piece and pin board. The total cost is £230 plus VAT.
- A number of minor works have been undertaken at Heelands Meeting Place at a cost of £250. Further works have been identified and quotations are pending.
- Cllr Atkins has been to the solicitors and signed the declaration for formal registration of land to the Parish Council around Abbey Field, Bradwell. The land registry process could take up to a year.
- Work is due to commence on the extension at Bradwell Sports & Social Club on Thursday 20th July and it is hoped will be completed early September. Access to the site for movement of materials and plant will be via the new Community Quiet Garden with all disturbed land made good and reinstated to its original condition upon completion of the project.

Cllr Atkins reported that when Old Bradwell FC submitted their application to the Parish Council they assured that the Community Quiet Garden would not be used for access for the site and that materials would be hoisted over the steps. Cllr Evans asked whether permission has been granted from MK Council to use the Highway (Redway) as an access route.

After discussion it was agreed to email the Chairman of the Football Club and the Sports & Social Club as the letter received was contrary to what the Parish Council had been assured of with regard to delivery of materials to the site. It was also agreed for photographs to be taken of the Community Quiet Garden before work commences.

8. Lease renewal, 21 Glovers Lane

Cllr Exon proposed that the terms offered by Milton Keynes Council for a new 9 year lease be accepted and the majority of members were in favour. There were no objections.

9. Finance

9.1 First quarter receipts and payments versus budget

The report had been circulated to members prior to the meeting, and noted at the meeting.

9.2 Receipts and payments

The schedule had been circulated to members prior to the meeting. Members consented to the payments. See appendix 1.

10. MKALC membership

Cllr Alexander proposed that annual membership is renewed at a cost of £135.00, seconded by Cllr Atkins. There were no objections.

11. Personnel Working Group

A draft terms of reference had been circulated to members prior to the meeting. Cllr Alexander proposed that the terms are adopted by the council with one amendment for a maximum of 4 councillors to serve on the working group. This was seconded by Cllr Gilpin. There were no objections.

Cllr Alexander, Cllr M Bradburn, Cllr L Gilpin and Cllr J Jones were nominated members of the working group. The group will meet at 6:15pm on 20th July at the Parish Office.

12. Heelands Meeting Place

Cllr Bradburn proposed that a 36 month contract is arranged with Initial as quoted to supply 1 x sanitary bin and 1 x nappy bin at Heelands Meeting Place on a regular cleansing cycle. This was seconded by Cllr Davy. There were no objections.

13. Planning

The schedule of new and permitted applications was circulated to members prior to the meeting. There were no objections.

14. Correspondence

14.1 OBS medics

It was agreed for the Clerk to liaise with OBS to arrange a venue and possible dates.

14.2 Correspondence that could not wait until the next meeting

- Bradwell Common planters. After discussion, Cllr Exon maintained that the beds are the responsibility of MK Council. Cllr Bradburn proposed that the quotation for £200 is accepted to clear the beds of the thistles and raise the trees. Cllr Alexander seconded the proposal. There were no objections.

15. Bradwell Common Local Play Park

Cllr Davy provided an update on the opening ceremony to be held at 2.30pm on 26th July. It was agreed that Cllr Davy complete the deputy mayor attendance form and invite Ward Councillors. MK Play Association will be asked to supply a table and refreshments.

16. New environmental and community matters

Cllr Atkins asked for an update on the newsletter, the Clerk advised that it was with the printers.

Cllr Gilpin suggested that the newsletter is discussed at the next meeting.

Cllr Davy complained about the grass cutting on the Heelands South Field.

Cllr Exon asked that the overgrown vegetation by the Heelands youth shelter is reported to MK Council.

Cllr Jones has some silver birch trees to donate.

Cllr Exon asked about the new street lamp in Bradwell Common, the Clerk advised that this was being funded from the Community Safety Fund 13/14.

Cllr Exon advised that the Motte and Bailey needed more work and it is possible the Green Gym could help.

Cllr Evans advised that the shrub beds at the end of Booker Avenue require attention. Cllr Exon offered to take a look.

17. Schedule of meetings

A timetable for full council meetings had been suggested by the Clerk and sent to members prior to the meeting. The timetable was approved.

It was also agreed to hold a budget working group meeting on 23 October 2017.

18. Next meeting

The next meeting will be held on Monday 7th August 2017 at Parish Office, 21 Glovers Lane, Heelands.

Signed 7th August 2017

Chairman

kAppendix 1**RECEIPTS****Bradwell Parish Council**

£30.00	Mr T Colyer	Allotment rent and deposit	3 Jul
£1,375.00	Bradwell S&SC	Quarterly Pavilion lease fee	10 Jul
£0.01	Lloyds bank	Business banking interest	10 Jul
£927.60	Heelands MP	Hire and deposits	Jun
£311.00	Heelands MP	Hire	Jul

King George's Field

£31.25	Ms S Robson	Allotment rent and deposit	30 Jun
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PAYMENTS**Bradwell Parish Council**

Net	VAT	Total	Payee	Expense	Pyt method	Pyt date
124.69	13.74	138.43	Office Depot	Stationery & stamps	Online	30 Jun
231.00		231.00	MK Council	Rates, office	DD	1 Jul
121.00		121.00	MK Council	Rates, Heelands MP	DD	1 Jul
1048.23		1048.23	A Grimmett/P Baldwin/P Stamp	Staff salaries & expenses	Online	7 Jul 14 Jul
153.32	30.67	183.99	Office outlet	Office furniture & stationery	d/card	7 Jul
24.99		24.99	Amazon	Printer cartridge	d/card	10 Jul
852.84		852.84	Bucks CC	LGPS	Online	10 Jul
115.00		115.00	Simon Bates	Allotment clearance and dog bin relocation	Online	11 Jul
56.00	11.20	67.20	D&I Windows	Office & Heelands MP	Online	12 Jul
1314.77		1314.77	HMRC	PAYE/NI	Online	12 Jul
392.00	78.40	470.40	Marcus Young	Waste bin contract	Online	14 Jul
3448.69		3448.69	Zurich	Insurance	Online	14 Jul
103.75	20.75	124.50	CP locks	Padlock, dog bags, keys cut	Cheque	17 Jul
29.14	1.46	30.60	E-On	Activity area, Electricity	DD	17 Jul
100.55	20.11	120.66	BT business	Office phone & broadband	DD	18 Jul
140.00	28.00	168.00	Parish online	Annual subscription	Online	20 Jul
34.41		34.41	Anglian Water	Fosters Lane allotments	DD	24 Jul
26.54		26.54	Lloyds bank	Charges	Auto	28 Jul
97.77	19.55	117.32	Biffa	Waste, Heelands MP	DD	30 Jul
32.20		32.20	Anglian Water	Office	DD	22 Aug

King George's Field

35.00		35.00	Simon Bates	Allotment plot clearance	Online	11 Jul
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