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Minutes of the Business Meeting of Bradwell Parish Council, Held on Monday 10th April 2017 at 7:30 pm at Bradwell Parish Council Office, 21 Glovers Lane, Heelands, Milton Keynes

Councillor James Alexander (Chairman)
Councillor Marie Bradburn
Councillor Robin Bradburn
Councillor Rose Davy (from 8:20)
Councillor David Evans
Councillor Rex Exon
Councillor Leon Gilpin
Councillor Jenny Jones

Also attended: Harold Atkins, parish clerk/RFO, Mr. John Holley and Mrs. Nicky Ayres (Tenants of Fosters Lane Allotments) and Ms Diane Sutton (Bradwell Common resident and local historian).

2017/18

1 Apologies for absence. Cllr Athar Naqvi

2 Disclosures of Interest. None disclosed.

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3 Minutes of meeting held on 20th March 2017.

The minutes were approved by all members present and signed by the chairman as a true record.

RESOLVED: That the Council approves the minutes of the meeting held on 20th March 2017.

4 Public Open Forum. Mr John Holley and Mrs Nicky Ayres, tenants of Fosters Lane Allotments, followed up their visit at the last meeting by reporting that they had carried out much work to improve the situation around "The Heap" composting area and Mr Holley had rotovated plot 22 which had been abandoned due to flooding. They reported considerable interest from fellow tenants on holding a meeting with the Council to recommend improvements to the site, and urged the Council to hold the meeting soon. The clerk reported that this would be difficult in the very near future due to June Bryant (who looks after allotment tenancies) being on sick leave following a major operation, and the clerk retiring shortly to be replaced by a new clerk who is, at present, unfamiliar with this allotment site. The chairman assured them a meeting would be arranged as soon as possible.

Ms Diane Sutton reported on work done at the planters in Bradwell Common Square, which are the property of Milton Keynes Council, which does not look after them. She requested volunteers to help with the work, advising that the local Jiu Jitsu Club was interested in helping. Thistles would have to be manually dug out. An article could be included in the next newsletter requesting volunteers, but this may be too late.

Ms Sutton had also accompanied Cllrs Alexander and Bradburn on an inspection of the Bradwell planning conservation area.

5 Police & Crime Report. No police officers or PCSOs were present.

6 Applications for Parish Council Grants.

The clerk to Wolverton & Greenleys Town Council advised that MK Council had reported that 1.9% of the lenders borrowing books from Wolverton Library lived in Bradwell Parish. An exact number was not stated. Wolverton & Greenleys are requesting neighbouring parishes to contribute £2,000 each towards their costs of the maintenance of the library from which MK

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Council has withdrawn. The reply had been received too late to be included on this agenda, and the chairman ruled that it must be included on the agenda for the next business meeting.

7 Chairman's Report

- a) This has been a busy time. The chairman had added more items to the council web site.
- b) The chairman, together with Cllr Jenny Jones and the clerk attended the joint MKALC/MKC Conference on Saturday 25th March. Many papers from the meeting were distributed and a briefing paper had been circulated by email. The Council is now awaiting a personal visit from MK Council officials to describe more about what they expect from the parish.
- c) The chairman asked members to help judge the photographic competition after the meeting.
- d) The chairman, together with Cllr Robin Bradburn, Ms Diane Sutton, an official of MK Council and a consultant, had toured the Bradwell planning Conservation Area to recommend possible revisions. The result is not expected to be known for some time.
- e) The Reverend Andy Jowitt, vicar of Bradwell, is taking early retirement in October.

8 Suffolk Punch Site

Little to report as Cllr Robin Bradburn is still awaiting a meeting with the relevant planning officials to help facilitate a first meeting with the site developers. Surveyors had been seen on site.

9 Play Area Improvement Fund

This Council had made separate applications to MK Council as follows:

- a) For £10,000 from the Parish Partnership Investment Fund 2016/17 for adult exercise equipment to be installed on Heelands South Field
- b) For £6,000 from the Play Area Improvements Scheme 2016/17 towards improvements to the nearby Heelands Central Play Area, off Common Lane.

However, MK Council had awarded both grants, in full, under the Play Area Improvement Scheme. In both cases the Parish Council would have to match fund these awards, and the funds were included in the 2017/18 budget.

Councillors agreed to proceed with these projects and Milton Keynes Council officials in charge of them should be directed to communicate with the new clerk over them.

MK Council advised that applications for the Parish Partnership Investment Fund 2017/18, the Play Area Improvement Scheme 2017/18 and pre-applications for the Parking Partnership Scheme 2017/18 must be made by 23rd June, and these would be included in the agenda for the next meeting.

10 Bradwell Common Local Park Play Area

There was nothing new to report since the last meeting.

11 Public Annual Electors' Meeting

The clerk distributed the agenda for the meeting at Heelands Meeting Place on Wednesday 26th April. Cllr David Evans gave apologies for absence from this meeting.

12 Barbecue and Beacon Party

No meetings had yet taken place to arrange this event.

13 Proposal to charge for residents' parking permits on Bradwell Common, south side.

Residents of the south side of Bradwell Common requested the Parish Council to support their campaign to stop the imposition of a £25 annual charge for both residents' and visitors' car parking permits, when they had previously been free of charge. The complainants advised that these permits were introduced without consultation on the understanding they would always be issued free of charge. This charge will affect all areas of Milton Keynes where residents' parking

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permits exist. Cllr Robin Bradburn suggested that residents who object should follow MK Council's procedure, but the abolition of parking permits could lead to indiscriminate parking chaos in the area.

14 2017 – 2020 Tenders for landscaping services

Tenders had been received as follows:

CONTRACT No. 1

HEDGE TRIMMING & CLEARANCE IN BRADWELL VILLAGE, two cuts in the year, comprising King George's Field, Community Quiet Garden and the hedge by the adjoining redway, the hedge outside The Moat House and clearing the adjoining redway, St Lawrence Allotments (outside and in), Glebe Field and Castle Field.

NOTE: In the past a four year contract has been offered, but in view of the uncertainty of the landscaping situation with Milton Keynes Council, only a ONE YEAR CONTRACT is being offered for 2017

| <i>Contractor</i> | <i>Cost for one year 2017</i> |
|---|-------------------------------|
| Marcus Young Landscapes (Old Stratford) | £2,200 + VAT |
| Contractor 2 | £3,900 + VAT |
| Contractor 3 | £4,500 |

CONTRACT No. 2

LANDSCAPE MAINTENANCE (mowing, hedge trimming and gardening) in four smaller locations in Bradwell Parish comprising: outside Heelands West Allotments, The hedges around the Parish Office, Heelands Meeting Place grass, garden and side and rear hedges, and the inside narrow paths and interior hedge by entrance and car park at Fosters Lane Allotments.

As usual, this is the cost for FOUR years, 2017, 2018, 2019 and 2020.

| <i>Contractor</i> | <i>Cost for four years</i> |
|-------------------------------|----------------------------|
| DA Garden Services (Bradwell) | £10,854 |
| Contractor 2 | £11,000 |
| Contractor 3 | £11,396 |
| Contractor 4 | £12,200 |

All members present agreed to award contract No. 1 to Marcus Young Landscapes Ltd at a cost of £2,200 +VAT initially for one year while the intentions of MK Council over landscaping are determined. And to award contract No. 2 to DA Garden Services for a four year contract at £10,854 for the four years, as this work is unaffected by MK Council's decisions.

RESOLVED: To award Parish Landscape Maintenance Contract to Marcus Young Landscapes Ltd. At a cost of £2,200 + VAT for one year 2017, and to award Landscape Maintenance Contract No. 2 to DA Garden Services at a cost of £10,854 for four years, 2017, 2018, 2019 and 2020.

15 Clerk's Report and Correspondence received.

- a) Macmillan Cancer Care requested to use the office for training purposes. Members were not happy about this, but it was left to the clerk and it transpired that the office was unsuitable for the organisation's projection equipment.
- b) A renewal application had been received for "Smithy's" fast food van to continue to trade at Deltic Avenue, Rooksley. There were no objections to this application.
- c) Secklow Sounds local radio station advised it was soon to commence FM broadcasting and was interested in including parish council content. Members asked that they contact the Council when they are regularly on air.

FINANCE

16 Payment of Accounts

The grant of £1,000 to Bradwell Village School, which was deferred from 2016, because the school already had a grant in that year, was authorised for payment in April. Members agreed to the payments of accounts listed in the appendix on page 5.

ENVIRONMENT & COMMUNITY

17 PLANNING

New planning applications.

- a) Ref. 17/00666/FUL – Single storey side extension forming a link to the garage which is to be converted into annexe accommodation at 72 Eelbrook Avenue, Bradwell Common.
 - b) Ref. 17/00324/FUL – Conversion of garage to form a bedroom at 32 Stokenchurch Place, Bradwell Common.
 - c) Ref. 17/00732/FUL – Provision of a mixed-use employment development comprising use as a builders' merchant with ancillary trade counters / showroom and bathroom sales, access, drainage and other ancillary works at Land to the west of Deltic Avenue, Rooksley.
 - d) Ref. 17/00822/FUL – Installation of covered metal storage unit at 72 Alston Drive, Bradwell Abbey.
 - e) Ref. 17/00828/FUL - Single storey rear extension at 46 Mitcham Place, Bradwell Common.
- No objections were made to any of the above planning applications.

18 Environmental and Community Matters

- a) Cllr David Evans reported that his house had been burgled with a laptop computer, camera and leather case being stolen as well as the keys to two cars, one of which had been seriously damaged by being driven into another vehicle. David Evans had taken additional measures to protect his property.
- b) The kebab van, with gas cylinders on board, is not regularly being taken away from the site in Stokenchurch Place as was promised. When it is removed an unofficial and illegal no parking sign is left in the place where the van parks.
- c) Cllr Rose Davy expressed dissatisfaction with the way Heelands South Field was mown recently.

The business having been completed, the chairman closed the meeting at 9:19pm.

After the meeting members judged the photographic competition entries.

Signedchairman

Date2017

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Appendix

| Accounts submitted for payment on 10-Apr-17 | | | | | |
|--|-------------------------------|---|------------------|------------|--------------|
| Bradwell Parish Council Account | | | | | |
| <i>Payment reference</i> | <i>To whom paid</i> | <i>Reason for payment</i> | <i>net value</i> | <i>VAT</i> | <i>Total</i> |
| | | | £ | £ | Value £ |
| cheques | | | | | |
| 2016/17 | MARCH EXPENDITURE | | | | |
| 3686 | MK Garden Machinery | Service of tractor & mower in March 2017 | 675.00 | 135.00 | 810.00 |
| debit card | PC World for business | New laptop computer for new clerk | 420.80 | 84.17 | 504.97 |
| debit card | Office Outlet | Stationery, files and chair | 111.34 | 22.27 | 133.61 |
| debit card | BALC (through Eventbright) | Enrolling new clerk on CiLCA course | 261.00 | 0.00 | 261.00 |
| 2017/18 | APRIL EXPENDITURE | | | | |
| 3687 | BALC (incl. NALC & LCR) | Annual subscription | 1,279.75 | 0.00 | 1,279.75 |
| 3688 | A H Contracts | Emptying dog & litterbins in March | 540.50 | 108.10 | 648.60 |
| 3689 | Milton Keynes Council | Quarterly rent for Parish Office | 1,375.00 | 0.00 | 1,375.00 |
| 3690 | Martins Plant | Constructing path in Community Quiet Garden | 3,015.50 | 603.10 | 3,618.60 |
| 3691 | J V Hough | Installation of bins | 120.00 | 0.00 | 120.00 |
| 3692 | Peter Baldwin | Grounds assistant's remuneration | 135.20 | 0.00 | 135.20 |
| 3693 | HMRC | income tax and national insurance (year end) | 1,122.20 | 0.00 | 1,122.20 |
| 3694 | Cheque cancelled | duplicated | 0.00 | 0.00 | 0.00 |
| 3695 | Bradwell Village School | Section 137 grant deferred to 2017/18 year | 1,000.00 | 0.00 | 1,000.00 |
| 3696 | D&I Window Cleaning (MK) Ltd | Work on Abbey Field | 56.00 | 11.20 | 67.20 |
| 3697 | Signs Express (Milton Keynes) | 3 signs - April invoice already authorised in March | 113.61 | 22.72 | 136.33 |
| electronic | | | | | |
| DD | Biffa Waste Services Ltd. | Refuse skip hire & collection, Heelands MP, March | 89.44 | 17.89 | 107.33 |
| DD | Biffa Waste Services Ltd. | Refuse skip hire & collection, Heelands MP, April | 108.60 | 21.72 | 130.32 |
| DD | British Telecommunications | Office telecommunications | 76.97 | 15.39 | 92.36 |
| DD | E-on | Activity area lighting | 20.63 | 1.03 | 21.66 |
| deducted | Lloyds Bank | Bank service charges | 17.08 | 0.00 | 17.08 |
| DD | Milton Keynes Council | non domestic rates, Heelands Meeting Place | 122.60 | 0.00 | 122.60 |
| DD | Milton Keynes Council | non domestic rates, Parish Office April instalment | 227.70 | 0.00 | 227.70 |
| DD | Total Gas & Power | Gas bill, Heelands MP | 91.61 | 4.53 | 96.14 |
| telepay | Staff remuneration | Office staff and caretaker | 2,761.46 | 0.00 | 2,761.46 |
| debit card | Krystal Hygiene Ltd. | Mop bucket etc for Heelands MP | 55.92 | 11.18 | 67.10 |
| King George's Field, Bradwell, Account | | | | | |
| none | | | | | |

SignedChairman

Date.....2017