



**Minutes of the Bradwell Parish Council meeting
Monday 9th October 2017 at 7.30pm
Parish Office, 21 Glovers Lane, Heelands**

Present:

Cllr J Alexander, Chairman
Cllr M Bradburn, from item 7.3
Cllr R Bradburn, from item 7.3
Cllr H Atkins
Cllr R Davy
Cllr D Evans
Cllr L Gilpin, Vice-Chairman

In attendance:

Mrs H Ward, Parish Clerk
4 members of the public

1. Apologies

Apologies were received from Cllr Jones.
Absent, Cllr Exon.

2. Declaration of interests

Cllr Atkins declared an interest as a close relative in reference to item 11.

3. Public Open Session

Ms S McAlear suggested a) a new seat on Abbey field is erected in the same vicinity of the recently replaced one to enable families to sit together b) that maintenance work to the pond is required now; an outside contractor would not be welcome and c) a councillor representative is appointed for the conservation area to attend quarterly meetings with Ms McAlear and Mr D Atkins.

Mr D Atkins also spoke in support of the work required to the pond and would like to be involved.

In response Cllr Alexander suggested that members visit the site with Ms McAlear and Mr D Atkins on a Saturday. Members were in support. Dates will be proposed after the meeting and advised to Ms McAlear.

4. Minutes of previous meeting

The minutes were proposed as a true record of the meeting held on 4th September 2017 by Cllr Gilpin and seconded by Cllr Atkins.

The minutes were proposed as a true record of the meeting held on 14th September 2017 by Cllr Davy and seconded by Cllr Evans.

Cllr Alexander signed the minutes.

5. Chairman report

- Abbey field pond, members to visit and then work out how to take forward.
- St Lawrence trees, shocked to see 6 mature trees have been felled.
- 15th October Rev Jowitt leaving party, Glebe Field to be used for parking.
- Armistice Day invitation to all.
- Bradwell Charities trustee meeting 16th November.
- Internal audit 8th November.
- Compassionate leave authorised for the Clerk for the next three Fridays.
- Bradwell Village pre-school is closing.

6. Councillor vacancy

Cllr Atkins proposed Cllr's Alexander, Davy and Gilpin are the nominated members of the interview panel. There were no objections. Interviews will be held with candidates once expressions of interest have been confirmed.

7. Finance

7.1 Bank reconciliation

The reconciliations for Bradwell Parish Council and King George's Field had been circulated to members prior to the meeting and were noted.

7.2 Second quarter receipts and payments versus budget

The reports had been circulated to members prior to the meeting and were noted.

7.3 Schedule of receipts and payments

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

7.4 Payment of grant, Bradwell Sports & Social Club

Cllr Gilpin proposed that £17,550 is paid following the indicated costs and that the remaining amount of £2,450 remains available if supporting documents are presented. This was seconded by Cllr M Bradburn. There were 7 votes for the proposal.

It was RESOLVED unanimously to award £17,550 and to hold £2,450 in reserve.

7.5 'No parking' line markings

Cllr Alexander proposed that 'No parking' line markings are re-installed by MK Council at the end of the Redway on Abbey Road at a cost of £193. Cllr R Bradburn seconded the proposal. There were 5 votes for and 2 against.

It was RESOLVED to accept the quotation from MK Council.

8. Training

It was agreed for the Clerk to attend a Data Protection and Freedom of Information training course run by BALC on 14 March 2018 at a cost of £63.

9. New allotment tenancies

Cllr M Bradburn proposed and Cllr Davy seconded that the Clerk/RFO has delegated power to offer new tenants plots at a reduced rent for year one if the plot has been returned in poor condition, and if contractor assistance is required that a spending limit of £50 per plot is also delegated to the Clerk/RFO. There were no objections.

10. Newsletter

It was agreed that Cllr's Alexander, Atkins and Davy have delegated approval to take the next newsletter forward for print and distribution.

11. Community Quiet Garden

Cllr Alexander proposed that the development and on-going maintenance of the Community Quiet Garden is put out to tender once the extension at the Sports & Social Club has been completed. A tender specification will be written to include a three year maintenance contract plus a two year optional extension. There were no objections.

12. Suffolk Punch site

Cllr R Bradburn advised that the planning process has stalled as the s106 agreement has not been returned by High Street Homes or their solicitors. It was agreed to write to Mr B Leahy, Head of Development Management at MK Council asking for a formal response on the latest position and next steps.

13. Planning

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

14. Correspondence

- 14.1 The ride-on mower has been requested by the Sports & Social Club for use by the Football and Cricket Clubs. Permission to use the mower was not granted at the moment. It was agreed that the mower should be checked for its value, condition and working order as it has not been in use for a long time.
- 14.2 There was no correspondence that could not wait until the next meeting.

15. Future events/meetings

- 15.1 Parish Forum, 19th October. It was agreed for Cllr Atkins and Cllr Evans to attend.
- 15.2 Budget working group, 23rd October. Invitation to all members to attend.

16. New environmental and community matters

- 16.1 Cllr Davy mentioned that a resident had been in touch about maintenance of the Bradwell Common planters. Cllr M Bradburn suggests the Parish Council take responsibility for future maintenance. It was agreed for a proposal to be presented at the next meeting.
- 16.2 Cllr Evans asked that the PCSO's deal with the illegal parking at Stokenchurch Place.

17. Next meeting

The next meeting will be held on Monday 6th November 2017 at the Parish office, Heelands.

Signed 6th November 2017
Chairman

Appendix 1

Bradwell Parish Council Schedule of receipts & payments Parish Council Meeting 9 October 2017

RECEIPTS – September 2017

Bradwell Parish Council

£68,332.50	MK Council	2 nd half year precept
£7,159.45	MK Council	2 nd half year LCTS
£285.00	Various	Allotment rents
£1,647.56	Various	Heelands Meeting Place hire fees
£200.00	Various	Heelands Meeting Place deposit

King George's Field

£482.60	Various	Allotment rents
£25.00	A Dorunga	Allotment deposit

PAYMENTS

Bradwell Parish Council

Net	VAT	Total	Payee	Expense	Pyt method	Pyt date
£720.00		£720.00	Geoffrey Leaver Solicitors	Lease fee, part	Online	5 Sep
£250.00		£250.00	J V Hough	Installation of bench and vehicle prevention posts, Abbey Field (£150 insurance claim)	Online	7 Sep
£37.79	£7.56	£45.35	Churches Fire	Heelands MP annual equipment inspections	Online	8 Sep
£365.20		£365.20	Employees	Salaries, September	Online	8 Sep
£65.97		£65.97	Post office	Stamps	d/card	8 Sep
£5.70		£5.70	Tesco	Office provisions	d/card	8 Sep
£22.73	£4.54	£27.27	Amazon	Printer cartridge	d/card	12 Sep
£60.00		£60.00	Simon Bates	Litter bin removal	Online	12 Sep
£100.00		£100.00	G Sever	Heelands MP deposit refund	Online	13 Sep
£25.00		£25.00	J Barboteau	Allotment deposit refund	Cheque	14 Sep
£88.96	£17.79	£106.75	BT Business	Office phone and broadband	DD	18 Sep
£36.30	£1.82	£38.12	CNG	Office gas	DD	20 Sep
£914.00		£914.00	D H Atkins	Landscaping contract	Online	21 Sep
£44.66	£2.24	£46.90	Total Gas Power	Heelands MP gas	DD	27 Sep
£21.55	£1.07	£22.62	British Gas	Office electricity	DD	27 Sep
£11.32		£11.32	Lloyds bank	Bank charges	Deduct	28 Sep
£3,395.63		£3,395.63	Employees	Salaries	Online	29 Sep
£129.08	£25.82	£154.90	Churches Fire	Office annual equipment	Online	30 Sep

				inspections		
231.00		231.00	MK Council	Office rates	DD	2 Oct
121.00		121.00	MK Council	Heelands MP rates	DD	2 Oct
£117.38	£23.48	£140.86	Biffa	Heelands MP waste disposal	DD	2 Oct
£100.00		£100.00	Mr S Kundu	Heelands MP deposit refund	Online	2 Oct
£960.00		£960.00	Bespoke media	Newsletter printing	Online	4 Oct
£100.00		£100.00	D Andreou	Heelands MP deposit refund	Online	4 Oct
£13.44		£13.44	Post Office	Stamps	d/card	4 Oct
£56.00	£11.20	£67.20	D&I windows	Heelands MP and Office	Online	5 Oct
£355.50		£355.50	D H Atkins	Landscaping contract	Online	6 Oct
£822.86		£822.86	HMRC	NI/PAYE	Online	9 Oct
£852.84		£852.84	Bucks CC	Employee pensions	Online	9 Oct
£32.47	£6.49	£38.96	Krystal Hygiene	Heelands MP consumables	Cheque	9 Oct
£26.30	£1.32	£27.62	E-on	Electricity, activity area	Online	10 Oct
£117.55	£5.88	£123.43	N Power	Heelands MP electricity	Online	13 Oct
£392.00	£78.40	£470.40	Marcus Young	Dog & Litter bin contract	Online	16 Oct
£27.72	£5.54	£33.26	Central spares	Tractor maintenance	Online	23 Oct
£1,375.00		£1,375.00	MK Council	Quarterly office rent	Online	23 Oct
231.00		231.00	MK Council	Office rates	DD	1 Nov
121.00		121.00	MK Council	Heelands MP rates	DD	1 Nov
£56.00	£11.20	£67.20	D&I windows	Heelands MP and Office	Online	5 Nov

King George's Field

£240.00	£48.00	£288.00	Marcus Young	Weed spraying, KGF	Online	14 Sep
£110.00		£110.00	D H Atkins	Landscaping contract	Online	21 Sep
£785.00		£785.00	D H Atkins	Landscaping contract	Online	6 Oct
£25.00		£25.00	Mr B Tuhey	Allotment rent refund	Cheque	9 Oct