



**Minutes of the Bradwell Parish Council meeting  
Monday 2<sup>nd</sup> July 2018 at 7.30pm  
Parish office, 21 Glovers Lane, Heelands**

**Present:**

Cllrs James Alexander, Harold Atkins, Marie Bradburn, Robin Bradburn, Rose Davy, David Evans, Rex Exon, Leon Gilpin and John Holley.

**Also in attendance:**

3 members of the public  
Helen Ward, Clerk to the Council  
Julie Godden, Assistant to the Clerk  
Sarah Robinson and Richard Bonella, Twinkle Tots

**1. Apologies**

Cllr J Jones, holiday.

**2. Declaration of interests**

None.

**3. Public Speaking Time**

Two members of the public spoke with reference to agenda item 10.

*Agenda item 13 was considered at this point of the meeting.*

**4. Minutes of previous meeting**

It was RESOLVED to approve the minutes of the council meetings held on 4<sup>th</sup> and 18<sup>th</sup> June 2018 as a correct record.

**5. Chairman's announcements**

There would be an opportunity at the end of the meeting for members to raise any environmental matters.

Helen was thanked for her services as Clerk and wished well in future endeavours.

Julie was welcomed who had commenced employment today.

Observations from the internal auditor would be considered at the next meeting.

A date for meeting MK Council and the developer of the Suffolk Punch site is still pending.

**6. Trees at Winterburn**

It was RESOLVED to write to the residents of Winterburn and pass on the advice of the arboriculture expert.

**7. Payment**

7.1 It was RESOLVED to approve the list of payments made or due to be made since the last council meeting. See appendix 1.

A discussion was held regarding the purchase of tractor spares. The Clerk advised that some further repairs are required that the employee is unable to carry out. It was agreed to bring this back to the next meeting to consider action required.

7.2 It was noted that the RFO used emergency spending powers to seek legal advice which is pending.

#### **8. Parishes Forum**

Cllr Atkins reported that there were 3 main topics discussed at the forum 1) landscaping service transfer 2) new community infrastructure fund to replace the separate partnership funds and 3) waste collection complaints.

It was agreed that clarification should be sought on the new infrastructure fund with regard to consultation dates and the fund details.

#### **9. Landscaping service transfer from MK Council**

Cllr Exon proposed that the interest in taking over the landscape service is withdrawn, seconded by Cllr Gilpin.

Cllr R Bradburn counter proposed that the interest should remain and that further information should be obtained from MKC Officer Nick Hannon. There was no clarity of what further information is required for the decision to be made however the Chairman put the counter proposal to the vote. There were 6 votes for and the motion carried by majority.

It was RESOLVED to leave the interest in place and delay a decision until the next Parish Council meeting on 6<sup>th</sup> August.

#### **10. Pond at Abbey Field**

Cllr Atkins proposed that a specification is written for pond maintenance/clearance and is an urgent matter as the practical work would need to commence in September. Once the specification is available 3 quotations would be tendered for.

Cllr Atkins declared an interest as his son may wish to tender for the work.

It was RESOLVED unanimously to agree the proposal.

#### **11. Picnic bench at Abbey Field**

It was RESOLVED unanimously to purchase and install a new picnic bench.

#### **12. MKC Parish & Town Councils Community Groups litter picking and landscape fund**

Cllr R Bradburn introduced this new concept although clarified that it is not a fund, it is a loan of equipment. The concept will be presented to the next Parishes Forum in September.

#### **13. Twinkle Tots**

Sarah Robinson & Richard Bonella answered members' questions on the proposal to replace the sheds in the rear garden of Heelands meeting place. It was agreed that Cllr Holley would liaise with Sarah Robinson once the sheds have been removed to review the condition of the ground beneath them. It was agreed that Twinkle Tots would remove the sheds before the next Parish Council meeting and a report presented to the Council at their meeting on 6<sup>th</sup> August to agree next steps.

#### **14. Planning**

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

#### **15. Correspondence.**

15.1 Cllr Gilpin attended the Bradwell Sports & Social Club AGM on 1<sup>st</sup> July and a loan has been secured from the brewery to complete the extension. There were no change of officers.

15.2 The Clerk advised that the tractor/grass cutter needed attention. This was discussed under agenda item 7.

*Cllr Alexander asked members of the public to leave the meeting.*

**16. Staffing matters**

It was noted that the Clerk's last office day will be 13<sup>th</sup> July. Cllr Alexander proposed that a locum clerk is appointed and that authority is delegated to the personnel working group. Cllr Atkins blocked this proposal saying it is a full council matter.

Cllr Gilpin asked that the new employee is supported in a professional manner by the council.

After discussion Cllr Alexander proposed that a meeting is held for all members as an open group meeting at 10am on Wednesday 4<sup>th</sup> July to make a decision on the appropriate appointment of a Clerk.

A further meeting would be held at 7.30pm on Monday 9<sup>th</sup> July.

It was RESOLVED unanimously to agree this proposal.

**17. Next meeting**

Monday 6<sup>th</sup> August 2018 at the Parish office, 21 Glovers Lane.

Signed ..... 6<sup>th</sup> August 2018

Chairman

## Appendix 1

### Schedule of payments

Net	VAT	Total	Details	Pyt method	Pyt date
40.00		40.00	Information Commissioner, annual fee	d/card	4 Jun
130.00	26.00	156.00	First Response, HMP drains	d/card	6 Jun
50.00		50.00	N Smith, hall deposit refund	BACS	11 Jun
160.00		160.00	Friends of CCC, grant	BACS	11 Jun
16.60		16.60	Post office, stamps	d/card	14 Jun
58.40	11.68	70.08	BT, office phone and broadband	DD	18 Jun
100.00		100.00	M Collier, hall deposit refund	BACS	18 Jun
36.21	1.81	38.02	SBGP, office gas	DD	20 Jun
5.74	1.15	6.89	EE, mobile phone	DD	21 Jun
21.63	1.08	22.71	E-on, Feeder Pillar electric	DD	21 Jun
814.00		814.00	D Atkins, landscaping contract	BACS	21 Jun
3,034.27		3,034.27	Staff salaries	BACS	22 Jun
58.44	2.92	61.36	Total, HMP gas	DD	25 Jun
18.47	0.92	19.39	B Gas, office electric	DD	27 Jun
14.31		14.31	Bank charges	Auto	28 Jun
234.00		234.00	MKC, office business rates	DD	2 Jul
123.00		123.00	MKC, HMP Business rates	DD	2 Jul
85.59	17.12	102.71	Biffa, HMP Waste	DD	2 Jul
tba		tba	Mr T Hull, contract June	BACS	2 Jul
13.23		13.23	Mrs H Ward, expenses May & June	BACS	3 Jul
690.65		690.65	LGPS, pension contributions	BACS	9 Jul
1,004.96		1,004.96	HMRC, NI/Tax	BACS	9 Jul
135.00		135.00	MKALC annual membership	BACS	9 Jul
56.00	11.20	67.20	D&I window cleaning	BACS	9 Jul
1,375.00		1,375.00	MK Council, quarterly office rent	BACS	9 Jul
62.34	12.47	74.81	Central Spares, tractor parts	BACS	16 Jul

### King George's Field, Bradwell

285.00		285.00	D Atkins, landscaping contract	BACS	21 Jun
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