

<p>4. Approval of the Minutes of Meeting held on 1 December 2025: 3636</p> <p>Approval of the minutes of the meeting were signed and approved.</p>	
<p>5. To discuss and progress priority actions: 3637</p> <p>2025/2026 Priority Actions.</p> <ul style="list-style-type: none"> • Finalise and implement the road layout and other measures on the A5 southbound junction (both to reduce likelihood of drivers going the wrong way down and also overrunning the T-junction when coming off) – <u>Completed October 2025.</u> • Identify and implement additional measures to discourage fly tipping and other antisocial behaviour within the village. <u>MKCC have agreed to meet with LBPC on the 11 February 2026.</u> • Implement traffic calming measures within the village (those proposed by Keith and discussed with the Highways officer last year). <u>Most of the work was completed by MKCC in December 2025 but it was noted that the promised SID had not yet been installed. Clerk to contact MKCC on this issue.</u> • Solicit opinion from villagers on future housing requirements within the village, including potential proposals from Milton Keynes Council on Levante Gate. <u>MKCC have extended the deadline to respond to the MK City Plan 2050 (Regulation 19) to the 16 February 2026. The Parish Council will join with other Councils within the Danesborough Ward to ensure that we plan for the future of the Village when the MK2050 plan reaches the Planning Inspectorate stage.</u> • Solicit opinions from villagers on how to best use Roundacre field on Great Brickhill Lane. <u>This objective will be carried forward to 2026/2027.</u> <p><u>This will be completed every subsequent year as part of the budget process.</u></p>	Clerk
<p>6. Progress on matters from last Minutes: 3638</p> <p>6.1 - (item 2.3 of minutes 06/03/23) - Street Lighting – A resident asked if consideration could be given to installing some more street lighting on Watling Street near the George / Community Centre. MKCC have agreed to this request to install one additional street light at the front of the George. Confirmation received from MKCC (Streetlighting Team) that the work to install the new column will be completed in this budget year. They will raise the necessary paperwork and provide an actual completion date but will try to keep the Parish Council updated as much as possible.</p> <p><u>Clerk emailed MKCC on the 25 January 2026 requesting a date for this work to be completed. Waiting response.</u></p>	Clerk
<p>6.2 - (item 15.2 of minutes 04/11/24) – Coals Charity – Cllr K Morgan asked if an article could be included in the current edition of the newsletter advising how residents can access some help with fuel bills this winter. Cllr K Morgan stated that he was disappointed with the Newsletter article as he thought that it would not encourage residents to enquire about a grant. He asked if a meeting of the Trustees of the Charity could be arranged.</p>	

<p><u>Chair / Clerk agreed to try again to arrange a meeting with the charity representatives in early 2026. No change.</u></p>	
<p>6.3 - (item 7.6 of minutes 03/03/25) – Hall Honour Boards displayed in the Community Centre – These require updating.</p> <p>Clerk has contacted the contractor, and they still have the art work from when the boards were update last time. When we are ready to have the boards updated, they can provide a quotation. <u>No change.</u></p>	
<p>6.4 – (item 2.3 of minutes 09/06/25) – Waste Bin Issue – A resident has contacted the Parish Council to report that the bin on Watsons Field was overflowing with waste scatted near the play area. The resident has kindly cleared this but there is a problem with the bin not closing. Clerk has reported this problem many times to MKCC.</p> <p><u>Clerk advised that as this is recurring problem, we should consider replacing the bin. It was suggested that we should replace the bin with a larger version. Clerk to obtain a quotation for approval at the March 2026 Parish Council meeting.</u></p>	Clerk
<p>6.5 – (item 2.1 of minutes 07/07/25) – Overhanging Trees / Hedgerows on Woburn Road – A resident highlighted this problem and asked if the Parish Council would raise this issue with either MKCC or Woburn Estates. Clerk has reported this problem again to MKCC on the 26 October 2025 under reference number FS760064597.</p> <p>It was noted that this was currently not an issue. <u>Item closed.</u></p>	
<p>6.6 – (item 7.1 of minutes 01/09/25) – Letter received 08/08/25 from MKCC regarding the Household Support Fund with a grant offer of £500 to help low-income and vulnerable households.</p> <p><u>It was noted that the Residents Association will be using the funding to open the Community Centre for residents to meet with refreshments included, in February 2026.</u></p>	
<p>6.7 – (item 2.1 of minutes 03/11/25) – Littering / Fly Tipping - A resident highlighted that there was considerable fly tipping of a fridge freezer and multiple bags of bottles / cans near Battlehills farm that Cllr Lee Walker had to extract and arrange for MKCC to collect the item. It was suggested that we need some more No Fly Tipping signs in the hotspots.</p> <p><u>MKCC have agreed to a meet with representatives of LBPC, Clerk and Ward Councillor on the 11 February 2026.</u></p>	
<p>6.8 – (item 2.1 of minutes 01/12/25) – Cold Calling – A resident raised concerns that although Little Brickhill is in a no cold calling area, representatives from Charities are still operating in the Village. <u>It was agreed to put an article in the next newsletter and consider purchasing some no calling stickers for handing out to residents.</u></p> <p><u>Cost for no-cold calling stickers would be £80.00. It was agreed to include an article in the next edition of the Newsletter and purchase some stickers to include in Newsletter?</u></p>	Clerk

7. Correspondence: 3638

7.1 - Email received 23/12/25 from a resident asking for consideration for a Library Box to be installed in the Village.



Could be installed in the Bus Shelter, Cost £500 + cost for installation (estimated up to £200).

Cllr T Bailey (Ward Cllr) offered to make a Ward Councillor grant of £250 towards the cost that was gratefully accepted by the Parish Council.

Review progress at the March 2026 Parish Council meeting.

7.2 – Email received 05/01/26 from MKCC advising of an extension to respond to the Proposed Submission (Regulation 19) MK City Plan 2050 consultation until the 16 February 2026.

See minute reference 2.1.

7.3 - Advanced notification received 05/01/26 from MKCC of the MK Local Transport Plan Consultation due the start in mid-January 2026 for a 12-week period.

The LTP5 consultation is now live on the Commonplace website here.

[Have Your Say Today - The Local Transport Plan - MK Transport Conversation](#)

It was agreed to ask if a representative from MKCC Highways could attend the March 2026 Parish Council meeting to present on this subject.

7.4 – Email received 07/01/26 from MKCC advising of changes to contacting Customer Services.

This was noted, no further actions are required.

7.5 - Notification received that the Government is seeking views on a revised National Planning Policy Framework (NPPF) and other changes to the planning system. The closing date to respond to the consultation is the 10 March 2026.

This was noted, no further actions are required.

Clerk

<p>8. Clerks Report / Local Issues: 3639</p> <p>8.1 – Newsletter – <u>Clerk will ask for content by the 18 February 2026 for the next issue to ensure distribution in early March 2026.</u></p> <p>8.2 - Risk Assessment Review / Maintenance Review – <u>Clerk will complete a review for discussion at the March 2026 Parish Council meeting.</u></p> <p>8.3 - Overhanging Tree at Roundacre Field – <u>Clerk has contacted the contractor, and the work should be completed in February / early March 2026.</u></p> <p>8.4 – Blocked Drain – A resident has reported a blocked drain outside the White House to MKCC and received a reply that it does not meet the criteria for a repair. Clerk has reported this to MKCC many times since the 17 September 2025 with photo evidence.</p> <p><u>Clerk has reported this again to MKCC.</u></p> <p>8.5 – Play Area – <u>MKCC have removed the slide for safety reasons.</u></p>  <p><u>Clerk to obtain a quotation for approval at the March 2026 Parish Council meeting.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>9 .Unitary Councillors’ Report: 3640</p> <p>A copy of the Ward Councillor’s reports to Little Brickhill Parish Council for December 2025 <u>are available to view on the Parish Council website and are appended to these minutes.</u></p> <p>Cllr T Bailey gave an update on some of the initiatives that MKCC are currently undertaking and also the following.</p> <ul style="list-style-type: none"> • <u>Residents have raised concerns with moss on the pavements and a pot hole in Wyness Avenue, road condition as you leave the village by Fox Farm towards the A5 northbound, all these have been reported to MKCC.</u> • <u>Despite the recent safety improvements upgrade at the A5 slip road, residents are still concerned that there is an incident waiting to happen.</u> • <u>Parking at the Watling Street / Great Brickhill Lane junction is a major cause of concern, and a review should be undertaken again.</u> 	

<p>10. Planning: 3641</p> <p>10.1 - PLN/2025/2665 – Reduction in height from approximately 13.7m to 1.8m of hedge at Flat at The White Leylandii House, Watling Street, Little Brickhill.</p> <p><u>Notification received from MKCC 20/01/26 that consent for tree works were approved.</u></p> <p>10.2 - PLN/2026/0087 - Scoping request under the Environmental Impact Assessment (EIA) Regulations 2017 relating to construction of up to 1,375 dwellings, a primary school, and local centre at Levante Gate, Watling Street, Little Brickhill.</p> <p><u>Parish Council will respond accordingly.</u></p> <p>10.3 - PLN/2025/2360 - Dismantle to stump of Ash (T1) and Silver Birch (T2), crown lift to 15ft of Silver Birch (T3), Sycamore (T4), Horse Chestnut (T5), Laburnum (T6) at Glendale, George Farm Close, Little Brickhill.</p> <p><u>Notification received from MKCC 11/01/26 that consent for tree works were approved.</u></p> <p>10.4 - PLN/2025/2476 – Approval of details required by condition 5 (sensitive lighting strategy) of permission ref. 24/ 00740/FUL at Maintenance Yard, Woburn Golf and Country Club, Bow Brickhill to Little Brickhill Road, Little Brickhill.</p> <p><u>Notification received from MKCC 11/01/26 that consent for tree works were approved.</u></p> <p>10.5 – PLN/2025/1682 – The reduction of branches to give 1m clearance of street lamp to suitable lateral growth by approximately 1m to a height of 8m of Norway Maple at Land at Watson’s Field, Watling Street, Little Brickhill.</p> <p><u>Notification received from MKCC 06/01/26 that consent for tree works were approved.</u></p> <p>10.6 - PLN/2025/1684 - The reduction by up to 4m of NE bough over road, the reduction by 2m of lower over-extended bough to E, the removal of deadwood and severing ivy of Mature Ash at Roundacre, Great Brickhill Lane, Little Brickhill.</p> <p><u>Notification received from MKCC 06/01/26 that consent for tree works were approved.</u></p> <p>10.7 – ENF/2025/0396 – Home Farm, Watling Street - Notification received from MKCC (Planning Enforcement) received 06/01/26. Full details are noted below:</p> <ul style="list-style-type: none"> • I write to inform you that we closed the case on 03/12/2025 but there was an error in the closure reasoning. 	<p>Clerk</p>
--	--------------

<ul style="list-style-type: none"> • For clarity and to ensure that all relevant parties are aware that whilst the case was closed as "no breach", the original complaint alleged that a fir tree may have been in preparation for removal from an address situated in a Conservation Area, without permission. Some photographs were provided, and the enquiry referred to a planning application, PLN/2025/1836 (for the removal of the subject tree), under consultation at the time. • I can confirm that the fir tree was removed after planning permission was granted for its removal, and the land clearance as observed prior to the planning application being approved does not constitute a breach of planning control. <p>10.8 – ENF/2026/0012 – Home Farm, Watling Street - Notification received from MKCC (Planning Enforcement) received 16/01/26 of an alleged planning breach as noted below:</p> <ul style="list-style-type: none"> • Clearance of remainder of trees/scrub and erection of 6ft fence. 	
<p>11. To discuss any Highway issues: 3642</p> <p>11.2 – Great Brickhill Lane Road Defect – Clerk reported this problem to MKCC under reference number FS77216972 and was informed that it was on an unadopted highway. Following discussion with MKCC the Clerk was asked to report this to Bucks CC.</p>  <p>Bucks CC say it is not their responsibility, so the Clerk has again requested further advice from MKCC. <u>Ongoing.</u></p>	
<p>12. To discuss the use / improvements of Roundacre Field: 3643</p> <p>It was agreed that we need to undertake more research (housing needs survey) on this as it was felt that villages would prefer the field to stay as open space for residents to use and improvements made as per the application for lottery funding that was not successful last year. It was noted that there are other opportunities for grant funding and it was agreed to start the process of obtaining quotations in improving the facility for consideration.</p> <p>Agree scope of work required to enable quotations to be obtained and grant applications to be submitted. Tree and Shrub clearance, type of replacements boundary fences on all four sides, new benches etc.</p> <p>Clerk presented a draft fencing plan. Cllrs agreed to have a site meeting to discuss options for continuing discussion. <u>Ongoing.</u></p>	<p>Parish Councillors</p>

13. Financial: 3644

13.1 - Cheques presented for payment:

S/O	£204.00	Alan Kemp – Salary February 2026
101067	£140.00	HMRC – Tax for Clerk – February 2026
101068	£12.00	Alan Kemp – Salary Arrears for February 2026 & March 2026
101069	£1,977.51	Clear Insurance Management – Insurance Renewal
101070	£302.40	Starboard Systems Ltd – Accounts Package Renewal

This expenditure was proposed, seconded, and carried unanimously.

13.2 – Payments received:

None.

13.3 - It was noted that the **Bank Balance** following the payments made tonight (£362.00) and Cheques not cashed (£350.00) was **£38,385.48**

13.4 - Bank Mandate:

Clerk confirmed that he had contacted Barclays Bank and that he would have to ring back with a current signatory to arrange for a new mandate to be generated to add other signatories. It was agreed that all Parish Councillors should become signatories.

Clerk to ask for support of the Chair to sort this out with Barclay Bank.

Ongoing.

13.5 - (item **5.6** of minutes 07/10/24) – **Play Equipment** – Clerk to ask MKCC if they can clean all the play equipment on Watsons Field. Clerk confirmed that the cost for MKCC to clean all the play equipment is £300 for two men at £75 per hour.

It was thought best to delay this until a decision has been reached on the play item replacement. See minute reference 8.5.

13.6 – Assertion 10 AGAR new regulations for Annual Returns

2025/2026 – Clerk attended a free training course on the 19 September 2025 to understand what the changes are.

Clerk will draft a policy for review for year end. We will also have to pay for an audit of the website to confirm that we are compliant at a cost of £145.00, This expenditure was approved.

13.7 – Bench in Wyness Avenue – This could do with repairing / replacing.

Quotation being sought. Ongoing.

13.8 – Village Grass Cutting – *We need to look for a new contractor.* Clerk is obtaining quotations.

Clerk

Clerk

Clerk

<p>14 To det the Budget and Precept for 2026/2027: 3645</p> <p>The following documents were emailed to Parish Councillors prior to the Parish Council meeting.</p> <ul style="list-style-type: none"> • Updated Budget / forecast for 2025/2026. • Updated Draft 3-year Budget from 2026/2027. • Precept Options. <p>The Motion: That Wavendon Parish Council sets the Precept for 2026/2027 in the sum of £22,360 and the budget for 2026/2027 of £24,290 was proposed, seconded, and carried unanimously. <u>Clerk will notify MKCC accordingly.</u></p>	Clerk
<p>15. To discuss the Clerks Position: 3646</p> <p>Clerk advised that it was time for him to step down as Clerk and start the process of recruiting a replacement. The following actions are required.</p> <ul style="list-style-type: none"> • Need to prepare Job Specification • Agreed number of hours, pay and conditions and working from home allowance. • Purchase Laptop and Office Software for a new Clerk – cost estimated up to £500. • Agree and place an advert on notices boards / website, MKCC website and BALC website. • Who will interview for the position. <p>Clerk has emailed BALC to ask how many hours Little Brickhill Parish Council should be paying for the Clerk, waiting response. <u>Target date to start recruitment in March 2026.</u></p> <p><u>Clerk will stay in post until a replacement has been found.</u></p> <p><u>No change.</u></p>	
<p>16. To receive reports on the Community Centre: 3647</p> <p>Cllr E Priestley advised that following a recent Community Centre meeting a request was made to the Parish Council to ask if Pat Testing is required to be completed. <u>Clerk stated that he would contact our insurance company to ascertain if this was a policy condition for clarification.</u></p>	Clerk
<p>17. Councillors Report: 3648</p> <p><u>It was noted that Cllr L Walker has made a planter for the village. Clerk advised that if the intention is to place it on any land that is under the control of MKCC, that we would need to obtain permission before installation.</u></p>	Clerk
<p>18. Items for the next / future agendas.</p> <ul style="list-style-type: none"> • Risk Assessment Review – March 2026. • Climate Change Review - TBA. 	

19. Date of Next Meeting:

Future dates are noted below:

- Monday 2 March 2026
- April 2026 – TBA (First Monday is Easter Monday)
- May 2026 – Annual Village Meeting - TBA

There being no further business the meeting closed at 8.47 pm.

.....
Chair for Little Brickhill Parish Council