

# LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 02 March 2026 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

## **Present:**

CLlr D Lewis - Chair  
CLlr K Morgan  
CLlr E Priestley  
CLlr L Walker  
CLlr S Flowerdew  
CLlr D Hopkins (Ward Councillor)  
CLlr T Bailey (Ward Councillor)  
A Kemp (Parish Clerk)

## **In attendance:**

M Woodburn (MKCC – Highways)  
T Sinfield (Resident)  
J Moseley (Resident)  
L Lewis (Resident)  
C Till (Resident)  
D Priestley (Resident)  
L Mawer (Resident)  
A Motson (Resident)  
C Nicholls (Resident)  
G Nicholls (Resident)  
P Simpson (Resident)  
L Sung (Wavendon Parish Council)  
R Jones (Resident)

## **1. Apologies for Absence:**

Ward CLlr V Hopkins.

## **2. Public Open Session:**

**2.1** - Murray Woodburn (Traffic & Transportation Manager) attended the meeting in connection with Agenda item 7 – Local Transport Plan 5 and discussed other issues as noted below:

### **2.1.1 - Local Transport Plan Consultation.**

- An explanation of the contents and purpose of the consultation was given, and questions were answered from Councillors and Residents.
- It was noted that this consultation is scheduled to close on the 31 March 2026 but will be extended for comments for an extra two to three weeks.
- Concerns were raised that the current transport network will not cope with the potential for new housing developments / additional warehousing sites and it was suggested that more detailed traffic surveys are required.
- Little Brickhill Parish Council are concerned that the Redway's do not connect with the village.
- It was disappointing that there are no plans in the place for a Lorry Park to be included.

### **2.1.2 - Collaborating with other Local Authorities.**

- MKCC do collaborate with Bucks CC, CBC and Northampton authorities.

### **2.1.2 – Other Transport Issues.**

- Concerns were raised with the safety of Kellys Traffic Roundabout (McDonalds). MKCC gave a brief update on the improvement proposals that Highways England are planning for this junction.

<ul style="list-style-type: none"> <li>• MKCC will support applications for the introduction of 20 MPH Zones should any local authorities consider applying for consideration.</li> <li>• There are still issues with vehicles trying to access the A5 northbound from the wrong slip road following the improvements completed by Highways England. <u>MKCC agreed to investigate installing a camera on a temporary basis to obtain evidence to enable this safety issue to be reviewed again.</u></li> </ul> <p><b>2.2 - Grand Union Canal</b> – A resident advised that he had been approached by representatives from the Grand Union Canal Transfer (<b>see minute item 11.2</b>) requesting permission to undertake surveys on his land.</p> <p><b>2.3 – Village Security</b> – Residents raised concerns on village security. <b>See minute reference 19.2.</b></p>	
<p><b>3. Declaration of Interest:</b></p> <p>None.</p>	
<p><b>4. Approval of the Minutes of Meeting held on 2 February 2026: 3649</b></p> <p>Approval of the minutes of the meeting were signed and approved.</p>	
<p><b>5. To discuss and progress priority actions: 3650</b></p> <p><b>2025/2026 Priority Actions.</b></p> <ul style="list-style-type: none"> <li>• 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></li> <li>• Identify and implement additional measures to discourage fly tipping and other antisocial behaviour within the village. <u>This is a continuing problem; the Parish Council are in contact with MKCC to try and reduce these occurrences.</u></li> <li>• 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 with a new Speed Indicator Device being installed on Great Brickhill Lane in mid-April 2026.</u></li> <li>• Solicit opinion from villagers on future housing requirements within the village, including potential proposals from Milton Keynes Council on Levante Gate. <u>MKCC extended the deadline to respond to the MK City Plan 2050 (Regulation 19) to the 16 February 2026. The Parish Council responded this consultation on the on 12 February 2026 and 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></li> <li>• 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></li> </ul> <p><u>A new set of objectives for 2026/2027 will be prepared for the AGM / Annual Village meeting on the 21 May 2026.</u></p>	

<p><b>6. Progress on matters from last Minutes: 3651</b></p> <p><b>6.1 - (item 2.3 of minutes 06/03/23) - Street Lighting</b> – 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 contacted MKCC again last week requesting a date for this work to be completed. Waiting response.</u></p>	
<p><b>6.2 - (item 15.2 of minutes 04/11/24) – Coals Charity</b> – 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>It was noted that a meeting should be held but would not be part of the Parish Council and it was agreed to close this item.</u></p>	
<p><b>6.3 - (item 7.6 of minutes 03/03/25) – Hall Honour Boards displayed in the Community Centre</b> – 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><b>6.4 – (item 2.3 of minutes 09/06/25) – Waste Bin Issue</b> – 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. <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> <p><u>Clerk advised that the estimated cost to replace this bin is £733.79 + VAT.</u></p> <p><u>A further quotation will be obtained for further discussion at the next Parish Council meeting.</u></p>	Clerk
<p><b>6.5 – (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.</b></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 March 2026.</u></p>	

<p><b>6.6 – (item 2.1 of minutes 03/11/25) – Littering / Fly Tipping</b> - 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>Clerk, Ward Cllr D Hopkins and two residents met with MKCC on the 11 February 2026 and the representative provided advice of fly tipping and suggested that the Parish Council could investigate installing a camera. There was some confusion on the number of instances being report to him as it looked like that when issues are reported to MKCC they are just collecting the rubbish and not always notifying him. He suggested that any evidence provided would help.</p> <p>Clerk advised that the cost would be around £8,000 per year for installation of a movable camera reduced to £6,200 for a three-year period by Crimewave. Crimewave are familiar with issues in Little Brickhill with working with MKCC and the Clerk has asked them to provide some guidance as soon as possible. <u>Ongoing.</u></p>	
<p><b>6.7 – (item 2.1 of minutes 01/12/25) – Cold Calling</b> – 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 purchased at £79.92. Clerk will include these in the next edition of the Newsletter.</u></p>	Clerk
<p><b>6.8 – (item 2.3 of minutes 02/02/26) – Litter Picking Equipment</b> – Email received from a resident - According to the MKCC website, LBPC has litter picking kits that residents can borrow free of charge. I am not sure many residents know that.</p> <p><u>Clerk will include these in the next edition of the Newsletter.</u></p>	Clerk
<p><b>6.9 – (item 2.3 of minutes 02/02/26) – National Speed Signs</b> – A resident asked for an explanation of why these signs were removed by MKCC when the recent improvements were made.</p> <p>MKCC have confirmed that the removal of the signs was to see whether it has any impact on vehicle speeds as motorists exit the village, as most drivers were accelerating as soon as they saw the national speed limit sign.</p> <p>Clerk asked MKCC to provide evidence what impact this has achieved and received this response.</p> <ul style="list-style-type: none"> <li>• I will add this to our next batch of counts and another one to add to the list – Watling Street, Little Brickhill.</li> </ul>	

<p><b>6.10 – (item 7.1 of minutes 02/02/26) - Email received 23/12/25 from a resident asking for consideration for a Library Box to be installed in the Village.</b></p>  <p><u>Clerk advised that the best option is to install this in the Bus Shelter but we would loose 50% of the seating. The cost to purchase one (from MK Men in Sheds) with a flat roof is £670 + cost for installation (estimated up to £200).</u></p> <p><u>Cllr T Bailey (Ward Cllr) has provided a Ward Councillor grant of £250 towards the cost that was accepted by the Parish Council at the February 2026 Parish Council meeting.</u></p> <p><u>Parish Council contibution £620.</u></p> <p><u>We would need to agree a process for the regular management of this facility by volunteers?</u></p> <p><u>Review progress at the April 2026 Parish Council meeting.</u></p>	<p>Clerk</p>
<p><b>6.11 – (item 7.2 of minutes 02/02/26) - Email received 05/01/26 from MKCC advising of an extention to respond to the <b>Proposed Submission (Regulation 19) MK City Plan 2050 consultation until the 16 February 2026.</b></b></p> <p>It was noted that our consultant provided a detailed report that the Clerk submitted to MKCC on the 12 February 2026. <u>A copy is available to view on our website.</u></p>	
<p><b>7. To discuss a response to the MK Local Transport Plan Consultation due to close in mid-April 2026. 3652</b></p> <p>This was discussed in the Public Open Session – <b>see minute reference 2.1.</b></p> <p>The LTP5 consultation is now live on the Commonplace website here.</p> <p><a href="#"><u>Have Your Say Today - The Local Transport Plan - MK Transport Conversation</u></a></p> <p><u>It was agreed to review a response from the Parish Council at the next meeting on the 13 April 2026.</u></p>	

**8. Correspondence: 3653**

**8.1 – Email received 09/02/26 from MKCC advising of a Community Safety Survey closing on the 13 March 2026.**

Clerk has advertised this survey on the website and notice boards.

**8.2 - Email Received 11/02/26 from TVP asking if any local events are being organised over the next 10 months that they are available to attend.**

To be reviewed at the April 2026 Parish Council meeting.

**8.3 - Email received 13/02/26 from Keep Britain Tidy asking organisations and residents to take part in the Great British Spring Clean taking place from the 13 to 29 March 2026.**

This was noted.

**8.4 - Email received 16/02/26 from MKCC advising of an MKCC Delegated Decision regarding Dog Control Orders.**

This was noted.

**9. Clerks Report / Local Issues: 3654**

**9.1 – Newsletter – Clerk will ask for content by the 18 February 2026 for the next issue to ensure distribution in early March 2026.**

Clerk is still waiting for content. Ongoing.

**9.2 - Overhanging Tree at Roundacre Field – Clerk has contacted the contractor, and the work should be completed on Monday 16 March 2026.**

**9.3 – 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.**

Clerk has reported this again to MKCC. Ongoing.

**9.4 – Play Area – MKCC have removed the slide for safety reasons.**



Clerk advised that the cost would be around £1,860 + VAT to replace this item.

A further quotation will be obtained for further discussion at the next Parish Council meeting.

Clerk

## 10 .Unitary Councillors' Report: 3655

A copy of the Ward Councillor's reports to Little Brickhill Parish Council for March 2025 are available to view on the Parish Council website and are appended to these minutes.

Cllr T Bailey gave an update on some village issues and initiatives that MKCC are currently undertaking as noted below:

- Road markings and defects on the north end of the village have been reported to MKCC.
- A central voting hub is being trialled for the 7 May local elections in Milton Keynes to understand whether it will be more convenient and accessible for voters.
- There are still issues with vehicles trying to access the A5 northbound from the wrong slip road. **See minute reference 2.3.**

## 11. Planning: 3656

**11.1 - 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.

It was noted that following the Parish Council meeting on the 2 February 2026 Ward Cllr D Hopkins wrote to residents to provide more detail to assist residents with responding to this consultation.

**It was noted that the Clerk responded to this planning application on the 18 February 2026 as noted below:**

- We note that at this stage this planning application is only an environmental scoping exercise and that there is nothing tangible upon which the Parish Council can comment, but we request that any serious evidence based environmental related issues that are raised from consultees form part of the planning considerations.
- We do feel that this current planning application is premature having been submitted before the completion of the MK City Plan Regulation 19 consultation has been completed and is some 12 to 18 months in advance of the new local plan (MK2050) - of which this substantial portion of land forms a part - is formally adopted by MK City Council.

Report received from MKCC 19/02/26 detailing the Council's decision on this planning application.

### **Planned consultation with LBPC and the Public.**

Clerk has arranged a Zoom meeting on Wednesday 4 March 2026 at 6.00 pm - 6.45 pm for representatives from Gallaghers to present proposals on the Levante Gate development to us. Meeting request will be forwarded in a separate email by the Clerk.

They are planning to hold a public exhibition on the 16 March 2026 at Bletchley Rugby Club to commence from 2.00 pm - 3.00 pm (for Local Councillors) and from 3.00 pm -7.30 pm for the public.

**11.2 - PLN/2026/0346** - Consultation on construction, operation and maintenance of the proposed Grand Union Canal Transfer (water transfer project) under section 42 of the Planning Act 2008 or Regulation 11 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 at Grand Union Canal and Land around Little Brickhill, Milton Keynes.

*This was noted with no issues were raised.*

**11.3 – PLN/2026/0344** – To reduce side branches all round by up to 3m and raise lower crown to 3m of Hornbeam (T1), remove to ground level and treat stump of Robinia (T2), reduce in height from 10m to 8m and reduce sides by 2.5m of Yew (T3), and remove to ground level 2x Cypress (T4-5) at Bryhulle, Watling Street, Little Brickhill.

*No issues were raised.*

**11.4 – PLN/2026/0160** - Conversion of garage at Chestnut Lodge, Woburn Road, Little Brickhill, MK17 9NA. We have until the 3 March 2026 to respond.

*It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 3 February 2026 and no issues were raised.*

**11.5 - PLN/2026/0162** - Proposed erection of a free-standing single storey out-building. We have until the 2 March 2026 to respond.

*It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 3 February 2026 and no issues were raised.*

## **12. To discuss any Highway issues: 3657**

**12.1 – 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. Bucks CC say it is not their responsibility, so the Clerk has again requested further advice from MKCC.



It looks like MKCC have inspected this since being reported to MKCC again on the 23 February 2026. Clerk has emailed MKCC (Highways Department) to request a date when the repair will be undertaken. *Ongoing.*

### 13. To discuss the use / improvements of Roundacre Field: 3658

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. 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.

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.

Clerk presented a draft fencing plan. Cllrs agreed to have a site meeting to discuss options for continuing discussion. It was agreed to meet before the Parish Council meeting on the 13 April 2026 at 7.00 pm.

### 14. Financial: 3659

#### 14.1 - Cheques presented for payment:

101071	£1,250.00	JP Planning – Consultant Charge
S/O	£204.00	Alan Kemp – Salary March 2026
101072	£140.00	HMRC – Tax for Clerk – March 2026
101073	£158.29	Alan Kemp – Stationery / No Cold Calling Signs
101074	£1,092.00	Marcus Young – Dog Waste Management

This expenditure was proposed, seconded, and carried unanimously.

#### 14.2 – Payments received:

- £200.00 - Ward Cllr Grant – Senior Citizens & Children's Events 2025.
- £250.00 – Ward Cllr Grant – Contribution to Library Box.

14.3 - It was noted that the **Bank Balance** following the payments made tonight (£1,752.29.00) and Cheques not cashed (none) was **£35,297.19**

#### Year End forecast - £33,254.79.

#### 14.4 - Budget Review 2025/2026:

Budget / Forecast review as of 2 March 2026 was emailed to Parish Councillors before the Parish Council meeting.

#### 14.5 - Budget 2026/2027:

Clerk will update the budget at the end of this fiscal year to reflect the precept increase and year end balances.

#### 14.6 - 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 has asked for support of the Chair to sort this out with Barclay Bank.

Ongoing.

<p><b>14.7 - (item 5.6 of minutes 07/10/24) – Play Equipment</b> – Clerk to ask MKCC if they can clean all the play equipment on Watsons Field. <u>Clerk confirmed that the cost for MKCC to clean all the play equipment is £300 for two men at £75 per hour.</u></p> <p><u>It was thought best to delay this until a decision has been reached on the play item replacement. See minute reference 8.4.</u></p> <p><b>14.8 – Assertion 10 AGAR new regulations for Annual Returns 2025/2026</b> – Clerk attended a free training course on the 19 September 2025 to understand what the changes are.</p> <p>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, <u>Order placed, audit should be completed in March 2026.</u></p> <p><b>14.9 – Bench in Wyness Avenue</b> – This could do with repairing / replacing.</p> <p>Quotation being sought. <u>Ongoing.</u></p>	
<p><b>15 To approve the Grass Cutting Contractor for 2026/2027: 3660</b></p> <p>Clerk confirmed that he had obtained three quotations based on the same specification as completed in 2025 and below is summary of the quotations.</p> <ul style="list-style-type: none"> <li>• Contractor 1 - £3,120 + VAT</li> <li>• Contractor 2 - £3,000 + VAT</li> <li>• Contractor 3 - £1,775 + VAT</li> </ul> <p>It was noted that we included £2,500 in the 2026/2027 budget for grass cutting.</p> <p><u>Following evaluation of all three quotations it was agreed by all present to award the contract to contractor 3 for 2026/2027 budget year.</u></p> <p><u>Clerk to make the necessary arrangements with the new contractor.</u></p>	Clerk
<p><b>16. To conduct a Risk Assessment Review: 3661</b></p> <p>Clerk presented an updated copy of the Risk Assessment (issue 22) for the Parish Council which was reviewed and accepted by all present.</p>	
<p><b>17. To discuss the Clerks Position: 3662</b></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"> <li>• Need to prepare Job Specification</li> <li>• Agreed number of hours, pay and conditions and working from home allowance.</li> <li>• Purchase Laptop and Office Software for a new Clerk – cost estimated up to £500.</li> <li>• Agree and place an advert on notices boards / website, MKCC website and BALC website.</li> <li>• Who will interview for the position.</li> </ul> <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 after agreement at the April 2026 Parish Council meeting.</u></p> <p><u>Clerk will stay in post until a replacement has been found. No change.</u></p>	

<p><b>18. To receive reports on the Community Centre: 3663</b></p> <p><i>No issues were raised.</i></p>	
<p><b>19. Councillors Report: 3664</b></p> <p><b>19.1</b> - 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>Ongoing.</u></p> <p><b>19.2</b> – Cllr S Flowerdew gave an update on the meeting held with Thames Valley Police in the Village Hall on the 5 February 2026 to discuss several recent incidents in the Village. <u>Ongoing.</u></p>	
<p><b>20. Items for the next / future agendas.</b></p> <ul style="list-style-type: none"> <li>• Climate Change Review - TBA.</li> </ul>	
<p><b>21. Date of Next Meeting:</b></p> <p><b>Future dates are noted below:</b></p> <ul style="list-style-type: none"> <li>• Monday 13 April 2026</li> <li>• Thursday 21 May 2026 – Annual Village Meeting – 7.30 pm</li> </ul> <p><u>There being no further business the meeting closed at 9.53 pm.</u></p> <p>..... Chair for Little Brickhill Parish Council</p>	