

LITTLE BRICKHILL PARISH COUNCIL

MINUTES OF THE LITTLE BRICKHILL ANNUAL PARISH / VILLAGE MEETING - HELD AT 7.30 PM ON THE 21 MAY 2026 IN THE COMMUNITY CENTRE IN LITTLE BRICKHILL.

Present:

Cllr D Lewis
Cllr K Morgan
Cllr E Priestley
Cllr L Walker
Alan Kemp (Parish Clerk)
Cllr D Hopkins (Ward Councillor)
Cllr J Luk (Ward Councillor)

In attendance:

D Bushell Village Hall / Resident)
D Williams (Resident)
D Bowden (Resident)
D Priestley (Resident)
G Bailey (Resident)
A Motson (Resident)
R Jones (Resident)

1. To receive apologies for absence.

Cllr S Flowerdew, Ward Councillor V Hopkins, A Asif (W&FC), PC M Phillips (Thames Valley Police).

2. Election of Chair.

Cllr. Lewis was proposed, seconded and unanimously elected.

3. Election of Vice-Chairman.

Cllr. K Morgan was proposed, seconded and unanimously elected.

4. Confirmation of Responsible Finance Officer.

Alan Kemp (Parish Clerk) was proposed, seconded and unanimously elected.

5. Nominations to any Forums.

5.1 – Parish Forum.

To be agreed on a meeting basis.

5.2 – SEMK Stakeholder Group.

Cllr D Lewis agreed to represent Little Brickhill Parish Council on this group.

6. To approve the minutes of the last meeting.

The minutes of the meeting of 8 May 2025 were approved and signed as a true record.

7. To receive report from Thames Valley Police.

Clerk presented the following report on behalf of TVP.

- Apologies TVP are unable to attend the annual meeting as the neighbourhood team are not on duty at the time of the meeting. If there are any concerns that crop up at the meeting, please let us know.
- The Crime figures for Danesborough Ward are noted below.



8. To receive the Chairman's Report.

Cllr Lewis (Chair) gave the following report.

Update on progress on objectives for 2025/2026.

- 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) – Completed October 2025.
- Identify and implement additional measures to discourage fly tipping and other antisocial behavior within the village. This is a continuing problem; the Parish Council are in contact with MKCC to try and reduce these occurrences.
- Implement traffic calming measures within the village (those proposed by Keith and discussed with the Highways officer last year). 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.
- Solicit opinions from villagers on future housing requirements within the village, including potential proposals from Milton Keynes Council on Levante Gate. 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.
- Solicit opinions from villagers on how to best use Roundacre field on Great Brickhill Lane. This objective will be carried forward to 2026/2027.

New Objectives for 2026/2027.

Little Brickhill Parish Council has been increasing Precept over recent years to ensure sufficient funding is available to meet the expectations of the village and there is now sufficient funding available to address some projects that will benefit a good cross-section of residents.

1. The primary concern of the Little Brickhill Parish Council for 2026/2027 is the proposed residential development at Levante Gate, as well as the additional development at South Bow Brickhill, on the opposite side of the A5. The Parish Council will have two priorities in 2026/2027 regarding this development, as follows:
 - a. If and when planning permission is submitted for Levante Gate, the Parish Council will engage a professional to submit a comprehensive response representing the views of the village. A budget of £1,000 has been allocated for this.
 - b. The Parish Council will work with Milton Keynes City Council, as well as developers, to represent the community and get the best benefit and least negative consequences and disruption for the village, once MKCC's stance is known and any planning permission has been submitted. There will be an ongoing agenda item at each Parish Council meeting to discuss this, and residents are encouraged to attend and make their views known.
2. Renovate and replace or add to play equipment on Watson's Field. We plan to get quotes plus ideas from suppliers. A budget of £5,000-7,000k has initially been allocated for this but we will be applying for a Community Infrastructure Grant to support this. If successful with the grant, we will consider spending up to £10,000.
3. Roundacre: a number of villagers have been interested in what could be done to make more use of Roundacre field on Great Brickhill Lane. Whilst there have been requests to spend money on fencing and infrastructure, it has initially been decided to minimise financial outlay, at least until usage and demand can be evaluated. In the meantime, the Parish Council will, in 2026, plant dense perimeter hedging around the edge of the field, plant two or three fruit trees for the benefit of users and purchase and install some benches. We will continue to maintain the grass cutting and consider allocating some wild flower patches of aesthetics and biodiversity. The Parish Council will apply to WREN for a grant for this work but has allocated a budget of £2,000 for this year. If successful with the grant application, 50% of this will be reclaimable.
4. The Parish Council is aware of the church's funding struggles and, whilst the congregation actively attending church is currently minimal, villagers value the church building for its history, looks and don't want to see it fall into disrepair or closure. Immediate requirements are understood to be a new boiler, repairs to the lightening conductor and repairs to the roof. There are many other repairs required to the fabric of the building, which the church committee is also working to fund in the longer term. The church committee feels that (with fundraising support this year) they will be able to purchase a new boiler. The Parish Council is proposing a grant of around £2,000 to fund the lightening conductor, which is very important to public and congregation safety, as well as insurance requirements of the building.
5. The speed indication devices (SIDs) in the village need some additional support in the winter months (when there is less daylight and sunshine) to provide enough power from the solar panels to keep them operational 24 hours per day. The Parish Council is investigating upgrading to larger the solar panels to harvest more power and also increasing the capacity of the batteries. A budget of £1,500 has been allocated for this.

6. Whilst the refactoring works for safety on the southbound A5 slip road has been completed, there have still been reports of cars travelling the wrong way down that slip road. During a recent meeting with (MK Council Traffic & Transportation Manager), the Parish Council requested the installation of temporary traffic cameras to assess the severity of this problem and further highlight the dangers. The Parish Council will work with MKCC throughout 2026 on this.

The chair noted that Shawn Flowerdew joined the Parish Council during the year and highlighted the following for 2025/2026.

- Continue to lobby MKCC regarding the road conditions in the village.
- Continue to work with MKCC regarding the village landscaping.
- Continue to work with the football club regarding parking when they are using the playing field.
- Install Library Box in the bus shelter on Watling Street following a Ward Councillor grant from Tracey Bailey.
- Thanked Cllr L Walker for building a planter for the village.

He concluded his report by thanking all Little Brickhill Parish Councillors, former Ward Councillor T Bailey, Ward Councillors and Clerk for the help and support over the last year.

9. To receive report from Unitary Authority.

Cllr Hopkins gave an update on the following issues.

- Thanked former Ward Councillor, Tracey Bailey for all her hard work on behalf of the residents of Little Brickhill.
- Fly Tipping and Anti-social behaviour on Woburn Road.
- A5 junction is still a concern.
- Advising residents on the Levante Gate Development Site.
- MK2050 update.
- SEMK and EWR will have a big impact and that he will work with the Parish Council and residents to get the best outcome for Little Brickhill.
- Risks to woods due to the dry weather and working with the Woburn Estates to reduce risks.

10. To receive the Parish Council's accounts for the Financial Year 2025-2026.

Clerk presented the report on behalf of the Parish Council.

Auditing Solutions Ltd will complete the internal audit for the year ending the 31/03/26 by the 21 May 2026.

Following on from the completion of the Internal Audit the Clerk will complete the Annual Return and send it to PKF Littlejohn after approval at the Parish Council meeting in May 2025. As both our income and expenditure are below £25,000, we can **CERTIFY** ourselves as **EXEMPT** from a limited assurance review the same as 2024/2025.

Last year we had income of £23,041 and expenditure of £15,781.

Year-end cash balance on the 31 March 2026 was £34,809 an increase of £7,260 from the previous year.

A claim will be submitted to HMRC to re-claim all VAT of £1,270.79 for 2025/2026.

Pay-roll year-end reports have been completed for 2025/2026 for HMRC.

This year (2026/2027) we have budgeted to spend £24,831 with a few items coming out of reserved funds.

Copies of income and expenditure for 2025/2026 and final budget document for 2026/2027 will be mailed to all Little Brickhill Parish Councillors by the Parish Clerk.

For full details see **appendix 1**.

Other Issues

We still must complete a new Bank Mandate for Barclays Bank but are making progress.

11. To receive report from the Residents' Association.

Cllr E Priestley presented the report on behalf of the Residents Association.

Introduction

As we reflect on the past year, the Little Brickhill Residents' Association is proud to share a summary of our activities and accomplishments. This year brought community engagement, successful events and brought residents closer together.

Committee Contributions

I extend my thanks to the dedicated committee members who made this past year a success: Andree, Anne, Claire, Debbie, Dean, Diane, Howard, Jules, Matt and Wendy.

Annual Events and Activities

This year was marked by a series of successful events that fostered community spirit and enjoyment:

Summer funday: on Watsons Field

Christmas Wreath Making: This popular crafty event allowed residents to tap into their creative sides whilst celebrating the festive season.

The Wheaton's Children's Christmas Party: The event was filled with joy and laughter, the party was a delightful occasion for our younger residents and included dancing, games, tea and a visit from Santa, who gave each child a gift.

Young at Heart Christmas lunch: A special event, hosted by the LBRA in the Village Hall, the committee members cooked a wonderful roast dinner for 40 of our senior members of the village. The day was a festive gathering filled with warmth, a magician and a local singer Debbie Kay.

Santa-Mobile: Santa and his elves, had an upgraded vehicle this year and a special thanks goes to Tristian for supplying a trailer that we were able to decorate. This was a great way to spread Christmas cheer throughout Little Brickhill, collecting an amazing £320 on the way.

Prize Bingo Night: By popular demand we brought back prize bingo, these evenings are enjoyed by all ages, each Bingo night raises around £500.

60s, 70s, 80s Disco: the village enjoyed a great night of dancing, it was wonderful to see so many dressed up in fancy dress of the era.

Other events the LBRA supported was the open gardens and Burns night in January.

100 Club

We continue to run the "100 Club", which generates a significant £3,120 a year, with £1,000 being paid out in prize money. This not only supports our financial funds but also increases engagement across the community. Thanks to Diane Priestley and Anne Motson for carrying out all the admin involved each year.

Financial Overview

Our finances have been managed prudently, maintaining a healthy balance that supports our community projects and events. Thanks to Anne Motson for her role as Treasurer. The LBRA bank balance stands at approximately £3,500 as of 30 March 2026.

looking Ahead

Excited for the coming year, we have planned a lineup of engaging events based on the positive feedback and successful turnout from this year:

Dog Show and BBQ: on Roundacre Field on the 5 July 2026.

Bingo Nights: Due to popular demand, more bingo nights will be organized; planned for the Autumn and Christmas.

Disco Night: planned for October 2026.

Annual Christmas Events: We will continue with our cherished lineup of festive events, which have become a highlight of our annual calendar.

Conclusion

My role of chair of the LBRA was very enjoyable over the last two years and I thank all my committee members and our residents for their active support. Due to my move to Newport Pagnell, I am handing the role of chair over to Debbie Bowden, who was secretary. The secretary role has now been filled by Claire Lockhart. The LBRA are looking forward to another year of community fun and engagement. I know the LBRA will continue to work together to make Little Brickhill a wonderful place to live, full of life and community spirit.

12. To receive report from the Community Centre Committee.

Denise Bushell (Chair) presented the report on behalf of the Community Centre.

We are fortunate to be in a financially strong position, largely due to Paul Simpson's perseverance in obtaining a good rate for services and getting 100% rate relief as in previous years. Also, a huge thank you to Paul for keeping the accounts so efficiently.

Thank you to James who has taken responsibility for the bookings and doing a really good job! Also, thank you to Jean, the secretary and of course, for the continued support of all the members of the committee.

Bookings are holding up well and except for the rebuilding of the outside protective wall there has been minimal maintenance and repairs.

Treasurer's Report to March 31, 2026.

The accounts have been prepared in accordance with previous years.

The income for the year was £7553.93. Expenses were £5672.86. Income was down £904.27 (excluding donations) compared to last year whilst expenses were on par.

Operating surplus for the year was £1881.07 this compares to £ 2980.57 last year.

This means the hall's assets stand at £36086.05 cash at bank and on hand. I believe these represent sufficient reserves to meet the foreseeable ongoing obligations of the Trust.

In January I applied to Milton Keynes City Council for rate relief and this was granted at 100% as in previous years. On the advice of 2 brokers, I renewed our Gas Supply contract from October 2025 for a period of 3 years with British Gas at approximately 73% increase on previous prices (approx. + £700 pa). The Parish Council have asked us to pick up ongoing costs for car park and landscaping maintenance which amounted to £710 for the year. These increased costs were partly offset by a saving of £900 on maintenance associated with electrical works last year.

In line with the changes to the management committee, we need to revise the banking mandate with National Westminster bank as agreed at the January management meeting. This is currently ongoing.

It is my opinion we have sufficient income to continue to offer free hire to village organisations should the management committee decide to continue this concession.

I ask the meeting to adopt the accounts and authorise me to lodge them with the Charity Commission.

Paul Simpson Treasurer

13. To receive report from St. Mary Magdalene C of E Church / PCC.

Diane Priestley presented the report on behalf of the Church.

Church Management

Now that we are without a Rector and in the absence of a Churchwarden the four members of the PCC are continuing to work as a team to run the various duties of the Church. A bookkeeper

is employed to deal with most of the financial paperwork and payments. She also deals with the yearly returns, accounts and gift aid applications.

Services

The agreed service plan has continued throughout the last year with an All-Age Family Services being held on the 4th Sunday of the month. This works in conjunction with the other three Churches within the Benefice. There is also a whole Benefice service once a month which is taken in turn. Until a new Rector is appointed the services will be conducted by visiting clergy and Church members from across the Benefice.

All the major festivals have been celebrated, with special services held at Easter, Harvest, Remembrance and Christmas. Little Brickhill also holds an All-Souls service for everyone in the Benefice. These services are usually well attended especially the Carol Service which saw the Church completely full. The Church was also beautifully decorated with candles and flowers; a Christmas tree and a large Nativity scene was displayed in the Lady Chapel. The village children and young adults together with some parental support told the Nativity story.

Church Maintenance

The Priestley family continue to look after the general maintenance of the Church and Churchyard. The Church insurers visited in December and have subsequently highlighted an issue with the lightning conductor which we are in the process of addressing.

In early January, there was a gas leak by the Church gates and a further gas leak within the Church from one of the two boilers. This boiler has completely broken down and is unrepairable. We are now in the lengthy and complicated process of applying for a faculty to replace it.

The five-year quinquennial inspection was carried out at the end of March and the report is awaited with bated breath.

The Annual Weed and Feed Day was held on Saturday 9th May. A wonderful team of 22 volunteers came and helped clear and tidy the Churchyard.

The Annual Spring Clean has been postponed and will be carried out in June by the 'Magdalene Maids' and any other volunteers wishing to help.

Finance

It is a constant challenge to meet the cost of running, maintaining, repairing and insuring the Church. The regular outgoings are barely covered by the income from the collections and regular donations. Fundraising events are therefore essential and help enormously but with the extra problems encountered this year, finance to carry out these necessary repairs is a major concern.

Fundraising

Last year, once again, Denise Bushell organised the very popular event of Open Gardens. A lovely weekend in July saw 10 gardens opened for the public to visit. The event raised a brilliant £1,400 for the Church. Sincere thanks to Denise for all her hard work in making it happen.

In November, the Little Brickhill Residents Association worked extremely hard and managed to raise a fantastic £1.304 for the Church at their Christmas Fayre. Again, we'd like to give the committee and those who helped them our grateful thanks.

This month, The George in partnership with the Residents Association held a Car Boot and Craft Fayre in aid of Church funds. Another £343 was raised at this event so again many thanks to Louise and Simon at the George and the LBRA for their time and effort.

The Residents Association have two further events planned this year to raise funds on our behalf, a dog show and BBQ in July and the Christmas Fayre.

Safeguarding

The Church of England takes safeguarding very seriously with regular training, certification and report filing. Our Parish Safeguarding officer (PSO) is Phillipa Cook from Great Brickhill. There have been no safeguarding incidents reported in the past year.

14. To receive report from Woburn & Wavendon Football Club.

Alan Kemp presented the report on behalf of the football club.

Woburn & Wavendon FC would like to place on record its sincere thanks to Little Brickhill Parish Council for the continued use of Watson's Field and for supporting the strong and longstanding relationship between the Club and the local community. The Club views this partnership as far more than simply the hiring of pitches; it is a shared commitment to providing local young people with the opportunity to participate in organised football in a safe, inclusive and enjoyable environment.

Representation from the Village within the Club continues to grow and is currently at its highest level to date. We are therefore proud to be able to offer increasing opportunities for Little Brickhill youngsters to take part in grassroots football and enjoy the many social, physical and wellbeing benefits that come with team sport.

During the 2025/26 season, Watson's Field was used as a 9-a-side venue and served as the home pitch for our U12 Hurricanes, U12 Tornadoes and U12 Whirlwinds. Fixtures continued to be scheduled across weekends with staggered kick-off times in order to help minimise parking pressures in the surrounding area. Following discussions with the Parish Council last summer, the pitch position and dimensions were also adjusted during the season to assist with managing surface wear and allowing sections of the field additional recovery time.

While facilities such as Watson's Field remain hugely important to the local football community, demand for grassroots football opportunities across Central Bedfordshire and Milton Keynes continues to exceed the availability of suitable playing spaces. The Club remains committed to working collaboratively with local councils and communities to help protect, maintain and improve existing sports facilities wherever possible. With continued housing growth and population increases across the area, ensuring adequate sporting provision for children and young people is becoming ever more important.

Woburn & Wavendon Football Club is pleased to have retained its FA Three Star Accredited Club status, the highest accreditation available within grassroots football. The Club now supports more than 500 members across approximately 37 teams and continues to expand its community offering. This includes GoalAbility, one of Bedfordshire & MK's pioneering disability football programmes, alongside our status as an official FA Wildcats Girls Football Centre.

Our Foundation Football programme also continues to develop successfully, providing introductory football sessions for children aged 4 to 10 years old who are not yet part of a team environment. Since launching two and a half years ago, the initiative has welcomed more than 460 children new to football and continues to encourage regular participation through weekly Sunday sessions.

Like many community organisations, the Club has faced increasing financial pressures over the past year due to rising operating costs. Despite these challenges, WWFC remains in a strong position and fully committed to continuing its focus on fun, football and friendship for local families and young people.

Finally, we would once again like to thank Little Brickhill Parish Council for its ongoing support and encouragement. That support plays an important role in helping the Club continue to provide positive sporting opportunities and experiences for as many local children and young people as possible.

15. To discuss any Urgent Parish Council Business.

15.1 – Correspondence.

15.1.1 - Notification received 15/05/26 from Great Brickhill Parish Council confirming the Publication of their Neighbourhood Plan – Regulation has been published in advance of an examination. Closing date for comments is the 2 July 2026. *This was noted; no further actions are required.*

15.1.2 - Email received 19/05/26 from our MP with an invitation to a Great Get together Event on Saturday 27 June 2026 at Campbell Park – 12.00pm to 4.00pm. *This was noted; no further actions are required.*

15.1.3 - Email received 20/05/26 from MKCC advertising an Anti-social Behaviour Forum on the 8 July 2026. *Clerk reported that he had published this event on the Parish Council notice boards.*

15.2 - Clerk presented the following cheques for payment at the meeting, and these will be recorded in the minutes of the next Parish Council meeting.

101081	£1,596.00	Goodfellers Ltd – Tree Work
101082	£240.00	RTM – Grass Cutting
S/O	£204.00	Clerk – Salary May 2026
101083	£140.00	HMRC – Tax for Clerk – May 2026
D/D	£47.00	Information Commissioner – Data Protection Fee
101084	£86.40	BALC – Annual Membership Fee
101085	£168.00	Goodfellers Ltd – Tree Work
101086	£390.00	RTM – Grass Cutting
S/O	£204.00	Clerk – Salary June 2026
101087	£70.00	HMRC – Tax for Clerk – June 2026
101088	£0.00	CHEQUE VOID
101089	£88.00	Clerk – Salary June 2026 - Shortfall

15.3 - Planning applications.

None.

16. To discuss / review if any updates are available on the Levante Gate Site.

Nothing new to report.

17. To sign off the Annual Financial Return for 2025/2026.

17.1 – It was confirmed that the **Internal Audit** was concluded by Auditing Solutions Limited in May 2026 and that there were no issues raised. We will need to publish a policy to confirm that we comply with laws, regulations and proper practices relating to digital and data compliance that the Clerk is working on. *It was noted that a copy of the internal audit report will be available to view on the Parish Council website.*

17.2 – The **Annual Return** for financial year 2025/2026 was examined in detail and it was confirmed that all procedures are being correctly followed. **The Motion:** That Little Brickhill Parish Council accepts the Audited Accounts, was proposed, seconded, and carried unanimously.

The **Annual Return** was accordingly signed off by the **Chair** and **Clerk** will be forwarded to the External Auditor by the Clerk. *Clerk will display all the required documents and notifications on the notice boards and website.*

18. To record ant matters arising not covered elsewhere on the agenda.

Residents raised concerns about speeding traffic through the village. *To be included as an agenda item at the next Parish Council meeting.*

Residents raised concerns about low water pressure in the village and highlighted a problem with a fire at George Farm.

Now that Cllr E Priestley had resigned as a Parish Councillor, the Chair thanked her for all the hard work on behalf of the Parish Council and residents and presented her with a small gift as a token of our appreciation.

Next meeting of the Parish Council will be held on Monday 6 July 2026 (changed from 1 June 2026).

The Chair thanked everyone for attending and the meeting closed at 8.34pm.

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Chair for Little Brickhill Parish Council

Appendix 1

Little Brickhill Parish Council - Annual Accounts 2025/26
Receipts and payments for year ending 31st March 2026

Payments	AUDITED ACCOUNTS			
	2024/25	2025/26	Receipts	2024/25 2025/26
			Precept	£16,490.00 £ 20,300.00
			Mr Payne (re 1 High View)	£ - £ 150.00
			MKCC Grant (Household Support Funding)	£ - £ 500.00
			W&WFC	£ - £ 450.00
			Ward Ctr Grant towards Installation of Library Box	£ - £ 250.00
Community Centre	£ 903.89	£ -	Community Centre	£ 1,495.54 £ -
Community Centre - Alarm Service	£ 125.00	£ 90.00		
Community Centre - Replacement Shed	£ 1,183.30	£ -		
Tree / Shrub / Village Maintenance	£ 1,240.00	£ 2,083.41		
Grass Cutting	£ 1,980.00	£ 1,805.00		
Speed Indicator Annual Maintenance	£ -	£ -		
Clerk Salary (Including TAX)	£ 4,080.90	£ 4,200.00		
Administration	£ 135.54	£ 261.85		
Associations - BALC	£ 74.76	£ 80.08		
Insurance	£ 1,919.99	£ 1,977.51		
Website	£ 263.88	£ 501.78		
Accounting Package	£ 180.00	£ 252.00		
Newsletter	£ 966.00	£ 563.92		
MKC - Dog Waste	£ 1,160.00	£ 910.00		
Audit Fees	£ 285.00	£ 295.00		
Playing Field - Pest Control	£ 240.00	£ 240.00		
Greensands Signs	£ 308.00	£ -		
Consultant Charge	£ 1,000.00	£ 1,250.00		
Residents Association	£ -	£ -	MKCC Grant for Residents Events	£ 200.00
VAT	£ 1,190.72	£ 1,270.79	VAT Refund	£ 1,444.40 £ 1,190.72
Totals	£17,236.98	£15,781.34		£19,429.34 £ 23,040.72

31st March 2026

Date of Issue - 05 May 2026