

LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 7 September 2026 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

It was decided to proceed with this meeting, but no decisions were taken as we did not have a quorum.

Present:

Cllr K Morgan - Chair
Cllr L Walker
Cllr D Hopkins (Ward Councillor)
A Kemp (Parish Clerk)

In attendance:

D Priestley (Resident)
C Till (Resident)
G Bailey (Resident)
A Motson (Resident)
R Jones (Resident)
L Mawer (Resident)
B Conn (Resident)
S Conn (Resident)

1. Apologies for Absence: Cllr D Lewis, Ward Cllr J Luk and Ward Cllr V Hopkins.	
2. Public Open Session: None.	ACTION
3. Declaration of Interest: None.	
4. Approval of the Minutes of Meetings: 3692 Approval of the minutes of the meetings of 13 April 2026, 6 July 2026 and 7 September 2026 was deferred to the next meeting on the 5 October 2026, as tonight's meeting was not quorate.	
5. To discuss and progress priority actions: 3693 2026/2027 Priority Actions. 1. The primary concern of 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 2026/27 regarding this development, as follows: 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. <u>An outline planning application was received on the 3 July 2026 and with support of residents from the village and our consultant the Parish Council responded to the planning application on the 30 July 2026. It is unlikely that MKCC will determine the planning application until at least February/March 2027. The Parish Council will continue to monitor progress and action when appropriate.</u>	

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. <u>Clerk has applied to MKCC for a Community Infrastructure Grant for 2027/2028 to upgrade / refresh the play equipment on Watson Field. This is to include replacing the slide (that was removed for safety reasons) and replace the swings (that are coming to the end of life) and to install two Communication Panels. The total value of the quotation is £12,181 and we are applying for a grant of £9,135.75 (75%) with the balance of £3,045.25 (25%) being funded by Little Brickhill Parish Council.</u> <u>It was agreed to install some exercise equipment on Watsons Field and we need to obtain quotations and apply for grant funding. Ongoing.</u> 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. <u>This item was deferred to the next Parish Council meeting on the 5 October 2026.</u> 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 do not 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. The Parish Council have paid for the installation of Lighting Protection at a cost of £1,437.00 (not including VAT). <u>Objective completed.</u> 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. <u>Clerk has contacted our contractor (SWARCO) and as the current batteries are over 5 years old it was recommended that we should replace them at a cost of £335.44 + VAT. This should increase the performance.</u>	Clerk
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<u>Clerk has also asked if any larger solar panels are available to purchase and a response from SWARCO is awaited.</u> 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. Clerk has contacted MKCC (Murray Woodburn) and received the following commitment on the 3 July 2026. • We have continued to mention this junction with Highways England at every opportunity, and we still think a more proactive signage solution would be far more effective here. • Our cameras are currently fully deployed on data collection for our forthcoming school streets programme at the moment, but it is still our intention to re-locate one of those cameras to Little Brickhill to gather further evidence to help convince Highways England that a stronger solution is needed. • Data collection around the schools will end at the end of this term (so quite soon) so we would hope to have a camera up to observe behaviour at the slip road in about a month or so. <u>Clerk has emailed MKCC on the 4 September 2026 asking for an update.</u>	
6. Progress on matters from last Minutes: 3694 6.0 – Parish Councillor Vacancies – Clerk advised that we now have approval from MKCC to co-opt our two vacancies. Cllr K Morgan stated that we must be more proactive in trying to fill these vacancies. <u>Clerk to include an advert in the next newsletter.</u>	Clerk
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. Update received from MKCC (Street Lighting Team) 24/08/26. I got the quote back for installation and it came in very high, so we are looking for another option at possibly installing a Solar Light at this location, I am just waiting for the price to come back. <u>Ongoing.</u>	
6.2 - (item 7.6 of minutes 03/03/25) – Hall Honour Boards displayed in the Community Centre – These require updating. 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>	

6.3 - (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. Clerk advised that the library box was now ready for collection. We have paid a 50% deposit of £347.50 with the balance 50% of £347.50 to be paid after the Parish Council meeting on the 7 September 2026. Clerk advised that he had obtained a quotation for installation in the bus shelter at £420.00 + VAT from a Company that has experience of installing these library boxes. <u>It was recommended to accept this quotation, Clerk to discuss this with the Chair.</u> <u>We would need to agree a process for the regular management of this facility by volunteers?</u>	Clerk
6.4 – (item 19.1 of minutes 02/03/26) - It was noted that Cllr L Walker has made a planter for the village. We need to complete a form to request permission to install from MKCC. <u>Clerk to action.</u>	Clerk
6.5 – (item 2.3 of minutes 06/07/26) - Car Parking – A resident raised concerns about the parking arrangements in MKCC near Stadium MK and shared a personal recent experience. <u>Although this is not a Parish Council issue our Ward Councillor agreed to obtain the licensing rules from MKCC.</u> It was noted that Ward Councillor, D Hopkins helped to resolve this issue. <u>Item closed.</u>	
6.6 – (item 2.4 of minutes 06/07/26) - Rave Incident – A resident raise concerns on a recent rave and asked for advice on who to contact when necessary. <u>Our Ward Councillor agreed to try and obtain the information from MKCC.</u> It was noted that Ward Councillor, D Hopkins has obtained details on how to report issues to TVP and MKCC should further incidents occur. <u>Clerk will include these in the next edition of the Newsletter.</u>	
6.7 – (item 2.6 of minutes 06/07/26) - Damaged Barn – A resident advised that he had reported that the roof collapsed last month and that he had reported this to the landowners, Woburn Estates. <u>He asked at the meeting if this could be reported to the MKCC Conservation Team as it was thought that this was a listed building.</u> <u>It was noted that the MKCC (Senior Conservation Officer) has met with Woburn Estates on this issue. Clerk has emailed MKCC requesting a progress report.</u>	
6.8 – (item 2.7 of minutes 06/07/26) - Pedestrian Crossing, Watling Street – A resident advised that one of the lights on this crossing was not working. It was noted that the Clerk reported this to MKCC on the 8 July 2026 under reference number FS855086600. Notification received from MKCC 25/08/26 that the work that you reported to us under this reference number has now been completed. A resident advised that MKCC had not completed this repair. <u>Clerk to report this again to MKCC.</u>	Clerk

6.9 – (item 2.8 of minutes 06/07/26) - 30 mph signs – A resident advised that you cannot see the 30 mph speed signs as you enter Little Brickhill from Woburn because of overhanging trees. <u>Clerk agreed to report this to MKCC.</u> It was noted that the Clerk reported this to MKCC on the 8 July 2026 under reference number FS855075360 on the 08/07/26 and that MKCC Landscape Team had cut the vegetation back. <u>Item Closed.</u>	
6.10 – (item 2.9 of minutes 06/07/26) - National Speed Limit Signs – Although MKCC have reinstated these signs as you leave the village to the A5 northbound exit, a resident advised that they require overhanging trees to be cut back to ensure better visibility. <u>Clerk has reported this again to MKCC on the 4 September 2026 under reference number FS871290606.</u>	
7. To review Fly Tipping in the Village: 3695 <u>This item was deferred to the next Parish Council meeting on the 5 October 2026.</u>	
8. Correspondence: 3696 8.1 – Residents raised concerns about speeding traffic through the village at the AGM / Annual Village meeting on the 21 May 2026 and it was agreed to include this topic as an agenda item for this meeting. <u>This item was deferred to the next Parish Council meeting on the 7 September 2026.</u> <u>This item was deferred to the next Parish Council meeting on the 5 October 2026.</u> 8.2 - Email received 24/07/28 from MKCC advising that the existing Public Spaces Protection Order (PSPO) relating to the consumption of alcohol in public places is due to expire in October 2027. Before the Order can be renewed for a further three years, the Council is required to undertake a formal review, which includes a public consultation. We are therefore planning to launch a consultation in June/July next year which will help inform any decision regarding the future of the Order. <u>This was noted; no actions are required.</u> 8.3 – Email received 31/07/26 from Community & Construction Liaison Manager regarding the Grand Union Canal Transfer Scheme offering to attend a Parish Council meeting from October 2026 onwards. <u>Clerk to arrange make the necessary arrangements for a representative to attend a future meeting.</u> 8.4 – Email received 05/08/26 from Auditing Solutions Ltd regarding the Internal Audit for 2026/2027. <u>This item was deferred to the next Parish Council meeting on the 5 October 2026.</u>	Clerk

8.5 - Notification received 27/08/26 from National Highways advising of grassland recovery work on the A5 Little Brickhill to Old Stratford – grassland recovery. The work will be carried out over 21 sites, consisting of vegetation clearance, removal of diseased Ash trees, some replacement planting and ongoing maintenance. Work will start on Tuesday 1 September 2026 and is expected to take around 10 weeks to complete. Work will be completed overnight between 8pm and 6am on weeknights only. Our programme can be subject to weather conditions. <u><i>This was noted; no actions are required.</i></u> 8.6 – Email received 04/09/26 from MKCC inviting Parish Councillors to attend an introductory session on the Minerals and Waste Local Plan which will be held on the evening of Monday 28 September 2026. <u><i>This was noted.</i></u>	
9. Clerks Report / Local Issues: 3684 9.1 – Newsletter – <u><i>Clerk will ask for content by the 18 September 2026 for the next issue. A resident has raised concerns of dog walking on Watsons Field and an article will be included.</i></u> 9.2 – Overgrown Footpath – Residents have raised concerns about the footpath being overgrown from the derelict farm building off Woburn Road. Clerk has reported this twice to MKCC (Rights of Way team) who have contacted Woburn Estates for a date when they will undertake this work. This has now been completed. <u><i>Item closed.</i></u> 9.3 – Play Equipment – The slide on the large play item requires replacing. <u><i>Clerk has placed the order at £1,980.00 + VAT following approval to proceed obtained by email.</i></u>	
10 . Unitary Councillors' Report: 3685 A copy of the Ward Councillor's reports to Little Brickhill Parish Council for September 2026 <u><i>are available to view on the Parish Council website and are appended to these minutes.</i></u>	
11. To discuss / review the planning application for the Levante Gate Site: 3686 Planning application received 03/07/2026 - PLN/2026/1114 - Outline application (matters of access to be considered, with matters of layout, scale, appearance and landscaping reserved) for a phased residential-led mixed-use development comprising up to 1,250 new dwellings, including a 3FE primary school (up to 2.3ha) (Use Class F1), local centre (up to 0.8ha) (Use Class E and F2), mobility hub, communal heat hub, pumping station, formal and informal public open spaces, related landscaping, earthworks, drainage infrastructure and creation of new vehicular accesses off A4146 with associated infrastructure at Levante Gate, Watling Street, Little Brickhill, Milton Keynes. <u><i>The Parish Council responded to the planning application on the 30 July 2026. To be included as a standard agenda item at every Parish Council meeting.</i></u>	

12. Planning: 3697 12.1 – PLN/2026/1477 - Fell to ground level and remove T1 & T2 (Portuguese Laurel). Crown lift to 2m above ground level and crown reduction by 1.5m in height and lateral spread T3 (Portuguese Laurel), Crown reduction by 1.5m in height and 1m in lateral spread T4 (Holly). Re-coppice to ground level (approx. 150mm above stool). T5 (Hazel). Crown lift to 2.5m above ground level and crown reduction by 1.5m in height and lateral spread T6 (Portuguese Laurel) at The Old Rectory, Woburn Road, Little Brickhill. <u><i>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 22 July 2025 and that no issues were raised.</i></u> <u><i>Notification received from MKCC 20/08/26 advising that Consent for works was approved.</i></u> 12.2 - PLN/2026/1526 – Listed building consent for the proposed attachment of a small box to the front elevation to allow broadband to be connected at Rothbury, Watling Street, Little Brickhill. <u><i>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 22 July 2025 and that no issues were raised.</i></u> 12.3 - PLN/2026/1581 - Fell Holly specimen (T1) bush to ground level and grind stump at The Old Rectory, Woburn Road, Little Brickhill. <u><i>It was noted that the Clerk had advised Parish Councillors of this planning application via email on the 22 July 2025 and that no issues were raised.</i></u> 12.4 – ENF/2025/0411 – Land North of the Clock House, Watling Street, Little Brickhill. Notification received 03/08/28 that the enforcement case had been closed for the following reason. • The investigation has confirmed that the kitchen window on the south-west elevation is obscurely glazed in accordance with the approved plans. Any breach that may previously have existed has been resolved, and there is no longer an identifiable breach of planning control.	
13. To discuss any Highway issues: 3698 13.1 – 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. <u><i>MKCC have now confirmed that the work will start on the 21 September 2026 and will take up to 4 weeks to complete with the road closed for this length of time.</i></u> 	

14. Financial: 3699

14.1 - Cheques presented for payment:

S/O	£204.00	Clerk – Salary August 2026
101100	£70.00	HMRC – Tax for Clerk – August 2026
101101	£76.00	Clerk – Salary Shortfall for August 2026
101102	£390.00	RTM – Grass Cutting
101103	£1,250.00	J Pyatt – Consultancy payment for Levante Gate
101104		Cheque VOID
101105		Cheque VOID
101106		Cheque VOID
S/O	£204.00	Clerk – Salary September 2026
101107	£83.20	HMRC – Tax for Clerk – September 2026
101108	£128.80	Clerk – Salary Shortfall for September 2026 plus arrears
101109	£347.50	Men in Sheds MK – 50% balance for Library Box
101110	£330.00	RTM – Grass Cutting
101111	£78.00	Vision ICT Ltd – Website Biennial Fee for .gov.uk domain
101112	£96.00	Vision ICT Ltd – Annual Email hosting charge
101113	£288.00	J Darlow – Annual Charge for Pest Control

This expenditure was proposed, seconded, and carried unanimously.

14.2 – Payments received:

- £450.00 – W&WFC
- £150.00 – Access payment for 1 High View

14.3 - It was noted that the **Bank Balance** following the payments made tonight (£1555.50) and Cheque not cashed (£70.00) was **£36,538.74**

13.5 – Salary Scales:

It was noted that new salary scales had been issued on the 24 August 2026 affected from the 1 April 2026. The increase for the Clerk in 2026/2027 is £0.55 per hour x 234 hours per year = £132.00.

This makes the Clerk salary for budget year (2026/2027) will be £4,082.00 plus £250.00 for home working, making the total for the year of £ 4432.00.

14.4 - Budget Review 2026/2027:

Budget / Forecast review emailed to Parish Councillors prior to the PC meeting.

14.5 - Bank Mandate:

Barclays Bank have confirmed that the bank mandate has been updated and we can now make online payments.

14.6 – IT Policy – To comply with Financial Regulations / Governance. Clerk will draft a policy for approval at the October / November 2026 Parish Council meeting.

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

Quotation being sought. To be actioned.

15. To conduct a Risk Assessment Review: 3700

Clerk presented an updated copy of the Risk Assessment (issue 23) for the Parish Council.

16. To discuss the Clerks Position: 3701 <u>Separate meeting to be arranged to progress the retirement of the current Clerk.</u> <u>It was noted that the current Clerk would stay in post but would like to be replaced by the 30 June 2027.</u>	
17. To receive reports on the Community Centre: 3702 <u>We need to appoint a Councillor to represent the Parish Council on this committee.</u>	
18. Councillors Report: 3703 Cllr K Morgan mentioned that the shrubs at the junction of Wyness Avenue are overgrown and no one takes the responsibility for their maintenance. <u>Clerk to investigate.</u>	Clerk
19. Items for the next / future agendas. • Budget / Precept Setting - November & December 2026. • Representative from Grand Union Canal – TBA. • Consider inviting a representative from Anglian Water – TBA • Climate Change Review - TBA. • Others?	
20. Date of Next Meeting: Future dates are noted below: • Monday 5 October 2026 • Monday 2 November 2026 • Monday 7 December 2026 • Monday 1 February 2027 • Monday 1 March 2027 <u>There being no further business the meeting closed at 8.34 pm.</u> Chair for Little Brickhill Parish Council	