LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 5 October 2026 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

Present:
Cllr D Lewis - Chair
Cllr K Morgan
Cllr J Luk (Ward Councillor)
A Kemp (Parish Clerk)

In attendance:
D Priestley (Resident)
R Jones (Resident)
L Mawer (Resident)
D Williams (Resident)
J Greenwood (Resident)
C Greenwood (Resident)

1. Apologies for Absence: Cllr L Walker, Ward Councillors D Hopkins & V Hopkins.	
2. To co-opt two new Parish Councillors: Richard Jones and Lorraine Mawer were welcomed to the meeting, and all present supported the co-option onto the Parish Council with immediate effect. Cllr L Walker, who was not at the meeting, confirmed his support for the co-option via email. *Paperwork will be signed and the Clerk will notify MKCC accordingly.*	Clerk
3. Public Open Session: **3.1 – Pavement Issues** - A resident stated that there are a few areas in the village with gravel obstructing the pavements following heavy rain making it difficult and dangerous to use the pavements safely. *Clerk to include this issue in the current newsletter.* **3.2 – Hedge / shrub** - A resident stated that there are a few areas in the village with overhanging hedges / shrubs that is making it difficult for them to use the pavements safely. *Clerk to include this issue in the current newsletter.* **3.3 – Play Area** – A residents asked for an update on when the play area will be undated. *See minute reference 6 item 2 for details.*	**ACTION** Clerk Clerk
4. Declaration of Interest: None.	
5. Approval of the Minutes of Meetings: 3704 Approval of the minutes of the meetings of 13 April 2026, 6 July 2026 and 7 September 2026 were signed and approved.	

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6. To discuss and progress priority actions: 3705

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.

No change *- 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.*

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.

Update *- Clerk has applied to MKCC for a Community Infrastructure Grant 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 cannot now be used as they have come 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. If successful with the grant the Parish Council will be able to place the order for completion in April / May 2027.

It was agreed to install some exercise equipment on Watsons Field; it was noted that Cllr K Morgan had circulated a quotation for discussion prior to this meeting. Further discussion will be held at the next Parish Council meeting.

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.

Update *- We are behind schedule with this objective but will try and move this objective forward over the next 3 / 4 months.*

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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). *Objective completed.*

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.

***Update** - 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 £167.72 + VAT. This should increase the performance. Approval for the Clerk to place the order was given.*

***Update** - Clerk has also asked if any larger solar panels are available to purchase and a response from SWARCO and an update was provided at the PC meeting by the Clerk.*

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 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.

***Update** - Clerk has received the following update from MKCC on the 1 October 2026.*

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• Apologies for the delayed reply. It required a bit of negotiation with Crimewave to get another camera put up there, after the previous one was pinched! However, I can confirm that a camera will re-appear again in about 3 weeks' time for a few weeks of further monitoring. • I hope this is helpful, and I'll contact you again when the camera is about to be installed.	
7. Progress on matters from last minutes: 3706 **7.1** - (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. *No change.*	
7.2 - (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. *No change.*	
7.3 - (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 has now been collected thanks to Cllr L Walker and is in storages. 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. *Following approval by Cllrs K Morgan, L Walker and (by phone call with the Chair) the order had been placed for installation.* *We would need to agree a process for the regular management of this facility by volunteers?*	Clerk
7.4 – (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. *Clerk has now obtained the correct form to apply for permission from MKCC and will try and submit this during week commencing 5 October 2026.*	Clerk
7.5 – (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. It now looks like Woburn Estates have made the site safe. *Item closed.*	

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7.6 – (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. *This was reported again by Ward Councillor D Hopkins under reference number MKCC87719066. MKCC arranged for Ringway to attend site (28/09/2026) and carry out checks. A new beacon is required which has been ordered. Once the part arrives, it will be fitted and tested which should sort this issue out fully. You will receive a notification on this enquiry once it is done.*	
7.7 – (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 overhanding trees to be cut back to ensure better visibility. *Clerk has reported this again to MKCC on the 4 September 2026 under reference number FS871290606 and MKCC have confirmed that the Landscaping Team had been asked to complete the work under reference number MKCC874790525.* Cllr k Morgan again stated that these signs are not in the best location and should be moved further down Watling Street. *Clerk to contact MKCC again.*	Clerk
7.8 – (item **8.3** of minutes 06/07/26) - Email received 31/07/26 from **Community & Construction Liaison Manager** regarding **the Grand Union Canel Transfer Scheme offering to attend a Parish Council meeting from October 2026 onwards.** *Clerk to send an invite for the November 2026 or December 2026 Parish Council meeting.*	Clerk
8 To review Fly Tipping in the Village: 3707 It was noted that the situation had improved and when there are instances of littering MKCC are good at collecting waste following being reported. *It was agreed to keep monitoring this on a regular basis.*	
9 Correspondence: 3708 **9.1** – 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. In order to understand the processes, *it was suggested that we invite a representative from MKCC (Highways Team) to attend a future Parish Council meeting.* **9.2** - Email received 05/08/26 from **Auditing Solutions Ltd** regarding the **Internal Audit for 2026/2027.** Following discussion, it was agreed to appoint Auditing Solutions to undertake the internal audit for 2026/2027 and to acknowledge that they are independent of the Parish Council. *Clerk to complete the required paperwork.*	Clerk Clerk
10. Clerks Report / Local Issues: 3709 **10.1 – Newsletter** – *Clerk confirmed that he had received a first draft from our publisher and will respond early in week commencing 5 October 2026.*	

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10.2 – Play Equipment – The slide on the large play item requires replacing. Clerk has placed the order at £1,980.00 + VAT following approval to proceed obtained by email. Work now completed. *Item closed.* **10.3 – Overhanging Shrubs** – Clerk confirmed that he had reported that it was difficult for pedestrians to use the pavement on Watling Street between Watsons Field and the Church to MKCC on the 21 September 2026 under reference number MKCC87557368.	
11 . Unitary Councillors' Report: 3710 A copy of the Ward Councillor's reports to Little Brickhill Parish Council for October 2026 are available to view on the Parish Council website and are appended to these minutes.	
12. To discuss / review the planning application for the Levante Gate Site: 3711 Nothing new to report. *See minutes reference 6 item 1 for details.*	
13. Planning: 3712 **13.1 – PLN/2026/1581 -** Fell Holly specimen (T1) bush to ground level and grind stump at The Old Rectory, Woburn Road, Little Brickhill. *Notification received from MKCC 15/09/26 advising that Consent for works was approved.* **13.2 - 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. *Notification received from MKCC 01/10/26 advising that Listed Building Consent for works was approved.*	
14. To discuss any Highway issues: 3713 **14.1 – 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. *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.*  	

15. Financial: 3714

15.1 - Cheques presented for payment:

S/O	£204.00	Clerk – Salary October 2026
101115	£72.20	HMRC – Tax for Clerk – October 2026
101116	£84.80	Clerk – Salary Shortfall for October 2026
101117	£294.00	Clerk – Replacement Battery for Defibrillator
101118	£2,376.00	Playground Supplies Ltd – Play Equipment
101119	£240.00	RTM – Grass Cutting

This expenditure was proposed, seconded, and carried unanimously.

15.2 – Payments received:

- £11,180.00 – Precept

15.3 - It was noted that the **Bank Balance** following the payments made tonight (£3,271.00) and Cheques not cashed (£635.50) was **£45,034.94**

15.4 – Replacement Play Item – MKCC have decommissioned a seesaw in the Play Area as it was not safe. Clerk advised that the cost to replace this is £1,920.00 + VAT. *All present authorised the expenditure for the Clerk to place the order.* — Clerk

15.5 – Bench and Shrubs in Wyness Avenue – This could do with repairing / replacing - Quotation to be obtained. *To be actioned.*

Cllr K Morgan mentioned that the shrubs at the junction of Wyness Avenue are overgrown and no one takes the responsibility for their maintenance. *Clerk will contact MKCC for advice on who is responsible for the maintenance.* — Clerk

16. To review the Clerks Salary and Position: 3715

It was noted that a review of the Clerks salary had not been completed for 2–3 years. The current hours are 4.5 per week.

The Motion: Following a review of the Clerks role and responsibilities it was agreed to increase the hours to 7 per week from the 1 April 2026. The Clerks salary for budget year (2026/2027) will now be £6,350.00 plus £250.00 for home working, making the total for the year of £6,600.00. This is within the budget for 2026/2027.

A separate meeting was held with Councillors and Clerk on the 30 September 2026 to agreed actions and timescales to replace the Clerk later in this budget year / early in 2027/2028. A more detailed action plan will be agreed at the November 2026 Parish Council meeting.

17. To receive reports on the Community Centre: 3716

We need to appoint a Councillor to represent the Parish Council on this committee. *Cllr K Morgan agreed to join this committee.*

18. Councillors Report: 3717

Cllr K Morgan suggested we should look into considering creating a dog exercise area on Watsons Field for dog walkers. *Discuss further at a future Parish Council meeting.*

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19. Items for the next / future agendas. • Budget / Precept Setting - November & December 2026. • Review of Procedural Documents including IT Policy – December 2026. • Representative from Grand Union Canal – TBA. • Consider inviting a representative from Anglian Water – TBA	
20. Date of Next Meeting: **Future dates are noted below:** • Monday 2 November 2026 • Monday 7 December 2026 • Monday 1 February 2027 • Monday 1 March 2027 There being no further business the meeting closed at 9.02 pm. …….. Chair for Little Brickhill Parish Council	

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