Meeting of New Bradwell Parish Council
on 6th October 2025 at 7pm.
Venue: New Bradwell Parish Council office, Unit 10 St James St, New Bradwell, Milton Keynes, MK13 OBJ

MINUTES

Present: S.Clawson, H.Clawson, T.Strutton, S.Barby, A. Francis, S.Sutcliffe, N.Coxon, G.Newnham.

59/25	**Apologies for absence:** *Schedule 12 of the LGA 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the LGA, members present must decide whether the reason(s) for a member's absence are accepted.* ***None***
60/25	**Declaration of interest:** in any matter on the agenda. *Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act,* members must declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting. Members are reminded to send the clerk updated Declarations of Interest if these need to be amended. ***None***
61/25	**Minutes:** Approve the minutes of the Meeting of the New Bradwell Parish Council held on **1st September 2025**, *LGA 1972 Sch 12 para 41(1)* ***Resolved to accept***
62/25	**Finance:** - **Approve** BACS & card payments (Schedule in agenda papers) ***Resolved to accept*** - **To note** Financial Summary & spend to date. ***Noted*** - **To note** conclusion of the external audit of the 2024/25 Annual Governance and Accountability Return (AGAR) External auditor's limited assurance opinion 2024/25 *-External auditor certificate 2024/25 We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31March 2025.*

	On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. *-Other matters not affecting our opinion which we draw to the attention of the authority:* *1.The AGAR was not accurately completed before submission for review. The AGAR has been amended.* *2.The smaller authority has not provided an adequate explanation for the variance between the prior and current year values in Box 3 of Section.* ***except for matters were noted.*** - **To consider** implementing new accounting package i.e Scribe or Rialtas, With a view to transition in January 2026. ***Resolved*** *G.N will explore current options and costs.*
63/25	**Allotments:** - **To approve:** a 5% increase plot fee at both Drill Hall and Caledonian Rd allotment sites. To be implemented 1st October 2026. ***Resolved*** that current cost per plot be reviewed by A.Francis due to Caledonian Rd plot cost variance to Drill Hall. ***Resolved*** prior to approve 5% increase once completed. - **To note** annual allotment fee invoices were issued 3rd Sept**.** ***Noted*** - **To note** further 2 troughs have been fitted to replace taps at Drill Hall Allotment site. ***Noted*** that two taps remain**.**
64/25	**NB Community Centre:** **To review quotes** for new door (entrance from car park into Gym) ***Resolved*** to accept A&B Joinery Option 2, Supply and fit Oak door and frame to mimic the other door, Price inclusive of, hinges, decoration and making good. £3,890.00+VAT G.N to confirm with MKCC Conservation Dpt if application is required for like for like replacement. - **To approve** purchase of free-standing ashtray at cost of £96 incl vat, to be placed to left hand side of main entrance. ***Resolved to approve***. - **To approve** Car Park Re-Lining Quote £2,218.41 **Resolved** to not approve as further information required. ***Reasoning*** The quote was sourced at same time of quote for the NB Workspace carparks, both quotes included a cost for a "Mobilisation Charge" which if work was arranged on same day only one "Mobilisation Charge" would be applicable? ***Resolved*** G.N will enquire with contractor.
65/25	**Children and young people:** - **To note** Attendance figures for summer activities hosted by NBPC. ***Noted***: attendance of NB residents was good.
66/25	**Grant applications:** - MK Arts Centre re Lantern making £670 ***Resolved*** to approve grant in full.

	LGA 1972 Sect 137 - **To note:** NBPC submitted to the Police & Crime Commissioner Fund an application for funding of a second Crimewave camera, this was submitted on 18th September 2025. ***Noted***
67/25	**Policies and procedures:** - **To review and adopt** IT policy ***Resolved to approve and adopt*** - **Review and complete** General Data Protection Awareness Checklist for Councillors ***Reviewed and completed***
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Meeting closed at 8.15pm

Signed _____Chair of Council Date _ _/_ _/_ _ _ _