New Bradwell Parish Council

Annual Meeting of New Bradwell Parish Council
on 11th May 2026 at 7 p.m.
Venue: New Bradwell Parish Office, St James St, New Bradwell Workspace Ltd, New Bradwell, Milton Keynes MK13 0BJ

All councillors are summoned to attend this meeting of New Bradwell Parish Council to transact the items of business shown below.

Distributed to: Chairperson S. Clawson, Vice chairperson T. Strutton and Cllrs A. Francis, H Clawson, S.Sutcliffe, S.Barby & N.Coxon

AGENDA

At the start of the meeting, councilors & members of the public are requested to put their mobile phones on silent whilst the meeting is in progress.
**Members of the public wishing to record this meeting should notify the Chairman of their intention to do so before the meeting.*

18/26	**Election of Chair of the council for 2026/27** *(Local Govt Act 1972, S15(2)) and the completion of the Declaration of Acceptance of Office Local Government Act 1972 s 83 (4)*
19/26	**Election of Vice Chair of the council for 2026/27** *(Local Govt Act 1972, s15 (6)) and the completion of the Declaration of Acceptance of Office Local Government Act 1972 s 83 (4)*
20/26	**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.*
21/26	**To receive any declarations of interest from Members (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)**
22/26	**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.
23/26	**Public participation:** *Public Bodies (Admission to Meetings) Act 1960* Public participation at a meeting in accordance with standing order 3(e) shall not exceed 5 minutes unless directed by the chair of the meeting. Each member of the public shall not speak for more than 5 minutes in accordance with standing order 3(f)
24/26	**Minutes:** Approve the minutes of the Meeting of the New Bradwell Parish Council held on 13th and 23rd April 2026, *LGA 1972 Sch 12 para 41(1)*
25/26	**Assertion 10:** - **To receive and to note** report regarding updates in web site accessibility & compliance.
26/26	**To review and accept following:** - Staff Disciplinary & Grievance procedures/policy. - Document retention & Disposal Policy - Privacy Policy
27/26	**Finance:** **-Approve BACS payments summary and card payments.** **-Financial Summary & spend to date.** **Internal Audit Report 2025/26** **To receive** and note the Annual Internal Audit Report for the financial year ended 31 March 2025. **To consider** any recommendations or findings raised by the Internal Auditor. Annual Governance and Accountability Return (AGAR) 2025/26 **Annual Governance Statement 2025/26(AGAR Section 1)** • **To consider** the council's responses to the Annual Governance Statement assertions. • **Resolution:** To approve the Annual Governance Statement (Section 1) for the 2025/26financial year and authorise the Chair and Clerk to sign the document. **Accounting Statements 2025/26(AGAR Section 2)** • **To consider** the Accounting Statements as certified by the Responsible Financial Officer (RFO). • **Resolution:** To approve the Accounting Statements (Section 2) for the 2025/26 financial year and authorise the Chair to sign the document.
28/26	**Agree the appointment of representatives for 2026/27 to the following external bodies**: - MKALC (Milton Keynes Association of Local Councils) - MKCC Parishes Forum - East West Rail Meetings

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29/26	**New Bradwell Community Centre:** - **To note** Cherry Blossom Trees: have been planted in the carpark. - **Minute Reference 08/26 (13 April 2026):** To consider and resolve the designation of NBCC as an Emergency Safe Haven for TS Whaddon – Milton Keynes Sea and Royal Marine Cadets (previously noted only; formal resolution required)
30/26	**Events:** - **To resolve: to approve** either coach trip to Brighton on 15th August 2026 for £995 or to Great Yarmouth on 29th August 2026 for £995.
31/26	**Allotments:** **Drill Hall Allotment Trough Purchase & Installation** - **To resolve:** To approve the purchase of a trough and parts (£237 + delivery) and installation (£120 + VAT). - **Note:** This project is funded by Section 106 contributions (£1,292.90) received from the development at, 82-84, Newport Road, New Bradwell, Milton Keynes, MK13 0AA, Planning Application Ref:17/00483/FUL. - **Note:** As this project is now externally funded, the original council budget of £1,100 for this item remains unspent and available for general allotment **maintenance.**
32/26	**Planning:** - **To note: Planning application At: 14 Nightingale Crescent, MK13 7UE, Application Ref: PLN/2026/0632 Proposal: The erection of a detached rear ancillary annex with roof lights. https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003zhpV**

🧭 **Governance Reminder**

Councillors must observe the Nolan Principles of public life:
Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, Leadership.

🔒 **Confidential Matters**

Please be aware that under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of any item of business deemed to be of a confidential nature as publicity would be prejudicial to the public interest.

📄 **Prepared by:** Germaine Newnham, Parish Clerk
📅 **Published:** 5th May 2026
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