Meeting of New Bradwell Parish Council on 2nd March 2026 at 7pm. Venue: New Bradwell Parish Council office, Unit 10 St James St, New Bradwell, Milton Keynes, MK13 OBJ

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.*

86/25	**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.*
87/25	**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.
88/25	**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)
89/25	**Minutes:** Approve the minutes of the Meeting of the New Bradwell Parish Council held on **2nd February 2026**, *LGA 1972 Sch 12 para 41(1)*
90/25	**Staff & Office:** To receive report from Clerks attendance at the SLCC Practitioners conference.
91/25	**Policies: To review and adopt** the updated Model IT Policy For Town and Parish Councils Incorporating Assertion 10 Requirements

	Practitioners' Guide 2025
92/25	**Finance:** - **Approve** BACS & card payments (Schedule in agenda papers) - **To note** Financial Summary & spend to date. - **To approve** cost of floral displays for summer 2026 total = £1,934.00 - **To note:** Ghallager have re-issued Insurance renewal for 2026/27 £1,275.33 (increase of £8.77) - **To approve Long Term Agreement Option "**to ensure rate stability, NBPC can choose to set up a 3-year binding Long Term Agreement (LTA) with Hiscox Insurance Company Limited**,** at an LTA premium of £1,275.33. This means New Bradwell Parish Council will commit to keep their policy with Hiscox Insurance Company Limited for the period of the LTA, which will expire 3 years from the original inception date".
93/25	**NB Community Center:** - **To approve** L. Wells Locksmith Services quote for additional interior locks on door leading to storage area from Main Hall and kitchen door. - **Update on Asset Transfer of the Workspace & Community Centre (Gym) from MKCC and Main Hall of NBCC from St James Church** **Purpose:** To consider and approve the Community Asset Transfer of New Bradwell Community Centre & Workspace from Milton Keynes City Council. **Background:** NBPC has managed the community centre as Tenants at Will since September 2022 (net income £4,465/year). This CAT will transfer ownership of the MKCC portions (Gym and 10 workspace units), adding £14,000/year workspace rental income with minimal additional costs. Post-CAT net benefit: £13,465–£14,165/year (improvement: +£9,000–£9,700/year). **Key Facts:** • Purchase price: £1 if demanded • Full Repairing & Insuring lease: workspace tenant pays all repairs, insurance, rates, utilities • Financially stable tenant: 25-year occupancy. • Outstanding: Solicitor instruction, EPC compliance (MKCC/landlord responsibility) **Supporting Documents:** • CAT Progress Report & Business Case– attached with agenda papers **Resolutions Required:** 1. **To Approve** CAT in principle (subject to due diligence and capital value confirmation) 2. **To Authorise** Clerk to instruct solicitor (budget: £7,500 maximum) 3. **To Note** financial implications (net benefit £13,465–£14,165/year) 4. Request further report before exchange of contracts for final approval 5. **Resolve to** Delegate authority to Clerk/RFO to progress administrative matters (responding to MKCC queries, instructing solicitor, obtaining surveys/quotes) with Clerk to report back to Full Council on any major decisions requiring approval

	6. **Resolve to** receive updates as required
94/25	**Events:** - **To approve** cost and schedule for Kick Off Academy summer football sessions.
95/25	**Ward matters:** - **To receive** report from D&L Environmental **re environmental issues and enforcement action taken in New Bradwell over the past 12 months,** notice to increase hourly rate from £17.50 to £18.50. - **To review** D&L Environmental current hours. - **To approve** training by TVP for CSAS - Community Safety Accreditation Scheme, to the Clerk & potentially D& L Environmental. which gives powers of enforcement to issue fixed penalty notices in limited cases for example: Dog Fouling, Littering, Graffiti/Fly tipping and Parking enforcement. training costs £50 per person per day. The CSAS course runs for 2 days. - **To review and approve** contents of contract for second CCTV to be installed on the High St, supplied by Crime Wave. - **To note** that MKCC Road Safety Officer agreed proposed location of pole for SID to capture vehicles travelling from direction of Oakridge Park What3Words: https://w3w.co/onto.shapeless.proud However, MKCC Road Safety Officer rejected proposed location of pole for SID to capture vehicles travelling from direction of Wolverton and proposed an alternative location What3Words: https://w3w.co/lizards.signified.roost - **To note Wheelie bin enforcement taken by MKCC (St Giles St).** 6 properties have progressed to a stage 5 letter – this details the breach of S.46 Notice, with evidence (photograph). These properties have 28 days to detail why they should not be issued an FPN. After 28 days any responses will be assessed, at this point FPNs can be issued. 2 properties have progressed to stage 4 letters. Section 47 Notice issued to Stantonbury Sports and Social Club – requiring them to remove the trade waste receptacles from the public highway within 14 days. An FPN is issued if they remain on the highway. Contacted the resident from No#, they have advised how to apply for a re assessment for bagged collection – I have not progressed enforcement on this address to give the resident time to resolve. - **To note:** Resident of Newport Rd has again raised the issue of the parking restrictions and how this leads to difficulty specifically for the residents of the houses situated opposite parking without incurring penalty. MKCC Highways

	were asked to investigate lifting the restrictions to allow residents to park or implementing parking permits back in 2023. The Highways dpt concluded that permit scheme would be too costly and that the parking restrictions would not be changed. NBPC has raised with MKCC Highways to re-investigate the lifting of parking restrictions for the residents of the affected houses.
96/25	**Planning:** - Planning enforcement ref ENF/2025/0386 at:40 Queen Anne Street, New Bradwell, MK13 0BA. Further to undertaking our investigation in line with the Local Enforcement Plan (LEP), closed the case on 20/02/2026 for the following reason: A Planning Contravention Notice (PCN) was issued to the property owner to establish the lawful use of the dwelling. The owner confirmed in their response that the property is not being operated as an HMO. A review of the same online listing referenced by the complainant showed that: The property is now being marketed as a single let, It no longer advertises individual room lets, The advert specifies that it does not accept students or multiple unrelated occupants, The property is available for families or single household's This demonstrates that the earlier marketing showing individual room listings was no longer active and does not reflect the current lawful use of the site. The investigation found no evidence of multiple unrelated occupiers, no internal subdivision consistent with HMO use, and no indicators of a material change of use. Accordingly, the property remains within Class C3 (dwellinghouse) use.

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
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NEW BRADWELL PARISH COUNCIL