**TO ALL MEMBERS OF THE COUNCIL**
You are hereby summonsed to attend the meeting of New Bradwell Parish Council on **Monday 8TH January 2018 at 7.30pm** for the purpose of transacting the business as set out below.

Janette Chapman, Parish Clerk for New Bradwell Parish Council Signature

# AGENDA

**215/18 Public Participation**
-None

**216/18 Apologies**
- None

**217/18 Minutes of the Last Meeting**
- Read and duly accepted as a true record of the meeting on 6th December 2017

**218/18- Disclosure of Interest**
-None

**219/18 Parish Office/Staff**
-To note the email regarding the role of the Data Protection Officer and to note it is recommended that a Clerk cannot be the DPO.

**220/18- Finance**
-To note email from NALC regarding Local Government Finance settlement
-To note re-worked minutes required by Metro Bank. Needs signatures.
**Invoices to be agreed**
-J. Clunie (Newsletter distribution) - £200.00 – BACS
-NB Community Centre - £36.00 – BACS
-NBR Printing - £720.00 – BACS
-Toilets + Ltd - £96.00 – BACS
-Wave (Water allotments) - £839.33 – BACS
-G.Newnham - £39.98 - BACS

**221/18 Planning and Licensing applications**
-To note planning application for tree felling at 8 Guest Gardens

**222/18 Quality Parish Councils/Parish appraisal**
-To note email from Bow Brickhill regarding 'Parish Unity'.

**223/18 Allotments**
-None

**224/18 Parks and Landscapes**

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Janette Chapman, Parish Clerk for New Bradwell Parish Council Signature

None

**225/18 Highways/Parking Review**
- To note email regarding parking in the triangle behind School Street.
- To discuss 20 mph speed limit
- To approve the placement of the 'Welcome to New Bradwell signs'

**226/18 Children and Young People**
-None

**227/18 Community Centre**
-To discuss increasing the Over 50's session

**228/18 Reports on Meetings Attended**
-None

**229/18 Ward Matters**
- None

**Next meeting Monday 22nd January 2018 at 7.30 p.m. in the Parish Office.**

**New Bradwell Parish Council**
**Minutes of the Meeting on Monday 8th January 2018 at 7.30pm**
**At Unit 10 New Bradwell Workspace.**

**Present:** Councillors: J. Ziegler (Chair); T. Strutton; D. Ziegler; R. DeLaHaye; A. Francis; L. Venneker; N. Coxon

**215/18 Public Participation**
-None

**216/18 Apologies**
-J. Chapman (Clerk)

**217/18 Minutes of the Last Meeting**
-Read and duly accepted as a true record of the meeting on 4th December 2017.

**218/18 Disclosure of Interest**
-None

**219/18 Parish Office/Staff**
-We need to appoint a Data Protection officer to ensure compliance and handle data protection related complaints. It is advisable that the Clerk or Financial officer does not take on the role. Tina volunteered to take on the role as it fits in with her skill sets, which was accepted by the council.

**220/18 Finance**
-Email from NALC re Local Government finance settlement was noted. There will be no changes to current laws in the next 3 years.
-Metro Bank application is progressing and should be completed soon.
-Draft budget proposal was discussed by JZ. The draft calls on a 10% increase to the Precept over last year. Anticipated Allotment income has been detailed on the budget as a separate line item this year. Balance brought forward is a calculation of the anticipated amount left over in the normal account plus the total of savings. Office costs have decreased from £13,500 to £5,100 per year due to Office move. Staff costs are projected at £33,000 plus £684 managed service fee. Staff training budget is a new item and set aside for Staff Training and will monitor and review for the next year. Newsletter budget has increased to £5000 due to going over budget on previous year, due to now paying for deliveries rather than relying on volunteers. Dog Bins budget has been reduced to £2000 as we have gone direct to the supplier. Allotment expenditure is expected to be around £3000, but the budget has been set at £12,500 as it is expected we will have to perform maintenance, and pay legal costs towards securing and providing the Caledonian road allotment site for residents. Events budget is down to £6000 this year as no Bradfest event is planned. Grants budget has been simplified so that Grants and Community Centre are no longer separate items. The Grants budget has been set to £20,000 and can be applied for using the current Grant application form. Youth budget has been reduced following the savings we made last year by getting more services from one of the providers, and reducing the overall number of sessions. The budget has been set at £10,000, and Germaine is already looking into new Teenager projects. Improvement and Maintenance budget is a new line item, which can be used to improve and maintain New Bradwell. Examples such as Flower planting, weed plantings, field mowing etc. This is set at £15,000 and will be useful as MK Council reduce the services offered to Parish Councils.

Reserves set at £20,000. It was agreed to aim to finalize the budget ideally by the next meeting.

**Invoices agreed**
-J. Clunie (Newsletter distribution) - £200.00 – BACS
-NB Community Centre Over 50s November - £36.00 – BACS
-NBR Printing - £720.00 – BACS
-Toilets + Ltd November - £96.00 – BACS
-Toilets + Ltd December - £96.00 – BACS
-Wave (Water allotments) - £839.33 – BACS (Rejected, clarification required)
-G. Newnham - £39.98 - BACS
-NB Community Centre Over 50s December - £24.00 - BACS

**221/18 Planning and Licensing Application**
-Planning application for tree felling at 8 Guest Gardens was discussed; it was agreed not to object.
-Amended proposal for 124 Newport Road was discussed; it was agreed not to object.
-Alan raised the plans for housing on the old garage site. Alan feels the issue of the bus stop has not been addressed adequately and there is no clear plan/solution as the developer wants to remove the bus stop. Alan wants to attend the hearing and will express the Parish Council's view that a replacement bus stop should be established. All Councilors agreed.

**222/18 Quality Parish Councils/Parish Appraisal**
-Email from Bow Brickhill regarding 'Parish Unity' was noted. It was agreed for Janette to contact Bow Brickhill and get more information about what they want from us.

**223/18 Allotments**
-Cost of getting taps removed and troughs fitted will be around £1000 per tap. It was agreed to leave the taps as they are for now.

**224/18 Parks and Landscapes**
-None

**225/18 Highways/parking Review**
-Email regarding parking in the triangle behind School Street was discussed at the last meeting, and it was agreed there was little practical measures the Parish Council can do. Clerk was to speak to the Council.
-20mph/30mph speed limits were discussed. It was agreed to have the Clerk contact local schools around the area and find out if they have noticed accident rates decrease/increase with the introduction of 20mph limits.
-The placement of the Welcome to New Bradwell signs were discussed. Germaine has chased the department, who has now sent revised positions for the signs. All the new positions were agreed and we will ask Germaine to reply back to the department to go ahead.

**226/18 Children and Young People**
-None

**227/18 Community Centre**
-Over 50s have asked to increase the grant so they can have longer sessions. This was agreed by all Councilors.

-Previous grant request for the toilets were requested, and Community Centre have now put in a grant for Kitchen refurbishments asking for a £3500 contribution. This was agreed, with the condition that the money is spent on kitchen refurbishments within 1 and a half years.

**228/18 Reports on Meetings Attended**

-Alan went to Parish Forum on 21st December. Emergency plan for Parish was discussed, but this hasn't progressed from our point of view. It was agreed for Clerk/Projects officer to make a start on listing buildings/resources with Tina's assistance. Alan also provided a copy of an Emergency Planning leaflet to assist. MK Council will stop providing landscaping in 2020, and it was agreed we should express interest to MK Council for the data about our Landscaping requirements.

**229/18 Ward Matters**

-None

**Meeting ended at 8.42 pm Next meeting is on 22nd January 2018 at 7.30 p.m.**