



**Minutes of the Meeting of the Full Council held on Monday 20 April 2026 at 7.00pm at the Heelands Meeting Place on Glovers Lane, MK13 7PN.**

**Councillors Present:** Brant (in the Chair until item FC245/26), Alexander, Best, Bradburn, Exon, Gilpin (in the Chair from item FC245/26 onwards), Godfrey, Kendrick, Muchmore and Stuchbury.

**Staff Present:** Philip Farquharson (Clerk).

**Members of the public:** 12

**FC238/26 Apologies:** There were no apologies for absence, all ten Councillors were present.

**FC239/26 Declaration of interests:** Councillor Exon declared an interest in that he was on planning committees at MKCC and would refrain from voting on planning matters.

**FC240/26 Public participation:** It was on the agenda for any resident of the Parish to raise any issue, petition, question or concern. The following matters were raised:

- Onelove Luncheon Club answered questions Councillors had, with respect to the grant application at FC235/26.
- Parking issues on Langcliffe Drive. A representative from the St Augustine's Church was present to update the Parish Council on parking mitigation measures which the Church had enacted. These included; using parking space at the back of the church, renting a room at Novotel nearby to allow for more parking, gaining consent from Heelands Rangers FC nearby to use parking provision there at peak times, double yellow lines around the top of the Langcliffe Drive, and parking wardens. Councillors noted these measures had created over 100 parking bays used at peak times, to ease the pressure off nearby residents.
- The Conniburrow Community Fridge charity representative was present to answer questions from Councillors, and led the Council through a presentation on the benefits to residents of providing food bags, with respect to the grant application at FC251/26.
- Toy Box grant applicant answered questions from Councillors, with respect to agenda item FC250/26.
- Residents were present to petition the Parish Council to engage with MKCC over the parking issues on Primrose Road in Bradwell Village. Agenda item FC249/26 refers.

**FC241/26 Minutes of the March 2026 Council Meeting:**

**Action:** The Minutes were approved by resolution as an accurate record of the proceedings of the Meeting held on 02 March 2026. These were signed by the Chair for the Council's records.

**FC242/26 Book Swap Cabinet in Bradwell Common:** It was on the agenda to consider requesting MKCC consent to install a Book Swap Cabinet at approximate cost of £1,000.

A motion was proposed to proceed to pay for a book swap cabinet and request consent from MKCC for its' installation in Bradwell Common, outside the Bradwell Common Community Centre, material to be most suitable for the location:

Those in favour: 9

To the contrary: 1

Those who abstained from voting: 0

**Action:** The motion Carried and the Clerk would aim to implement this.

**FC249/26 Primrose Road Parking:**

Noting parking concerns from the residents, a motion was proposed to conduct a community survey along Primrose Road and The Grove with some options; a) double yellow lines, b) residents parking only, c) do nothing.

Those in favour: 10

Those to the contrary: 0

Those who abstained from voting: 0

**Action:** This motion Carried and the Clerk would facilitate the community survey, in hard copy, and would revert back to Full Council with the results.

**FSC243/26 Exclusion of the Press and Public:** In view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair.

**FC244/26 Parish Ranger:** It was on the agenda to consider creating a new Parish Ranger service from April 2027 to maintain and improve the quality of the public realm in the Parish, and there was a paper attached, pages 7-8 in the paperwork.

After discussion, where it was noted there were complications in liaising with MKCC on their assets, the Chair withdrew the item.

The Chair then left the Meeting at this time (8:50pm).

Councillor Gilpin, as Vice-Chair, Chaired the remainder of the Meeting.

Councillor Gilpin proposed a 5 minute recess; this was voted upon which met with unanimous agreement. At 8:55pm the Meeting resumed.

**FC245/26 Policies, risk assessment and asset register:** It was on the agenda to consider adoption of the asset register, risk management scheme, and all existing policy documents which had been uploaded to the Councillor corner part of the website as follows:

- Financial regulations
- Code of conduct
- Standing Orders
- Data protection policy
- Disciplinary and grievance policy
- Document retention policy
- Equality and Diversity policy
- Freedom of information publication scheme
- Investment policy
- Health and Safety Policy (revised)
- Reserves policy
- Sickness and absence
- Biodiversity Policy
- Training and development policy
- Privacy
- CCTV policy
- Advertising, social media and promotions policy
- Anti-bullying policy
- Complaints policy
- Pensions discretionary policy
- IT Policy

The Clerk explained all amendments to existing policies were in red, but most were unchanged, barring the date of adoption. The Clerk highlighted the asset register balance, stating this would be inserted onto the AGAR (Annual Governance and Annual Return) for adoption at the May meeting in three weeks' time, and the risk register which included the BMH (Bradwell Memorial Hall) roof being made of asbestos. The new policy was the Health and Safety Policy, which had been provided in template form by the health and safety consultant, and some language still remained a little corporate, which the Clerk would amend, in liaison with Councillor Gilpin, who had noted these terms.

A motion was proposed to adopt the policies.

Those in favour: 9

Those to the contrary: 0

Those who abstained from voting: 0

**Action:** The policy documents were all adopted.

### **FC246/26 Payments:**

A motion was proposed to formally note the payments made, bank and reserve balances:

Those in favour: 9

Those to the contrary: 0  
Those who abstained from voting: 0

**Action:** The payment schedule for March 2026 was noted, alongside the current bank balance of £152,950 and savings account balance of £15,277 (as at 09 April 2026), with £180,000 in the public sector deposit fund.

Councillor Stuchbury left the Meeting at this point (9pm).

**FC247/26 New Noticeboard at entrance to Castle Field:** It was on the agenda to consider installing a second noticeboard at the Loughton Road entrance, from Atterbrook, at approximate cost of £1,114, however Councillors noted that there were insufficient people who entered the Castle Field from this angle, to benefit from a new noticeboard at that location.

**FC248/26 Laurel hedge reduction, iron railings and 3x magnolia trees at Castle Field:** It was on the agenda to consider removing part of the laurel hedge and replace it with iron railings to open the line of sight to the Bradwell Motte (at approximate cost of £2,500).

A motion was proposed to plant three magnolia trees along the fence which borders the graveyard, and cut back the bushes which were encroaching onto the Castle Mound:

Those in favour: 8  
Those to the contrary: 0  
Those who abstained from voting: 0

**Action:** This motion Carried and the Clerk would enact the planting of three magnolia trees and would contact The Green Gym to cut back the bushes at the northeast corner of the Castle Motte, failing the Green Gym the Clerk would instruct the landscapers to do the work.

**FC250/26 Grant application:** It was on the agenda to consider awarding the grant request of £500 to The Toy Box Charity.

A motion was proposed to grant Toy Box the £500.

Those in favour: 3  
Those to the contrary: 4  
Those who abstained from voting: 1

**Action:** The motion did not Carry and the grant request was therefore not approved.

**FC251/26 Grant application:** It was on the agenda to consider awarding the grant request of £1,500 to The Vegan African (T/A Better than Mamma's).

A condition of any grant application is that a representative of the organisation attends the meeting in order to answer any questions Councillors may have. No representative was present and so the grant request was not considered.

**FC252/26 Grant application:** It was on the agenda to consider awarding the grant request of £1,000 to OneLove Luncheon Club.

A motion was proposed to approve a grant of £500.

Those in favour: 7

Those to the contrary: 0

Those who abstained from voting: 1

**Action:** This Carried and the Clerk would enact the transfer.

**FC253/26 Grant application:** It was on the agenda to consider awarding the grant request of £2,600 to Conniburrow Community Fridge.

A motion was proposed to give £1,500, this was then amended to £2,600 by resolution and the motion proposed:

Those in favour: 6

Those to the contrary: 1

Those who abstained from voting: 1

**Action:** The motion Carried and the Clerk would enact the transfer.

**FC254/26 Planning:** It was on the agenda to consider the planning applications as below:

- a) Application PLN/2025/2617 Proposal: The separation of the existing dwellinghouse into two flats at 40 HASGILL COURT, HEELANDS, MILTON KEYNES, MK13 7LR
- b) Application: PLN/2026/0672 Proposal: Certificate of lawfulness for the existing use as C2 (residential institutions) at 22-23 BLACKHEATH CRESCENT, BRADWELL COMMON, MILTON KEYNES, MK13 8AD
- c) PLN/2026/0569 Proposal: Erection of a single storey rear and side extension at 1 COPPIN LANE, BRADWELL, MILTON KEYNES, MK13 9BE

There were no objections to these applications.

**Next meeting:** the Annual General Meeting on Monday 11 May 2026 at 7:00pm at the Heelands Meeting Place.

The Meeting was declared **closed** at 9:45pm.