



Minutes of the Annual Meeting of the Full Council held on Monday 11 May 2026 at 7.00pm at the Heelands Meeting Place on Glovers Lane in Heelands, MK13 7LW.

Councillors Present: Gilpin (in the Chair), Alexander, (arrived 7:05pm), Bradburn, Muchmore and Stuchbury.

Staff Present: Philip Farquharson (Clerk)

Members of the public: 4

FC01/26 Election of Chair: Nominations were sought. Councillor Gilpin was proposed and seconded and the vote was unanimous and therefore Councillor Gilpin was elected to the post of Chair until the May 2027 Annual Meeting. Councillor Gilpin signed the Declaration of Office of Chair.

The next item on the agenda, the election of Vice-Chair, was moved to the end of the Meeting.

FC03/26 Apologies: Apologies for absence had been received from Councillors Godfrey and Exon. The reasons for these apologies were voted on which met with approval.

FC04/26 Declaration of interests: There were no interests declared.

FC05/26 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:

- Members of the public were present representing the Flintergill Social Club, to answer any questions Councillors had with regard to the grant request at agenda item FC21/26
- A member of the public was present to petition the Parish Council, or Ward Councillors present, to remove the signs in Bradwell Village to the Youth Hostel, which had closed down a few years previously.
- A member of the public was present to oversee how the AGM was run by Bradwell Parish Council, relative to Stantonbury Parish Council, adjacent, in particular with regard to voting, and voting on appointments.

FC06/26 Minutes of the 20 April 2026 Full Council Meeting: A motion was proposed to approve the Minutes. The vote was unanimously in favour and so they were approved as an accurate record of the Proceedings of that Meeting. These were signed by the Chair for the Council's records.

FC07/26 Internal audit report:

A motion was proposed to consider for approval the independence of the internal auditor, and to formally note the clean internal audit report:

Those in favour: 5
Against: 0
Those who abstained from voting: 0

Action: The motion Carried, and the Clerk was thanked for his work in retaining stringent measures of internal financial control.

FC08/26 Calendar of Meetings for 2026-2027:

A motion was proposed to agree a schedule of meetings for the year ahead, with the Elector's meeting to be held at the Bradwell Memorial Hall.

Action: The vote met with unanimous approval and the Calendar of Meetings was adopted.

FC09/26 Payments: Councillors noted the current bank balance of £117,338 and savings account balance of £15,284 (as at 30 April 2026), with £180,000 in the public sector deposit fund, and approved the monthly schedule of payments made since the last meeting. The Clerk drew to the Council's attention the income received in April of £117,100 which was the first half of the precept for the year, and the £2,500 bowls club contribution to the £5,000 bill (+ vat) for Green Maintenance, which had been paid by the Parish Council. The Parish Council were effectively subsidising the Bowls Club to the sum of £2,500 in the year, to financially assist them whilst they built up their reserves and membership. The Clerk cautioned this would increase to £3,500 per annum until 2029, when the agreement to financially support the Bowls Club ended.

FC10/26 Annual Return and Governance Statement:

A motion was proposed to approve the Annual Governance Statement and the Accounting Statement as well as the Annual Internal Audit Report for the Clerk to submit to the external auditors:

Those in favour: 5
Against: 0
Those who abstained from voting: 0

Action: The motion Carried, the Annual Governance Statement and the Accounting Statement as well as the Annual Internal Audit Report were approved by resolution and the Clerk would submit the AGAR to the external auditors.

FC11/26 s106 Heritage Trail Moneys:

Action: The Council formally noted receipt of s106 developer contribution money (from the Precedent Drive development) as released from MKCC for the Bradwell Heritage Trail, of £3,883.74.

FC12/26 s106 receipt of Suffolk Punch Moneys:

Action: The Council formally noted the successful receipt of £7,534.91 from the Suffolk Punch Developer Contribution, and the Clerk was congratulated for working to attain this end, as application to draw down on these funds had been unsuccessful in the past.

FC13/26 Review and agree Parish Council representation on external bodies for the council year 2026/27, or to discontinue representation, for the following:

1. Milton Keynes Parish forum
2. Milton Keynes Association of Local Councils
3. BSSC (Bradwell Sports and Social Club) Committee

1. Milton Keynes Parish forum. Councillors Alexander and Gilpin were nominated to be the Parish Council's representatives for this organization.

2. Milton Keynes Association of Local Councils. Councillor Alexander was nominated as the Parish Council's representative for this organisation. It was noted there could be a charge in this financial year, or around £150.

3. BSSC (Bradwell Sports and Social Club). Councillor Godfrey was nominated to be the Parish Council's representative on the BSSC Committee. A request for Michael Muchmore to attend also would be put to the BSSC Committee.

FC14/26 Review and agree the following subscriptions to other bodies 2026/27:

1. Bucks and Milton Keynes Association of Local Councils (B&MKALC), which includes membership to NALC.
2. Society for Local Council Clerks (SLCC).

A motion was tabled to continue membership of the organizations for the current year.

Action: This met with unanimous approval and the annual memberships would be renewed.

FC15/26 Review and agree the appointment of members (see standing order 4.4.iv) to existing committees:

1. Finance and Staffing Committee.

No amendments to the Terms of Reference were made. Membership was agreed as: Councillors Alexander, Gilpin, Godfrey and Muchmore.

2. Newsletter, Communications and Awards Working Party.

No amendments to the Terms of Reference were made. Membership for the current year from among the Parish Council was agreed as: Councillors Alexander, Best, Exon and Muchmore.

FC16/26 Grants Policy Guidance:

The Clerk had re-designed the Grants Policy Guidance and after minor amendments a motion was proposed to adopt it:

Those in favour: 5

Against: 0
Those who abstained from voting: 0

Action: The motion Carried with unanimous assent and the Guidance would be uploaded to the website.

FC17/26 Bradwell Memorial Hall:

A motion was proposed and seconded to consider continuing to assist financially the renovations of the premises owned by the charity.

Those in favour: 5
Against: 0
Those who abstained from voting: 0

Action: The motion Carried with unanimous assent.

FC18/26 Bradwell Memorial Hall Toilets renovation: It was on the agenda to consider the three quotes as acquired for improvement of toilet facilities at the Hall.

A motion was proposed to approve the lowest quote (upon request the Clerk confirmed the tenderer was known to the Parish Council and reliable), and to apply for s106 funding for the project:

Those in favour: 5
Against: 0
Those who abstained from voting: 0

Action: The motion Carried with unanimous assent and the Clerk would liaise with MKCC and apply for s106 funding and instruct Matthew Brice Builders to do the work.

FC19/26 Heelands Meeting Place Worktop replacement: It was on the agenda to consider the quotes as acquired for worktop replacement at the Heelands Meeting Place.

A motion was proposed to proceed with the new worktop, with the amendment that a new kitchen sink was included:

Those in favour: 5
Against: 0
Those who abstained from voting: 0

Action: The motion Carried with unanimous assent and the Clerk would instruct the lowest quote, MK Décor, with the addition of a new kitchen sink.

FC20/26 Bradwell Speed Indicator Device Consultation Response: It was on the agenda to consider the results of the community consultation and consider applying to CIF (Community Infrastructure Fund).

The Council noted the high number of respondents to the survey, 94 in total, and the high percentage who voted in favour, 86%, and considered this a sufficient mandate to proceed to a motion to proceed with the SIDS, pending CIF support:

Those in favour: 4

Against: 1

Those who abstained from voting: 0

Action: The motion Carried and the Clerk would apply to MKCC for the 2026-27 CIF.

FC21/26 Grant application:

A motion was proposed to approve a grant of £500 to the Flintergill Social Club for a Family Fun Day. This was seconded in the usual way.

Those in favour: 5

Against: 0

Those who abstained from voting: 0

Action: The motion Carried with unanimous assent and the Clerk would enact the transfer.

FC22/26 Planning Applications: Councillors to consider making representation to MKCC on planning application (pages 38-49):

- a) PLN/2026/0671 Proposal: Change of use, C2 Residential Institution to C3 Residential Dwelling, 22-23 Blackheath Crescent, MK13 8AD
- b) PLN/2026/0815 Proposal: Change of use of dwellinghouse and ancillary garage (use Class C3) to x4 supported living units for 4 adults (use Class C2) at 16 Brill Place, Bradwell Common, Milton Keynes, MK13 8EQ
- c) PLN/2026/0805 Proposal: Erection of an extension, garage conversion, at 32 Coleshill Place, Bradwell Common, Milton Keynes, MK13 8DN

Action: There were no proposals to object to these applications.

FC02/26 Election of Vice-Chair: Nominations were sought. Councillor Alexander was proposed and seconded and the vote was unanimous and therefore Councillor Alexander was elected to the post of Vice-Chair until the May 2027 Annual Meeting. Councillor Alexander signed the Declaration of Office of Vice-Chair.

Date and time of next meeting: Monday 01 June 2026 at 7:00pm at the Heelands Meeting Place, Elector's Meeting Monday 18 May 2026 at 7:00pm the Bradwell Memorial Hall.

The Meeting was declared **closed** at 8:20pm.