



Bow Brickhill Parish Council

Telephone: 07904 339391

E-Mail : clerk@bowbrickhill-pc.gov.uk

To: Members of the public

Cllrs: Vacant (Chairman)
P Ball (Vice Chairman)
C Evans
M Fergusson-Ford
Vacancy

Notice of Meeting

You are hereby invited to the Annual General Meeting of the **Bow Brickhill Parish Council** to be held in person at the Pavilion, Rushmere Close, Bow Brickhill, MK17 9JB on Tuesday 13 May 2025 at **7.00pm**, the Annual Parish Meeting will follow.

J Godden

**Julie Godden
Clerk & RFO**

THIS MEETING MAY BE RECORDED¹

¹ *Phones and other equipment may be used to film, audio record, tweet, or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.*

The use of images or recordings arising from this is not under the Council's control.

AGENDA

1. **ELECTION OF CHAIR:** Councillors to elect a Chair for the year, until the next Annual General Meeting of the Parish Council in May 2026.
2. **DECLARATION OF OFFICE:** Chair to sign the declaration of office form.
3. **ELECTION OF VICE-CHAIR:** Councillors to elect a Vice-Chair for the year, until the next Annual General Meeting of the Parish Council in May 2026.
4. **DECLARATION OF OFFICE:** Vice-Chair to sign the declaration of office form.
5. **APOLOGIES:** To receive and approve apologies from members unable to attend the meeting.
6. **QUESTIONS FROM THE PUBLIC**
In accordance with approved Standing Order 10, members of the public may make representations, ask questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The total period of time designated for public participation at a meeting shall not exceed 20 minutes and an individual member of the public shall not speak for more than 3 minutes unless directed by the chairman of the meeting.

7. SPECIFIC DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to submit any requests for Dispensations for consideration.

8. MINUTES

To consider the approval of the Minutes of the meeting of the Council held on 4 March 2025.

Recommendation: To confirm the Minutes of the meeting of the Council held on 4 March 2025 and for these to be signed by the Chairman.

9. FINANCE

- a) Income and expenditure reports for March and April to be noted
- b) Balance in accounts as of 30/04/25 = £28991.57
- c) Balance in accounts as of 31/05/25 = £53527.44
- d) Review Councillor remuneration for 2025/26
- e) Zurich Town and Parish policy renewal = £2644.59

10. YEAR END ACCOUNTS

Members will find attached a report providing brief outline of the year end accounting process. Members are invited to raise any queries relating to the process.

This report is provided for information purposes.

11. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/2025

In accordance with Financial Regulation 2.3, Members are presented with the completed Annual Internal Audit Report and supporting paperwork as part of the Annual Governance & Accountability Return, for the year ended 31 March 2025.

Members are advised that the internal auditor completed the year end internal audit on 07/05/25.

Please see the attached Observations / Considerations / Recommendations

Recommendation: Cllrs to note the attached Observations / Considerations / Recommendations

12. DATES FOR THE EXERCISE OF PUBLIC RIGHTS FOR 2024/2025

Members are requested to approve the dates for the Exercise of Public Rights in relation to the Annual Governance & Accountability Return, for the year ended 31 March 2025 as below:

- a. Date of announcement: 14 May 2025
- b. Date of commencement: 11 June 2025
- c. End date: 22 July 2025

Recommendation: Cllrs to approve the dates for the Exercise of Public Rights in relation to the Annual Governance & Accountability Return, for the year ended 31 March 2025 as above

11. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/2025

SECTION 1 - ANNUAL GOVERNANCE STATEMENT

In accordance with Financial Regulation 2.3, a draft completed version of Section 1 – Annual Governance Statement of the Annual Governance & Accountability Return, for the year ended 31st March 2025 is attached for consideration and approval.

Recommendation: Cllrs to approve Section 1 – Accounting Statements of the Annual Governance & Accountability Return for the year ended 31st March 2025 subject to external audit.

12. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/2025

SECTION 2 – ACCOUNTING STATEMENTS

In accordance with Financial Regulation 2.3, Section 2 – Accounting Statements of the Annual Governance & Accountability Return and the supporting Statement of Accounts for the year ended 31st March 2025 is attached for consideration and approval subject to external audit.

Recommendation: Cllrs to approve Section 2 – Accounting Statements of the Annual Governance & Accountability Return for the year ended 31st March 2025 subject to external audit.

13. PLANNING NOTIFICATIONS

- a) Reference: 24/01580/OUT
Proposal: Outline application (matters of access and layout to be considered, with matters of scale, appearance and landscaping reserved) for the part demolition of No. 11 Station Road, new access and siting of 2 self build dwellings at 11 Station Road, Bow Brickhill, Milton Keynes, MK17 9JU
Decision: Refused
- b) Reference: 24/00358/ENF
Alleged breach: Permanent skip on the driveway associated with a industrial waste disposal business being run from a residential property at 45 Station Road, Bow Brickhill, Milton Keynes, MK17 9JU A site visit drive by has been conducted at the site and was unable to document any skip on the site being used for commercial use from a residential property. Please can you advise if this breach is still occurring at the site. If the alleged breach has ceased, MKCC will be looking to close this case down.
- c) PLN/2025/0462 - Full planning permission Unit 4, PLP Logistics Park, Brickhill Road, Milton Keynes, MK17 9FE
Installation of external plant including an effluent treatment system designed to process and monitor wastewater before discharge, 3x flues adjacent to the external plant, 2x fire escape doors, 6x external AC units, and new supply and exhaust louvres
Under Consultation
- d) PLN/2025/0552
Approval of details reserved by a condition WILLOW HOUSE, ASPLEY WOODS VIEW, BOW BRICKHILL, MILTON KEYNES, MK17 9FZ Approval of details required by condition 3 (noise assessment) of permission ref. 23/02243/HOU Under Consultation
- e) PLN/2025/0678
Approval of reserved matters Land At Brickhill Street, South Caldecotte, Milton Keynes MK17 9FE Approval of reserved matters (layout, scale, appearance and landscaping) pursuant to outline permission ref. 19/01818/OUT for the erection of a single flexible employment unit for uses B2 and B8 with ancillary offices, service yards, internal estate roads, landscaping as well as associated works (revised scheme to that previously approved under approval ref. 22/02410/REM) Under Consultation

- f) PLN/2025/0681
Approval of reserved matters Land At Brickhill Street, South Caldecotte, Milton Keynes, MK17 9FE
Approval of reserved matters (layout, scale, appearance and landscaping) pursuant to outline permission ref. 19/01818/OUT for the construction of 3 flexible employment units across use classes B2 (general industrial) and B8 (storage/distribution) with ancillary offices, service yards, internal estate roads, landscaping as well as associated works (revised scheme to that previously approved under approval ref. 22/02311/REM)
Under Consultation

14. EAST WEST RAIL CONSULTATION

15. PAVILION 2050

16. CORRESPONDENCE

- a) BMKALC: London Luton airport expansion announced – information only
- b) A Thank you from the All Saints Church for use of the Pavilion car park for Easter Service
- c) Policy Number YLL-122007-1553 Potential Claim from Resident Zurich Reference: 12252120567 & residents reply
- d) Street Trading Consent Boroughwide Renewal - MK Ices EK09 XXE - 158206

17. COMMUNITY INFRASTRUCTURE FUND (CIF)

- a) To note that BBPC were successful in winning £2,947 (50% of the project total) for the purchase/replacement of a Speed Indicator Device (SID) and installation of poles
- b) Members to indicate if they have any projects they wish to apply for 50% funding in 2026/2027

18. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

Each Councillor is offered this opportunity to report minor matters for information not included elsewhere on the agenda and raise items for consideration within future agendas.

19. DATE OF THE NEXT MEETING

The next meeting is on Tuesday 10 June 2025 at 7.00pm at Bow Brickhill Pavilion.

Public Session and light refreshments



**BOW BRICKHILL PARISH COUNCIL
ANNUAL VILLAGE MEETING AGENDA
Hosted by Bow Brickhill Parish Council**

Telephone: 07904 339391

E-Mail : clerk@bowbrickhill-pc.gov.uk

Meeting to be held at 8.00pm on Tuesday 13 May 2025 at the Pavilion, Rushmere Close, Bow Brickhill after the BBPC AGM, for the purpose of transacting the following business:

1. Apologies for Absence
A Preen, M Preen, Bow Brickhill C of E (VA) Primary School
2. To Confirm Minutes of the Annual Village Meeting 14 May 2024
3. Council Report on 2024/2025 Activities
4. Unitary Councillors' Reports
5. Invited/Reports Requested From:
 - Bow Brickhill Women's Institute
 - Neighbourhood Watch, The Village Email, and Newsletter – attending
 - Woburn & Wavendon Football Club – attending, report attached
 - Thames Valley Police
 - Lunch Club
 - Bow Brickhill History Society – apologies, report attached
 - Bow Brickhill C of E (VA) Primary School – apologies, report attached
 - 1st Bow Brickhill Brownies
 - Bow Brickhill Book Club
 - All Saints Church Bow Brickhill
 - ASTRA - apologies
 - Bedford to Bletchley Rail Users Association
 - Tai Chi
 - ECKA
 - Ducklings Pre School