

MINUTES OF MILLBROOK ANNUAL MEETING

Wednesday, 14 May 2024

Present: Chris Shrimpton; Jennie Thomas; CBC Councillor Susan Clinch, Cameron Wood (Vital Energi); Martin Hughes (UTAC); Scott Dalkin (UTAC); Julie Todd (Clerk) + 18 Members of the Public

489. Nomination of Chair

Ann Summerlin proposed Lee Kelsy, Mike Edwards seconded the proposal. The nomination was unanimously agreed.

490. Nomination of Vice Chair

Alison McCoy proposed James Simpson with Ann Kelsey seconding the proposal. The nomination was unanimously agreed.

491. Apologies

Ward Cllrs Mark Smith and Gary Summerfield, Roger Evan, Theresa Evan, Jennie Thomas, Claire Wright and Ryan Uhli.

492. Vital Energi – Rookery South Heating Project

Update given by Cameron Wood, Project Development Manager, Vital Energi:

- CB/25/00386/FULL – application made for district heating system. Hope to get approval by 01/07/25. Installation will take 12 months.
- Proposed energy centre will be next to energy recovery facility – minimum visual impact.
- Pipework – spine up through Millbrook as far as Center Parcs. There will be road closures during installation.
- 2 pipes – one in and one out - plus ducting for electricity cable.
- Discussion re whether this could tie in with cycle/footpath (S106) from the proving ground to Millbrook station.

493. UTAC

Update given by Martin Hughes, Group Health, Safety & Facilities Director:

- Business is performing well
- Moving more into laboratory testing – therefore less vehicles into site.
- Currently no major plans for new construction
- Event season – less large events this year. 11/12 June 2,000 visitors; 24/25 June vehicle auction 1,500 visitors, 3/4 September 2,000 visitors. All will enter by gate next to station.
- 2025 Fete – looking to offer tours of proving ground again
- MoD – UTAC have no jurisdiction over MoD. Jennie Thomas to write to Martin Hughes. **Action: JT**
- Universal Studios – limited impact.
- Scott Dalkin introduction himself to the meeting – 28 years working for UTAC, engineering background.

494. Minutes of Last Meetings – 13 November 2024 and 15 January 2025

It was proposed by Aeon Shrimpton and seconded by Ann Summerlin that the minutes from the meetings held on 13 November 2024 and 15 January 2025 be signed as a true record with all in agreement.

495. Matters Arising

448IV – Recreation Ground – small amount of tidying up work outstanding.

486 CB/24/03746/OUT – Land East of Hazelwood Lane – refused.

496. CB Councillor's Report

Ward Cllr Clinch reported:

- CBC Finances – under pressure – school transport, SEND, increased NI contributions
- School Transport Consultation – currently taking place
- CB/25/01133/PAAC Dellfied Farm – lost appeal and have now applied for change of use under permitted rights. Ward Cllr Clinch to follow up. **Action: SC**
- Caffeine & Machine – owner to be invited to next meeting.

497. Reports/Updates

I East/West Rail – Jennie Thomas attended a meeting last week. Impact of Universal – awaiting details from Universal.

II Marston Vale New Villages – Formal planning application imminent.

III Rookery South ERF - About to go into the annual round of taking the 3 lines down one at a time for annual maintenance . Those that signed up for the electrical compensation scheme through Grantscape should have had their £80+ paid to them recently.

IV Planning Update and Enforcements – Warren Farm

- Chris Shrimpton and Jennie Thomas together with Ward Cllrs Clinch and Smith met with CBC Planning and Enforcement in March 2025.
- Warren Farm – CBC Enforcement are actively pursuing matters.
- CB/22/04124/LDCE, CB/22/04216/LDCE and CB/22/04124/LDCE are still outstanding. Ward Cllr Clinch to follow up with Planning. **Action: SC**

V Highways

- 20 mph Speed Limit Petition – Ward Cllr Clinch to follow up with CBC. **Action: SC**

VI. Recreation Ground

- New rope walk has been installed with funding from Millbrook Village Hall.
- New ramp on multiplay replaced – thanks to Ward Councillor Grant monies.
- Safety inspection of play equipment will take place in June.

498. Finance

2024/25 Annual Return

- I. Accounts y/e 31 March 2025 carrying forward £15,521. Parish Meetings should keep up to one year's precept in reserve (£6,000).
- II. Internal Audit Report – received and noted.
- III. Annual Governance Statement – was approved – proposed by Aeone Shrimpton and seconded by Mike Edwards and unanimously agreed. Luke Kelsey duly signed.
- IV. Accounting Statements – were approved - proposed by Aeone Shrimpton and seconded by Ann Summerlin and unanimously agreed. Luke Kelsey duly signed.
- V. Certificate of Exemption – was approved - proposed by Aeone Shrimpton and seconded by Ann Summerlin and unanimously agreed. Luke Kelsey duly signed.
- VI. 2025/26 Finances – Reserves are being built up for new play equipment (multiplay has life expectancy of 1-3 years) + new noticeboard.

499. Universal Studios

Ward Cllr Clinch has set up a meeting of parishes to discuss impact of Universal Studios on the ward. Lee Kelsey to attend.

500. Community Governance Review

CBC are undertaking a Governance Review of parish boundaries. It was agreed Millbrook's does not need changing.

501. Correspondence

Circulated prior to the meeting.

502. Open Forum

Nothing raised.

503. Date of Next Meeting

November 2025. The meeting closed at 2058

Signed Date