



Minutes of the Meeting of Brickhill Parish Council held on Thursday 4th July 2016 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs, Fitzpatrick, Blakeman, Johns, Bailes, Rider, Carter, Holloway, Bowler, Retout, Clerk (Sue Bottoms) were in attendance.

Absent: Cllrs Reeve, Manser, Charles Royden, Corinne Royden, and Ward.

1.	<p>Apologies for Absence: Cllrs Reeve, Manser, Charles Royden, Corinne Royden sent their apologies.</p> <p>It was resolved to accept these.</p> <p>Resignation: The Parish Council was saddened to receive the resignation of Alex Chrusciak following a move out of the parish. The Chairman and Clerk had both written to him thanking him for his valuable contribution during his time as a parish councillor.</p> <p>The Clerk had contacted Bedford Borough Council to start the formal process of finding a replacement.</p>	Clerk
2.	<p>Declarations of interest in items on the agenda</p> <p>i) <u>To receive written requests for a dispensation:</u> none received.</p> <p>ii) <u>To consider any requests for a dispensation:</u> Cllr Rider in relation to item 9.</p>	
3.	<p>Minutes of the Previous Meeting:</p> <p>It was resolved to approve the minutes of 2nd June 2016 as a true record of the meeting.</p>	
4.	<p>Public Open Session (15 mins): None.</p>	
5.	<p>To receive an update on Woodlands Park and agree further action:</p> <p><u>CCTV:</u> Cllr Bailes said that he was waiting for further clarification regarding the draft contract from the Borough Council, in particular with regards to subject access requests. He wanted the Borough Council to deal with such requests on behalf of the parish council.</p> <p>Up to eight parish councillors were invited to attend the CCTV control room at the Borough Council. If anyone was interested, please let Cllr Bailes know.</p> <p>It was resolved that once Cllr Bailes was satisfied with the clarification provided by the Borough Council, the contract could be signed and the equipment ordered as per the previous quotation if possible prior to the next parish council meeting.</p>	Cllr Bailes

	<p><u>Persimmon/Adoption:</u> Persimmon have already said following the meeting with the parish council and the Borough Council that they are willing to give permission for some projects to go ahead before the areas are formally adopted by the Borough Council but would rather wait until adoption has taken place before any bigger projects (e.g. the green gym and additions to the play areas) are started.</p> <p>Cllr Fitzpatrick said that the parish council need clarification from the Borough Council as to the procedure to be followed with regards the undertaking of the larger projects for example, would the parish council procure the equipment or the Borough Council, who would decide the exact siting.</p> <p>The Clerk had already written to the Borough Council asking whether projects such as the formal gates through the perimeter fencing could be progressed now. She was still waiting for a response.</p> <p><u>Other Matters:</u> Cllr Bailes had supplied Paul Pace with details of the play areas which should be included in the Dog Exclusion Areas. Once adopted, signage could then go up in those areas.</p> <p>There had been a complaint about fishing in the ponds. Paul Pace will put up signage.</p> <p>Cllr Bailes was thanked for his report.</p>	Clerk
6.	<p><u>To receive an update re: the leasing of the remainder of Waveney Green from Bedford Borough Council:</u></p> <p>The Clerk reported that Property Services at the Borough Council suggested that this was undertaken through their Community Asset Transfer Policy.</p> <p>Cllr Fitzpatrick suggested and it was resolved that the Clerk ask the Borough Council if it were possible to acquire this under the terms of a straight lease agreement.</p>	Clerk
7.	<p><u>To decide if a public consultation is needed for a possible future project to install a green gym on Waveney Green and agree any further action:</u></p> <p>Following discussion, it was resolved that the matter did not require public consultation and that further consideration be left at this stage to the Allotments and Open Spaces Committee.</p>	A&OS Committee
8.	<p><u>To consider the possibility of undertaking a Neighbourhood Development Plan and agree action:</u></p> <p>It was resolved to move this to the September meeting.</p>	Clerk

9.	<p><u>To receive a report from the Clerk on the Brickhill Community Centre and agree any action:</u></p> <p>(having declared an interest under 2. above, Cllr Rider took no part in the discussion. Cllr Fitzpatrick did not consider he needed to declare an interest and so was able to continue to take part in the discussion).</p> <p>i) <u>Heating system:</u> The last annual service by Chesters indicated no problems with the system at present. Cllr Fitzpatrick felt that the parish council should consider getting a survey done to establish the potential life of the system.</p> <p>Discussion then moved on to the wider issue of developing a 5 year plan for works to be undertaken by the parish council at the Community Centre as per the agreement between the parish council and the Brickhill Community Association.</p> <p>It was resolved that the Clerk should write to the Chairman of Brickhill Community Association, with a draft of the letter being initially considered and agreed by Cllr Blakeman, asking for some clarification with regards certain clauses of the agreement.</p> <p>ii) <u>Re-locating back to St Marks:</u> The Clerk reported that as the parish council are already aware, there have been and continue to be issues arising from the parish council having its office at the Community Centre. St Mark's has kindly offered the opportunity to re-locate back to St Marks in the office previously occupied by the parish council.</p> <p>According to the terms of the agreement between the parish council and the Brickhill Community Association, the parish council would need to give the Association 3 months notice and cover the cost of re-decorating and re-carpeting the office.</p> <p>St Mark's would charge the same rent as the Association and would give us a 5 year lease. St Mark's would waive the first three months rent if the Association insisted on charging us in order to enable the move to take place as soon as possible.</p> <p>It was resolved that the parish council office should move back to St Mark's on the terms specified and that notice should be given to Brickhill Community Association as soon as possible.</p> <p>iii) <u>Noise:</u> The Clerk reported that the parish council had been copied into a letter from Environmental Health at the Borough Council regarding a complaint about noise at the Community Centre.</p> <p>Following discussion with the Centre Manager the Clerk was led to understand that the sound limiters were being inspected and upgraded as necessary and the groups of concern in the upper hall have been contacted and asked either to move downstairs to the lower hall or take steps to limit noise.</p>	<p>Action: Clerk and Cllr Blakeman</p>
10.	<p><u>To note that Gathering on the Green is being held on the 9th July and agree any action:</u></p> <p>The Clerk reminded the parish council that this was happening on the Saturday following this meeting.</p> <p>She and Alison (the Assistant Clerk) would welcome volunteers especially for setting up and clearing away at the end of the event.</p>	

11. **Financial Matters:**

i) To approve bank reconciliations and any accounts for payment: It was resolved to accept these.

<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
S Bottoms	BACS 22	£ 23.45	Refreshments and Stamps
Bedford Borough Council	DD	£ 3,458.63	Salaries June
DRG Arbor Services	BACS 23	£ 70.00	Cut Back Buddleas at BCC
Otis Ltd	BACS 24	£ 527.73	Lift Service BCC
Open Spaces Society	BACS 25	£ 45.00	Subscription
Anglian Water	BACS 26	£ 127.55	Water Rates
iThink Telecom	DD	£ 18.65	Telephone Charge
S Bottoms	BACS 27	£ 27.40	GOTG expenses and PC
British Telecom	DD	£ 95.40	Broadband Charges
St Marks Church Community Centre	1155	£ 51.45	Room Hire and Photocopying
P Sleet	1156	£ 56.00	Plot and key refund
St Marks Church Community Centre	1157	£ 22.50	Hall Hire
The Raptor Foundation	1158	£ 100.00	Attendance at GOTG 2016
Annabel Walker	1159	£ 125.00	Face Painting GOTG 16
M Garrett	1160	£ 215.00	Magic Show GOTG 16
Jay Rollins	1161	£ 280.00	Circus Skills GOTG 16
NB Removals	1162	£ 85.00	Removal Van GOTG 16
Came and Company	BACS 28	£ 949.36	Annual Insurance
	Total Payments	£ 6,278.12	

	<p>ii) <u>To consider an application from Good Neighbours to cover insurance costs:</u> It was resolved to give a grant of £200.</p> <p>iii) <u>To review the asset register:</u> It was resolved to accept this.</p> <p>iv) <u>To review the risk assessment and agree any action:</u> It was resolved to accept this. Changes would need to be made with regards the section relating to allotment rents once the new payment dates come completely into operation.</p>	Clerk
12.	<p><u>To review the Christmas dinner for the over 65 years and agree action:</u></p> <p>The Clerk questioned whether it was sensible to have a Christmas dinner given that there are already a number being held for this age group not least the one organised by Brickhill Community Association. Perhaps it might be worth considering replacing this with a Spring/Summer afternoon tea.</p> <p>It was resolved to hold the Christmas dinner this year as it was already included in the budget for 2016-17 but to consider having a different event in 2017-8.</p>	Clerk
13.	<p><u>To consider a request by Mr Gumble to hold a two day event on Waveney Green:</u></p> <p>The Clerk had received a request from Mr Gumble to hold an event on Waveney Green on Saturday 13th and Sunday 14th August 12 noon until 6pm. He would bring 10 rides similar to what he brings to the Gathering on the Green event i.e. designed for children under 14 years of age. He would set up on the Friday night and someone would stay on site overnight on the Friday and Saturday nights to look after the equipment. This would be a “value for money” event with children purchasing a wristband allowing unlimited access.</p> <p>It was resolved to allow Mr Gumble to use Waveney Green at no charge in order to keep the charges down, provided that someone stayed overnight on site on the Friday and Saturday, that the Green was left in the condition in which it was found and all litter was cleared. The Assistant Clerk would reply along those lines to Mr Gumble.</p>	Assistant Clerk
14.	<p><u>To consider the installation of signage at the various entrances to Brickhill and agree action:</u></p> <p>following discussion, it was resolved that the Clerk arrange a meeting with Andrew Prigmore of Bedford Borough Council to look at the proposed locations and to establish what was acceptable from a highways viewpoint and the process involved in their procurement and installation e.g. whether through the Borough Council or directly by the parish council and to seek quotations for the smaller signage as appropriate which would say “Welcome to Brickhill Parish Please drive carefully”.</p>	Clerk
15.	<p><u>To receive a report from the Borough Councillors:</u></p> <p>Cllr Rider said that there have been complaints re: grass cutting. We have ten cuts a year and we have had 4. There has been a problem with rain, it rained 19 days in June in Brickhill and hence some problems. Some areas were missed and these were reported with crews worked weekends to catch up.</p> <p>We are continuing with pond renovation at Rooksmead, the Borough Council is compiling a tender and determining whether there is a clay lining which would prevent deepening for a fountain.</p>	

	<p>We have met with highways re : the speed warning signs for Brickhill Drive and they have been ordered.</p> <p>We have had a request for yellow lines at junctions in Wansbeck and we have made a request for junctions in Dove and Dart Road.</p> <p>We have requested moving the parking notice in the car park at Brickhill Drive Shops to the front of the car park.</p> <p>We have tried to have lines painted in the car park in Rooksmead but residents have not cooperated by removing their vehicles.</p> <p>Fines of over £5,000 were imposed on a Brickhill resident selling cars at his home and on the highway.</p> <p>We have had a request to have trees maintained on the green near Falcon Avenue. Cllr Fitzpatrick is looking into ownership.</p> <p>We have asked for another 20mph road marking on Tyne Crescent between Ashmead Road and Kennet Rise.</p> <p>We have asked for kerb and stop sign repairs at the Tyne Crescent junction with Avon Drive.</p> <p>We continue to receive complaints re: the land looked after by Persimmon on Woodlands Estate.</p> <p>We have reported commercial refuse collection vehicles from Biffa doing damage to verge in Linnet Way.</p> <p>We are still pushing for rti in Kimbolton Road near to Ellis Road.</p> <p>We have requested replacement of the broken tree outside the garage in Avon Drive.</p> <p>Prosecution is taking place for fly posting which we witnessed in Kimbolton Road.</p> <p><u>Borough Wide:</u></p> <p>The new bridge is in and we expect Riverside North to be open early summer next year.</p> <p>There is a consultation taking place on waste with a proposal to go alternate weekly on black bin waste. Over 70 per cent of councils already do this.</p> <p>There was overwhelming support for dog control orders which have been passed. Over 90 per cent support dogs on leads in cemeteries and play areas. Hopefully there also will be more prosecutions for dog fouling with these laws in place.</p> <p>Cllr Rider was thanked for her report.</p>	
16.	<p><u>To review the list of outstanding matters and agree any further action:</u></p> <p>This was reviewed.</p> <p><u>Community Governance Review Clapham and Brickhill:</u></p> <p>The Clerk noted that the public meeting was taking place at 7.15pm in the Church Hall, St Mark's on Thursday 4th August. This was to be advertised on the noticeboards, website etc.</p>	

	<p><u>Injunction/Waveney Green:</u></p> <p>The Clerk had been in further correspondence with Andrew Kyle of the Borough Council to try to progress this. In correspondence received on the 4th July, he had said that the Borough Council were collating all the required documents. They have instructed Counsel.</p> <p>It is a very involved process so although it seems slow please be assured that work is ongoing. He would let the parish council know Counsel's advice on the prospects of obtaining an injunction at Waveney Green as it is not a foregone conclusion as there has only been one recent encampment.</p> <p>The threshold usually requires that there have been repeated encampments, but I will defer to the opinion of Counsel once it is received.</p> <p><u>School Travel Plan:</u></p> <p>Cllr Blakeman reported being in correspondence with St Thomas More School.</p> <p>They had been making good progress towards the targets in the Plan. The Stagecoach bus will now go into the school grounds rather than stopping on Moriston Road which will make it much safer for pupils. The school also plans to have a meeting with residents before the end of term.</p> <p>It was resolved to put this as an agenda item in September.</p>	Clerk
17.	<p><u>Date of Next Meeting:</u></p> <p>Thursday 1st September 2016 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p>	

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Approved by Chairman
1st September 2016