

Minutes of the Meeting of Brickhill Parish Council held virtually on Thursday 7th May 2020 commencing at 7.00pm.

Present: Cllrs Fitzpatrick, Ward, Holloway, Green, Blakeman, Retout, Charles Royden, Rider, Corinne Royden, Grant, Johns, Reeve, Jarman-Webb and the Clerk (Mrs S Bottoms) were in attendance.

Absent: Cllr Durham.

1.	<u>Apologies for Absence:</u> None.	
2.	<u>To agree the etiquette for the conduct of this virtual meeting:</u> It was noted that this was the first virtual meeting and discussion took place to ensure all in attendance were able to actively take part in the meeting and in any decisions reached. It was agreed that the June meeting would be held on Zoom.	Clerk
3.	<u>Declarations of interest in items on the agenda</u> i) <u>To receive written requests for a dispensation:</u> None received. ii) <u>To consider any requests for a dispensation:</u> None.	
4.	<u>To confirm the minutes of the meeting held on Thursday 5th March 2020:</u> The minutes were signed as a true record of the meeting.	
5.	<u>Public Open Session (15 mins):</u> None.	
6.	<u>To agree action regarding co-option onto the parish council:</u> The Clerk reported that there had been three residents who had shown interest in the vacancy in the Woodlands Park Ward. It was accepted that it would be difficult to fill this vacancy without existing parish councillors having the opportunity to meet the applicants in person. As a result, it was agreed that should it be possible to hold the June parish council meeting in person then the co-option would take place at that meeting and the applicants would be invited to attend. If it proves still necessary to hold the June meeting virtually then co-option would be delayed further. The Clerk will notify the applicants.	Clerk

7.	<p><u>To review the impact of COVID-19 on the work of the parish council and agree any action:</u></p> <p>The Clerk had circulated in advance a detailed report on the impact of the virus on the different areas of parish council work.</p> <ul style="list-style-type: none"> <p><u>Allotments:</u></p> <p>It was agreed that the Allotments & Open Spaces Committee should hold a virtual meeting via Zoom on the 20th May. The Clerk will advertise this meeting on the gates of the allotments and also on the website giving residents the opportunity to observe and take part.</p> <p><u>Waveney Green:</u></p> <p>The Clerk reported that in February she had accepted a quotation to undertake repair works to the stretch of pavement from Dove Road to the green gym. The work had not been expected to begin until April/May when the weather was expected to have improved. The Clerk will contact the company in due course to establish some timeline regarding getting this work completed. With regards the new play equipment this will be installed once the company concerned is able to undertake the work. The Clerk will ask if that installation could be delayed until play areas are once again open for use as new equipment will only encourage breaches of the current Government instruction. With regards the use of the existing play equipment, the Clerk reported that the Chairman had put up notices informing residents that as a result of the lockdown and the Government instruction, play equipment was not to be used. It is an open play area and it is not possible to close it off as is the case with fenced areas. The Chairman agreed to put up further notices if needed. If children continue to use the equipment, it is a matter for the police to enforce the Government instruction and not the parish council.</p> <p><u>Brickhill Community Centre:</u></p> <p>Cllr Green reported that a volunteer was checking on security and would be letting in decorators to undertake some works during its closure. Telephone messages were being checked but messages were not being returned.</p> <p><u>Spring Tea and Gathering on the Green:</u></p> <p>Both of these events had sadly needed to be cancelled. Unfortunately, it is not clear at this point in time when these events will be able to be held again.</p> <p><u>Parish Newsletter:</u></p> <p>It was noted that in normal circumstances a newsletter would have been produced and distributed at the start of May. It was agreed that in the interim, a mini newsletter could be produced and put on the website and on social media. This would give residents an update on what was happening with the work of the parish council. Councillors were asked to forward to the Clerk any articles or items they wished to be included. Hopefully it will soon be possible to produce our traditional newsletter and arrange for it to be delivered to properties in the parish.</p> <p><u>Brickhill Neighbourhood Development Plan:</u> Cllr Fitzpatrick reported that because of the current situation it is inevitable that the completion of the plan will be slower than originally planned. He will now be working on a revision of the timetable for its completion.</p> 	<p>Clerk</p> <p>Chairman</p>
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8. **Financial Matters:** To consider and agree action on the following:
 i) To approve bank reconciliations and any accounts for payment: **It was resolved** to approve the following:

<u>Payee Name</u>	<u>Reference</u>	<u>Transaction Detail</u>	<u>Amount Paid</u>
John Lee	BACS 1	Spring Tea	£ 95.00
Shaun Reilly	BACS 2	Allotment Works	£ 170.00
St Marks Church and Community Centre	BACS 3	Rent and Hall Hire	£ 213.53
Chris Horne	BACS 4	Wildflower Area	£ 342.00
BATPC	BACS 6	Subscriptions	£ 1,895.00
Otis	BACS 6	Lift Inspection	£ 607.88
C Harrison	BACS 7	Plot and Key Deposit	£ 56.00
Bedford Borough Council	DD	Salaries (April)	£ 3,503.74
British Telecom	DD	Broadband	£ 92.64
Associated Telecom	DD	Telephone Charges	£ 16.78
Shaun Reilly	BACS 8	Allotment Works	£ 405.00
Npower	BACS 9	Fountain Electricity	£ 69.29
Bedford Borough Council	BACS 10	CCTV monitoring	£ 4,200.00
			£ 11,666.86

9.	<p><u>To receive a report from the Borough Councillors:</u> Cllrs Royden and Rider circulated a copy of their report which the Clerk agreed to put on the website.</p>	Clerk
10.	<p><u>Further items for consideration at the next meeting:</u> None.</p>	
11.	<p><u>To review the list of outstanding matters and agree any further action:</u> The Clerk would bring any outstanding matters onto future agendas.</p>	Clerk
12.	<p><u>Date of Next Meeting:</u> Thursday 4th June 2020, at 7.00pm.</p>	

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Approved by Chairman
4th June 2020