

BRICKHILL

PARISH COUNCIL

Minutes of a meeting of Brickhill Parish Council held on Thursday 1 November 2012 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Waterhouse, Blakeman, Crofts, Wilkins, Rider, Charles Royden, Corinne Royden, Reeve and Darbon the Assistant Clerk were in attendance.

Absent: Cllrs Chambers, Ovenell, Rider, Charles Royden and Corinne Royden

1	<p>Apologies for absence Apologies for absence had been received from Cllr Chambers (ill) , Ovenell (ill), Corinne and Charles Royden (holiday), Rider (holiday). It was resolved: to accept the apologies for absence.</p>	
2	<p>Declarations of acceptance of interest in items on the agenda Cllr Waterhouse declared a personal interest in matters pertaining 6</p>	
3	<p>Minutes of Previous Meeting It was resolved: to approve the minutes of 4th October 2012 as a true record of the meeting.</p>	Clerk
4	<p>Public Open Session One member of the public attended. Questions were raised regarding: Bonfires at the allotments – these were considered a nuisance by some residents living on Curlew Crescent and would the council be able to impose time restrictions which would allow tenants to still have bonfires but residents to know when these were permitted. It was resolved to refer this matter to the Allotments and Open Spaces Committee. Parking on verges – in the Rooksmead area particularly at the Robin Hill end the verges were in a very poor condition. Would it be possible to enforce no parking on verges in this area? It was noted that no parking on verges in the Birds area of Brickhill will be subject to parking enforcement in the next few months. It was resolved to ask the Borough Councillors if they would consider extending the no parking enforcement to include the Rooksmead area. Leaf-fall – can the Parish Council contact the Borough to ask if this work is now being carried out? It was noted that the Borough's team had been working in Tyne Crescent earlier this week. BT Payphone – currently the payphone is advertising that it takes cards and coins but is only accepting cards. Could the Parish Council contact BT to ask if the phone box could be fixed to accept cards?</p>	Borough Councillors Clerk Clerk
5	<p>To note the code of Conduct Guidance regarding granting dispensations It was agreed that the council would adopt the following procedure to deal with requests for dispensations: Agenda item – Declarations of Interest – this should be broken down as follows: Declarations of interest in any items on the agenda To receive written requests for a dispensation To consider any requests for a dispensation It was deemed unlikely that all members of the council would have an interest and</p>	ALL

	<p>require a dispensation for the same topic and therefore each request could be considered by full council at each meeting. In addition where members have an interest such as "Allotments" then councillors can make a request in writing and a dispensation granted which would remain in place for the remainder of their term of office.</p> <p>All councillors would still be required to declare an interest at the start of the meeting but at the same time advise that a dispensation had been granted. This way both the interest and the dispensation are recorded in the minutes accordingly.</p>	
6	<p><u>To receive feedback from the Allotments and Open Spaces Committee</u></p> <p>The allotments and Open Spaces committee met for the first time in October and Cllr Crofts was nominated as Chairman. It was agreed that the committee would meet on a quarterly basis with the next meeting in February 2013 – usually on the 3rd Tuesday of the month. The committee agreed not to approve the installation of additional fencing as this was too costly and would not necessarily prove an effective deterrent. Alternatives were considered including planting "burberis" which is a prickly, fast growing shrub which could be purchased for approx £500 + VAT. This could be planted in areas where the fence is considerably lower and fill in the areas which have not already been planted with hedgerow. It was resolved to purchase the shrubs and arrange for a date and invite tenants to help with this task. The committee also considered installing plastic taps if and when replacement taps were required. A copy of the minutes from the allotments and open spaces committee is attached to the minute file.</p>	Allotments Officer
7	<p><u>To respond to the council tax reduction scheme consultation</u></p> <p>Members of the council had received information relating to this item in the clerk's report. Cllr Crofts gave a verbal report and had researched this item breaking down how the proposed scheme would affect residents of Brickhill. The scheme would still protect people on low incomes and members of the council were asked to support the following motion:</p> <p>"That Brickhill Parish Council support the consultation plans as a fair and sensible proposal to protect the most vulnerable individuals and families within our Parish who have limited incomes and are seeking work. That the Parish Council supports a scheme which encourages individuals not to leave second properties unoccupied or empty."</p> <p>It was resolved that the Clerk would respond on behalf of the parish council as per the motion put forward by Cllr Crofts.</p> <p>It was noted that there were a number of consultations which the Parish Council could respond to and that these would be looked at in more detail by the Finance Advisory Group at their November meeting.</p>	Clerk Finance Advisory Group
8	<p><u>To consider and approve changes to the Parish newsletter</u></p> <p>The clerk had requested the December newsletter is increased to 12 pages as historically there are always more articles and events at this time of the year. In addition the Borough wishes to place a full page advert and 3 new advertisers wished to place adverts. The increased cost for this edition would only be £41 due to the increased amount of advertising being carried. It was resolved to increase the December edition of the newsletter to 12 pages.</p> <p>In addition would the Clerk had suggested changing the title of the newsletter to Brickhill News or something similar which is more in line with other Parish publications. It resolved to alter the title to Brickhill News but not to adopt the proposed style.</p>	Clerk Finance Advisory Group Clerk
9	<p><u>To note correspondence regarding Tree Planting and Martin Tidy regarding Neighbourhood Planning</u></p>	

	<p>It was resolved to purchase 500 bulbs location to be decided but most likely would be in the Mallard Hill part of the Parish.</p> <p>There followed a lengthy discussion on the merits of producing a Neighbourhood Development Plan. It was noted that there is no land left for large scale development within Brickhill and only 8 sites where infill development could take place. Whilst members of the council were interested in the proposal they felt that more information was required. It was resolved to seek further information from the Borough including a timetable of dates, cost implications and this would be re-considered once this information was available.</p>	Clerk Clerk																																								
10	This item was withdrawn and will be discussed at the next parish council meeting.	Clerk/Cllr Fitzpatrick																																								
11	<p>Consideration of transfer of additional responsibilities from Bedford Borough Council to Brickhill Parish Council</p> <p>Cllr Fitzpatrick circulated a report to all members of the council (copy attached in minute file). Currently residents in Brickhill pay a higher special area charge compared to those in rural parishes as proportionally we have a larger number of open spaces that are maintained by the Borough - overall the SA charge for Brickhill was £108,000. There was a proposal to open discussions regarding transfer of some additional areas from the Borough to the Parish Council. Members then voted on this item and it was resolved not to pursue this proposal.</p>																																									
12	<p><u>Financial Matters</u></p> <p>i) To receive a monthly update against budget</p> <p>Information circulated to all members prior to the meeting. It was noted that the allotments income section had a discrepancy in the formula which meant the figures presented were incorrect. In addition the community centre figures were also incorrect. It was resolved to ask the Clerk to reproduce the monthly accounts against budget with the amendments made and that this document is viewed by the Assistant Clerk prior to the meetings. The Assistant Clerk reported that although an error had occurred at tonight's meeting the Allotments and Open Spaces Committee had received figures regarding the Allotments and Waveney Green budget and these were correct.</p> <p>It was noted that members of the council were pleased to see a breakdown of reserves, how this had been spent and what our current balances were.</p> <p>ii) To approve the accounts for payment as follows:</p> <table border="1"> <thead> <tr> <th>Ch No</th> <th>Payee</th> <th>Details</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>545</td> <td>Herts CC</td> <td>Stationery</td> <td>22.50</td> </tr> <tr> <td>546</td> <td>G Moore Skips Ltd</td> <td>Skip hire (allotments)</td> <td>189.48</td> </tr> <tr> <td>547</td> <td>C Green</td> <td>Open House balance of grant</td> <td>146.53</td> </tr> <tr> <td>548</td> <td>Beds BC</td> <td>Maintenance costs for Waveney Green</td> <td>1035.54</td> </tr> <tr> <td>549</td> <td>Brickhill C Centre</td> <td>Office rental and hall hire charges</td> <td>557.00</td> </tr> <tr> <td>550</td> <td>White Hart Press</td> <td>Compliment slips and business cards</td> <td>186.00</td> </tr> <tr> <td>551</td> <td>D Tilston</td> <td>Refund of allotment plot deposit</td> <td>20.00</td> </tr> <tr> <td>552</td> <td>Chris Horne Gardens Ltd</td> <td>Grass cutting (allotments)</td> <td>180.00</td> </tr> <tr> <td>553</td> <td>Cromwell Group Ltd</td> <td>Replacement ash bin (insurance claim)</td> <td>51.04</td> </tr> </tbody> </table>	Ch No	Payee	Details	£	545	Herts CC	Stationery	22.50	546	G Moore Skips Ltd	Skip hire (allotments)	189.48	547	C Green	Open House balance of grant	146.53	548	Beds BC	Maintenance costs for Waveney Green	1035.54	549	Brickhill C Centre	Office rental and hall hire charges	557.00	550	White Hart Press	Compliment slips and business cards	186.00	551	D Tilston	Refund of allotment plot deposit	20.00	552	Chris Horne Gardens Ltd	Grass cutting (allotments)	180.00	553	Cromwell Group Ltd	Replacement ash bin (insurance claim)	51.04	
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554	N Kinselly	Community Safety Forum grant	6.50	Clerk
555	Aaron Fencing	Installation of bollards at community centre	694.62	
556	H A Gudgin	Repairs to community centre (insurance claim)	1400.00	
		TOTAL	4489.21	
<p>It was resolved: to approve the accounts for payment as shown above. Members of the council queried cheque no 548 and asked for clarification as to a breakdown of costs from the Borough. (ii) To consider a grant application from the Friends of Park Wood Group. It was resolved to approve the grant application in full for a replacement kissing gate in Park Wood Nature Reserve.</p>				
<p>Date of Next Meeting: Thursday 10 January 2012, 7:30pm at St Mark's Church Community, Calder Rise, MK41 7UY</p>				

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 Approved by Chairman
 10 January 2013