

Minutes of the Meeting of Brickhill Parish Council held on Thursday 1st June 2017 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Blakeman, Johns, Rider, Bowler, Bailes, Koch, Cross, Seymour, Retout, Holloway, Borough Councillors Corp and Moon, the Clerk (Sue Bottoms) and four members of the public were in attendance.

Absent: Cllrs Corinne Royden, Charles Royden and Reeve.

[illegible]

| | | |
|----|---|--|
| | <p>iii) <u>Consultation re: the Local Plan 2035:</u> a resident attended and expressed concern at the small number of areas in Brickhill which had been designated as Local Green Open Spaces by the Borough Council in the latest version of the Local Plan as well as areas which had not been submitted for consideration by either Clapham or Brickhill Parish Council namely the kick about area off Ashmead Road backing on to the Carron Estate area and also the playing fields and changing rooms.</p> <p>He also referred to the North Brickhill Development Concept map which shows a much larger area being included in the North Brickhill Country Park than had been designated by the borough council. This included the playing fields and changing rooms mentioned above and also three areas submitted by Brickhill Parish Council for consideration (043, 041 and 042) which the borough council had decided not to designate.</p> <p>It was resolved that this would be included in the submission by the parish council to be agreed under item 8 below. The resident was thanked for bringing all this to the attention of the parish council.</p> | |
| 5. | <p><u>To receive an update on Woodlands Park and agree further action:</u></p> <p><u>CCTV Cameras:</u></p> <p>Cllr Bailes reported that the upgrade and subsequent lowering of one of the cameras adjacent to the owl park has improved index capture. There is still a technical issue of too much light from the street column preventing the camera moving to night time mode, but he was confident that the team at ACE Security can resolve this.</p> <p>Once this had been achieved, the decision could be made to upgrade the other three cameras.</p> <p><u>Green Gym and Additional Play Equipment:</u></p> <p>Cllr Bailes had circulated quotes from Solutions 4 Playgrounds for consideration by the parish council. He felt that the quote of £7,050 for the green gym looked competitive. He had added the money 'recovered' from the CCTV underspend to the budget allowed for this in order to cover the cost for the flooring underneath. It should be possible to move this project forward unhindered by adoption issues in this area as the kickabout area off Ashmead Road is Borough land.</p> <p>The play equipment quote of £5,585 was in his opinion not such good value for money and therefore he planned to negotiate harder on this quotation as all the play areas involved were currently still on developer owned land so there was no urgency to accept a quote and start work. Cllr Bailes had added in the extra £1000 received from the Wixamtree Trust to the budget for the play equipment.</p> <p>Cllr Bailes hoped to come back to the July meeting with a revised quotation.</p> <p><u>Adoption Issues:</u></p> <p>Cllr Bailes agreed to continue to liaise with Paul Pace of the Borough Council.</p> <p>Cllr Moon said that he had some news regarding progress with adoption of those areas covered by Persimmon. Agreement had been reached between Persimmon and Bedford Borough Council regarding the terms and process of the handover. Contracts had been agreed but not yet signed.</p> | |

| | | |
|----|--|------------------|
| | <p>It was expected that adoption of these areas would now be completed in the next 18 months. This included Grenadier Close, Crispin Drive, Laxton Way, Saltcote Way and Margill Road.</p> <p>Unfortunately there was no progress with regards the areas owned by Taylor Wimpey. The borough council were unable to make contact with the company and have no enforcement powers to insist that progress is made.</p> <p>Cllr Bailes said the borough council had made good progress in installing new LED lighting and it was clear to see which parts of Woodlands Park were now adopted because of the LED lighting. Should there be any issues with lighting in either the adopted or unadopted areas the contact is Thomas Emmett on 01234 276952.</p> <p><u>General Issues to do with Woodlands Park:</u></p> <p><i>St Thomas More School Parking Issues</i> - Cllr Bailes said that there had been complaints about parents of children at St Thomas More School parking on Ashmead Road. Work needs to be done to encourage them to park considerately.</p> <p>It is clear that issues to do with parking near the entrance to the school has pushed the parking problems out to a wider area. One problem with St Thomas More is that it has a catchment spread out over a wide area. Any growth in the school will no doubt add to the problem.</p> <p><i>Double Yellow Lines & Bus Stop Markings</i> - On the issue of proposed double yellow lines on Woodlands Park, Cllr Moon said that he would liaise with Andrew Prigmore of Bedford Borough Council regarding the report he was due to produce following the consultation exercise which had been undertaken.</p> <p>Cllr Blakeman said that the borough council would put in the bus stop markings at the bus stops near the Owl Park and Anjulita Court when they do the double yellow lines. He had asked Grant Palmer to change the name of the No 21 from Abbeyfields to either Abbeyfields via the Town Centre or Town Centre as many residents were confused by the current name. He had assurances from Emma Palmer that it would be discussed at a management committee meeting.</p> <p>Cllr Moon said the best person at the borough council to raise this with was Chris Pettifer</p> | |
| 6. | <p><u>To consider and agree action regarding the request for the use of Waveney Green:</u></p> <p>There was some concern about large vehicles accessing the Green and possibly damaging it. But following discussion, it was resolved that Mark Fowler (D&M Removals Ltd) could hold a charity day on the green in aid of Help for Heroes on the 19th August.</p> <p>This would be on the condition that he provided a detailed risk assessment and evidence of appropriate insurance and that the green was left in the same condition as it was prior to the event.</p> <p>The Assistant Clerk would be asked to liaise with Mr Fowler.</p> | Assistant Clerk. |
| 7. | <p><u>Financial Matters:</u></p> <p>i) <u>To approve bank reconciliations and any accounts for payment:</u> It was resolved to accept these.</p> | |

| <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|----------------------------------|-----------------------|--------------------|-----------------------------------|
| Nationwide | TRF | £10,000.00 | Transfer of Funds |
| Nationwide | TRF | £20,000.00 | Transfer of Funds |
| Bedford Borough Council | DD | £3,554.04 | Salaries May |
| Nationwide | TRF | £10,000.00 | Transfer of Fund |
| Gill Wiggs | BACS 15 | £135.00 | Internal Audit |
| S Bottoms | BACS 16 | £43.27 | Refreshments new shredder |
| ACE Security | BACS 17 | £998.40 | Upgrade CCTV Camera |
| Nationwide | TRF | £10,000.00 | Transfer of Funds |
| White Hart Press | BACS 18 | £734.00 | Newsletter and slips |
| Bedford Security Service | BACS 19 | £128.86 | Padlocks for Allotments |
| Associated Telecom Solutions | DD | £18.16 | Telephone Charges |
| S Bottoms | BACS 20 | £36.49 | Fan for the office |
| Jo Barrow | BACS 21 | £60.00 | Newsletter Deliveries |
| Bedford Borough Council | BACS 22 | £2,789.90 | Contribution to Brownley Path |
| St Marks Church Community Centre | 1190 | £248.33 | Office Hire, Room Hire Spring Tea |
| St Marks Church Community Centre | 1191 | £222.08 | Office Hire and Room Hire |
| | Total Payments | £58,968.53 | |

| | | |
|----|---|-------|
| | <p>ii) <u>To agree and sign the Annual Governance Statement for 2016-17</u>: It was resolved to agree the Statement and it was duly signed by the Chairman.</p> <p>iii) <u>To agree and sign the Annual Accounts for 2016-17</u>: It was resolved to agree the Accounts and they were duly signed by the Chairman.</p> <p>iv) <u>To receive the internal auditor's report for 2016-17</u> : It was resolved to receive the report. No issues had been identified by the internal auditor, Gill Wiggs.</p> <p>v) <u>To consider the request to carry out repairs to the Brickhill Community Centre</u>: the Clerk had received notification from the Centre Manager that a window would not shut, the car park markings needed renewing and a small replacement ramp to the upstairs fire door needed replacing. The suggestion was that quotes should be obtained by the parish council.</p> <p>Following discussion, it was resolved that the Clerk should write to the Chairman of the Association suggesting that as all these items individually would be under £1,000, it would be sensible that the Association should obtain two quotations for each and forward to the parish council with recommendations as to which the Association prefer. There is no point in the parish council getting involved in work at the Centre for such small amounts. In the letter, the Clerk was to express concern that there had been no recent meetings between the Association and the working party of parish councillors.</p> <p>It was further resolved to inform the Chairman of the Association that the working party moving forward would continue to consist of the same parish councillors. It was understood that part of the reason for the failure to meet was a lack of availability of meeting space at the Community Centre. The Clerk would offer some dates at St Mark's.</p> | Clerk |
| 8. | <p><u>To consider and agree a response to the Consultation on the Local Plan 2035:</u></p> <p>Following discussion, it was resolved that the parish council would make a formal response along the following lines.</p> <p>Q1a/b. The Parish Council would disagree that one of the four new settlement proposals should form part of the development strategy. They are of the view that the 2,200 dwellings identified for new settlement(s) should be shared out amongst the Group 1, 2 and 3 villages identified in the strategy. The Parish Council is of the view that for many local settlements, additional housing can result in facilities becoming sustainable in those locations which currently are not due to the existing size of the settlement e.g. shops and pubs.</p> <p>Q2 a. The Parish Council feel that they are cannot comment on the development of the Stewartby brickworks site.</p> <p>Q3a-9b. The Parish Council feel that their views are covered in the above response.</p> <p>Q10a. With regards Brickhill Parish, the Parish Council agree with the inclusion of Waveney Green (040) and the North Brickhill Country Park (045) but are disappointed that the other areas submitted failed to be designated. Policy AD43 Urban Open Spaces and Gaps refers to open areas which have a particular importance in maintaining the function, character and identity of the urban area including v. Landscaping that contributes to the streetscape or character of an area and vii. Green breaks in an otherwise built up area. Brickhill Parish is a built up area and the pockets of open spaces within it were identified because they did, in the opinion of the parish council satisfy these two criteria. For example 056 which houses a pond without doubt fulfils these criteria, located as it is adjacent to a busy road and a promenade of shops.</p> | Clerk |

| | | |
|----|---|--|
| | <p>Q10b. The Parish Council were pleased to see the North Brickhill Country Park included in the areas designated (045) but would question the size of the area designated. Relevant here is the North Brickhill Development Concept (map attached) which shows that the Country Park extends to a far greater area than that currently designated. Indeed that map of the area shows that 043, 041 and 042 which were submitted by Brickhill Parish but were not designated by yourselves are part of the Country Park. It also means that the land between Browney Path and Grenadier Close, the land from Westrope Way leading up to Anjulita Court and the land around the pond near to Thurne Way and adjacent to Renhold Brook (immediately east of the built up area) are all within the North Brickhill Country Park and should therefore be included, as well as any existing open areas within the Woodlands Park development. On part of this land is the senior football pitch which should be included under i of the Policy AD43 Urban Open Spaces and Gaps.</p> <p>In addition, there are areas which are part of the North Brickhill Country Park which are not included and again should be included under i of Policy AD43. These are currently in Clapham Parish but hopefully when the current Community Governance Review is completed, will be moved into Brickhill Parish. These are the other two football pitches, the changing rooms and car park. Again though, according to the North Brickhill Development Concept, all of these including the wooded area above the junior football pitch are part of the Country Park.</p> <p>One area that is not part of the Country Park but which Brickhill feel should be designated is the area on the Concept Map adjacent to Ashmead Road on which the kickabout area is located. Very shortly, the Parish Council will be installing green gym equipment on the site. The Parish Council did not submit this site because it is currently in Clapham Parish but unfortunately Clapham Parish Council did not submit it. As part of the Community Governance Review, it is hoped that this will be moved into Brickhill Parish. Again given the nature of its use, it should fall under i of the Policy AD43 Urban Open Spaces and Gaps. The Parish Council would be grateful for advice as to how to get this considered.</p> <p>Q11. The Parish Council have no comment to make.</p> <p>Q12. Whilst the Parish Council do not support the inclusion of a large settlement proposal in the development strategy, should the decision be taken to include such a settlement, then the Parish Council would prefer that to be Wyboston, as this has the best transport links of all the four proposed sites. The Parish Council would be very concerned about the impact of the other three sites as they would all put pressure on the already heavily used A6 into Bedford and add to the already significant pressure of traffic flow through Brickhill. The Parish Council would also be concerned that these three settlements would put considerable additional pressure on the railway station and bus station in Bedford.</p> <p>In particular with regards the Twinwoods development, which is closest to Brickhill itself there are additional concerns regarding any adverse drainage issues which might arise from this development on those properties in Brickhill closest to it. The Clerk would ensure that the response was submitted within the time period.</p> | |
| 9. | <p><u>To receive a verbal report by Cllr Bowler on the A & OS Committee meeting held on the 18th May 2017:</u></p> <p>Cllr Bowler reported that there was to be an Open Day at the Allotments on the 1st July to try to encourage more uptake of allotments. Currently there are 5 full and one half plot vacant. It is planned to update the existing strategy for the allotments in time to consider it at the September meeting.</p> <p>The new green gym equipment is to be installed shortly on Waveney Green. In pricing for the work, the company had allowed for too much jungle mulch flooring so some will be put under existing equipment.</p> | |

| | | |
|-----|--|-------|
| | <p>At the September meeting consideration will be given to a draft Health & Safety Policy and a risk assessment.</p> <p>Consideration was given as to whether Waveney Green was suitable to be used for fun runs. It was agreed that it was not.</p> <p>At the September meeting, consideration would be given to a three year plan for Waveney Green including putting jungle mulch under the pendulum swing and further equipment.</p> <p>Thought would also be given in 2019 to a tree survey and advice regarding future re-planting. A resident suggested trees could be moved from the copse of trees near Falcon Avenue which has happened in the past. Cllr Bowler said consideration would be given to this suggestion.</p> | |
| 10. | <p><u>To receive an update on the recent meeting regarding St Thomas More and agree action:</u></p> <p>following a request by a resident in the Public Open Session, it was resolved to defer this item to the July meeting.</p> | Clerk |
| 11. | <p><u>To receive a report from the Borough Councillors:</u></p> <p>Cllr Rider reported that arrangements have been made to install bollards outside Scott Lower School in Hawk Drive to stop parents driving over the pavement when they pick up their children.</p> <p>Additional yellow lines outside Brickhill Lower School have also been installed.</p> <p>Yellow lines have also been installed in Severn Way, Dart Road and Waveney Avenue.</p> <p>Arrangements have been made to have rubbish cleared in Rooksmead which was dumped on BPHA land and which they eventually removed after 28 days which is their target.</p> <p>There is a homeless person outside Tesco, they are on Tesco land. The Borough Council spends over 1 million on homeless provision but many of these folks have complex mental health problems and it is often difficult to get them to accept the help which is offered.</p> <p>We have received a few reports of abandoned vehicles recently. If people are not sure if a vehicle has Tax or Mot they can look online at: https://www.gov.uk/check-mot-status and https://www.gov.uk/check-vehicle-tax.</p> <p>She also reported that the Mayor has committed £50,000 to be spent on new trees in the borough.</p> <p>The riverside project is on time and expected to open mid July.</p> <p>The borough council is currently looking at litter and cycling wardens.</p> <p>Cllrs Corp and Moon had sent an update to the Parish Clerk ahead of the meeting. Cllr Corp referred to the consultation on implementing Dog Control Orders across the borough namely Dog Exclusion Orders and Dogs on Leads Orders. More information on the areas involved can be found on the borough council website www.bedford.gov.uk.</p> <p>The Kite Festival is taking place 10th-11th June in Russell Park.</p> <p>Both Cllrs Rider and Corp were thanked for their reports.</p> | |

| | | |
|-----|---|-----------------------------|
| 12. | <p><u>To receive a report on the Community Safety Forum meeting held on the 31st May:</u></p> <p>Cllr Fitzpatrick reported that Trading Standards officers had attended to give advice to residents regarding how to deal with rogue traders. Cllr Fitzpatrick agreed to pass any information he had to Cllr Cross who would pass it on to the residents at Sir William Harpur House.</p> | Cllrs Fitzpatrick and Cross |
| 13. | <p><u>To note the latest position regarding obtaining an injunction on Waveney Green:</u> The Clerk reported that she had been informed by Andrew Kyle of Bedford Borough Council that Waveney Green had been included in the applications being prepared by legal services. There should therefore be an injunction in place in due course.</p> | |
| 14. | <p><u>To receive any update on the Brickhill & Clapham Community Governance Review:</u></p> <p>The latest information is that this will be considered at the Borough Council's General Purposes Committee on the 27th June 2017.</p> | |
| 15. | <p><u>To review and adopt the Complaints Policy:</u></p> <p>It was resolved to accept this.</p> <p>The Clerk would put it on the website.</p> | Clerk |
| 16. | <p><u>To review the list of outstanding matters and agree any further action:</u> This was reviewed.</p> <p><u>Signage/Rowallan Drive:</u></p> <p>A resident had written into the parish council and had attended the May meeting of the parish council to complain that the location of the sign obscured her visibility when backing out of her driveway. The parish council had agreed that the Clerk contact the Highways Department of Bedford Borough Council to seek their professional advice as they had organised the installation.</p> <p>The Clerk reported that she had received a verbal report from the Highways Department to say that an officer had visited the location and indeed backed a small car from the driveway of the resident and was of the opinion that neither the sign nor its supporting posts created any obstruction to visibility. It was resolved that the Clerk should write to the resident concerned reporting this.</p> | Clerk |
| 17. | <p><u>Date of Next Meeting:</u></p> <p>Thursday 6th July 2017 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p> | |

.....Approved by Chairman
6th July 2017