



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 1<sup>st</sup> October 2015 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Reeve, Blakeman, Chrusciak, Corinne Royden, Charlie Royden, Ward, Johns, Holloway, Manser, Clerk (Sue Bottoms) and one member of the public were in attendance.

**Absent:** Cllrs Bowler, Bailes, Darbon, Rider, Borough Councillors Corp and Borough Councillors Moon.

1.	<b>Apologies for Absence:</b> Cllrs Bowler, Bailes, Darbon and Rider sent their apologies. <b>It was resolved</b> to accept these.	
2.	<b>Declarations of interest in items on the agenda</b> i) <u>To receive written requests for a dispensation:</u> none received. ii) <u>To consider any requests for a dispensation:</u> none received.	
3.	<b>Minutes of the Previous Meeting:</b> <b>It was resolved</b> to approve the minutes of 3 <sup>rd</sup> September 2015 as a true record of the meeting.	
4.	<b>Public Open Session (10 mins):</b> None.	
5.	<p><b>To receive an update on Woodland Park and agree further action:</b> Cllr Bailes sent a report which was read out by the Clerk in his absence. A meeting had been held with Mr Simon Fisher on 3 September in which an action plan was developed to support obtaining both Borough Council and Persimmon buy-in to permit the go-ahead of some or all of the proposed items from the consultation. Over the coming weeks, it was proposed that Mr Fisher approach Persimmon to discuss the Woodlands Park Consultation, and if further information is sought then to arrange a three-way meeting between the Borough Council, Persimmon and the Parish Council.</p> <p>A number of quotation requests had been placed for green gym equipment and for benches. Present quotations indicate that the benches and associated ground works are possible within the budget of £1,500, and that a budget of £5,000 would be sufficient for three small items of outdoor gym equipment and associated ground works. Cllr Bailes would pursue the outstanding quotations next week and report back at the November Parish Council meeting.</p> <p>A meeting had been held with Mr Steve Woollard, CCTV Officer, Bedford Borough Council on 25 September. Although the regulations demand a high standard for demonstrating "a clear need for a CCTV system", the Parish Council received recognition for the quality of the consultation with Woodlands Park residents. Although Mr Woollard was unable to provide an itemised justification for the £1500/annum maintenance costs for mechanical pan-tilt-zoom (PTZ) camera, he has promised to investigate and report back to the Parish Council. Cllr Bailes asked for the annual maintenance pricing for a purely electronic PTZ camera in addition to the fixed and mechanical PTZ camera. In anticipation, Ace Security had been asked to provide recommendation and pricing based on the existing proposal of mechanical PTZ and fixed bullet camera, an electronic PTZ</p>	

	<p>and fixed bullet camera and finally two fixed bullet cameras at each of the proposed CCTV sites. A quotation has been received with a small price differential. Cllr Bailes to obtain annual maintenance costs for the three configurations and present proposals at the November Parish Council meeting.</p> <p>Two "dogs on leads" signs had been purchased, at a cost of £50 (inc. P&amp;P), for siting at the main entrances to the Owl Park from Ashmead Road. Costs to be recovered from the Ravensden/Woodlands Park monies." Cllr Bailes was thanked for his report.</p>	
6.	<p><b><u>To receive an update on progress with regards the installation of a replacement window and PV panels at Brickhill Community Centre and agree further action:</u></b></p> <p>The Clerk reported that Building Control had approved the replacement window and that the Parish Council were now waiting for permission from the Borough Council. With regards the PV Panels, the Clerk had received an e-mail from Solar Partners stating they did not wish to undertake the work. The Clerk had contacted them to see if it were possible to sort out perceived difficulties.</p>	Clerk
7.	<p><b><u>To receive an update on the Local Award Scheme and agree action:</u></b></p> <p><b>It was resolved</b> that the Parish Council met the 22 criteria required for Foundation Status and the 19 criteria required for Quality Status and that the Clerk would send all information off to BATPC by the 1st of November to allow the accreditation to be completed.</p>	Clerk
8.	<p><b><u>To receive and agree an updated Publication Scheme:</u></b></p> <p><b>It was resolved</b> to accept this. The Clerk would arrange for it to go on the website.</p>	Clerk
9.	<p><b><u>To consider the Terms of Reference for the Planning Committee and agree action:</u></b></p> <p><b>It was resolved</b> to accept this. The Clerk would arrange for it to go on the website.</p>	Clerk
10.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Charles Royden reported that the Borough Council were under extreme financial pressure and that the residents of the Borough would be consulted with regards the budget. The average speed camera project had been paused. On a positive note, trees were going in across the Borough and the upgrading of street lights to LED was underway using a £5m grant awarded to the Borough. Dog bin dispensers were being installed and the Parish Council might consider the funding of additional ones across the Parish. The problem of cars parking on the road at Manton Heights was being looked into. Following discussion, <b>it was resolved</b> that the Parish Council might consider taking over some services provided currently in the Parish which might be cut in the budget review. The residents of the Parish could be consulted on what services they would like to Parish to take over. Possible suggestions included grass cutting and the provision of dog wardens. Cllr Ward raised the impact of the imposition of the two-tier system of education on schools in Brickhill. Cllr Royden reported that there was good liaison between all the schools in Brickhill and there was scope to adapt the existing premises. Following discussion regarding the impact of the opening of the next stage of the Western By-pass on traffic in Brickhill, Cllr Royden suggested that an official from the Borough might come to a Parish Council meeting to discuss the outcome of the traffic survey. Cllr Royden was thanked for his report.</p>	Clerk

11. **Financial Matters:**

- i) To approve bank reconciliations and any accounts for payment: **It was resolved** to approve the bank reconciliations and the following accounts for payment.

<u>Payee Name</u>	<u>Reference</u>		<u>Amount Paid</u>	<u>Transaction Detail</u>
Chris Horne Gardens Ltd	BACS 43		£180.00	Mowing of the allotments
Bedford Borough Council	BACS		£343.42	Grass Cutting and Litter bin
SLCC	BACS 44		£41.40	Training Course
Mrs C Williams	BACS 45		£56.00	Plot Deposit and Key Refund
Anglian Water	BACS 46		£277.25	Water Rate Allotments
Otis Ltd	BACS 47		£517.38	Lift Servicing
Signs Express	BACS 48		£102.49	Office Signs
iThink Telecom	DD		£21.69	Telephone Charges
Bedford Borough Council	DD		£3,149.45	Salaries September
Viking	BACS 49		£128.19	Ink cartridge and stamps
A Southern	BACS 50		£21.49	Stationary and mileage
YMCA Bedford	BACS 51		£22.75	Minibus Hire Batt. Live
Contract Sign Systems	BACS 52		£60.00	Dog Signs for Woodlands Park
St Marks Church Community Centre	1133		£7.00	Hall Hire
National Allotment Society	1134		<u>£66.00</u>	Membership
		<b>Total Payments</b>	<b>£4,994.51</b>	

