



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 2<sup>nd</sup> March 2017 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs, Fitzpatrick, Blakeman, Rider, Bailes, Reeve, Holloway, Retout, Charles Royden, Koch, Borough Councillor Corp, the Clerk (Sue Bottoms) were in attendance.

**Absent:** Cllrs Ward, Johns, Bowler, Cross and Corinne Royden.

1.	<b><u>Apologies for Absence:</u></b> Cllrs Ward, Johns, Bowler, Cross and Corinne Royden. Borough Councillor Moon also sent apologies.	
2.	<b><u>Declarations of interest in items on the agenda</u></b> i) <u>To receive written requests for a dispensation:</u> none received. ii) <u>To consider any requests for a dispensation:</u> none.	
3.	<b><u>To confirm the minutes of the meeting held on Thursday 2<sup>nd</sup> February 2017:</u></b> The minutes were signed as a true record of the meeting.	
4.	<b><u>Public Open Session (15 mins):</u></b> None.	
5.	<b><u>To receive an update on Woodlands Park and agree further action:</u></b>  <u>CCTV Cameras:</u> Cllr Bailes said that a meeting had taken place at the CCTV control room between Steve Woollard (CCTV manager), Kevin Burraway (ACE Security) and himself to consider how to improve the probability of the existing cameras discerning vehicle indexes at all times of day and in all weather conditions. ACE Security and Bedford Borough CCTV have numerous CCTV projects running and are confident that they can re-use the mid range cameras supplied to the Woodlands Park installation. The cost of procuring the existing system had been £6,580 against an original budget of £11,000. ACE Security have proposed that the existing cameras be exchanged for the current model of camera as used in Willington. ACE Security suggest that in the first instance, one camera is upgraded as a trial at a cost of £810 in order to establish improvement in data captured compared to the existing camera.  Cllr Bailes proposed and Cllr Fitzpatrick seconded and all agreed that all four cameras are eventually upgraded with an initial outlay of £810 to upgrade the camera pointing at the Owl Park roundabout. Subject to satisfactory performance, the remaining cameras would be upgraded at a further cost of £3,240. This will result in a comparable system to that of Willington but for a cost of £500 less.  <u>Progress on Projects/Adoption:</u> Cllr Bailes said he had contacted Solutions 4 Playgrounds who were supplying the equipment for Waveney Green for a quote. He had not had any response to date so will contact them again. Cllr Bailes was thanked for his report.	<b>Cllr Bailes</b>

6.

**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>
Sport Support	BACS 95	£ 816.72	Easter Activities
Highline Adventure	BACS 96	£ 207.00	Deposit Spider Mountain
White Hart Press	BACS 97	£ 638.00	Newsletter Printing
Bedford Borough Council	DD	£ 3,896.20	Salaries for February
SLCC	BACS 98	£ 114.00	VAT Course
Came & Co	BACS 99	£ 65.14	Additional Insurance
Associated Telecom Solutions	DD	£ 18.69	Telephone charges
St Marks Church Community Centre	1186	£ 20.37	Photocopying
J Lee	1187	£ 85.00	Entertainment for Spring Tea
Bedford Borough Council	BACS 100	£ 1,020.00	Signage Rowellan and Wentworth
Bedford Borough Council	BACS 101	£ 1,045.72	Waveney Green bins and Maintenance
Bedford Borough Council	BACS 102	£ 3,321.60	Election re-charges
S Chilvers	BACS 103	£ 43.60	PAT Testing in Office
SLCC	BACS 104	£ 76.60	Local Council Adm 10th Ed
Autism Bedfordshire	BACS 105	£ 200.00	Grant
	<b>Total Payments</b>	<b>£ 11,568.64</b>	

ii) To consider grant application for Autism Bedfordshire: **It was agreed** to make an award of £200.

Clerk

	<p>iii) <u>To confirm that the parish council will fund the cost of filling the salt bin in Crofton Close:</u> It was noted that this had been agreed in the past already when the bin was installed.</p> <p><b>It was agreed</b> to meet the cost of £50 and the cost of future refills.</p> <p>iv) <u>To agree the Risk Assessment and Asset Register:</u></p> <p><b>It was agreed</b> to accept both of these. The Clerk would put both on the website.</p> <p>v) <u>To note the review of the parish council insurance cover and increase in the level of fidelity guarantee cover:</u> The Clerk reported that she had arranged to increase the fidelity insurance cover from £250,000 to £350,000 (at an additional cost of £65.14) as the cover should be for the maximum funds held at any time during the financial year. The CCTV cameras have been added to the parish council insurance and the PV panels added to the insurance for the Brickhill Community Centre arranged via Bedford Borough Council and paid for by the Brickhill Community Association.</p> <p>vi) <u>To note the signatories to the new Nationwide Business Saver Account:</u></p> <p><b>It was agreed</b> that these were: Sue Bottoms, Alison Southern, Mark Fitzpatrick and Peter Blakeman. Any three signatories required.</p> <p>vii) <u>To note the transfer of funds between existing accounts and into the new Nationwide account:</u> The Clerk will make arrangements to transfer £85,000 from the Stafford Railway Building Society into the new Nationwide Account. She will also start looking for a further account to be opened after April.</p>	Clerk
7.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Corp said that at its meeting on the 22<sup>nd</sup> February, the Mayor's Executive agreed the latest Local Plan document that will be subject to public consultation between 18<sup>th</sup> April – 2<sup>nd</sup> June. At the meeting, it was agreed by the Executive to remove a site situated at Freeman's Common, adjoining Ravensden's Cleat Hill. This means that other sites will now have to take on the 200 dwellings that will no longer be accommodated here.</p> <p>A meeting of all councillors on the 1<sup>st</sup> February agreed the Borough Council's budget for 2017/18. This included a 4.75% increase in Council Tax in response to the Council's challenging financial position, caused to a large extent by significant increases in demand for social care and constrained resources. A further meeting of all councillors on the 22<sup>nd</sup> February was required to agree formally the Borough's Council Tax resolution for 2017/18. This sets out how much each property Band will have to pay next year. The overall average Band D Council Tax (including: Council; Police; Fire Service; parish, and; Special Area Charge precepts) will be £1,704.11; a 4.26% rise on the current year.</p> <p>The Band D payment in Brickhill will be £1,713.23.</p>	

	<p>The Mayor's Executive will decide at its meeting on the 8<sup>th</sup> March whether or not to agree a change in the eligibility for school transport for Sixth Form pupils from September 2017. Cllr Corp was thanked for her report.</p> <p>Cllr Rider discussing the issue of rough sleepers, stressed that the Borough Council spend significant resources on supporting the homeless in Bedford.</p> <p>The riverside project was on target to be completed by the summer.</p> <p>Potholes are continuing to be dealt with.</p> <p>Discussions are ongoing with Tesco regarding the pothole in their rear car park and the broken light.</p> <p>Rooksmead pond continues to get positive comments. It needs to be made clear to residents that the fountain is in place to keep the pond clear of algae. There will be lights installed shortly.</p> <p>The mobile CCTV camera has been installed in Mallard Hill following anti-social behaviour.</p> <p>Cllr Rider was thanked for her report.</p>	
8.	<p><b><u>To agree to the purchase of the RTI sign at the bus stop at Ellis Road:</u></b></p> <p><b>It was agreed</b> to delay this until the parish council had received confirmation of the costs from Bedford Borough Council.</p>	Clerk
9.	<p><b><u>To consider allowing Mr Gumble use of Waveney Green for a week in August:</u></b></p> <p><b>It was agreed</b> that Mr Gumble could use Waveney Green for free for one week provided that the opening hours remained the same as last year (12 noon to 6pm), the age range remained 2yrs to 13 yrs, someone would be on site overnight, the cost of the wristbands should remain reasonably priced and that litter is removed every night and the green is left in a good condition.</p> <p>The Clerk would ask the Assistant Clerk to agree these conditions with Mr Gumble.</p>	Assistant Clerk
10.	<p><b><u>To consider the formation of a new action plan for 2017-18 and agree action:</u></b></p> <p><b>It was agreed</b> that parish councillors should consider what actions could go on the new plan for 2017-18 and the Clerk would put this item on the next agenda for further consideration.</p>	Clerk
11.	<p><b><u>To review and adopt the Publication Scheme:</u></b></p> <p>This was reviewed and adopted. The Clerk would put on the website.</p>	Clerk

12.	<p><b><u>To review and adopt the Code of Conduct:</u></b></p> <p>_This was reviewed and adopted. The Clerk would put on the website.</p>	Clerk
13.	<p><b><u>To review and adopt the Standing Orders:</u></b></p> <p>These were reviewed and adopted. The Clerk would put on the website.</p>	Clerk
14.	<p><b><u>To note that there will be an election to fill the vacancy in North Ward:</u></b></p> <p>This was noted.</p>	
15.	<p><b><u>To review the list of outstanding matters and agree any further action:</u></b></p> <p>The list was reviewed.</p> <p><u>Browley Path:</u> It was understood that tarmac was due to be laid the following week.</p> <p><u>Community Governance Review Clapham and Brickhill:</u> Cllr Fitzpatrick understood that this was to be on the agenda for the General Purposes Committee on the 7<sup>th</sup> of March but it was not listed. He was trying to establish why not.</p>	
16.	<p><b><u>Date of Next Meeting:</u></b></p> <p>Thursday 6<sup>th</sup> April 2017 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p>	

.....Approved by Chairman  
6<sup>th</sup> April 2017