



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 4<sup>th</sup> May 2017 at St Mark’s Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Blakeman, Johns, Bowler, Bailes, Koch, Cross, Seymour, Reeve, Corinne Royden, Charles Royden, Holloway, Borough Councillor Corp, the Clerk (Sue Bottoms) and four members of the public were in attendance.

**Absent:** Cllrs Ward , Rider and Retout.

1.	<b>Appointment of Chairman:</b> Cllr Fitzpatrick was nominated by Cllr Blakeman, seconded by Cllr Holloway and there being no other nominations was duly elected as Chairman of Brickhill Parish Council. Cllr Fitzpatrick signed the Declaration of Acceptance of Office.	
2.	<b>Appointment of Vice Chairman:</b> Cllr Blakeman was proposed by Cllr Fitzpatrick, seconded by Cllr Cross and there being no other nominations was duly elected as Vice Chairman.	
3.	<b>Apologies for Absence:</b> Cllr Rider.	
4.	<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.	
5.	<b>To confirm the minutes of the meeting held on Thursday 6<sup>th</sup> April 2017:</b> The minutes were signed as a true record of the meeting.	
6.	<b>Public Open Session (15 mins):</b> <u>Welcome to Brickhill Sign in Rowellan Drive:</u> A resident attended the meeting to complain that the posts of the sign obscure her vision when backing out of her drive. <b>It was resolved</b> that the Clerk should ask Bedford Borough Council to investigate. <u>Smell from the Pig Unit:</u> Two residents attended to discuss the smell which affects Brickhill and comes across from the other side of North Brickhill Country Park. It is understood that there have been problems with the slurry pit and discussion took place regarding the possible stopping of a ditch. The smell has been especially severe recently. <b>It was resolved</b> that the parish council should write to John Molyneaux at Bedford Borough Council on the matter and copy it to the Environment Agency.	Clerk          Clerk

7.	<p><b><u>To review and approve the committee structure of Brickhill Parish Council and to elect members to the following existing committees/working groups:-</u></b></p> <ul style="list-style-type: none"> <li>i) <u>Planning Committee (5 members):</u> Cllrs Blakeman, Cross, Bailes and Johns.</li> <li>ii) <u>Finance and Personnel Advisory Group (3 members)</u> Cllrs Fitzpatrick, Ward and Corinne Royden.</li> <li>iii) <u>Allotments and Open Spaces Committee (4 members):</u> Cllrs Bowler, Holloway, Reeve and Koch.</li> </ul>	
8.	<p><b><u>To nominate one person to vote at the General Meetings of Brickhill Community Association:</u></b></p> <p>Cllr Cross.</p>	
9.	<p><b><u>To receive an update on Woodlands Park and agree further action:</u></b></p> <p><u>CCTV Cameras:</u> Cllr Bailes said that the upgraded camera would be fitted adjacent to the owl park on Ashmead Road tomorrow. Once installed, its performance would be assessed against the previous camera in the day time, night time and adverse weather conditions especially rain.</p> <p>Once the CCTV Manager at the borough council was able to confirm that the images recorded were an improvement on the previous system, then ACE Security would be asked to go ahead with upgrading the other three cameras.</p> <p><u>Proposed Green Gym:</u> Cllr Bailes agreed to gather together the information needed in order that Solutions 4 Playgrounds could visit Woodlands Park and make some suggestions with regards to green gym equipment, as well as improvements at two play areas both of which had funding available. He would send this to Solutions 4 Playgrounds in advance of the visit by Paul Griffiths (of Solutions 4 Playgrounds) to Brickhill who was meeting with Alison Southern, Assistant Clerk, with regards the installation of the green gym at Waveney Green.</p> <p>Once the quote from Solutions 4 Playgrounds had been obtained, Cllr Bailes said it was hopefully a relatively quick process to get approval from the borough council for the installation of the green gym on the kick about area adjacent to Ashmead Road. What would be more difficult would be getting permission for the upgrade of the play equipment as the play areas involved were still on Persimmon land.</p> <p>Cllr Fitzpatrick expressed concern at the lack of progress on adoption on Woodlands Park. Cllr Bailes said that last year, the parish council seemed to be building a relationship with Persimmon but that the contact we had is no longer accessible to us. The parish council has made a number of attempts by e-mail and by formally writing to enter into dialogue with Persimmon but with no success.</p> <p>Cllr Royden said that he was in regular contact with Paul Pace at Bedford Borough Council and could assure the parish council that Paul Pace is attempting to liaise with Persimmon on a regular basis. Unfortunately the borough council cannot force developers to get their land up to the necessary standards which would enable adoption to take place. Cllr Bailes agreed to make contact with Paul Pace to see what the parish council might be able to do to assist. Cllr Bailes was thanked for his report.</p>	Cllr Bailes
10.	<p><b><u>To receive an update on the Brickhill &amp; Clapham Community Governance Review:</u></b></p> <p>Cllr Fitzpatrick said that the consultation period had been extended to allow time for more signatures to be obtained. He expected that Brickhill will have reached the threshold number of signatures but he was not sure about Clapham. Helen Fudge, the consultant employed to work on all the community governance reviews had not been able to provide any update either.</p>	

	<p>Cllr Moon had had discussions with Keith Simmons at the borough council with regards to Highfield House, which had moved into Brickhill from Ravensden as part of the boundary change when Woodlands Park moved into Brickhill. This could not be included in the current community governance review.</p>	
11.	<p><b><u>To note the Local Plan 2035 Consultation Report and Supporting Documentation and agree any action:</u></b></p> <p>Cllr Fitzpatrick said that the top field on the new boundary edge created through the previous community governance review was amongst the land submitted in the call for sites.</p> <p>Following discussion, <b>it was resolved</b> to invite Networks UK Land &amp; Property to attend the next meeting of the parish council. In the meantime all councillors were encouraged to look at the documentation on the consultation available on the borough council website. Cllr Fitzpatrick would make reference to the consultation in the next newsletter.</p>	<p><b>Clerk</b> <b>All Councillors</b> <b>Cllr Fitzpatrick</b></p>
12.	<p><b><u>To consider the formation of a new action plan for 2017-18 and agree action:</u></b></p> <p>Cllr Fitzpatrick proposed some revisions which <b>it was resolved</b> to accept.</p> <p>Additional changes with regards Waveney Green and the Allotments could be added after the next Allotments &amp; Open Spaces Committee meeting due to be held mid May.</p>	<p><b>Clerk</b> <b>A&amp;OP</b> <b>Committee</b></p>
13.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Corp said that a copy of the Great Barford Ward Councillors update had been sent out to the Clerk in advance. She and Cllr Moon have reported in recent months on the ongoing STP review of health and social care services across Bedfordshire, Luton and Milton Keynes (BLMK) (Luton has its own Clinical Commissioning Group, responsible for organising health services, and is therefore distinct from Bedfordshire in this context).</p> <p>While all Borough councillors agree with the objectives of the STP, there is a feeling that councillors and indeed the public have yet to be included in determining the shape of the review in any meaningful way. As a result, councillors unanimously agreed a motion at the last meeting of the Council, calling on the STP leads to be more open about the plans. There is particular concern around Priority 3 with the apparent intention to amalgamate services between Bedford, Milton Keynes and Luton &amp; Dunstable Hospitals. It is unclear at this stage how this will effect services, or if a proposal from the now defunct Bedfordshire and Milton Keynes Healthcare Review to transfer maternity services from Bedford Hospital to Milton Keynes Hospital will be taken forward. All councillors agreed, therefore, to request a commitment from the STP leads that key services, namely A &amp; E, paediatrics and obstetrics (maternity and childbirth) will be retained at Bedford Hospital. Cllr Corp was thanked for her report.</p> <p>Cllr Royden reported that the new cinema was due to open in July and the restaurants were being fitted out. The mobile CCTV camera had been moved to Mallard Hill following reports of anti-social behaviour. Rooksmead pond continues to look much improved.</p> <p>Discussions had taken place with Scott Lower School regarding irresponsible parking of vehicles outside the school. Cllr Royden was thanked for his report.</p>	

14. **Financial Matters:**

- i) To approve bank reconciliations and any accounts for payment: the Clerk had been unable to complete the bank reconciliations as the accounts were with the internal auditor. The accounts for payment listed below were approved.

Payee Name	Reference	Amount Paid	Transaction Detail
Bedford Borough Council	DD	£ 3,554.04	Salaries April
Sport Support	BACS 2	£ 1,690.66	Summer Activities
BATPC	BACS 3	£ 1,834.00	Subscription
Viking	BACS 4	£ 189.73	Stamps, Cartridges, Stationery
Otis Ltd	BACS 5	£ 551.48	Lift Service
Glasdon UK Ltd	BACS 6	£ 774.48	Gateway Sign
British Telecom	BACS 8	£ 84.00	Broadband Charges
Rialtas Business Solutions	BACS 9	£ 294.00	End of Year Close Down
Bedford Borough Council	BACS 7	£ 300.00	Salary Provision
Krowmark	BACS 10	£ 152.34	High Viz Jackets
Glasdon UK Ltd	BACS 11	£ 35.01	Degradable Bags
John O Connor	BACS 12	£ 1,380.00	Pitch Marking - Waveney Green
Paul Riches Skips	BACS 13	£ 333.00	Skip Hire - Allotments
Associated Telecom Solutions	DD	£ 22.87	Telephone Charges
Anglian Water	DD	£ 37.46	Water Charges Dec 16-Mar 17
DRG Arbor Services	BACS 14	£ 90.00	Tree Work - Waveney Green
	<b>Total Payments</b>	<b>£ 11,323.07</b>	

	<p>ii) <u>To consider and adopt a revised set of Financial Regulations:</u>  <b>It was resolved</b> to adopt the Financial Regulations without amendment.</p> <p>iii) <u>To agree to revise the Treasury Management Strategy 2016-17 to include the Cambridge Building Society:</u>  <b>It was resolved</b> to amend the Strategy to include the Cambridge Building Society and to change the date referred to in the strategy to 2017-18.</p> <p>iv) <u>To agree to open a Council Savings Account with the Cambridge Building Society:</u>  <b>It was resolved</b> to open an account with the Cambridge Building Society using £85,000 to be moved from the Stafford Railway Building Society. The signatories would be Cllrs Fitzpatrick, Blakeman, the Clerk (Sue Bottoms) and Assistant Clerk (Alison Southern).</p>	<p><b>Clerk</b></p>
<p>15.</p>	<p><b><u>To review the list of outstanding matters and agree any further action:</u></b>  The list was reviewed and no further action was needed.</p> <p>i) <u>Spring Tea 28<sup>th</sup> April 2017:</u>  The Clerk reported that this had been very well received and suggested that the parish council should consider holding a similar event next Spring.</p>	
<p>16.</p>	<p><b><u>Date of Next Meeting:</u></b>  Thursday 1<sup>st</sup> June 2017 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY.</p>	

.....Approved by Chairman  
1<sup>st</sup> June 2017