



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 4<sup>th</sup> September 2014 at St Mark’s Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Waterhouse, Blakeman, Rider, Wilkins, Crofts, Ward, Charles Royden and the Clerk, Sue Bottoms were in attendance.

**Absent:** Cllrs Chrusciak, Corinne Royden, Mulvenney and Reeve.

1.	<b>Apologies for Absence:</b> Cllrs Chrusciak, Corinne Royden, Mulvenney and Reeve 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 Previous Meeting:</b> <b>It was resolved:</b> to approve the minutes of 5 <sup>th</sup> June 2014 as a true record of the meeting.	
4.	<b>Public Open Session (10 mins):</b> None.	
5.	<b>To discuss the advice received from BATPC regarding the proposed loan to the BEE Group and to agree action:</b> Cllr Waterhouse took the chair for this item. The Clerk reported that Louise Ashmore had advised that the Parish Council, in her opinion, could not lend funds to the BEE Group but she could seek further advice from NALC if required. Following discussion, <b>it was resolved</b> by a majority that the Clerk should contact Louise Ashmore at BATPC and ask that she seek legal advice from NALC. Cllr Fitzpatrick resumed the chair.	The Clerk
6.	<b>To receive an update on responses from Woodlands Park residents:</b> It was noted that there had been a range of suggestions made by Woodlands Park residents. <b>It was resolved</b> that the Clerk should contact those who had provided contact details inviting them to participate in a Working Group to consider the responses and the next steps.	The Clerk
7.	<b>To receive a report on the consultation with Brickhill residents re: average speed cameras in Brickhill Drive and agree action:</b> It was noted that residents across Brickhill and Woodlands Park had been consulted via the newsletter, the result being marginally in favour of average speed cameras. In addition, the Community Safety Forum had consulted residents in the Brickhill part of Brickhill Drive and had found a majority strongly in favour; of the 90 households contacted, 60 were in favour, 10 were against and 1 wanted fixed cameras. Having carefully considered all the comments received, <b>it was resolved</b> that the Clerk contact Andy Prigmore at the Borough Council and make a request for average speed cameras to be installed. The most appropriate locations to be decided by the Borough Council. The Parish Council would offer to make a contribution of £5,000.	The Clerk

8.	<p><b><u>To receive an update on proposed youth outreach work:</u></b> The Clerk reported that the Parish Council had received funding of £3,000. Despite various attempts, she had failed to make contact with Mr Sparrow, who had been recommended by the Borough Council to carry out the work. Cllr Waterhouse expressed his concern at the lack of a response from Mr Sparrow. Cllr Ward, who had worked with him on other projects, agreed to ask him to make contact as soon as possible with the Clerk.</p>	Cllr Ward
9.	<p><b><u>To receive a report from the A&amp;OS Committee re: problem of dog mess on Waveney Green play areas and agree action:</u></b> A letter had been received by Cllr Charles Royden from a resident who had experienced dog mess on the play area and requested that consideration be given to the area being fenced. He had also asked what could be done to stop irresponsible dog owners. The matter was discussed at the recent A&amp;OS Committee. Cllr Waterhouse reported that there had been no previous complaints and that the litter picker and Clerk/Assistant Clerk who visit the area weekly had not noticed a problem nor the football team who regularly use the area. The cost of fencing was very expensive and the intention had always been to keep the play areas un-fenced in keeping with the open aspect of the Green. The Committee had decided to purchase additional reminder notes and will continue to monitor the situation. Cllr Ward reported that issues with dog mess were possibly more of an issue on the Falcon Avenue side of Waveney Green.</p> <p><b>It was resolved:</b> to support the action of the Committee and that the Borough Council would be asked to occasionally patrol the area. Investigation into a Dog Control Order for Waveney Green would be made and put on the next agenda of the A&amp;OS Committee. The Clerk to write to the resident updating him on the actions proposed.</p>	Clerk
10.	<p><b><u>To agree to a request that the Borough Council initiate the process to adjust the parish boundary with Clapham:</u></b> The Clerk reported that she had written to Clapham Parish Council requesting their support for adjusting the boundaries. Clapham Parish Council had been in principle in favour but requested a map showing the precise changes proposed. <b>It was resolved</b> that Cllr Fitzpatrick would provide Clapham Parish Council with a map.</p>	Cllr Fitzpatrick
11.	<p><b><u>To receive an update/agree action regarding publication of a statement regarding the discretionary aspects of the LGPS rules and regulations:</u></b> The Finance Advisory Group had met and produced a draft statement. Cllr Fitzpatrick would arrange to circulate amongst the Parish Councillors in advance of the next meeting. Once approved, the Clerk would send a copy to the Borough Council and put a revised copy on the website.</p>	The Clerk/ Cllr Fitzpatrick
12.	<p><b><u>To receive an update on the vacancy for a Parish Councillor:</u></b> The Clerk reported that there had been no applicants. <b>It was resolved</b> to approach a previous applicant.</p>	Cllrs Rider and Royden
13.	<p><b><u>To receive an update on Gathering on the Green and the Summer Youth Activities:</u></b> The Clerk reported on the success of both events. With regards Gathering on the Green, <b>it was resolved</b> to order a smaller marquee next year and book a man with a van to move tables and chairs. With regards the Youth Activities, <b>it was resolved</b> to book two Easter sessions and three Summer sessions. Location and activities to be decided later.</p>	Assistant Clerk

14.	<b>To receive an update regarding the completion of the work on BCC and consider an “open day” to promote the upgraded facilities:</b> The Clerk reported that work was now complete. The work will be signed off by Robinson and Hall in December. At the October meeting, it should be possible to confirm the final cost of the work. She would also contact the Borough Council to notify them that work had been completed.	Clerk																																								
15.	<b>To consider possible dates and agree locations for bulb planting:</b> The Clerk reported that in previous years, the Parish Council had purchased bulbs from Gee Tees, a Lincolnshire company. <b>It was resolved</b> that at the next Parish Council meeting, a decision would be made as to the locations, time as well as type of bulbs to be planted. The Clerk would then contact the Borough Council for permission and purchase the bulbs.	Parish Councillors/Clerk																																								
16.	<b>To agree action regarding an Autumn litter pick:</b> It was agreed to ask Debbie Shrimpton if Saturday 15 <sup>th</sup> November would be possible.	Clerk																																								
13.	<b>To receive a written report from Borough Councillors:</b> Cllr Rider reported that the real time bus stop information was proving popular with two more stops being added. The Town Hall had now been demolished and the Bus Station was due to open in December. Footfall in Bedford town centre was up, the markets were proving popular and empty shop numbers were falling. Following a request from Cllr Blakeman, Cllr Rider <b>agreed</b> to establish the current position regarding the 20mph in Curlew Crescent and surrounding areas. Cllr Rider was thanked for her report.	Cllr Rider																																								
14.	<p><b>Financial Matters:</b></p> <p>i) <u>To approve bank reconciliations and any accounts for payment:</u> <b>These were approved.</b></p> <table border="1"> <thead> <tr> <th>Payee Name</th> <th>Cheque Ref</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>Beds Guides</td> <td>900</td> <td>£200</td> <td>S137 Grant</td> </tr> <tr> <td>Bedford Borough Council</td> <td>DD</td> <td>£3,011</td> <td>Salaries (July)</td> </tr> <tr> <td>The Raptor Foundation</td> <td>902</td> <td>£180</td> <td>GOTG 14 Demonstration</td> </tr> <tr> <td>Sundorn Bouncy Castles</td> <td>903</td> <td>£295</td> <td>Bouncy Castles GOTG 14</td> </tr> <tr> <td>Mikes Line Dancing</td> <td>904</td> <td>£15</td> <td>Petrol for generator GOTG</td> </tr> <tr> <td>Home Counties Toilet Hire</td> <td>905</td> <td>£426</td> <td>Toilets for GOTG 14</td> </tr> <tr> <td>British Telecom</td> <td>DD</td> <td>£80</td> <td>Broadband Charges</td> </tr> <tr> <td>iThink Telecom</td> <td>DD</td> <td>£25</td> <td>Telephone Charges</td> </tr> <tr> <td>White Hart Press</td> <td>906</td> <td>£638</td> <td>Newsletters (July)</td> </tr> </tbody> </table>	Payee Name	Cheque Ref	Amount Paid	Transaction Detail	Beds Guides	900	£200	S137 Grant	Bedford Borough Council	DD	£3,011	Salaries (July)	The Raptor Foundation	902	£180	GOTG 14 Demonstration	Sundorn Bouncy Castles	903	£295	Bouncy Castles GOTG 14	Mikes Line Dancing	904	£15	Petrol for generator GOTG	Home Counties Toilet Hire	905	£426	Toilets for GOTG 14	British Telecom	DD	£80	Broadband Charges	iThink Telecom	DD	£25	Telephone Charges	White Hart Press	906	£638	Newsletters (July)	
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Building Partnership Ltd	907	£6,653	Building Works BCC
S Bottoms	908	£18	Refreshments
Brickhill CC	909	£565	Quarterly Rent July-Sept 14
BRCC	910	£140	5 Year Membership
A Walker	893	£100	Face Painting GOTG
Tracey August	894	£155	Face Painting GOTG
Jay Rollins	895	£275	Circus Skills GOTG
Janice Gumble	896	£1,200	Tea Cup Ride etc GOTG
M Garrett	897	£210	Magic Show GOTG
Millhouse Marquees	898	£1,605	Marquee Hire GOTG
BDO LLP	899	£480	External Audit
Bedford Borough Council	DD	£3,011	Salaries (August)
Rialtas Business Solutions	922	£131	Incorrect Amount
iThink Telecom	DD	£21	Telephone Charges
Mr P Harpin	911	£56	Allotment
Red Cross	912	£163	GOTG 14
St Marks Church Community Cent	913	£25	Hall Hire
Building Partnership	914	£1,030	Boiler Repairs
Shaun Reilly	915	£355	Strimming Allotments etc
Bedford Borough Council	916	£343	Bedford Borough Council
Solutions 4 Playgrounds	917	£630	Replacement Spring
E Spavins	918	£36	Newsletter Deliveries
D Alder	919	£9	Newsletter Deliveries

	D Charman	920	£9	Newsletter Deliveries
	J Barrow	921	£33	Newsletter Deliveries
	Rialtas Business Solutions	922	£131	Alpha Support
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	NHBS	923	£201	Bat Boxes
	Red N Security	924	£77	Door Alarm Work
	Broker Network Ltd	925	£848	Annual Insurance Ltd
	A Southern	926	£90	Gardening Competition Voucher
	East Beds Comm Bus Ltd	927	£32	Minibus for Youth Activity
	Houghton Regis TC	928	£50	Payment for LGPS Consult
		<b>Total Payments</b>	<b>23,551.06</b>	
	<p>* please note: Cheque No 922 appears three times – it was only issued for £262. It was incorrectly entered into Alpha for £131 – it then had to be entered again as -£131.</p> <p>ii) <u>To agree to accept external auditor’s report and conclusion of the Annual Audit 2013-14:</u> The Clerk reported that she had received the annual audit paperwork back from BDO. They had signed off the audit with no qualifications.</p> <p><b>It was resolved</b> to accept this.</p>			
15.	<b><u>Date of Next Meeting:</u></b> Thursday 2 <sup>nd</sup> October 2014 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY			

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 Approved by Chairman  
 2<sup>nd</sup> October 2014