



**Minutes of the meeting of Brickhill Parish Council held on Thursday 3<sup>rd</sup> April 2014 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

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

**Absent:** Cllrs Josephs, Reeve, Chrusciak, Mulvenney, Ward.

1.	<b>Apologies for Absence:</b> Apologies for absence had been received from Cllrs Reeve, Chrusciak, Mulvenney and Ward. <b>It was resolved:</b> to accept the apologies for absence.	
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 6 <sup>th</sup> March 2014 as a true record of the meeting.	
4.	<b>Public Open Session (10 mins):</b> None.	
5.	<b>To agree to accept a grant from the Youth Innovation Fund to support an outreach youth worker:</b> <b>It was agreed</b> to accept a grant of £3,000 from Bedford Borough Council to fund a youth worker (Will) recommended by the Borough to do some work in the parish aiming to identify youth requirements. The plan would be for him to consult with the youth and to come back with some recommendations for activities etc. The area covered should include Woodlands Park and aim to be completed by December 2014. The outstanding YIZ monies the Parish Council currently hold would then be used to undertake those activities. He would be employed by the PC and would report back to the Council as required. The Clerk to contact Sam Hammond at the Borough Council.	The Clerk
6.	<b>To receive an update regarding the plan to install PV panels to the roof of the Community Centre:</b> The Clerk reported that she had contacted Bedford Borough Council who were happy with the proposals. Once installed, the Borough would want their Design Services Coordinator to check them.	
7.	<b>To receive an update on planned building works at Brickhill Community Centre:</b> The Clerk reported that following a meeting between Building Partnership, Robinson and Hall, Sue Stewart, Ray Waterhouse and herself, a timetable for the works has been established. This will commence on the 7 <sup>th</sup> April until approximately 19 <sup>th</sup> May. The current contract sum is £18,571 plus VAT. Additional to this is Robinson and Hall's fee of £2,159.52. <b>It was further agreed that</b> rather than have a mix of new and old sanitary ware the two sinks/other toilet in the ladies plus the toilet in the gents would also be replaced. This is likely to cost an additional £800. Some of this cost would be met by the Brickhill Community Centre Management Committee. The Borough have been kept fully informed of the planned work and will need their Design Services Coordinator to inspect the finished work.	

8.	<p><b>To discuss the possibility of setting up a Neighbourhood Plan for Brickhill:</b> Following discussion <b>it was resolved</b> to go ahead with the setting up of a Neighbourhood Plan for the Parish. The Clerk would contact the Chairman of Milton Ernest for advice on how to proceed. <b>It was further agreed</b> that the Clerk should contact Bedford Borough Council with regards to persuading the Community Right to Bid Nomination for the Tiger Moth public house.</p>	The Clerk																				
9.	<p><b>To review and agree to amend the Complaints Policy:</b> In the light of the recent need to assemble a Complaints Committee, <b>it was agreed</b> that an amendment be made to the existing policy namely that the Complaints Committee must comprise three councillors who should be appointed on an ad hoc basis from Councillors who as far as practicable have taken no part in the action which forms the basis of the complaint.</p>	The Clerk																				
10.	<p><b>To consider the letter regarding an upgrade of the existing telecom installation/Brickhill Drive:</b> (Cllr Rider refrained from taking part in the discussion or from voting). Following discussion, <b>it was agreed</b> that the Parish Council would oppose on the basis that the existing mast was only allowed because of a mistake by the planning department at Bedford Borough Council. Given that this was refused planning in the first place and arrived after a paperwork error, it would be unacceptable to have any additional capability added to it. In addition, the mast is in extremely close proximity to a child's bedroom. Given that guidelines suggest a distance be kept from schools, it would be unacceptable to support an upgrade.</p>	The Clerk																				
11.	<p><b>To agree to request the upgrading of two bus stops from the Bus Stop Improvement Programme:</b> <b>It was agreed</b> to request the upgrading of the bus stop on Waveney Avenue opposite St Phillip and St James Catholic Church and the stop on the town bound side of Kimbolton Road near the junction with Ellis Road.</p>	The Clerk																				
12.	<p><b>To receive a report from Borough Councillors:</b> Cllr Royden reported that a new forecourt to the bus station was now to be constructed. Changes had been made to the speed humps in Tyne Crescent. The no verge parking zones had been generally well received. In areas such as Rooksmead/Mallard Hill where it is not possible to have no verge parking zones, the intention is to put in grasscrete. Curlew Crescent and Kestrel Road will hopefully be resurfaced next year. <b>It was resolved</b> to accept the report and to thank Cllrs Royden and Rider for their work on behalf of the parish. Following a request from Cllr Crofts, <b>it was further resolved</b> that the Clerk request that the path for footpath/cyclists from the roundabout at the Tyne Crescent/Ashmead Road junction, running down towards St Mark's then turning right at the bottom towards the underpass going under Tyne Crescent be re-surfaced. The section from the end of the path from the Ashmead Road roundabout turning left towards St Mark's has already been resurfaced.</p>	The Clerk																				
13.	<p><b>Financial Matters:</b>            i) <b>To approve bank reconciliations and any accounts for payment:</b> <b>It was resolved</b> to approve these.</p> <table border="1" data-bbox="183 1177 1751 1385"> <thead> <tr> <th><u>Payee Name</u></th> <th><u>Cheque No</u></th> <th><u>Amount</u></th> <th><u>Detail</u></th> </tr> </thead> <tbody> <tr> <td>Bedford Borough Council</td> <td>DD</td> <td>£2,308</td> <td>Salaries</td> </tr> <tr> <td>Otis Ltd</td> <td>842</td> <td>£495</td> <td>Lift Maintenance</td> </tr> <tr> <td>E Spavins</td> <td>843</td> <td>£36</td> <td>Newsletter Delivery</td> </tr> <tr> <td>J Barrow</td> <td>844</td> <td>£33</td> <td>Newsletter Delivery</td> </tr> </tbody> </table>	<u>Payee Name</u>	<u>Cheque No</u>	<u>Amount</u>	<u>Detail</u>	Bedford Borough Council	DD	£2,308	Salaries	Otis Ltd	842	£495	Lift Maintenance	E Spavins	843	£36	Newsletter Delivery	J Barrow	844	£33	Newsletter Delivery	The Clerk
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	D Charman	845	£15	Newsletter Delivery	
	D Alder	846	£18	Newsletter Deliveries	
	Red N Security	847	£375	Fire Alarm Testing	
	J O'Conner	848	£1,080	Pitch Marking	
	iThink Telecom	DD	£19	Telephone Charges	
	Lockcraft Electrical Ltd	849	£970	Lighting Works	
	Viking	850	£105	Stationary and Stamps	
	St Mark's	851	£39	Hall Hire	
	Northbridge Systems Ltd	852	£1,065	Website Management	
	Shaun Reilly	853	£200	Conifer Removal -BCC	
	Shaun Reilly	854	£35	Replace Perspex BD Noticeboard	
	Mark Fitzpatrick	855	£40	CSF Leaflets	
	Shaun Reilly	856	£386	Allotment Works	
	Office Supply Ltd	857	£767	Printer, Cartridges	
	S Bottoms	858	£11	Refreshments for PC meeting	
		<b>Total Payments</b>	<b>£7,995.67</b>		
	ii) <u>To agree to change bank mandates to remove Mrs F Johnstone: <b>It was resolved</b> to agree to this.</u> iii) <u>To agree to complete mandates re: the Skipton and Newbury Building Societies: <b>It was resolved</b> that the signatories on the Skipton Clubs and Charities Account and the Newbury Treasure Plus Account should be Alison Southern, Sue Bottoms, Mark Fitzpatrick and Ray Waterhouse with any two to sign on the accounts.</u> iv) <u>To consider a request for a grant from the Youth Worker at All Nations Church: <b>It was resolved</b> to give a grant of £250.</u>				
14.	<b>Staffing Matters:-</b> <u>Clerk's Appraisal:</u> (Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press and public are excluded from this item of the agenda.				
15.	<b>Date of Next Meeting:</b> Thursday 1 <sup>st</sup> May 2014 (Annual Meeting of the Parish Council), 7:30pm at St Mark's Church Community, Calder Rise, MK41 7UY				

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 Approved by Chairman  
 1<sup>st</sup> May 2014