



Minutes of the meeting of Brickhill Parish Council held on Thursday 6th February 2014 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Waterhouse, Blakeman, Wilkins, Crofts, Reeve, Chrusciak, Mulvenney, Rider, Ward, the Clerk, Sue Bottoms, and one Member of the Public were in attendance.

Absent: Cllrs Josephs, Charles Royden and Corinne Royden.

1.	Apologies for Absence: Apologies for absence had been received from Cllrs Josephs, Charles Royden and Corinne Royden. It was resolved: to accept the apologies for absence.	
2.	Declarations of interest in items on the agenda i) To receive written requests for a dispensation. None received. ii) To consider any requests for a dispensation. None received.	
3.	Minutes of Previous Meeting It was resolved: to approve the minutes of 8 th January 2014 as a true record of the meeting.	
4.	Public Open Session (10 mins): i) <u>Co-ordination of Cycling, Pedestrians and Motor Vehicles in Tyne Crescent:</u> Cllr Blakeman reported that he had received the latest travel plan from Thomas More. He had visited the school to discuss it but unfortunately the Headteacher who had written it was not there. Cllr Blakeman intended to visit another day. Following a request from the resident, it was resolved that discussion of this be moved to a later meeting and that Cllr Blakeman and the resident concerned would liaise and produce a paper for presentation to the Parish Council. ii) <u>Local Plan 2032:</u> The resident was pleased to see proposals later in the meeting to hold a public meeting. He offered to liaise with Cllr Chrusciak and Blakeman to prepare a paper for presentation at that meeting.	Cllr Blakeman Cllrs Blakeman and Chrusciak The Clerk
5.	To receive an update re. the Community Governance Review: Cllr Fitzpatrick reported that the General Purposes Committee had met on the 21 st January and had recommended to the Full Council Meeting on the 5 th February that Woodlands Park become part of Brickhill Parish. Discussions and calculations were now taking place with regards how much monies should be moved across from Ravensden Parish Council to Brickhill Parish Council. This would be likely to happen next financial year. How those monies should be spent would be determined in discussion with Woodlands Park residents. It was resolved: to thank Cllr Fitzpatrick for his report.	
6.	To receive an update regarding the nomination for the Community Right to Bid for the Tiger Moth: Cllr Fitzpatrick reported that the nomination papers had been submitted, the panel had met and requested a copy of the minutes and also a plan demonstrating the viability of purchasing and managing the property. Cllr Fitzpatrick reported that he had contacted Locality who had informed him that at this stage	

	asking a nominating organisation about the development of a business plan to acquire the asset was premature. This stage only involves establishing if an asset may be listed and whether an organisation meets the statutory definitions in the Localism Act. It was resolved that the Clerk write to Bedford Borough Council informing them of this. Cllr Chrusciak was under the impression that there was concern at the last Parish Council meeting with regards losing the car parking at Avon Drive. He suggested that the Parish Council could ask the Borough Council to serve an Article 4 direction on the property. It was resolved that Cllr Chrusciak would discuss the option with Cllrs Rider and Charles Royden in order that a decision could be made at the next Parish Council meeting.	The Clerk Cllr Chrusciak												
7.	To receive an update re. Youth Innovation Zone and agree any further actions: The Clerk reported that she had been in contact with Sam Hammond at Bedford Borough Council about arranging the return of remaining monies. With regards equipment purchased, only the table tennis table exceeded £150 and agreement had been reached for the Parish Council to keep this as it is used by groups at the Centre. It was resolved that the Clerk contact Open House to see if they wanted any of the other equipment purchased. If not, it was to be left to the Clerk/Assistant Clerk to find a suitable home with a local group.	The Clerk												
8.	To consider the integration of pedestrians, cyclists and motor vehicles and agree further action: It was resolved to move to a later meeting (see 4i above).													
9.	To agree action regarding the Local Plan 2032: It was resolved to arrange a public meeting to discuss the matter. The Clerk would ask if a planner could be in attendance and whether they could bring appropriate display materials.	The Clerk												
10.	To agree to move the Gathering on the Green to Saturday 26th: It was resolved to move to the 26 th July.													
11.	To agree the location for the Litter Pick on Saturday 5th April: It was resolved to assemble for the litter pick in on Waveney Green adjacent to the footpath on Falcon Avenue. Clerk to contact Debbie Shrimpton at the Borough Council.	The Clerk												
12.	To consider the damage to the green and grass verge in Foster's Brow and agree action: This was raised by Cllr Waterhouse. Following discussion about this and general verge damage within the parish, it was resolved that the Clerk write to the Borough Council asking them to repair and re-seed the roadside verge in front of 155 and 125 Brickhill Drive and to investigate the vehicle damage to Foster's Brow and implement measures to prevent reoccurrence. Parish Councillors to report any other badly damaged verges to the Clerk.	The Clerk/all Councillors												
13.	To receive a report from Borough Councillors: Cllr Rider reported that the demolition of the bus station and Borough Hall were underway. Attempts were being made to recycle as much of the materials as possible. The two hour free parking on Saturdays had seen an increase in footfall in Bedford town centre. The no-verge parking was being extended to the Larkway area but not Martin Close as they did not want it. It was resolved to accept the report. Cllrs Royden and Rider were thanked by the Parish Council.													
14.	<p>Financial matters:</p> <p>i) To approve any accounts for payment:</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>Bedford Borough Council</td> <td>DD</td> <td>£2,982</td> <td>Salaries</td> </tr> <tr> <td>British Telecom</td> <td>DD</td> <td>£80</td> <td>Broadband 3 month</td> </tr> </tbody> </table>	Payee Name	Cheque Ref	Amount Paid	Transaction Detail	Bedford Borough Council	DD	£2,982	Salaries	British Telecom	DD	£80	Broadband 3 month	
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	iThink Telecom	DD	£19	Telephone	The Clerk
	Robinson and Hall	817	£804	Prof Services re B C Centre	
	ICO	818	£35	Data Protection Reg	
	P Chester & Sons Ltd	819	£262	Boiler Service	
	Viking	820	£166	Stationery	
	Sport Support Services Ltd	821	£450	Payment for Easter/Sum Activit	
	E Spavins	822	£30	BEE leaflet Delivery	
	J Barrow	823	£27	BEE Leaflet Delivery	
	D Charman	824	£18	BEE Leaflet Delivery	
	D Alder	825	£18	BEE Leaflet Delivery	
	L Masih	826	£56	Allotment Plot/Key Refund	
	M Mack	827	£62	Allotment Plot/Key Refund	
	Brickhill Community Centre	828	£656	Rent and Room Hire	
	St Marks Church Community Cent	829	£14	Hall Hire Jan 14	
	N&J Electrical Services Ltd	830	£636	Fixed Wire Testing BCC	
	Total Payments		6,314.31		
	<p>It was resolved: to accept the accounts.</p> <p>ii) <u>To approve Financial Regulations, Asset Register and Annual Risk Assessment Report:</u> It was resolved to approve these.</p> <p>iii) <u>To approve the appointment of Gill Wriggs as independent internal auditor:</u> It was resolved to appoint her.</p> <p>iv) <u>To review the level of Fidelity Guarantee in preparation for audit:</u> It was resolved to increase this to £250,000.</p> <p>v) <u>To agree the movement of reserves as proposed in the budget for 2014-5:</u> It was resolved to agree to these.</p> <p>vi) <u>To consider upgrading the broadband connection and agree action:</u> The Clerk reported that fibre optic broadband is now installed in the area. We currently pay £240 per year for a speed of 3Mbs. If we upgraded to £360 per year we would get free installation and router and a speed of closer to 40Mbs. It was resolved to upgrade.</p> <p>v) <u>To note that the Clerk is reviewing the banking arrangements:</u> The Clerk reported that currently the bulk of the Parish Council's monies were held in the Stafford Building Society. She was looking at possible other institutions which would enable the monies to be spread.</p>				
15.	Date of Next Meeting: Thursday 6 th March 2014, 7:30pm at St Mark's Church Community, Calder Rise, MK41 7UY				

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Approved by Chairman
6th March 2014