



Minutes of the Meeting of Brickhill Parish Council held on Thursday 7th September 2017 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Blakeman, Johns, Rider, Retout, Ward, Bailes, Corinne Royden, Charles Royden, Reeve, Cross, Holloway, the Clerk (Sue Bottoms), Borough Councillor Corp and 4 members of the public were in attendance.

Absent: Cllrs Koch, Bowler, Seymour and Borough Councillor Moon.

1.	Apologies for Absence: Cllrs, Koch, Bowler, Seymour and Borough Councillor Moon.	
2.	Declarations of interest in items on the agenda i) <u>To receive written requests for a dispensation:</u> none received. ii) <u>To consider any requests for a dispensation:</u> Cllrs Charles Royden declared an interest in item 11 and did not take part in the vote.	
3.	To confirm the minutes of the meeting held on Thursday 6th July 2017: The minutes were signed as a true record of the meeting.	
4.	Public Open Session (15 mins): <u>Double Yellow Lines on Woodlands Park:</u> Some residents attended to express concern about the length of time it was taking to get these in place. Comments were originally sent in during November 2016 and it is now almost a year later. The situation is getting worse and one of the resident's reported damage to her car as well as confrontation with abusive drivers. There was also concern about access to the far reaches of the estate by emergency vehicles being delayed. It was noted that this was to be discussed under 6. below. <u>Rookmead:</u> two residents attended to say that the pond was obscured by weeds so it was not possible to see the new fountain or lights which have been installed. The problem of lack of parking was discussed, the need for a path across the area to the shops, the infrequency of grass cutting and the problems one resident was having in getting a disabled parking bay outside her home. Cllr Rider agreed to speak to the resident outside the meeting regarding the disabled parking bay. Cllr Charles Royden said that the fountain had been paid for out of ward funds. The possibility of location an additional bench was being investigated as more people were using the area since it has been regenerated. He also agreed to investigate the other issues raised.	Cllrs Rider and Charles Royden
5.	To appoint a parish councillor to the Allotments & Open Spaces Committee: Following discussion, it was proposed by Cllr Fitzpatrick, seconded by Cllr Cross and it was resolved that Cllr Fitzpatrick would replace Cllr Bowler on the Committee. The Clerk would notify the Assistant Clerk.	Clerk
6.	To receive an update on Woodlands Park and agree further action: Cllr Bailes provided the following update: <u>CCTV:</u> There has been an intermittent issue with the one upgraded camera at the Owl Park and Cllr Bailes is still awaiting an update from Steve Woollard at Bedford Borough Council on the status of the investigation with the manufacturer on this. The upgrading of the remaining cameras	

	<p>on Woodlands Park which was scheduled for the 6th September will now be taking place on the 21st September.</p> <p><u>Green Gym Project:</u> Cllr Bailes has received confirmation from Margaret Birtles at Bedford Borough Council that she is prepared to waive the council surveyor’s fees of £900. A licence agreement has been circulated to parish councillors. He proposed and it was resolved that the parish council accept the licence agreement and that this is signed and returned by the Clerk. Cllr Bailes then further proposed and it was resolved that once the licence agreement had been returned signed by the borough council, the Clerk should accept the quotation from Solutions 4 Playgrounds and ask them to proceed with the installation.</p> <p><u>General Woodlands Park Issues:</u> A general snagging list has been sent to both Paul Pace at Bedford Borough Council and Persimmon. Five issues are unresolved from the previous months and three are new for August/September. Cllr Bailes has been unable to make any significant progress with Persimmon with regards getting other projects underway.</p> <p><u>Yellow Line Consultation:</u> A draft consultation e-mail was received from Andrew Prigmore on the 7th July which goes a considerable way to improving safety on the estate but crucially fails to address what he and Cllr Koch receive most reports and complaints about namely parking opposite the three major junctions. It would appear that this is no longer being considered by the borough council owing to the small number of vitriolic objections to the first consultation last year. He and Cllr Koch are of the view that those objections should not be allowed to stand, but people be allowed to comment on opposite junctions as well as all the other proposed locations in the current consultation. Cllr Bailes proposed and it was resolved that the Clerk write a letter to the highways department at the borough council and the ward councillors expressing the support of the Parish Council for the proposal as originally tabled e.g. for double yellow lines both around junctions and also opposite them on the grounds of safety. Cllr Corp asked for all evidence to be sent to her and she would discuss the matter with Cllr Moon.</p> <p><u>Macmillan Cancer Coffee Morning 30th September:</u> It was resolved that an advert for this would be put on the front page of the next newsletter which was due out shortly. Agreement re amount</p> <p>Cllr Bailes was thanked for his report.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Corp</p>
<p>7.</p>	<p><u>To receive a report from the Borough Councillors:</u> Cllr Charles Royden said that it is encouraging to see the schools back for the new term with two tier in place and working well. Congratulations to Scott and Brickhill Primary for their achievement. The ward councillors continue to work with residents in areas like Moriston Road to alleviate the blight of poor parking by parents. The 20mph zone will be brought in on Larkway and all roads north to Linnet Way in the near future which will be funded from ward funding. The Rooksmead area has seen a regeneration, not just with the new road surface but also the great illuminated pond fountain which was financed from ward funds. It has proved so popular that the intention is to supply a new bench for the area as people are stopping and enjoying the view. Cllrs Royden and Rider had provided a written report which went on to discuss Bedford and trains, Bedford Hospital and the Riverside Development. Cllrs Corp and Moon had also provided a written report which had also highlighted the issue of Bedford and trains and Bedford Hospital. Cllr Corps congratulated the success of those A Level and GCSE students across the Bedford area. Both reports would be available on the website. All the borough councillors were thanked for their reports.</p>	

8.	Financial Matters:			
	i) <u>To approve bank reconciliations and any accounts for payment:</u> It was resolved to accept these (see below).			
	Payee Name	Reference	Amount Paid	Transaction Detail
	A Southern	BACS 41	£ 100.00	Allotment Competition Vouchers
	Jay Rollins	BACS 42	£ 280.00	Circus Skills GOTG
	Shaun Reilly	BACS 43	£ 175.00	Allotment Work
	Bedford Borough Council	DD	£ 3,554.04	Salaries July
	Came & Co	BACS 44	£ 1,148.91	Insurance
	Viking	BACS 45	£ 59.48	Stationery and dustbins
	Viking	BACS 46	£ 15.43	Bin Liners GOTG
	Mikes Line dancing	BACS 47	£ 60.00	PA for GOTG
	Associated Telecom Solutions	DD	£ 19.07	Telephone Charges
	Red N Security	BACS 51	£ 386.00	Lighting, fire etc inspections
	Bedford Borough Council	BACS 48	£ 1,056.22	Litter Bins, Ground Maint
	Home Counties Toilet Hire	BACS 49	£ 444.00	Toilet Hire GOTG
	Bedford Security Service	BACS 50	£ 44.60	Allotment Keys
	St Johns Ambulance	BACS 55	£ 280.50	First Aid GOTG
	Rialtas Business Solutions	BACS 56	£ 139.20	Software Support
	Rialtas Business Solutions	BACS 57	£ 139.20	Allotments Software
	Anglian Water	DD	£ 34.41	Water Charges
	Expresslines	BACS 58	£ 185.00	Coach Hire - Activity
	Jo Barrow	BACS 59	£ 30.00	Delivery of Newsletters
	Kelly Stokes	BACS 52	£ 150.00	Face Painting GOTG
	Kathrube Bedingfield	BACS 54	£ 15.00	Refund Summer Activity
	Elaine Taylor	BACS 60	£ 7.50	Refund Summer Activity
	Sam Mellonie	BACS 61	£ 15.00	Refund Summer Activity
	Anna Reed	BACS 62	£ 7.50	Refund Summer Activity
	Karlee Gwynne	BACS 63	£ 7.50	Refund Summer Activity
	Helen Dominey	BACS 64	£ 15.00	Refund Summer Activity
	Tanya Zona	BACS 65	£ 15.00	Refund Summer Activity

	Expresslines	BACS 53	£ 185.00	Coach Hire Summer Activity	
	Laura Holmes	BACS 66	£ 15.00	Refund Summer Activity	
	Bedford Borough Council	DD	£ 3,554.04	Salaries August	
	Glasdon UK Ltd	BACS 67	£ 35.01	Dog Waste Bags	
	Nicola Shelton	BACS 68	£ 7.50	Refund Summer Activity	
	Potts	BACS 72	£ 7.50	Refund Summer Activity	
	Flood	BACS 73	£ 7.50	Refund Summer Activity	
	Associated Telecom Solutions	DD	£ 18.79	Telephone Charges	
	Gwynne	BACS 69	£ 7.50	Refund Summer Activity	
	National Allotment Society	BACS 70	£ 66.00	Allotment Society Subs	
	SLCC	BACS 71	£ 82.80	Training	
	Baird	BACS 74	£ 15.00	Refund Summer Activity	
	Scott	BACS 75	£ 7.50	Refund Summer Activity	
	St Marks Church Community Centre	1193	£ 210.83	Office and room hire	
	St Marks Church Community Centre	1194	£ 44.70	Photocopying	
	St Marks Church Community Centre	1195	£ 195.83	Office Rent and Hall Rent	
		Total	£ 12,844.06		
9.	<p><u>To decide on any further action re: odours coming from beyond North Brickhill County Park:</u> The Clerk reported that she had publicised again on social media the contact details of Environmental Health at Bedford Borough Council.</p> <p>It was resolved that the Clerk should contact the Environment Agency for an update on the situation. Cllr Charles Royden was of the opinion that the odours had recently been less noticeable. There had been reports of odours resembling burning rubber in the evening. Cllr Royden asked that if anyone noticed such smells to report them to him.</p>				Clerk
10.	<p><u>To consider and agree any action on providing a footpath across Waveney Green from Frances Groves Close and the latest update on the leasing of the remainder of Waveney Green from Bedford Borough Council:</u> The Clerk reported receiving a number of requests from residents of Francis Groves Close for the installation of a proper footpath to meet up with the other footpaths across to Waveney Green. It was noted by the Clerk that this would pass over the land still under the control of the Bedford Borough Council. The parish council were still waiting for the legal department of the borough council to complete the lease to transfer responsibility for this area to the parish council.</p> <p>It was proposed by Cllr Charles Royden, seconded by Cllr Holloway and it was resolved that a footpath should be installed at a cost of</p>				Clerk Cllr Charles Royden

	approximately £10,000 once the lease had been finalised. The funding for this should come from undesignated reserves. Cllr Charles Royden agreed to contact the legal department to get the lease finalised.	
11.	<p><u>To consider any further action with regards the play area adjacent to St Mark's:</u> The Parish Council had received correspondence from a resident with regards the general appearance of this play area in comparison with that on Waveney Green. This play area is owned and maintained by Bedford Borough Council. James Lynch of Bedford Borough Council had said that the area was assessed by the annual ROSPA inspector and no issues were raised in terms of safety. It was acknowledged that work needed to be done to improve the appearance of the area. The parish council discussed the possibility of offering to take over the play area. It was resolved that the Clerk should write to James Lynch and say that the parish council agreed in principle to take over the play area if the borough council were willing. They would though expect the borough council to upgrade the area to an acceptable standard. In the meantime, the Clerk would contact a play equipment maintenance company to provide the parish council with an idea of what was required along with some guidance as to future expenditure commitments.</p>	Clerk
12.	<p><u>To consider the request from a resident for seating on Avon Drive and a litter bin in Otter Walk and agree action:</u> The Clerk had received correspondence from a resident in Otter Walk asking that a “no ball games” sign be reinstated which had been taken down when new lighting columns had been installed. The Clerk had forwarded this to Paul Pace at the borough council. She also asked if a waste bin could be installed as children use Otter Walk as a cut through to and from school. There is only a dog waste bin in the area. It was resolved that the Clerk should contact James Lynch to see if the dog waste bin could be replaced with a general waste bin which could be used for both dog waste and general rubbish. If necessary, the parish council would meet the cost of the new bin.</p> <p>The resident also raised the lack of seating along Avon Drive for the older residents of the parish to use on their way to and from the Avon Drive shops. There are no litter bins on this stretch either.</p> <p>It was resolved that the Clerk should arrange to meet with the resident to identify possible locations and bring the findings back to the parish council.</p>	Clerk
13.	<p><u>To consider the request to install Christmas lights on the fir tree on Waveney Green and agree action:</u> The Clerk reported that there is already a substantial fir tree on Waveney Green almost opposite the entrance to Severn Way. It was easily visible from the houses in Waveney Avenue which would help deter vandalism.</p> <p>It was resolved to support this idea and that the Clerk should contact the Borough Council to establish how an electricity supply could be arranged to the tree and whether the parish council would need to get the permission of the borough council to install such a supply on land leased by the parish council from the borough council. The Clerk would aim to bring back some quotes to the parish council meeting in</p>	Clerk

	October.	
14.	<u>To consider a request from a resident for bulb planting on Ashmead Road and agree action:</u> following discussion, it was resolved to combine the litter pick and the bulb planting on the 21 st October 10am-12 noon, meeting point the Owl Park on Ashmead Road. The Clerk would publicise in the newsletter, noticeboards and social media and purchase bulbs.	Clerk
15.	<u>To consider the proposal by Bedford Borough Council to undertake compulsory purchase action re: 10 Mallard Hill and to agree a response:</u> Lengthy discussion took place on this matter. Following a vote of 8:2 in favour (with one abstention), it was resolved that the Clerk should respond to Bedford Borough Council offering the support of the parish council. Cllr Fitzpatrick noted that the Housing Strategy Officer from Bedford Borough Council would be the guest speaker at the next Community Safety Meeting on the 16 th October.	Clerk
16.	<u>To discuss and consider action re: parish councillor training:</u> following discussion, it was resolved that the Clerk should contact Louise Ashmore at BATPC and ask her availability for an evening session from mid to the end of January.	Clerk
17.	<u>To consider and agree action re: the organisation of the parish council office:</u> following discussion, it was resolved that the Clerk would work Monday – Thursday instead of Tuesday – Friday. The reason behind this change was to improve the working relationship between the Clerk and Assistant Clerk as a result of them both being in the office on the same days. The office would be closed on Friday. This would be publicised in the next newsletter and on the website, social media etc.	Clerk
18.	<u>To receive an update on activities held on Waveney Green and agree any action:</u> The Clerk reported that there had been three events on Waveney Green over the Summer namely, Gathering on the Green, Mr Gumble’s fun fair and the Help the Heroes event on Saturday 19 th August. All had been well received and Mr Gumble had sent a donation of £200. The parish council will need to decide what to use that donation for.	Clerk
19.	<u>To receive any update on the Brickhill & Clapham Community Governance Review:</u> The parish council had received notification that following the meeting of Bedford Borough Council held on the 12 th July 2017 that the final recommendation were approved for implementation. With regards Brickhill Parish with effect from the 1 st April 2019 there would be no change in the name of the parish nor in the number of councillors. The boundary would be amended to exclude the relevant identified properties in Maple Place. That the other area under consideration via this review be transferred from Clapham Parish and included in Brickhill Parish as part of the Woodlands Parish Ward. The necessary legal document (an order) is now being prepared and executed to bring the decisions into effect.	
20.	<u>To note the date and location for a litter pick in October:</u> This would be combined with the bulb planting on the 21 st October 10am-12 noon. Meeting point to be the Owl Park in Ashmead Road (see item 14 above).	Clerk

21.	<p><u>To consider attendance at the PCC Annual Parish Forum Wednesday 20th September 6-8pm:</u> Cllrs Fitzpatrick and Bailes would attend. The Clerk would forward their details.</p>	Clerk
22.	<p><u>To consider any motions to be raised at the BATPC AGM on the 19th October:</u> Cllr Fitzpatrick would draft a motion and the Clerk would forward to Louise Ashmore. The Clerk would check regarding the deadline for submission and let Cllr Fitzpatrick know.</p>	Clerk Cllr Fitzpatrick
23.	<p><u>To review the list of outstanding matters and agree any further action:</u> The list was reviewed. It was noted that the bus shelter real time display for Kimbolton Road/Ellis Road junction, east kerb had been installed.</p>	
24.	<p><u>Date of Next Meeting:</u> Thursday 5th October 2017 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY.</p>	

.....Approved by Chairman
 5th October 2017