

BRICKHILL



PARISH COUNCIL

Minutes of a meeting of Brickhill Parish Council held on Thursday 7 April 2011 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30 pm

Present: Cllrs Blakeman, Buchanan, Chambers, Green, Fitzpatrick, Laybourn, Marriott, Ovenell, Rider, Seymour, Waterhouse & Wilkins. Pc Andrew Tringham and PcSO Rob Bonaforte, 8 members of the public and the Acting Clerk were in attendance.

Absent: Cllr Royden

	Apologies for Absence Apologies for absence had been received from Cllr Royden (work) It was resolved: to accept the apologies for absence. Declarations of interest in items on the agenda Cllrs Waterhouse, Fitzpatrick and Green declared a personal interest in matters pertaining to Brickhill Community Centre because of their membership of the Management Committee of the Brickhill Community Association. (Item 5). In addition Cllr Waterhouse declared a personal interest in matters pertaining to Item 10 because he is an allotment tenant. Minutes of Previous Meeting It was resolved: to approve the minutes of the meeting held on Thursday 3 March as a correct record.	Action
1	Public Open Session <u>School Crossing Patrol – Waveney Avenue</u> There was concern from members of the public and the school crossing patrol staff about the dangers of crossing Waveney Avenue. Recently there had been two incidents where motorists failed to stop and drove through when pedestrians were crossing with the lollipop man. In addition there had been two accidents since Christmas and motorists were consistently driving in excess of the speed limit. The council were also informed that parents and pupils were crossing the road without using the school crossing patrol which was extremely dangerous and ultimately sends out the wrong message to young children about the importance of road safety. Cllr Laybourn who is chair of governors at Scott Lower School said that the school did recognise there had been problems and had written to all parents via the school newsletter and she would ask the school to raise awareness again. Cllr Fitzpatrick who is a governor at Beauchamp Middle school agreed to speak with the Headteacher about the importance of pupils using the school crossing patrol. The Parish Council would write to St Thomas More and ask for their assistance in re-enforcing the importance of road safety. <u>Tyne Crescent – traffic calming signs</u> One member of the public spoke about the problem of speeding motorists on Tyne Crescent. In particular would it be possible to install traffic signs similar to those along Wentworth Drive where the speed limit is reduced to 20mph at certain times of the day? It was agreed this would be discussed further with Pc Tringham under item 4.	Clerk
2		Cllr Laybourn Cllr Fitzpatrick Clerk

	<p><u>Community Led Plan</u></p> <p>The council were reminded that no mention had been made of the footpath diversion between Browney path and Grenadier Close in the final community led plan. This footpath diversion had been discussed at several of the community planning sessions prior to the final documentation being submitted for approval. Would the Parish Council provide assurance that this matter would be included within the plan and that the gate would be installed as previously indicated? Cllr Fitzpatrick responded by saying that the provision of a Gate between Browney Path and Grenadier Close had been agreed by the Borough but the Parish Council did not know when this was scheduled to take place. The council would raise this with the Borough to find out when the work would take place. In addition it was noted that there was a considerable amount of rubbish being fly tipped in the ditch which runs alongside the football pitches adjacent to Ashmead Road and again there was concern that no-one was taking responsibility for removing this. The Clerk would contact the Borough to report the problem with fly tipping and request the rubbish is removed. It was noted that whilst the Parish Council have always tried to support the residents of the Woodland Park estate this area was not within the parish of Brickhill but in the parish of Ravensden.</p>	Clerk																																																
3	<p>Financial Matters:</p> <p>A financial report detailing expenditure against budget up to 6 April 2011 was noted and the following accounts for payment were presented:</p> <table border="1"> <thead> <tr> <th>Ch No</th> <th>Payee</th> <th>Details</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>101243</td> <td>Supplies Team</td> <td>Toner cartridges for printer</td> <td>323.95</td> </tr> <tr> <td>101244</td> <td>Mrs Rainsley</td> <td>Plot and key deposit refund</td> <td>31.00</td> </tr> <tr> <td>101245</td> <td>White Hart Press</td> <td>Letterhead and comp slips</td> <td>264.00</td> </tr> <tr> <td>101246</td> <td>White Hart Press</td> <td>Newsletter print costs</td> <td>445.00</td> </tr> <tr> <td>101247</td> <td>SLCC</td> <td>Parish Councillors Guide</td> <td>12.75</td> </tr> <tr> <td>101248</td> <td>P Norris Services</td> <td>Allotment plot clearance x 3</td> <td>746.40</td> </tr> <tr> <td>101249</td> <td>Blooming Circus</td> <td>10% deposit for Gathering on the Green August 2011</td> <td>25.00</td> </tr> <tr> <td>101250</td> <td>St Mark's Church</td> <td>Office Rental March 2011 and Hall Hire Photocopying</td> <td>240.00 19.50 35.11</td> </tr> <tr> <td>101251</td> <td>White Hart Press</td> <td>Leaflets for insertion with council tax bills re Precept</td> <td>110.00</td> </tr> <tr> <td>101252</td> <td>Mrs J Barrow</td> <td>Newsletter delivery costs</td> <td>15.00</td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>2267.71</td> </tr> </tbody> </table> <p>It was noted that the salary payments were now paid by DD and no details for the April salaries were yet available from the Borough Council payroll department.</p>	Ch No	Payee	Details	£	101243	Supplies Team	Toner cartridges for printer	323.95	101244	Mrs Rainsley	Plot and key deposit refund	31.00	101245	White Hart Press	Letterhead and comp slips	264.00	101246	White Hart Press	Newsletter print costs	445.00	101247	SLCC	Parish Councillors Guide	12.75	101248	P Norris Services	Allotment plot clearance x 3	746.40	101249	Blooming Circus	10% deposit for Gathering on the Green August 2011	25.00	101250	St Mark's Church	Office Rental March 2011 and Hall Hire Photocopying	240.00 19.50 35.11	101251	White Hart Press	Leaflets for insertion with council tax bills re Precept	110.00	101252	Mrs J Barrow	Newsletter delivery costs	15.00			Total	2267.71	Clerk
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4	<p>To receive a report on Policing in Brickhill (Pc Andre Tringham)</p> <p>Pc Tringham apologised that the monthly crime statistics had not been made available to distribution at tonight's meeting. He would follow this up and circulate to the Clerk by email as soon as possible.</p> <p>There had been a spate of burglaries in the area and operation Raleigh had been in operation as a result of this. This involved stopping and searching members of the public throughout the area with additional police officers from the Borough being drafted in to assist.</p> <p>Pc Tringham offered to liaise with the school crossing patrolman who would provide the car registration details of the vehicles who had failed to stop. Pc Tringham had completed his speed gun training and had already been patrolling</p>																																																	

	along Waveney Avenue and had issued tickets to offenders. He would continue to patrol this particular area.	
5	<p>5.1 To receive a report regarding the transfer of the following community assets from Bedford Borough Council to Brickhill Parish Council with effect from 1 April 2011:</p> <p>5.1 Waveney Green green space and play area The Clerk reported that following the last PC meeting the revised lease had been agreed by the Borough. There were no outstanding issues relating to this part of the transfer of assets and the lease would be signed shortly.</p> <p>5.2 Brickhill Community Centre Cllr Green reported that there had been a considerable delay in negotiations which had finally been resolved today following a meeting between himself and the Chief Executive of the Borough. It was proposed that Cllr Green instruct our solicitors to include a clause to provide comfort to the Borough's Returning Officer which outlines that the Parish Council will make reasonable effort to allow the Borough to use the community centre for elections. Resolved: Cllr Green to instruct the solicitor to include this clause.</p> <p>5.3 To approve the draft agreement between Brickhill Parish Council and Brickhill Community Association The Clerk, Cllr Wilkins and two members of the Community Association Management committee had recently met to draft an agreement between the Parish Council and the Association. A copy of the agreement had been circulated to all members prior to the meeting. Cllr Waterhouse proposed the following amendments to the document:</p> <ul style="list-style-type: none"> (i) insert new paragraph "this agreement may be varied by the agreement of both parties and will be reviewed on a yearly basis" (ii) paragraph 8 remove reference to individual items of expenditure over £250 (iii) paragraph 9 insert "including timber floors to both halls" (iv) paragraph 10 insert "repairs and maintenance of car parks, footways, and paved areas where these are within the boundaries of the Centre" (v) paragraph 11 insert "the Association shall be responsible for advising the Council, without delay, of any maintenance or repairs which become necessary to the forgoing items (in paragraphs 9 & 10)." (vi) Paragraph 18 insert "The Association will undertake to make all reasonable efforts to make all or part of the Centre available for elections or referendums, where requested to do so by the Parish Council" - the exact wording of this paragraph should mirror those used in the final lease between the Borough and the Parish Council. <p>It was resolved to adopt all the amendments and that all the paragraphs within the document would be numbered for ease of reference. The Clerk would update the agreement and circulate to the Association for submission at their meeting on Tuesday next week.</p>	Clerk
6	To note the recommendations of the Interview Panel and to consider remuneration arrangements for the position of Clerk/RFO to the Council. This item was moved to the end of the meeting and would be treated as a confidential item.	
7	To consider a request for a community grant in the sum of £500 to assist Brickhill Baptist Church to run a football tournament over 8 weeks in May and June 2011 The Council had received a request for funding from the Baptist Church for the	Clerk

	football tournament due to start in May. It was not clear exactly what the Parish Council were being asked to fund. Resolved: to write to Brickhill Baptist Church to ask them to submit a formal grant request using the standard grant application form and this would be considered at the next PC meeting.	
8	<p>To consider a request for a community grant from the 3rd Brickhill Guides group for two members to attend this year's World Scout Jamboree.</p> <p>The Council considered the grant application to support two Guides from the 3rd Brickhill group to attend the World Scout Jamboree. It was noted that the last time the Council had provided funding to this organisation was in 2006 when it had made a donation of £150.00. This year's budget includes an amount of £1000 under the heading of "youth initiative". Resolved: to approve a total amount of £250.00 per Guide with a total sum approved of £500.00.</p>	Clerk
9	<p>To consider an application for a community grant made by St Thomas More Extended Services to cover the cost of hiring a venue for weekly meetings for parents at Brickhill Lower School.</p> <p>The council had received a request for funding from Extended Services but a formal grant application had not been received. Resolved: the Clerk to write to Extended Services asking them to submit a formal grant application for consideration at the next PC meeting.</p>	Clerk
10	<p>To receive a report on Brickhill Allotments</p> <p>A report had been circulated to all members prior to the meeting. There were several recommendations for consideration.</p> <ul style="list-style-type: none"> (i) The parish council employ Mr Reilly as the new allotment contractor – Mr Reilly will be self-employed and will be paid at a rate of £15 p/hr. (ii) The Clerk to contact all allotments tenants via the newsletter and notice boards and a leaflet drop to ask if tenants would like to attend a meeting with a representative from NSALG to discuss the benefits of forming an allotments association (iii) The parish council would offer a bulk delivery of compost and straw bales – delivery in early May (iv) To hold an allotment gardening competition for Best Plot and Best New Plot with judging criteria clearly outlined <p>Resolved: to approve all the recommendations as above</p>	
11	<p>To receive a Borough Councillor's report from Cllrs Royden and Rider</p> <p>Cllrs Royden and Rider had submitted a report to all members of the Council. There followed a brief discussion regarding the withdrawal of funding for the Zebra Crossing on Waveney Avenue. Cllr Rider reported that the scheme which was originally budgeted at £40K but that this price had risen dramatically to almost £80K. This has meant that the Ward Councillor Funding would not cover the cost of the crossing and unfortunately the project has been scrapped for the foreseeable future. There followed a long discussion regarding the importance of this new crossing currently there are no crossings between Brickhill Drive and the Avon Drive roundabout on what is a very busy stretch of road. In addition the Parish Council were surprised that the project has risen in cost by such an exorbitant amount. It was resolved: to ask for a breakdown of costs for the Zebra crossing from the Borough. However, on a positive note all three schools within the Parish had received funding for the installation of photo voltaic panels which would ultimately lead to lower energy costs being incurred by the schools. Cllrs Rider and Royden were thanked for all their hard work throughout the parish during the past year.</p>	Clerk

6	<p>To note the recommendations of the Interview Panel and to consider remuneration arrangements for the position of Clerk/RFO to the Council.</p> <p>It was resolved: that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.</p> <p>Members of the public left the meeting and this item was discussed in private.</p> <p>Cllrs Fitzpatrick, Seymour and Laybourn had recently conducted interviews for the position of Clerk/RFO to the Council. A recommendation from the interview panel had been circulated to all members of the Council. It was resolved to offer the job to the preferred candidate Mrs Francesca Johnstone on LC2 spinal point 26. This would be a conditional offer subject to the receipt of satisfactory references and a six month probationary period.</p>	Clerk
12	<p>Date of Next Meeting</p> <p>Date of next meeting Thursday 12 May at St Mark's Church Community Centre</p> <p>This will be the first meeting of the newly elected parish council followed by the Annual Parish Meeting.</p>	

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Approved by Chairman
12 May 2011