



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 7<sup>th</sup> April 2016 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Reeve, Blakeman, Johns, Chrusciak, Bailes, Rider, Charlie Royden, Corinne Royden, Ward, Holloway, Retout, Borough Councillor Corps, Clerk (Sue Bottoms) and 1 member of the public were in attendance.

**Absent:** Cllrs Fitzpatrick, Bowler and Manser.

1.	<p><b>Apologies for Absence:</b> Cllrs Fitzpatrick, Bowler and Manser sent their apologies.</p> <p><b>It was resolved</b> to accept these.</p>	
2.	<p><b>Declarations of interest in items on the agenda</b></p> <p>i) <u>To receive written requests for a dispensation:</u> none received.</p> <p>ii) <u>To consider any requests for a dispensation:</u> none received.</p>	
3.	<p><b>Minutes of the Previous Meeting:</b></p> <p><b>It was resolved</b> to approve the minutes of 3<sup>rd</sup> March 2016 as a true record of the meeting.</p>	
4.	<p><b>Public Open Session (15 mins):</b></p> <p>None.</p>	
5.	<p><b>To receive an update on Woodlands Park and agree further action:</b></p> <p>Cllr Bailes reported on the following matters:</p> <p>i) <u>CCTV:</u></p> <p>He had hoped to have Mr McKinney from the Borough Council attend this parish council meeting but he had been unable to attend. Cllr Bailes would ask him to attend the next meeting. Cllr Bailes had been told that the borough council is producing a new CCTV maintenance pricing policy. He is looking for an explanation as to why the proposed charge is £1500 for Brickhill Parish Council for the same service as is provided to Willington Parish Council for £500.</p>	<p><b>Cllr Bailes and the Clerk.</b></p>

	<p>ii) <u>Inconsiderate Parking:</u></p> <p>Cllr Bailes said that the recent fire on Woodlands Park raised the concern that parking in parts of the estate delayed access to the fire brigade. Cllr Moon said that the fire brigade had said that parking had not on that occasion affected their attending the emergency call. Fortunately on this occasion there had not been a tragic outcome but it could have been much more serious.</p> <p>iii) Following discussion <b>it was resolved to</b> wait for the double yellow lines at junctions which would be in place quite soon and to monitor parking and traffic issues on the stretch of Ashmead Road from the bridleway to the junction with Laxton Way. Cllr Bailes would draft a letter for the Clerk to send to the emergency services regarding availability of access via the emergency barrier at Westrope Way. Cllr Bailes was thanked for his report.</p>	
6.	<p><b><u>To consider boundary signage and agree action:</u></b></p> <p>At the March meeting, it had been agreed that Cllr Manser would photograph each possible location to enable consideration to be given to the style of signage suitable.</p> <p><b>It was resolved</b> to carry this item forward to the May meeting in order that Cllr Manser (who was not present at this meeting) could have the opportunity to take and circulate the photographs.</p>	Cllr Manser
7.	<p><b><u>To receive an update re: the St Thomas More School Travel Plan:</u></b></p> <p>Cllr Blakeman gave an update on his meeting in March with the Deputy Head of the school and was pleased to see the action she had taken to date in addressing the issues. In the light of this it was disappointing that there had been no response to the e-mails he had sent on behalf of the parish council in October 2015 and January 2016. With regards buses, the school had addressed a number of issues. It had been noted that the bus provided had not always been a double decker and the bus was now encouraged to go into the school grounds and use the turning circle in order to avoid children having to leave and access the service on a busy road. There were plans for a residents meeting in the Summer Term. Cycling training provision in the school was being reviewed.</p> <p><b>It was resolved</b> to monitor the situation. Cllr Blakeman was thanked for his report.</p>	
8.	<p><b><u>To decide a policy regarding what literature goes on the noticeboards and website:</u></b></p> <p>The Clerk explained the current procedure by which she and the Assistant Clerk decide what goes on the boards/website. Essentially parish council information takes precedent, then charitable and group events within the parish. Businesses are not advertised but encouraged to put in advertisements in Brickhill News.</p> <p><b>It was resolved</b> that the Clerk seek to establish whether any other parishes have policies in place on this matter.</p>	Clerk
9.	<p><b><u>To understand the relationship between Brickhill Parish Council and Brickhill Community Association:</u></b></p> <p>Mr Stuart Green attended from the Brickhill Community Association and gave some of the background to the formation of the Association and the later relationship with Brickhill Parish Council.</p> <p>Following discussion, <b>it was resolved</b> that a working group consisting of Cllr Ward and the Parish Clerk, Sue Bottoms, Mr Green and Sue Stewart, Centre Manager should meet to examine the relationship and the existing agreement and update it as a policy document.</p>	Cllr Ward, the Clerk

10.

**Financial Matters:**i) To approve bank reconciliations and any accounts for payment:

<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
J Barrow	BACS 91	£ 60.00	Delivery of Newsletters
S Chilvers	BACS 92	£ 47.50	PAT Testing
Bedford Borough Council	DD	£ 3,291.25	Salaries March
John O Connor	BACS 94	£ 1,080.00	Pitch Marking
Anglian Water	BACS 95	£ 30.07	Water Charges
Sport Support	BACS 96	£ 420.00	Easter Activities
Viking	BACS 97	£ 108.00	Stamps
Viking	BACS 97A	£ 131.84	Stationery
NSYS	BACS 98	£ 550.61	Website Maintenance
Odin Events Booking Form	BACS 102	£ 180.00	Deposit for equipment
iThink Telecom	DD	£ 16.56	Telephone charges
Shaun Reilly	BACS 99	£ 242.00	Allotment clearance
Alison Southern	BACS 100	£ 100.00	Gardening Competition
Highline Adventure	BACS 101	£ 172.50	Deposit for GOTG equip
Brickhill Community Centre	1148	£ 540.00	Refund purchase extraction fan
St Marks Church Community Cent	1147	£ 33.75	Hall hire
DRG Arbor Services	BACS 103	£ 480.00	Tree Work Waveney Green
	<b>Total Payments</b>	<b>£ 7,484.08</b>	

	<p>ii) <u>To consider a request from the Community Safety Forum for 2 speed activated warning signs on Brickhill Drive and agree action:</u> It was proposed by Cllr Chrusciak and seconded by Cllr C Royden and agreed by the parish council that the council should exceed the existing budget provision and purchase two signs for the area of Brickhill Drive from the roundabout at Linnet Way and the Pilgrims School. The cost would be £3000 per sign. The exact locations to be agreed.</p> <p>iii) <u>To consider the finance request from Brickhill Lower School and agree action:</u> It was resolved to grant £1000 towards the project.</p> <p>iv) <u>To review the Financial Regulations and agree action:</u> These were moved to the next meeting.</p> <p>v) <u>To note increase in S137 from £7.36 to £7.42 for 2016-17:</u> This was noted.</p>	
11.	<p><b><u>To receive an update on Gathering On The Green 2016:</u></b></p> <p>The Clerk read out a report prepared by the Assistant Clerk, Alison Southern. The organisation of the event was well underway. Due to a double booking by our usual provider, there will be two new attractions, namely The Cave and the Spider Mountain.</p> <p>St Mark's have kindly provided their marquee and Messy Church will be attending. All the other usual activities and services will be provided.</p> <p>Parish Councillors are kindly asked to volunteer to help on the day especially first thing in the morning and towards the end of the event.</p>	
12.	<p><b><u>To consider a request by Brickhill Lower School PTA to hold a car boot sale on Waveney Green:</u></b></p> <p><b>It was resolved</b> not to allow this as it would set a precedent for other groups to seek to use the green and also it was felt that the school had a green area of its own on which this event could be held.</p>	
13.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Corps had nothing new to report.</p> <p>Cllr Royden said that work was underway on the Rooksmead Pond and work for the electric supply had gone out to tender. Trees had been and were being planted around Brickhill. It was sad to hear that one in Avon Drive had already been damaged. Efforts are being made in liaison with Brickhill Lower School to tackle parking on the zigzags and double yellow lines outside the school. The broken glass around the bottle bank at Avon Drive had been cleaned up by the borough council's environmental team.</p> <p>There was no firm date on the opening of the new link road. £500 from ward funds was going towards the cost of rectifying the muddy section of path between Carron Road and Grenadier Close. The work was currently being costed by the borough council and the parish council would be asked to contribute.</p> <p>The problem of dog fouling continued, the recently installed mobile cameras had failed to identify any culprits. The council was reliant on offenders being identify and reported. New powers were coming into effect in May which might help the borough council deal with the problem.</p> <p>Cllr Ward asked if a by-law could be introduced to prevent large lorries parking in residential areas overnight as this was a problem in Curlew Crescent. Cllr Royden said he was unaware of such a by-law but would investigate.</p>	<b>Cllr Royden</b>

14.	<p><b><u>To review the list of outstanding matters and agree any further action:</u></b></p> <p>This was reviewed.</p>	
15.	<p><b><u>Date of Next Meeting:</u></b></p> <p>Thursday 12<sup>th</sup> May (AGM) 2016 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p>	

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**Approved by Chairman**  
**12<sup>th</sup> May 2016**