



Minutes of the Meeting of Brickhill Parish Council held on Thursday 4th February 2016 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Reeve, Blakeman, Chrusciak, Johns, Manser, Bowler, Bailes, Charlie Royden, Ward, Rider, Holloway, Retout, Borough Councillor Moon, Clerk (Sue Bottoms) and 2 members of the public were in attendance.

Absent: Cllrs Corinne Royden.

1.	<p><u>Apologies for Absence:</u> Cllrs Corinne Royden sent her apologies. It was resolved to accept these.</p>	Clerk
2.	<p><u>Declarations of interest in items on the agenda</u></p> <p>i) <u>To receive written requests for a dispensation:</u> none received. ii) <u>To consider any requests for a dispensation:</u> none received.</p>	
3.	<p><u>Minutes of the Previous Meeting:</u> It was resolved to approve the minutes of 7th January 2016 as a true record of the meeting.</p>	
4.	<p><u>Public Open Session (15 mins):</u> None.</p>	
5.	<p><u>To receive an update on Woodlands Park and agree further action:</u></p> <p>Cllr Bailes said that a letter had been sent to Persimmon from the parish council requesting a three way meeting involving themselves, the parish council and Bedford Borough Council. He said that letters had gone out to residents adjacent to the proposed gates in the fence at the junction of Crispin Drive/Egremont and at the end of Saltcote Way notifying them of the plans and asking for their views. No time scale had been placed on the letters regarding a response so Cllr Bailes agreed to send the letters again.</p> <p>Cllr Bailes provided an update on the plans to install CCTV. He was hoping that the Borough Council would charge £500 for maintenance for fixed cameras as they do in the case of Willington Parish Council but the quote still remains at £1500 which is the same as it would have been for tilt and zoom cameras. What he was hoping for from the Borough Council was an itemised breakdown of the contract to identify the difference between the two. He was in the process of organising another meeting between himself, Bedford Borough Council and the Clerk to clarify matters.</p>	Cllr Bailes

6.	<p><u>To consider and agree action regarding the emergency service access at Westrope Way:</u></p> <p>Cllr Bailes raised concerns about vehicles in Westrope Way parking across the gate and also cars parked on the Ashmead Road side restricting access. There was some confusion if the barrier was to enable emergency access or if the original intention was for buses to access Woodlands Park through that route. Cllr Royden agreed to investigate.</p> <p>There had been issues with at least one car accessing Ashmead Road from this entrance by driving over the grass. Cllr Royden said that a bollard was to be installed shortly.</p>	Cllr Royden
7.	<p><u>To agree action with regards the pond adjacent to Rooksmead:</u></p> <p>The Clerk reported that a meeting took place involving herself, Simon Fisher (Bedford Borough Council) and Ed Green (The Conservation Volunteers). The suggestion was to remove some of the self-seeded trees and prune back others to reduce leaf mould in the pond, to remove some of the vegetation and to consider bulb planting etc.</p> <p>Discussion also took place about the installation of an information board.</p> <p>The installation of a fountain would be dependent on how low water levels fell in the pond during the Summer months.</p> <p>Cllr Royden said that in discussion with Paul Pace and Simon Fisher from the Borough Council, the pond is heavily silted and dredging it will be quite costly. The pond will need lining and the installation of a fountain would help aerate the pond. Following questions about the effect of a fountain on the biodiversity of the pond, Cllr Royden said that there was evidence that such a feature could improve the biodiversity.</p> <p>Cllr Johns said that in speaking to local residents, some supported improvements to the pond whilst others felt it was fine as it was. Cllr Royden said that he and Cllr Rider had allocated £15,000 of ward funding to the project and were seeking support of the parish council to commit some of its funds.</p> <p>It was resolved that further consideration would be given once costing for the project had been received.</p> <p>Cllr Chrusciak suggested that consideration be given to the installation of a path to the pond.</p>	
8.	<p><u>To consider the intention to undertake a NDP and agree action:</u></p> <p>Following discussion, it was resolved that Cllr Chrusciak would write an article for the newsletter to say that the parish council was considering undertaking a NDP, explaining what a NDP was and inviting interested residents to a meeting on the 2nd March 7pm-9pm in the Biffa Room at St Mark's.</p> <p>Cllrs Fitzpatrick, Retout and Johns would be interested in attending a workshop at the Borough Council on NDP.</p> <p>The Clerk would forward their details.</p>	Cllrs Chrusciak, Retout, Fitzpatrick and Johns

9. **Financial Matters:**

- i) To approve bank reconciliations and any accounts for payment: **It was resolved** to approve the bank reconciliations and the accounts for payment listed below:

<u>Payee Name</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
Bedford Borough Council	£ 3,284.30	Salaries January
Bedford Borough Council	£ 343.42	Waveney Green
S Bottoms	£ 29.52	Refreshments and Stamps
British Telecom	£ 88.50	Broadband Charges
iThink Telecom	£ 14.82	Telephone Charges
Aasem Chaudry	£ 56.00	Plot Refund
Bedford Borough Council	£ 299.36	Recharge of Election Costs
S Bottoms	£ 37.99	Replacement Telephone
St Marks Church Community Centre	£ 7.00	Hall Hire
Brickhill Community Centre	£ 565.00	Office Rent
Brickhill Community Centre	£ 22.50	Hall Hire
SLCC	£ 200.00	Subscriptions
S Bottoms	£ 71.28	Stamps
St Marks Church Community Centre	£ 22.50	Hall Hire
Total Payments	£ 5,042.19	

- ii) To consider the appointment of the internal auditor: **It was resolved** to appoint Gill Wiggs as internal auditor and to accept her increase in charges from £85 to £135.
- iii) The future of external audit for smaller authorities: **It was resolved** to opt-in and allow the body which has taken over from the Audit Commission, the Smaller Authorities' Audit Appointments Ltd to appoint external auditors on our behalf.

10.	<p><u>To receive an update re: vehicle sales and impact on parking in the Larkway area and agree action:</u></p> <p>The Clerk reported correspondence from the Enforcement Officer at Bedford Borough Council of the intention to pursue a prosecution following his observing activity at the address which demonstrated a failure to comply with the enforcement notice.</p> <p>Cllr Royden reported that a number of local residents had attended the latest Community Safety Forum and came away from that meeting feeling that the Borough Council are doing all they can to support them in this matter.</p> <p>Cllr Chrusciak suggested that Cllr Royden advise the Borough Planning Department to inform the resident concern of the intention to interview the witness to the relevant activity under caution as they were intending to take action under the Proceeds of Crime Act.</p>	Cllr Royden
11.	<p><u>To consider parking problems at St Thomas More Upper School and agree action:</u></p> <p>Cllr Blakeman reported that he had originally written to the head teacher in June 2015, again in October and more recently on the 17th January this year asking for an update on the concerns raised and a way forward. Cllr Chrusciak said that failure to undertake annual surveys for at least five years after the publication of the travel plan was in breach of a condition of the planning approval to the application (13/01326) to increase by 20 the number of car parking spaces within the school grounds.</p> <p>It was agreed that the Clerk should draft a letter to the head teacher expressing disappointment in the lack of response following the earlier correspondence. She should also write to Paul Rowland at the Planning Department to establish whether the school has submitted any annual reports since the travel plan was written in December 2013. Both draft letters were to be sent to Cllr Chrusciak prior to sending on to the relevant persons.</p>	Clerk
12.	<p><u>To note the latest position regarding a Community Governance Review with regards the boundaries between Brickhill and Clapham:</u></p> <p>The Clerk reported that she had received correspondence from Helen Fudge, Director of the company commissioned by the Borough Council to undertake the preparatory work. She has informed the parish council that the CGR draft terms of reference are due to be submitted to the Borough Council's Finance and General Purposes Committee on Tuesday 8th March. She will be in touch with the parish council about local considerations shortly.</p>	
13.	<p><u>To receive a report from the Borough Councillors:</u></p> <p>Cllr Royden congratulated the Borough Council councillors of all political parties who came together at the beginning of February and voted unanimously on a budget for how the Borough Council would spend its money for the next year. Unfortunately despite having already made 81 million pounds worth of cuts since becoming a unitary authority, the Borough Council is now having to make another 25 million pounds worth of cuts.</p> <p>Within Brickhill, the gritting lorry is now going beyond the first roundabout in Ashmead Road and gritting Woodlands Park, Cllr Moon has signed off the installation of double yellow lines at some junctions on Woodlands Park, following complaints about dog fouling, the portable CCTV camera is to be relocated in the roads around Scott Lower School.</p> <p>Cllr Royden noted the amount of litter he and Cllr Corinne Royden had collected from around the football pitch. Bedford Borough Council are</p>	

	<p>to adopt a protocol whereby if teams and their supporters who use pitches owned by the Borough do not clean up after themselves, then they will be stopped from using the pitches.</p> <p>He was aware of the need to sort out parking and traffic issues in Moriston Road.</p> <p>CCTV had been used in Stour Way to monitor any flooding but no issues were found.</p> <p>The inclusion of Freeman’s Common in the Borough Council’s call for sites was noted and he and Cllr Rider would oppose this when consideration is given to the areas.</p> <p>It was resolved to put the state of the footpath from Carron Road/Grenadier Close to Bramley Way on the agenda for the March meeting along with flashing speed signs on Brickhill Drive.</p>	
14.	<p><u>To review the list of outstanding matters and agree any further action:</u></p> <p>This was reviewed.</p>	
15.	<p><u>Staffing Matters:</u></p> <p>To note a salary change for Dave Britton. 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.</p>	
16.	<p><u>Date of Next Meeting:</u></p> <p>Thursday 3rd March 2016 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY.</p>	

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 Approved by Chairman
 3rd March 2016