



Minutes of the Meeting of Brickhill Parish Council held on Thursday 5th March 2020 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm.

Present: Cllrs Fitzpatrick, Ward, Durham, Holloway, Green, Blakeman, Retout, Charles Royden, Rider, Corinne Royden, Grant, Johns, Reeve, Jarman-Webb, Borough Cllr Moon and the Clerk (Mrs S Bottoms) were in attendance.

Absent: Cllr Retout and Borough Cllr Martin-Moran-Bryant.

1.	<u>Apologies for Absence:</u> Cllr Retout and Borough Cllr Martin-Moran-Bryant.	
2.	<u>Declarations of interest in items on the agenda</u> i) <u>To receive written requests for a dispensation:</u> None received. ii) <u>To consider any requests for a dispensation:</u> None.	
3.	<u>To confirm the minutes of the meeting held on Thursday 6th February 2020:</u> The minutes were signed as a true record of the meeting.	
4.	<u>Public Open Session (15 mins):</u> None.	

5.	<p>Financial Matters: To consider and agree action on the following:</p> <p>i) <u>To approve bank reconciliations and any accounts for payment:</u> It was resolved to approve the following:</p> <table border="1" data-bbox="203 308 1585 1029"> <thead> <tr> <th><u>Payee Name</u></th> <th><u>Reference</u></th> <th><u>Amount Paid</u></th> <th><u>Transaction Detail</u></th> </tr> </thead> <tbody> <tr> <td>Bedford Borough Council</td> <td>DD</td> <td>£ 3,475.61</td> <td>Salaries (February)</td> </tr> <tr> <td>Associated Telecom Solutions</td> <td>DD</td> <td>£ 18.10</td> <td>Telephone Charges</td> </tr> <tr> <td>J Mrehwa</td> <td>BACS 130</td> <td>£ 104.22</td> <td>Newsletter Deliveries</td> </tr> <tr> <td>S Bottoms</td> <td>BACS 131</td> <td>£ 19.97</td> <td>Meeting Refreshments</td> </tr> <tr> <td>NPower</td> <td>BACS 132</td> <td>£ 70.14</td> <td>Electricity for the Fountain</td> </tr> <tr> <td>White Hart Press</td> <td>BACS 133</td> <td>£ 650.00</td> <td>Newsletter Printing</td> </tr> <tr> <td>Bedford Borough Council</td> <td>BACS 134</td> <td>£ 865.58</td> <td>Column Fosters Brow</td> </tr> <tr> <td>Bedford Borough Council</td> <td>BACS 135</td> <td><u>£ 1,615.68</u></td> <td>Christmas Tree Lights - Install</td> </tr> <tr> <td></td> <td>Total Payments</td> <td>£ 6,819.30</td> <td></td> </tr> </tbody> </table> <p>ii) <u>To review the grant application criteria and application form and agree any action:</u> It was resolved that a meeting of the Finance Advisory Group would be arranged in the near future to consider the whole process and bring some proposals forward to a future meeting. All organisations making grant requests would be informed that they will be considered once this process has been completed.</p> <p>iii) <u>To change the signatures on the Co-operative Bank Accounts:</u> It was resolved to remove A Southern, A Wilkins and R Waterhouse. There was no need to increase the number of signatories.</p> <p>iv) <u>To change the signatures on the Stafford Railway Building Society Account:</u> It was resolved to remove A Southern and add Cllr Holloway.</p>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>	Bedford Borough Council	DD	£ 3,475.61	Salaries (February)	Associated Telecom Solutions	DD	£ 18.10	Telephone Charges	J Mrehwa	BACS 130	£ 104.22	Newsletter Deliveries	S Bottoms	BACS 131	£ 19.97	Meeting Refreshments	NPower	BACS 132	£ 70.14	Electricity for the Fountain	White Hart Press	BACS 133	£ 650.00	Newsletter Printing	Bedford Borough Council	BACS 134	£ 865.58	Column Fosters Brow	Bedford Borough Council	BACS 135	<u>£ 1,615.68</u>	Christmas Tree Lights - Install		Total Payments	£ 6,819.30		<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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6.	<p><u>To receive a report from the Borough Councillors:</u> The ward councillors for Great Barford and Brickhill had circulated reports which the Clerk agreed to put on the website. Borough Cllr Moon reported that all grassed areas and the play areas had now been adopted by the borough council.</p>	Clerk
7.	<p><u>To receive a report on the proposed NDP for Brickhill:</u> Cllr Fitzpatrick reported that on the 25th February, members of the Brickhill Neighbourhood Development Plan Group had a conference call with Dave Chetwyn of Urban Vision. Following the conversation it agreed to accept the proposal from Urban Vision to support the Brickhill NDP. The proposal from Urban Vision was circulated. On the 3rd March, members of the group then met with Dave Chetwyn. It is now in the 'early public engagement' stage of the plan, during which it is seeking the general views of the public and to raise awareness. A SurveyMonkey online survey has been launched at https://www.surveymonkey.co.uk/r/BrickhillNDP1. Residents and other stakeholders are being asked to take part in the survey which will run until the end of March. Could all councillors take part and encourage others. When the grant funding scheme opens for financial year 20/21, the group will apply for funds to cover the Urban Vision proposal, plus any other likely costs for the forthcoming financial year.</p>	Cllr Fitzpatrick
8.	<p><u>To give further consideration and agree action re:19/01662/DC3 application which has been submitted for the construction of area of hard standing to provide additional residential parking:</u></p> <p>Following discussion, it was resolved by a majority of 8:4 that the parish council should withdraw its original objection to the proposed location for this hard standing.</p>	Clerk
9.	<p><u>To approve the decision of the Allotments & Open Spaces Committee to replace two pieces of equipment on Waveney Green:</u></p> <p>The Clerk reported that the Allotments and Open Spaces Committee had been considering the need to replace the galleon and the logs (all that remains here are the concrete bases). Various options had been considered. The Committee proposed that these be replaced with a multi-unit and rope swing from Proludic. The total cost of the project will be £28,000. The equipment will be installed in wet pour which is the more expensive surfacing option. In addition, it is proposed that £2,140 is to be spent to put rubber mulch under the toddler climbing unit which gets very muddy underfoot in wet weather. As per the parish council budget agreed for 2020-21, the intention is to use the CIL monies (£16,195) plus the £7,000 in the current year budget, with the remainder to be funded from reserves. It was resolved to approve this.</p>	Clerk
10.	<p><u>To consider funding additional defibrillators in Brickhill and agree action:</u> As requested at the last meeting, the Clerk contacted Christine Garrett at St Andrews. She had investigated a number of suppliers and recommended Community Heartbeat Trust (CHT) who have provided an excellent before and after service. The cost for the defibrillator was £1,750 (they purchased one with verbal and pictorial instructions), annual support £135. The training seminar cost £175 (this was highly recommended). CHT arranged the link up with the ambulance service. Someone would need to undertake weekly checks of the equipment. Following discussion, it was resolved to consider purchasing and installing two. More consideration to be given to this at the next meeting but possible locations might be the Brickhill Community Centre and Anjulita Court.</p>	Clerk

11.	<u>To note the proposals for new council wards and ward boundaries for Bedford Borough Council and the start of a 10-week public consultation:</u> The Clerk would respond to the consultation to say that Brickhill Parish Council want the parish to be split between no more than the current two wards (Brickhill and Great Barford). She would further respond to say that the 4 properties removed from Brickhill in the 2017 Community Governance Review (Brickhill/Clapham) should be in the De Parys Ward and the 6 removed in the 2013 Community Governance Review (Brickhill/Woodlands Park) should be in the Putnoe Ward.	Clerk
12.	<u>To update the Current Action Plan:</u> The Clerk circulated the existing action plan with some suggestions as to what might be included for the next plan. A current action plan is a requirement if the parish council wishes to renew its quality status. Councillors were asked to give more consideration to this matter ahead of the next meeting. The Clerk will put this on the next agenda.	Clerk
13.	<u>Strengthening police powers to tackle unauthorised encampments:</u> It was resolved to wait and see the outcome of the consultation. Bedford Borough Council had sent in a robust response to the consultation.	
14.	<u>To review the Asset Register:</u> It was resolved to accept this with the change in the description of Brickhill Community Centre to "long lease". The Clerk would arrange for this to go on the website.	Clerk
15.	<u>To review the Risk Assessment and Internal Controls for the parish council:</u> It was resolved to accept this. The Clerk would arrange for this to go on the website.	Clerk
16.	<u>To consider items for consideration/investigation by the borough council's Overview and Scrutiny Committees in the 2020/21:</u> One suggestion was to look at how residents could be encouraged to take part in volunteering.	Clerk
17.	<u>To review the list of outstanding matters and agree any further action:</u> These were reviewed.	
18.	<u>Date of Next Meeting:</u> Thursday 2 nd April 2020, at 7.30pm at St Mark's Church and Community Centre, Calder Rise.	

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Approved by Chairman
2nd April 2020