



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 7<sup>th</sup> March 2019 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm.**

**Present:** Cllrs Fitzpatrick, Johns, Seymour, Holloway, Charles Royden, Corinne Royden, Ward, Rider, Reeve, Jarman-Webb, Bailes, Cross and Borough Councillor Moon, the Clerk (Mrs S Bottoms), Andrew Prigmore and April Quinn (Bedford Borough Council) and 9 members of the public were in attendance.

**Absent:** Cllrs Blakeman and Retout.

|    |  |  |
|----|--|--|
| 1. | <b>Apologies for Absence:</b> Cllrs Blakeman and Retout.   |  |
| 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>To confirm the minutes of the meeting held on Thursday 7<sup>th</sup> February 2019:</b></p> <p>The minutes were signed as a true record of the meeting.</p>   |  |
| 4. | <p><b>Public Open Session (15 mins):</b></p> <p>i) <u>Mugging at Avon Drive Shops:</u></p> <p>The resident asked what the parish council can do with regards public concern about rising knife violence and lack of police presence in the parish. It was noted that there are CCTV cameras at the shops which are monitored. There is a meeting on the 12<sup>th</sup> March at St Marks at 7.30pm where police will be asking residents to set forthcoming police priorities. Cllr Fitzpatrick would raise the concerns of residents at that meeting.</p> <p>Unfortunately the parish council has no straightforward solutions to this problem. Cllr Charles Royden encouraged all residents to attend that meeting on the 12<sup>th</sup> March as the police do need to hear from both the residents and the parish council. Cllr Fitzpatrick said that the parish council would be sympathetic to support local policing initiatives.</p> <p>ii) <u>Graze Hill Development:</u></p> <p>There are no plans to link this development with Woodlands Park other than by pedestrian and cycle access.</p> |  |

5.

**Financial Matters: To consider and agree action:**

i) To approve bank reconciliations and any accounts for payment: **It was resolved** to approve these (see below).

| <u>Payee Name</u>            | <u>Reference</u>      | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|------------------------------|-----------------------|--------------------|---------------------------|
| White Hart Press             | BACS 120              | £ 650.00           | Newsletter Printing       |
| Bedford Borough Council      | DD                    | £ 3,985.63         | Salaries Feb              |
| Associated Telecom Solutions | DD                    | £ 21.12            | Telephone Charges         |
| DRG Arbor Services           | BACS 121              | £ 640.00           | Tree Works WG             |
| P Chester & Sons Ltd         | BACS 122              | £ 694.80           | Boiler Service BCC        |
| Bedford Borough Council      | BACS 123              | £ 1,320.00         | Christmas Tree WG         |
| NPower                       | BACS 124              | £ 14.74            | Electricity for Fountain  |
| WJ South                     | BACS 125              | £ 714.00           | White Lines BCC           |
| Bedford Borough Council      | BACS 126              | £ 2,927.55         | Election re-charge        |
|                              | <b>Total Payments</b> | <b>£ 10,967.84</b> |                           |

ii) To consider a grant request from Autism Bedfordshire for £400: Following discussion, **it was resolved** to make the payment.

iii) NJC Salary Scales 2019-20: Following discussion, **it was resolved** to approve this from the 1<sup>st</sup> April 2019.

iv) To appoint an internal auditor: The Clerk reported that she had advertised for a replacement following the resignation of Gill Wiggs. Kathy Riches has offered her services. She is a retired local government accountant who worked in Internal Audit in Bedfordshire for over 20 years. The Clerk has met with her and believes she would be very suitable. The charge would remain at £135. Following discussion, **it was resolved** to agree to her appointment. The Clerk agreed to contact her.

v) To review the Risk Assessment and Asset Register: Following discussion, **it was resolved** to agree to these. The Clerk agreed to put these on the website.

Clerk

Clerk

Clerk

Clerk

|    |  |       |
|----|--|-------|
| 6. | <p><b><u>To receive an update on Woodlands Park and agree further action:</u></b></p> <p>i) <u>Graze Hill Development:</u><br/> Cllr Bailes said that the later version of the site plan for the development shows a potential allocation of up to 220 properties. This number has risen from 100 properties (public meeting February 2018) to 200 properties (item 4 January 2019 minutes) to 220 properties (attachment circulated against item 9<sup>th</sup> March 2019 agenda).<br/> Woodlands Park residents continue to express concern about the scale of this development and its impact upon its neighbours. A clear strategy is urgently needed and a public discourse with neighbouring properties/developments. Planned consultations with the residents have been delayed until the result of the changes to the proposed plan is formally available for public consumption in the coming weeks.</p> <p>ii) <u>East West Rail:</u><br/> Brickhill/Woodlands Park residents remain concerned at the proposals that appear to pass close to Brickhill and cut across the northern boundary of the country park. A recent invitation for councillors to a meeting with East West Rail with a few days' notice was insufficient to guarantee appropriate attendance. It is important that the voices of the residents in Brickhill that are most affected by the proposed routes are heard clearly.</p> <p>iii) <u>General Woodlands Park Report:</u><br/> Street lighting and overflowing country park dog bins remain the largest issues of the winter months with criminals noting the non-working lighting in non-overlooked areas and targeting vehicles and the homes on the periphery of the estate. There is a very poor response rate to the reports of non-working lighting that remains under Persimmon control. Residents are regularly reminded of the procedure for reporting broken street lamps via the borough council website.<br/> The Owl Park is continuing to deteriorate rapidly without weather protection. The fixing are exposed from rotting wood on the smaller of the two slides. In addition, the large slide is missing a step and also has the penultimate hand-rail missing on the way up exposing a 4ft drop into thorny bushes on a steep slope. All other Persimmon installed play/sculpture parks remain in a similar condition. <b>It was agreed</b> that the Clerk should write to Paul Pace to put pressure on Persimmon. Cllr Bailes will forward copies of photographic evidence to the Clerk.</p> <p>iv) <u>Woodlands Park CCTV (temporary expansion):</u><br/> Two temporary cameras have been installed adjacent to the first two T-junctions on the estate. This is to improve visibility following recent incidents and associated concerns by CCTV operators. They will be relocated once they have served their purpose on Woodlands Park.</p> <p>v) <u>Environmental Visual Audit with PC Crozier:</u> This had not gone ahead as planned and was rescheduled for a weekday and thus poorly attended.<br/> Cllrs Bailes and Jarman-Webb were thanked for their report.</p> | Clerk |
|----|--|-------|

|    |   |       |
|----|---|-------|
| 7. | <p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>A hard copy of the report from the Great Barford Borough Councillors was circulated to the parish councillors and put on the website. Both sets of councillors were thanked for their reports.</p> <p>Following a question, Cllr Charles Royden said that Bedford Borough Council were continually looking at renewable energy projects and applying and receiving grants.</p>  |       |
| 8. | <p><b><u>Community Payback:</u></b></p> <p>i) <b><u>To receive an update on possible community payback projects and agree any action:</u></b></p> <p>The Clerk reported that she has met up with the organiser and agreed a range of work that could be completed on Waveney Green including tidying up the memorial gardens, renovating benches and cleaning play equipment.</p> <p>Work will start on Wednesday 20<sup>th</sup> March and will continue working on alternative Wednesdays until the tasks are completed.</p> <p>ii) <b><u>To consider purchasing tools and equipment to be donated to Community Payback and agree any action:</u></b></p> <p>The Clerk reported that the organisation bring their own tools for gardening but ask that organisations using their services purchase £250 of equipment and donate it to the organisation.</p> <p>Following discussion, <b>it was resolved</b> to purchase £250 worth of equipment. The Clerk would contact the organiser.</p> | Clerk |
| 9. | <p><b><u>To review the footpaths and bridleways which cross the parish boundaries and agree any action:</u></b></p> <p>As Andrew Prigmore and April Quinn had to leave for another meeting, this item was discussed immediately following item 3.</p> <p>Andrew Prigmore updated the parish council on the process for dealing with those which currently pass through residential properties (4 locations) as well as reviewing those which will cross the proposed Graze Hill development.</p> <p>Cllr Fitzpatrick highlighted the issue of bridleway 23, part of which currently passes behind houses in Westrope Way and Test Close, between the back garden fences and the stream. This is currently completely overgrown and the route needs to be re-routed to follow the tarmacked perimeter path in Woodlands Park.</p> <p>Andrew Prigmore and April Quinn were thanked for attending and left the meeting.</p>  |       |

|     |  |       |
|-----|--|-------|
| 10. | <p><b><u>To establish the operational capacity of St Thomas More School:</u></b></p> <p>Following contact with the borough council by the Clerk, it has been established that the number on roll (NOR) is currently 1041. As an academy, the net capacity of the school should be as per the Funding Agreement, in the case of St Thomas More the Agreement states the school has capacity for up to 1650 pupils (which includes capacity for 400 places at sixth form).</p> <p>Colleagues within the school planning team advise that, in their opinion, the school site has physical space to expand although, without a detailed review, it would be difficult to determine the specifics of how the school could grow. In consideration of the capacity already available and the current NOR, it is unlikely further expansion will be needed in the near future. If however this were to be considered, the borough council would have a dialogue with the Academy Trust and the Diocese given that there is a mix of land ownership at the site.</p> <p>Additionally, St Thomas More would also have to agree any increase in their capacity with the DfE through an amendment to their funding agreement. The resident who had originally raised this matter with the parish council was given permission to speak by the Chairman. He questioned the 1650 figure and requested that the parish council ask to see the schedules of accommodation. It was noted that a meeting between the school and residents was due to be held shortly. He felt that these meetings had been disappointing in the past.</p> <p>Cllr Bailes proposed and <b>it was resolved</b> that it was important to deal with the issues of traffic/access and improvements to safety around the school by getting all the parties who were able to take action to a joint meeting including the Academy Trust, the Diocese and highways officers from the borough council.</p> <p>It was agreed that it would be sensible to arrange such a meeting once the May elections had taken place and the new parish council was in place.</p> | Clerk |
| 11. | <p><b><u>To consider a proposal that the parish council write to support an interchange at Bedford Midland as part of the East-West Rail Consultation:</u></b></p> <p>Cllr Fitzpatrick reported on the meeting he attended with Cllr Holloway with East West Rail at which no further more information had been provided to that already in the possession of the parish council.</p> <p>The Clerk had received answers from the East West Rail Team to a number of questions she had raised with it, originally forwarded to her from Cllr Bailes. In response, it had said that in developing and selecting a preferred route, it was mindful of the need to protect the character of local areas, including limiting noise and ecological impacts.</p> <p>It had asked for further information regarding the nesting of red kites.</p> <p>It was proposed by Cllr Royden and seconded by Cllr Johns that the parish council should respond to the consultation by saying that it prefers the routes which run through Bedford and to the north (routes D or E).</p>   | Clerk |

|            |   |  |
|------------|---|--|
| <p>12.</p> | <p><b><u>To agree to only place non-political content on the parish council social media sites and in published material:</u></b></p> <p>The Clerk circulated information from the Local Government Act 1986 and also The Code of Recommended Practice on Local Authority Publicity.</p> <p>Following discussion it was proposed by Cllr Royden and seconded by Cllr Rider to note that purdah would be starting 6 weeks before polling day and to agree to review this again when the new council meets.</p>   |  |
| <p>13.</p> | <p><b><u>To review the list of outstanding matters and agree any further action:</u></b></p> <p>i) <u>Brickhill Community Centre:</u></p> <ul style="list-style-type: none"> <li>• <u>Upgrading of the car park markings:</u><br/>The Clerk reported that this work would be happening on the 7<sup>th</sup> March.</li> <li>• <u>Lift:</u><br/>The quote from The Cook Group has been accepted for sealing the lift pit (£6,430 plus £883.96 ex.VAT charged by Otis for isolating the lift). She has asked that Otis and Cook work with Sue (Centre Manager) to find a suitable time for the work to be carried out.</li> </ul> <p>ii) <u>CCTV/Waveney Green:</u></p> <p>This has now been installed on Avon Drive directed towards Waveney Green. The Clerk has notified Brickhill Primary and will put something in the next newsletter.</p> |  |
| <p>14.</p> | <p><b><u>Date of Next Meeting:</u></b></p> <p>Thursday 4<sup>th</sup> April 2019 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY.</p>   |  |

.....Approved by Chairman  
4<sup>th</sup> April 2019