

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

Present: Cllrs Fitzpatrick, Holloway, Green, Blakeman, Durham, Charles Royden, Grant, Retout, Johns, Reeve, Jarman-Webb, four members of the public and the Clerk (Mrs S Bottoms) were in attendance.

Absent: Cllr Rider, Corinne Royden, Ward and Borough Cllrs Moon and Martin-Moran-Bryant.

1.	Apologies for Absence: Cllr Rider, Corinne Royden, Ward and Borough Cllrs Moon and Martin-Moran-Bryant.	
2.	Declarations of interest in items on the agenda i) <u>To receive written requests for a dispensation:</u> None received. ii) <u>To consider any requests for a dispensation:</u> None.	
3.	To confirm the minutes of the meeting held on Thursday 3rd October 2019: The minutes were signed as a true record of the meeting.	
4.	To note the resignation of Chris Bailes and agree action: It was noted with regret the decision of Chris Bailes to resign from the parish council. He had been a hard-working parish councillor, especially for the Woodlands Park Ward and will be greatly missed. The process has started to fill the vacancy.	
5.	To agree a replacement parish councillor for the Planning Committee: It was resolved to appoint Cllrs Johns and Durham.	
6.	Public Open Session (15 mins): i) <u>Informing the council and the public about 5G:</u> Three members of the public attended to ask the parish council to consider a motion to halt the rollout of 5G until there is more independent scientific investigation and evidence that it is safe. The parish council resolved to put this on the next agenda and in the meantime to seek more information on the matter. ii) <u>Liaison between the parish council and the police:</u> The member of the public asked what sort of a relationship is there between the two bodies. Cllr Fitzpatrick updated him on the matter and sought to re-assure him that there were good links.	All Councillors and the Clerk.

7. **Financial Matters:** To consider and agree action on the following:
 i) To approve bank reconciliations and any accounts for payment: **It was resolved** to approve the following:

Payee Name	Reference	Amount Paid	Transaction Detail
Shaun Reilly	BACS 86	£485.00	Allotment Works
White Hart Press	BACS 87	£650.00	Newsletter Printing
Otis Ltd	BACS 89	£3,697.92	Lift Works
British Telecom	DD	£93.00	Broadband
Bedford Borough Council	BACS 88	£304.80	Medical Assessment A Southern
Alicia Ward	BACS 90	£30.00	Newsletter Deliveries
BATPC	BACS 91	£40.00	Training
Bedford Borough Council	DD	£5,705.62	Salaries October
Associated Telecom Solutions	DD	£23.51	Telephone Charges
Brickhill Community Centre	BACS 94	£191.04	Refund for new hand dryer
Paul Riches Skips	BACS 92	£321.00	Skip Hire for Allotments
Warners of Bedford	BACS 93	£270.00	Planting round signage
NPower	BACS 95	£13.80	Electricity for Fountain
Bedford Borough Council	BACS 96	£1,087.87	Waveney Green Contract
Chris Horne Gardens Ltd	BACS 97	£180.00	Mowing of Allotments
St Marks Church Community Centre	BACS 98	<u>£212.33</u>	Office and hall hire
	Total Payments	£13,305.89	

	<p>ii) <u>The receipt of CIL monies from 16/02497/FUL garages to rear of 140 Brickhill Drive:</u></p> <p>iii) The Clerk reported that the parish council has received £14,399.03 from this development. Last November it received £1,796.25 for work at the Tiger Moth. It was resolved that these amounts should be tracked in the future.</p> <p>iv) <u>To agree a date for a meeting of the Finance Advisory Group to consider a draft budget for 2020-21:</u> The Clerk will attempt to organise a date after the 12th December.</p>	<p>Clerk</p> <p>Clerk</p>
8.	<p><u>To receive a report from the Borough Councillors:</u></p> <p>The Clerk will put copies of the reports from both sets of councillors on the website.</p>	Clerk
9.	<p><u>To consider and agree action re: a proposal for action on a neighbourhood plan for Brickhill:</u> Following discussion, Cllr Fitzpatrick proposed and it was resolved to:</p> <p>i) Invite residents to express any interest in taking part in the Neighbourhood Plan process.</p> <p>ii) Ask BRCC to offer technical support for the planning process.</p> <p>iii) Agree to cover the cost of administrative/secretarial support.</p> <p>iv) Once discussions have been held with BRCC, subject to reaching an agreement with them, to apply for a grant to cover activities between now and March 2020.</p> <p>The basic intention is to work between now and the end of March 2020 to draw up a costed, detailed, plan for creating a Neighbourhood Plan.</p>	Cllr Fitzpatrick and the Clerk
10.	<p><u>To note the departure of Assistant Clerk Mrs Alison Southern and agree any further action:</u></p> <p>The parish council noted with regret that Mrs Southern retired from its employment on the 17th October having worked for the parish council since 2006. The parish council acknowledged the hard work that she had put in on behalf of Brickhill residents. The parish council agreed the final payment to be made to her.</p>	Clerk
11.	<p><u>To receive an update on Woodlands Park and agree further action:</u> Paul Pace of Bedford Borough Council reported that the borough council has been working with Persimmon Homes and Taylor Wimpey to progress the adoption of the Country Park, playgrounds and open space areas within the Woodlands Development. The council is now in the very final stages of the adoption process, with just one final legal document outstanding which the council is chasing. It is therefore hoped to have the adoption finalised over the next few months, albeit that the council is putting the pressure on for this side of Christmas. He would provide a further update as more information becomes known.</p> <p>After another accident in Ashmead Road, near the junction with Bramley Way, the Clerk will write to ask the borough to look at that section of road, to see what could be done to improve safety. Cllr Jarman-Webb was in the process of organising volunteers to lock and unlock the gate to the carpark at the changing rooms.</p>	<p>Clerk</p> <p>Cllr Jarman-Webb</p>

12.	<u>To consider funding additional defibrillators in Brickhill and agree action:</u> Cllr Retout was still pursuing this matter and would report back in January.	Cllr Retout
13.	<u>To receive an update regards the switch-on of the tree lights on Waveney Green 4th December:</u> The Clerk reported that The Lions will be attending with their trailer, Scott Lower School choir will sing a song and there will possibly be a carol. The Clerk will to purchase a couple of rechargeable floodlights to use. Cllr Fitzpatrick will be roping off an area in advance and will bring his PA system. The Clerk will advertise the event, produce a risk assessment and contact the insurance company.	Clerk
14.	<u>To consider and agree action re: Spring Tea for the over 65 years:</u> It was resolved to continue with this in 2020. The Clerk will organise and advertise nearer the date.	Clerk
15.	<u>To receive an update re: planting around the Brickhill signs:</u> The Clerk reported that this has now been done (£225) under the gateway on Brickhill Drive and the signs on Rowallan Drive and Wentworth Drive.	
16.	<u>To review the list of outstanding matters and agree any further action:</u> This was reviewed.	
17.	<u>To agree meeting dates for 2020:</u> 9 th January, 6 th February, 5 th March, 2 nd April, 7 th May, 4 th June, 2 nd July, 3 rd September, 1 st October, 5 th November. Planning will be prior to these meetings but also on the 6 th August and 3 rd December at 6.15pm. The Clerk has provisionally booked the 13 th May for the Annual Meeting but it would be a late start (8pm).	
18.	<u>Date of Next Meeting:</u> Thursday 9 th January 2020, at 7.30pm at St Mark's Church and Community Centre, Calder Rise.	

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Approved by Chairman
9th January 2020