



Minutes of the Meeting of Brickhill Parish Council held on Thursday 5th September 2019 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm.

Present: Cllrs Fitzpatrick, Holloway, Green, Bailes, Reeve, Blakeman, Retout, Durham, Charles Royden, Ward, (Cllr Jarman-Webb arrived at 8.28pm), one member of the public and the Clerk (Mrs S Bottoms) were in attendance.

Absent: Cllrs Grant, Corinne Royden, Johns and Rider. Borough Cllrs Moon and Martin-Moran-Bryant.

1.	<p><u>Apologies for Absence:</u> Cllrs Grant, Corrine Royden, Johns and Rider, Borough Councillors Moon and Martin-Moran-Bryant.</p>	
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.</p> <p>ii) <u>To consider any requests for a dispensation:</u> Cllr Green item 14, Cllr Retout local interest in item 14.</p>	
3.	<p><u>To confirm the minutes of the meeting held on Thursday 4th July 2019:</u> The minutes were signed as a true record of the meeting.</p>	
4.	<p><u>Public Open Session (15 mins):</u> <u>Action being taken and the cost to evict travellers in the parish:</u></p> <p>Cllr Fitzpatrick reported that no expenditure had been incurred to date by the parish council. Cllr Charles Royden referred the resident to the report by the Brickhill Borough Councillors which will be placed on the website and outlines the current position. With regards cost to the borough council, there were no additional costs in terms of employing extra staff, rather the time of existing officers is being away from their other duties to deal with this issue. Cllr Royden did thank the officers of the borough council for their prompt response to the problem.</p> <p>Cllr Retout reported that the parish council had responded to the borough council consultation on encampments held last year and the matter had been raised by Nadine Dorries who is a CBC MP.</p> <p>Cllr Royden said that protective barriers had not been entirely effective elsewhere, but action was being taken by the borough council to start installing a particular style of natural physical barrier on Brickhill Drive which it was hoped would be more successful.</p>	

5.

Clerk

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:

<u>PAYEE NAME</u>	<u>REFERENCE</u>	<u>AMOUNT PAID</u>	<u>TRANSACTION DETAIL</u>
Milhouse Marquees	BACS 53	£1,425.25	Marquee GOTG
Mr Gumble	BACS 47	£700.00	GOTG Carousels
Face Painting Magic	BACS 51	£150.00	Face Painting GOTG
Sundorne Bouncy Castles	BACS 52	£365.00	Bouncy Castle GOTG
Home Counties Toilet Hire	BACS 54	£456.00	Toilet Hire GOTG
Matthew Garrett	BACS 55	£440.00	Magic GOTG
Jay Rollins	BACS 60	£280.00	Circus Skills GOTG
S Bottoms	BACS 73	£12.31	Refreshments for GOTG
S Bottoms	BACS 76	£6.44	Refreshments
Glitter-arty	BACS 61	£200.00	Face Painting GOTG
BATPC	BACS 62	£30.00	Training
Raptor Society	BACS 64	£100.00	Birds of Prey GOTG
BATPC	BACS 63	£30.00	Training
British Telecom	DD	£93.00	Broadband
S Bottoms	BACS 72	£15.88	Stationery
Bedford Borough Council	DD	£3,704.80	Salaries July
Chris Horne Gardens Ltd	BACS 44	£180.00	Grass Allotments
Bedford Borough Council	BACS 45	£1,087.90	WG Maint and Litter WG
NSYS	BACS 46	£886.24	Website, Hosting, Social Media to 31st July
Associated Telecom Solutions	DD	£18.20	Telephone Charges
White Hart Press	BACS 40	£650.00	Newsletter Printing
St Johns Ambulance	BACS 41	£172.80	First Aid GOTG
Gemini Lock & Safe Ltd	BACS 42	£120.00	Allotment Keys
St Marks Church Community Cent	BACS 43	£212.33	Office and Hall Hire

Brickhill Community Centre	BACS 48	£142.40	Refund re: lift
Rialtas Business Solutions	BACS 49	£145.20	Alpha Software
Rialtas Business Solutions	BACS 50	£145.20	Allotment Software
Viking	BACS 57	£132.14	Stationery and stamps
Luton Town FC	BACS 58	£120.00	Soccer School
NPower	BACS 59	£46.57	Electricity for Fountain
Associated Telecom Solutions	DD	£21.78	Telephone
Grummitt Electrical	BACS 68	£264.00	12 m electrical inspection
Grummitt Electrical	BACS 69	£172.97	Labour for hand dryers
Brickhill Community Centre	BACS 70	£382.08	Refund BCC hand dryer
Bedford Borough Council	DD	£3,704.80	Salaries Aug
Mazars	BACS 56	£480.00	External Audit
NPower	BACS 65	£47.03	Electricity for the Fountain
Came & Co	BACS 66	£1,286.65	Annual Insurance
Cooks Group	BACS 67	£6,516.00	Lift Waterproofing
ACE Security	BACS 71	£270.00	CCTV Annual Maint
Chris Horne Gardens Ltd	BACS 74	£2,370.73	Boiler Replacement BCC
Chris Horne Gardens Ltd	BACS 74	-£2,370.73	Boiler Replacement BCC
Christy Plumbing and Heating	BACS 74	£2,370.73	Boiler Replacement BCC
Red N Security	101237	£85.00	Alarm work - lift works
Viking	BACS 75	£22.04	Stationery
	Total Payments	£27,690.74	

- ii) To consider a grant application from Brickhill Lower School Football Club: Following discussion, **it was resolved** to approve the grant request for £520 for kit provided that the parish council is acknowledged on the shirts as sponsors.
- iii) To receive the report on the accounts for 2018-19 from Mazars and note no matters raised: This report was received. The Clerk agreed to put copies of the completed accounts onto the website as well as a copy of the completion notice. The latter would also be put on the noticeboards.

Clerk

Clerk

6.	<p><u>To receive a report from the Borough Councillors:</u> Borough Cllrs Moon and Martin-Moran-Bryant had sent a written report which the Clerk has circulated and sent a copy for uploading on the website. Borough Cllrs Royden and Rider had provided a report which the Clerk will forward to all councillors and put on the website.</p>	Clerk
7.	<p><u>To receive an update and agree any further action following the recent encampment on Fosters Brow:</u> This was discussed in detail under item 4 above.</p>	
8.	<p><u>To receive an update re: installation of CCTV on Fosters Brow and Brickhill Drive:</u> The Clerk reported that she had placed the order with the borough council to install the 12m column needed to support the CCTV at the allotments and also the Scout Hut. She has had communication from John McKinney, Service Manager at the borough council to say that he is waiting for a major maintenance programme to be completed. Once this has been completed it will make the system a lot more reliable and have more signal redundancy in the system. With the new set up and software, CCTV cameras which match the new server will offer additional capabilities, greater reliability and a better picture. The borough have not been purchasing any cameras during the last six weeks as it could not have installed them but the situation should be resolved by the end of September. He has agreed to keep the Clerk posted. Until the column has been erected and communication received from Mr McKinney, the Clerk has delayed accepting the quote from ACE for the cameras. Cllr Bailes asked that the Clerk confirm with ACE Security questions he had previously raised with regards IR illumination. The Clerk had already raised these concerns with ACE but would double check ahead of the contract being placed. The Clerk would also ask ACE Security whether the cameras could be installed ahead of permission being granted to connect to the borough council system and if that would impact on the warranty. At this stage though no further action could be taken until the lighting column was installed. Cllr Royden questioned if the CCTV cameras were still needed if physical barriers were installed around the green area on Brickhill Drive. The Clerk said that the camera on Brickhill Drive may no longer be needed but certainly those proposed covering the allotments and the scout hut were still needed.</p>	Clerk
9.	<p><u>To receive an update on Woodlands Park and agree further action:</u> Cllr Bailes had forwarded a copy of his report to his fellow councillors in advance of the meeting.</p> <p><u>Adoption / other projects progress</u></p> <p>Cllr Moon is discussing a request with Borough Officers to organise a meeting with Persimmon. Permission is sought to proceed with considerable urgency to complete the projects funded by the monies transferred from Ravensden.</p> <p><u>Graze Hill development</u></p> <p>A planning decision was expected before 17 June 2019, no extension is listed but it is still “awaiting decision” with a decision over 2 months overdue.</p> <p><u>General Woodlands Park snagging lists</u></p> <p>Cllrs Bailes, Moon and Martin-Moran-Bryant had walked around the Woodlands Park estate in August to review the various longstanding issues. The country park has received the late summer mowing. Overgrown bushes at the entrance the Owl park and the Margil-Crispin-Stumer park have been cut back (although the latter still has dangerous rotted wooden sleepers strewn around and dangerously unsupported</p>	

	<p>raised beds). The bridleway toward the main entrance to Clapham Park wood has been patched.</p> <p>Urgent attention is required for the state of the tarmac paths within the Owl Park. Some cracks are sufficiently large for a small foot to become trapped and potentially cause a broken ankle. Safety bark in the Owl park (particularly under the swings) and in the Pizza Park (under the rotating table and under the swings) is gone leaving a dangerous drop for smaller children.</p> <p>The land in front of the substation at the flats (second T-junction) owned by UK Power Networks remains overgrown, with the tallest trees now reaching 12 ft tall. Cllr Fitzpatrick has reported this to UK Power Networks.</p> <p>It is imperative that continued progress is made on the items that remain unresolved, some since the estate was built in 2009!</p> <p><u>Yellow Line Parking Easement Request – Second T-junction</u></p> <p>Cllrs Moon, Martin-Moran-Bryant and Bailes met with a resident in August to discuss easements to parking around the flats at the second T-junction to alleviate local congestion toward Gala and Russet. Cllr Martin-Moran-Bryant is following up with highways officers to discuss what might be possible at low cost with the immediate locality. Cllr Bailes was thanked for his report.</p>	
10.	<p><u>To consider funding additional defibrillators in Brickhill and agree action:</u> Cllr Fitzpatrick reported that he has approached All Nations and St Mark's. Both have defibrillators inside the churches themselves but are happy to have publicly available defibrillators installed outside. In the case of Brickhill Community Centre, this will be an item on the agenda of the forthcoming liaison working group meeting, but in principle Cllr Green could see no issue. Cllr Retout agreed to forward to the Clerk e-mails on the matter from a contact at St Andrew's who have had an external defibrillator installed. Once information has been gathered with regards style of defibrillator, installation requirements as well as regular inspection commitments, this could be circulated to the three sites for their agreement. The Clerk would put this item on the next agenda.</p>	Cllr Retout Clerk
11.	<p><u>To receive an update on the Summer youth activities:</u> The Clerk reported that three activities had been held over the Summer period all between 9am-1pm. A soccer school at Brickhill Primary run by Luton Town FC, total cost £360 (£240 to hire school and £120 for two coaches from the football club). A multi activity session at Brickhill Primary run by SSG, total cost £682.90 (£240 to hire school and £382.50 for SSG staff and their equipment). Bushcraft held at Park Wood, total cost £352.48 (£50 for Scout Hut and £302.48 for SSG and equipment). The total spend had been £1,395.38. 51 children attended across the three sessions out of a maximum allowed of 75 and the total income received was £382.50. The sessions cater for children who have parents/carers at home and so are looking for half day activities to break up the long summer holidays. They do not aim to cater for working parents who are looking for full time activity sessions i.e. a full 5 days from 8am -6pm. Consideration will need to take place at a later meeting as to whether to continue running.</p>	Clerk
12.	<p><u>To receive an update on Gathering on the Green 2019; to note the date for next year as Saturday 4th July 2020 and agree any action:</u> The parish council had allocated a budget of £5,250 and the total expenditure had been £5,300. The parish council are still owed £500 from the Brickhill Community Centre Management Committee who sponsored the carousel so the event was in budget by £450. The Clerk thanked everyone who came along and gave support. The parish council always receive good reports from residents who attend. Consideration needs to be given as to what the parish council could do in future to improve the event. Discussion has taken place regarding getting a new banner which specifically refers to GOTG and "this Saturday". The current banner just refers to "Community Event" with no timescale. The Clerk would</p>	Clerk

	ask if this could be the precursor to a wider event organised by Gumbles.	
13.	<u>To decide whether to hold a litter pick in the Autumn and to agree a date if appropriate:</u> Following discussion, it was resolved to go for 2 nd November at 10am to 12 noon. Clerk would advertise in the next newsletter and on the noticeboards. She would also ask to hire the equipment from the borough council.	Clerk
14.	<u>To receive an update on the works at the Brickhill Community Centre:</u> The Clerk reported that the waterproofing of the lift pit was completed over the 5 th -7 th August at a total cost of £9,520. The boiler replacement will take place 23 rd -28 th September at a total cost of £7,800. The date for the next liaison meeting is Thursday 12 th September at 7pm.	
15.	<u>Correspondence from BATPC:</u> i) <u>Election to County Committee:</u> This was noted but no-one wished to stand for election. ii) <u>AGM 17th October 2019 – Motions for Debate:</u> Cllr Fitzpatrick agreed to attend the meeting as a representative of Brickhill Parish Council. Cllr Fitzpatrick proposed and it was resolved that a motion would be proposed focussing on improved means for councils to deal with illegal encampments. Cllr Retout expressed concerns about the language that was being used and the need for all parties to work together. The Clerk would word the motion appropriately to take account of the concerns.	Clerk
16.	<u>To review the list of outstanding matters and agree any further action:</u> this was reviewed. <u>Hard Standing for vehicles in Rooksmead:</u> a contribution towards funding for this had already been agreed at a previous parish council meeting. Cllr Blakeman, as Chairman of the Planning Committee reported that the application for the works had been considered at the meeting held immediately prior to this meeting. The Planning Committee had objected to the proposed location because of the potential damage to established trees. He also noted that it was within 5m of the pond. Installation of hardstanding here could set a precedent for other green areas across the parish. The borough council had been asked to look at alternative locations and resubmit a revised application for consideration. Once suggestion at this meeting was to look at the option of using the wide verges in Rooksmead rather than use the green itself.	
17.	<u>Date of Next Meeting:</u> Thursday 3 rd October 2019, at 7.30pm at St Mark's Church and Community Centre, Calder Rise.	

.....Approved by Chairman

3rd October 2019