

**Minutes of a meeting of Brickhill Parish Council held on Thursday 1 April 2010 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30 pm**

**Present:** Cllrs Fitzpatrick (Chairman), Blakeman, Buchanan, Green, Ovenell, Rider, Royden, Seymour, Waterhouse, and Wilkins. No members of the public attended. The Clerk to the Council, Delia Shephard, was in attendance as was PC Dave Hawkey (for item 5),

**Absent:** Cllrs Chambers, Laybourn and Marriott (holidays).

**1 Apologies for absence**

Apologies for absence from Cllrs Laybourn, Marriott and Chambers were accepted. Cllr Royden had sent apologies for his late arrival which were also accepted.

**Action****2 Declaration of Interests in matters on the agenda**

Cllr Waterhouse declared a personal interest in any matters pertaining to the allotments because of his allotment tenancy.

**3 Confirmation of the Minutes of the meeting held on 4 March 2010**

**It was resolved:** to approve the minutes as a correct record.

**4 Public Open Session**

No members of the public attended.

**5 Police Matters**

No crime figures were available as it was only the first of the month. PC Hawkey noted that vehicle crime in Brickhill had reduced. As a consequence of continued anti-social behaviour around Rooksmead it seemed likely that the flats would be gated. School parking issues continued to be targeted. There had been problems with criminal damage to houses and cars in the Parish. A new Special Constable would be joining PC Hawkey and his PCSO in April.

**6 Community Led Planning Pilot**

David Brewer, Bedford Borough Council and Jon Boswell, Bedfordshire Rural Communities Charity attended and gave a presentation on the forthcoming Community Led Planning Pilot to be held in Brickhill. The pilot would result in a Sustainable Community Strategy for Brickhill. The Council had already seen briefing documents and a timetable for the pilot at previous meetings. Timescale and arrangements were confirmed and it was noted that the pilot would be resourced primarily by the LSP and BRCC.

**7 Financial Matters:**

7.1 A financial report had been circulated and the following accounts were put forward for approval

<b>Cheque No</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
100108	P Hawking	Allotment maintenance	£60.00
100109	L Spavins	Newsletter delivery	£120.00
100110	St Mark's Church	Hall hire	£52.00
100110	St Mark's Church	Office rental	£300.00
100111	S Farquhar	Plot & key deposit refund	£62.00

Clerk

**It was resolved:** to approve the accounts for payment.

7.2 A community grant application in the sum of £200 to cover hire of Brickhill Scout Hut by Taste Real Food Bedford was considered. A written report was provided by the Clerk which confirmed that the Council's community grant criteria were met and the Council could make the grant using its power under S137 of the Local Government Act 1972 (as amended).

Clerk

**It was resolved:** to approve a grant of £200 to Taste Real Food Bedford to cover hire of Brickhill Scout Hut for their four educational season days during the coming year.

7.3 A proposal to invest £25,000 of the Parish Council's funds in fixed rate, fixed term investment bonds was discussed. It was noted that investment options for Parish Councils were restricted by legislation.

Clerk

**It was resolved:** to invest £12,500 in a 6 month and £12,500 in a 12 month fixed rate fixed interest bond with the Halifax.

7.4 **It was resolved:** to instruct the Finance Advisory Group in conjunction with the Clerk to draft an open and transparent investment strategy for the consideration of the full Parish Council based around liquidity (immediate, within 1 month, 3 months, 6 months, 12 months and long term), prudence (the actions of the conservative tax payer in the light of all the circumstances), security (destruction of capital by way of inflation, default, or market depreciation) and yield.

FAG

## 8 **New Standing Orders**

The Clerk had prepared a report on new model standing orders which had been produced by NALC for Parish Councils. Copies of the new model orders had been circulated (copy in minute book). Model Financial Regulations remain unchanged.

**It was resolved:** to adopt the new model standing orders with effect from 2 April 2010 with the following specifications:

Order 1e to specify 15 minutes for public participation

Order 15 to specify 3 minutes.

Order 1j to specify second alternative.

Orders 4a and 4c to specify 7 days.

Order 5xvi to specify £1500.

Order 8a to specify 7 clear days.

Order 17d to specify 7 days and 2 councillors.

An additional order to be added specifying the following:

1. A meeting of Brickhill Parish Council should normally continue for no more than two hours.
2. With immediate effect at the expiry of the two hour period the Chairman will prioritise the agenda so that urgent business is immediately addressed and
3. After two hours thirty minutes following the commencement of the meeting (unless there is a resolution to the contrary) the Chairman is required to declare the meeting closed with any business which is not concluded being deferred to the start of the next meeting.

Clerk

## 9 **Correspondence**

The Parish Council noted receipt of a Highways Satisfaction Survey from Amey and concern was expressed about the poor communications between Amey and the Parish Council.

**It was resolved:** to express these concerns in the Satisfaction Survey.

PB, Clerk

The Parish Council had received a letter from the Mayor giving details of his willingness to visit the parishes and meet informally with local residents at a public

house within the Parish.

**It was resolved:** to encourage the Mayor to visit Brickhill suggesting that the Pheasant Public House would be a suitable venue. Cllr Rider agreed to contact the licensee to check whether this would be acceptable.

WR, Clerk

10 **50<sup>th</sup> Anniversary Report**

A late written report had been circulated about the activities of the 50<sup>th</sup> Anniversary Working Group and this was discussed. The report contained proposals to offer financial support to Brickhill Lower School's 50<sup>th</sup> Anniversary Circus event and to hold a Fun Run to celebrate the 50<sup>th</sup> Anniversary of Brickhill on 26<sup>th</sup> June. Both proposals were discussed at length.

**It was resolved:** to underwrite any potential loss suffered by Brickhill Lower School caused by the provision of two performances of Happy's Circus for the community of Brickhill on Waveney Green in autumn 2010 up to a maximum of £250.

Clerk

11 **Gathering on the Green**

The clerk had asked the Council to consider extending the scope of the Gathering on the Green Community event scheduled to be held on 5<sup>th</sup> August to allow a limited number of charities, community groups and local businesses to run stalls selling good and to extend the focus of the event to include all members of the community. The Council felt that it was a hallmark of the event that all activities were provided free of charge and there was no pressure on those attending to purchase goods or refreshments.

**It was resolved:** to extend the scope of the event to include more activities and raise awareness of services for all people in the community of Brickhill and not predominantly young people.

Clerk

12 **Website**

The review of the new parish council website was withdrawn from the agenda.

13 **Staff Matters**

**It was resolved:** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Cllrs Fitzpatrick, Seymour and Laybourn had made a proposal to increase staff salaries with effect from 1 April 2010 (report in minute book).

**It was resolved:** to move the Assistant Clerk's salary from SCP 21 to SCP 23 on the salary scale with effect from 1 April 2010.

**It was resolved:** to move the Clerk's salary from SCP32 to SCP34 on the salary scale with effect from 1 April 2010.

Clerk