

Minutes of a meeting of Brickhill Parish Council held on Thursday 4 February 2010 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30 pm

Present: Cllrs Fitzpatrick (Chairman), Chambers, Green, Marriott, Ovenell, Rider, Seymour, Waterhouse, and Wilkins. Cllr Royden was present for part of the meeting. Three members of the public attended. The Clerk to the Council, Delia Shephard, was in attendance

Apologies: Cllr Blakeman, Cllr Laybourn (Governors Meeting).

1	<u>Apologies for absence</u>	<u>Action</u>
	The apologies for absence were accepted. Cllr Royden had sent apologies for his late arrival. PC Dave Hawkey had sent his apologies as he was attending the Governors' Meeting at Scott Lower School. Sue Miller, Taste Real Food, Bedford, also sent apologies as she was unable to attend the meeting and her item was deferred until the March meeting.	
2	<u>Declaration of Interests in matters on the agenda</u>	
	Cllr Waterhouse declared a personal interest in all matters pertaining to the allotments because of his allotment tenancy.	
3	<u>Confirmation of the Minutes of the meeting held on 7 January 2010</u>	
	It was resolved: to approve the minutes as a correct record.	
4	<u>Public Open Session</u>	
	<p>Mr Alan Newbury and Mr John Baker, residents of Moriston Road attended and drew attention to the potential problem of additional traffic problems caused by the planned changes to the schools in Brickhill. If the proposed changes went ahead in due course the roll at St Thomas More would increase from 818 to 1300 pupils. This would lead to additional traffic and parking problems, especially as the catchment area of the school was not restricted to the local area. As current problems were deemed intolerable by some residents this was a worrying development. Mr Newbury proposed that a vehicle set down area near Clyde Crescent should be considered. Problems concerning the roundabouts on Tyne Crescent were discussed as were concerns about lighting on Tyne Crescent/Avon Drive and the 7 unlit bollards in the area. Mr Baker shared Mr Newbury's concerns and his disappointment that existing problems would be exacerbated. The Clerk agreed to write to the borough Council to articulate these concerns.</p> <p>Mr Colin Franklin asked whether action could be taken to prevent parking on the grass verges in the parish, especially in Curlew Crescent and Brickhill Drive. The Chairman explained that the police would only enforce parking restrictions where obstructions were being caused. The Parish Council was well aware of the problems and would continue to make representations. Mr Franklin asked whether the memorial flowers on Brickhill Drive would be removed and observed that he felt they posed a distraction to drivers. The Clerk agreed to look into this. Mr Franklin observed that two lights were out at the bottle bank by Brickhill Drive shops. Cllr Rider confirmed these had been reported and would be fixed. Mr Franklin was concerned that the Parish website was undergoing maintenance and he could not access the agenda for that day's meeting. The Chairman explained that website arrangements were on the agenda for discussion later in the evening. Mr Franklin asked whether meetings of Parish Council Working Groups were open to the public. The Chairman responded that they were not public meetings but members of the public could be co-opted onto the groups as appropriate. The Clerk agreed to speak to the Bus Shelters & Services Working Group about involvement with BABUS.</p>	

5	<p><u>Police Matters</u> P D Dave Hawkey had provided a short report which was read by the Clerk. Local crime figures for Brickhill were circulated. It was noted that the current priorities for the Community Safety Forum were car crime in Brickhill, anti-social behaviour in Rooksmead and the surrounding area and parking and associated problems around the local schools. Dwelling house burglaries were now at a more reasonable level and previous difficulties with ASB in Goldcrest way had been alleviated although high visibility policing was still ongoing. The next meeting of the Community Safety Forum was scheduled for Thursday 15 April at 7.30 pm at Sir William Harpur House, all residents welcome.</p>	
6	<p><u>Terms of Reference for Footpaths and Rights of Way Working Group</u> Terms of reference had previously been circulated to the council. Resolved: to adopt the terms of reference.</p>	
7	<p><u>Website</u> The Clerk had circulated a report on website provision for the council and recommended that the Council consider investing in a website service from an external provider. (Copy in minute book). One reason for proposing a change was to ensure that editorial control of the website rested with the Clerk, it was emphasised that the Clerk had never needed to edit previous contributions to the website by the Chairman. The Clerk's proposal was debated and quotations from two providers were discussed and compared. Resolved: to enter into a contract for website design and maintenance with ParishCouncil.net using the Silver package at a cost of £544.82 for the first year and the necessary funds would be vied from reserves into the existing Website budget. It was agreed that the Clerk would prepare a website specification for ParishCouncil.net in consultation with the council.</p>	
8	<p><u>Allotments</u> Adoption of the allotment strategy was deferred to the March meeting. A meeting to finalise the strategy was to be held on 15 February 2010. Quotations had been obtained for replacement of barbed wire on the allotment gates as requested by allotment tenants. Resolved: to authorise installation of barbed wire extensions and repairs to chain link fencing adjacent to the public footpath to be carried out by Huntree Fencing Ltd at a cost of £480.00 + VAT.</p>	
9	<p><u>Calendar of Meetings</u> A calendar of proposed meeting dates had been circulated in advance of the meeting. Resolved: to adopt the proposed calendar of meetings. The Clerk circulated a rota for councillor cover at Parish Council surgeries to be held before each meeting and this was completed for internal publication. (Copy in minute book.)</p>	
10	<p><u>Gathering on the Green 2010</u> A proposal to repeat a community event like the Gatherings on the Green held in 2009 was considered. It was proposed that such an event would have the same aims (to provide enjoyable activities for young people and their families and neighbours in the open space in Brickhill and to promote awareness of local services, agencies and facilities) and the same location (Waveney Green) as the previous events</p>	

	<p>Resolved: to hold a “Gathering on the Green” community event during August 2010 (ideally in the first or second week of the school holidays) and to authorise the Clerk to make preliminary arrangements for this event. An initial budget of £2000 was allocated.</p>													
11	<p>Newsletter Current advertising rates for the Parish Council newsletter were discussed. Existing rates were: A4 £150 per insertion, A5 £50 per insertion, A6 £25 per insertion. A 10% discount is offered for 4 insertions if payment is made in advance. The rates had last been reviewed in 2008-9 but had not been amended since 2006-7. The Clerk noted that the staff had not made proactive efforts to secure advertising. Resolved: that no change would be made to the advertising rates, the proportion of space allocated to adverts, or the staff time spend on procuring advertising. It was agreed to place notices encouraging local advertisers in the newsletter and on the notice boards.</p>													
12	<p>Items for Information The following items of correspondence were brought to the council's attention for information:</p> <ol style="list-style-type: none"> 1. Letter from Chief Executive, Bedford Borough Council advising that the Special Area Charge for Brickhill would be considered in a review of all Special Area Charges in readiness for 2010-2011 financial year to be conducted by the Director of Finance & Corporate Services. 2. Survey re Public Rights of Way in Bedford Borough – Brickhill Parish Council had been asked to complete a survey about the services provided in respect of grass cutting and footpaths since the unitary council had been incepted. The survey had been passed to the Footpaths Working Group. 3. Community Led Planning Pilot – Brickhill Parish Council had been selected to take part in a pilot to develop a local area community led Sustainable Community Plan which would dovetail into the Bedford Borough Sustainable Community Strategy. More information would be available shortly but the pilot was expected to begin in March/April. 4. Letter from Inspector G Hughes-Rowland, Bedford North Safer Neighbourhood Team, Bedfordshire Police introducing himself and encouraging contact between parish councils and safer neighbourhood teams. 5. Letter from the Boundary Committee confirming the Brickhill Parish Council's submissions would be taken into account in the Bedford Electoral Review. 	Clerk												
13	<p>Financial Report and Accounts for Payment</p> <p>A financial report showing expenditure against budget was circulated and the contents noted.</p> <p>Accounts for approval:</p> <table border="1" data-bbox="185 1861 1075 2036"> <thead> <tr> <th>Cheque No</th> <th>Payee</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>100084</td> <td>P Hawking</td> <td>Allotment posts and plot remarking</td> <td>£65.20</td> </tr> <tr> <td>85</td> <td>Supplies Team</td> <td>Toner Cartridges</td> <td>£169.05</td> </tr> </tbody> </table>	Cheque No	Payee	Details	Amount	100084	P Hawking	Allotment posts and plot remarking	£65.20	85	Supplies Team	Toner Cartridges	£169.05	
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	87	D Shephard	Expenses	£174.98			
	88	S Adirondack	Text Book	£27.50			
	89	SLCC	Annual Subs	£135.00			
	Resolved: to approve the accounts for payment.						Clerk