

**Minutes of a meeting of Brickhill Parish Council held on Thursday 1 October 2009
at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30 pm**

Present: Cllrs Fitzpatrick (Chairman), Blakeman, Chambers, Green, Ovenell, Rider, Royden, Seymour, Waterhouse, Wilkins. The Clerk to the Council, Delia Shephard, was in attendance. PC Dave Hawkey attended for item 5. One member of the public was present

Apologies: Cllr Marriott (work), Cllr Buchanan (hospital) Cllr Laybourn (school commitment).

- | | <u>Action</u> |
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| 1 <u>Apologies for absence</u>
The apologies for absence were accepted. | |
| 2 <u>Declaration of Interests in matters on the agenda</u>
Cllr Waterhouse declared a personal interest in all items relating to the allotments by way of his place on the allotments waiting list. | |
| 3 <u>Confirmation of the Minutes of the meeting held on 3 September 2009</u>
It was resolved: to approve the minutes as a correct record. | |
| 4 <u>Public Open Session</u>
Mr Trevor Wall advised the Council that, following his comments at a previous meeting, he had visited the Clerk with a copy of a map of Brickhill which he had obtained from one of the developers on the Woodlands Park Estate. Mr Wall expressed his continued concern at the potential threat to the parish of further developments adjoining Woodlands Park and his wish for an informal round table discussion with Parish Councillors about this. | All Councillors |
| 5 <u>Police Matters</u>
PC Hawkey gave a verbal report on policing matters in Brickhill. In the last 3 months there had been 18 dwelling house burglaries, 7 other burglaries and 9 incidents of vehicle crime. Burglaries were averaging 4½ to 5 per month. Progress with developing Neighbourhood Watch was limited. There was an anti-social behaviour hotspot around Rooksmead which was being tackled as were issues in Ashmead Road. The next Community Safety Forum would be held on 8 th October at 7.30 pm at William Harpur House. The SmartWater initiative continued, local orders would be processed through the Parish Council and PC Hawkey had requested a further 100 packs for use in Brickhill. | Clerk |
| 6 <u>Election of further Parish Council Representative to Brickhill Community Centre Management Committee</u>
It was resolved: to elect Cllr Green as the second representative to the Management Committee of Brickhill Community Centre in replacement of Cllr Waterhouse who had already been appointed as a Borough Council nominee. | Cllr Green/Clerk |
| 7 <u>Working Groups</u>
Terms of reference for the Young People & Schools working Group and the Rights of Way and Footpaths Working Group were not yet prepared but would be submitted at the November meeting. Terms of reference for the Allotments Working Group were circulated and discussed (copy in minute book).
It was resolved to adopt the terms of reference presented.
Status reports on the work of the Bus Shelters and Services working Group and Toad Safety Working Group were noted. | Allotments WG |
| 8 <u>Report on new natural play facilities on Waveney Green</u>
A written report from the Clerk on progress with the planned new play facilities | |

- on Waveney Green was tabled. Councillors were reminded of the drop-in consultation meeting on Monday 5 October 2009 6 pm to 8pm and encouraged to remind residents. There was a brief discussion of the implications of the Parish Council taking on maintenance of the site. The Clerk advised that firm proposals would be available at a later date.
- It was resolved** that, in principle, the Parish Council was in favour of taking on maintenance of the play areas in Brickhill subject to reconsideration of the Special Area Charges by the Borough Council.
- Clerk
- 9 **50th Anniversary Celebrations**
 Cllr Green confirmed that the local history display boards had been on show at the last parish council meeting.
- It was resolved** to write to Bedford Borough Council asking them to agree to the naming of the track-way to the Brickhill Allotments site as Foster's Brow after the Foster Family who lived in Brickhill House as part of the 50th anniversary celebrations.
- It was resolved** to work towards the excavation and interpretation of the site of the former Brickhill House to celebrate the 50th anniversary and to raise the profile of the parish. The Brickhill Borough Councillors agreed to talk to the County archaeology service to pursue this in the first instance.
- Clerk
Borough Councillors
- 10 **Items of Correspondence**
1. **Consultation on Special School provision in Bedford** – the Parish Council was invited to participate in the consultation on special schools reorganisation. **It was resolved** that the Young People & Schools Working Group would prepare a response for consideration by the council at the November meeting.

Young People & Schools WG

 2. **AGM of BAT&PC on Thursday 22 October 2009 at 7.30 pm at St Mark's** – the Clerk reminded members that the Council was hosting this meeting and also had three sets of voting papers to be allocated. **It was resolved** that Cllrs Fitzpatrick, Rider and Chambers would exercise the Council's votes. The Chairman asked Councillors for help with provision of refreshments and Cllrs Rider and Chambers agreed to help. The Clerk advised that she would be on leave but that the Assistant Clerk would be available to assist with administrative arrangements on the night.

All Councillors
Cllrs Fitzpatrick, Rider and Chambers
Assistant Clerk

 3. **EERA Public Consultation on extension to the East of England Plan** – the Parish Council was invited to respond to this consultation. **It was resolved** to delegate the preparation of a submission to the Planning Committee.

Planning Committee
- 11 **Brickhill Signs**
 The Chairman proposed that the Parish Boundary be marked with signs bearing the name of the Parish Council and that street signs in the Parish could also be marked with the Parish Council name. The obvious problem would be with the expense this proposal involved. The Clerk suggested that if this suggestion were to be adopted the Council should agree on a logo which would in any case be useful for the newsletter, website, posters etc.
- It was resolved** that the Borough Councillors would seek advice from the appropriate officers at the Borough regarding street signs and any approximate costings would be obtained. The Clerk would contact the Borough Council regarding parish boundary signs.
- It was resolved** that the Parish Council should adopt a logo. The Chairman agreed to devise several samples and the matter would be discussed again in November.
- Cllrs Rider and Royden
Clerk
Cllr Fitzpatrick

12 Financial Matters

1. A financial report showing transactions to date against budget for the year was circulated and noted. The following accounts were submitted for approval:

Cheque No	Payee	Details	Amount
100040	D C Carpentry	Emergency allotment clearance work	£270.00
100041	Chris Horne	Grass cut – allotments	£172.00

It was resolved: to approve the accounts for payment

2. **It was resolved** to implement the new NALC/SLCC national salary scales for staff for the year beginning 1 April 2009 with effect from October 2009 (the necessary back pay to 1 April would be calculated).
3. The Clerk advised that on 23 September 2009 she had successfully gained the Certificate in Local Council Administration and therefore was contractually entitled to an automatic increase on one SCP on the salary scale. **It was resolved** to effect this change from 1 October 2009. The Council congratulated the Clerk on her success; she noted that she had now begun her studies for the Certificate of Higher Education in Community Engagement and Governance and was enjoying the course.

Clerk

Clerk

Clerk

13 Items for Information only

- The Clerk drew the Council’s attention to the excellent voluntary work done by Mr Carl Southern to assist with installation and programming of the Council’s new computers. It was agreed that the Chairman would write on behalf of the Council to thank Mr Southern for this work.
- The Clerk advised Councillors that Bedford Borough Council would be holding a conference for all Parish Councils on 1 December 2009 at 7 pm.
- Brickhill Borough Councillors reported that work in and around the pond on Brickhill Drive would take place during the week beginning 12th October 2009 and feedback on this project was welcomed.
- Brickhill Borough Councillors advised that work on the barrier for Mowsbury Car Park continued and ground plates were now being considered.
- Brickhill Borough Councillors advised that they were working on the following local priorities: provision of a pedestrian crossing at Avon Drive, parking problems on Kennet Rise, parking issues in relation to Chelmer ? and road bumps in Falcon Avenue. Parish councillors were asked to copy the Borough Councillors on any reports they made to the borough Council. The Borough Councillors noted that they were working particularly hard on potholes and progress was being made. The work at Avon Drive shops was due for completion.



Approved by Chairman
5 November 2009