



Minutes of the Annual Meeting of Brickhill Parish Council held on Thursday 1st May 2014 at St Mark’s Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Waterhouse, Blakeman, Chrusciak, Mulvenney, Wilkins, Charles Royden, Corinne Royden, Reeve, Crofts, Rider, the Clerk, Sue Bottoms and one member of the public were in attendance.

Absent: Cllr Ward.

1.	Election of Chairman and the Signing of a Declaration of Acceptance of Office: Cllr Fitzpatrick was proposed by Cllr Waterhouse, seconded by Cllr Wilkins and there being no other candidates was duly elected as Chairman. He signed the Declaration of Acceptance of Office.	
2.	Election of Vice-Chairman: Cllr Waterhouse was proposed by Cllr Crofts, seconded by Cllr Wilkins and there being no other candidates was duly elected as Vice-Chairman.	
3.	Apologies for Absence: No apologies had been received.	
4.	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 received.	
5.	Minutes of Previous Meeting: It was resolved: to approve the minutes of 3 rd April 2014 as a true record of the meeting.	
6.	Public Open Session (10 mins): None.	
7.	To Approve or Amend the Committee Structure of Brickhill Parish Council and to Elect Members to the Following Committees/Working Groups: i) <u>Planning Committee:</u> Cllrs Blakeman, Chrusciak, Wilkins, Reeve and Mulvenney were duly elected. ii) <u>Finance and Personnel Advisory Group (3 members):</u> Cllrs Fitzpatrick, Waterhouse and Corinne Royden were duly elected. iii) <u>Allotments and Open Spaces Committee (4 members):</u> Cllrs Croft, Wilkins, Mulvenney and Waterhouse were duly elected.	
8.	To appoint Parish Council Representatives to Outside Bodies: i) <u>Brickhill Community Safety Forum:</u> Cllr Fitzpatrick was appointed.	

9.	<p><u>To Nominate One Person to Vote at the General Meeting of Brickhill Community Association:</u></p> <p>Cllr Fitzpatrick was duly nominated.</p>	
10.	<p><u>To consider and agree how and when to consult residents of Woodlands Park regarding the use of the monies to be transferred from Ravensden Parish Council:</u></p> <p>Cllr Fitzpatrick reported that the decision of the Borough Council was to authorise the making of an Order to bring the transfer of Woodlands Park from Ravensden to Brickhill with effect from 1st April 2015. On that basis, the transfer of assets and liabilities would also be due on 1st April 2015. Ravensden Parish Council have written to the Borough saying that in terms of assets and liabilities, they hold £20,117.90 being monies raised from Woodlands Park via the precept.</p> <p>It was resolved that residents of Woodlands Park should be consulted and that Cllr Fitzpatrick would draft an article to be included in the May Newsletter.</p>	Cllr Fitzpatrick
11.	<p><u>To receive an update and agree further action regarding a Neighbourhood Plan for Brickhill:</u></p> <p>Following discussion, it was resolved that the Clerk would forward the grant application form to Cllr Chrusciak along with a copy of the Brickhill Community Sustainability Plan. Cllr Chrusciak would complete the form and circulate to the other Parish Councillors for comment.</p>	The Clerk Cllr Chrusciak
12.	<p><u>To agree further bulb planting in the Autumn:</u></p> <p>Possible areas had been identified including the Falcon Avenue end of Waveney Green, Torridge Rise and Merlin Gardens.</p> <p>It was resolved that a note would be included in the next newsletter asking parishioners to suggest areas.</p> <p>It was further resolved that mixed bulbs would be ideal e.g. tulips and daffodils.</p>	The Clerk
13.	<p><u>To receive a report from Borough Councillors:</u></p> <p>Cllr Royden reported that at the last CSF meeting, speed was an important issue. Options were being considered and some ward funding might be available. Average speed cameras in Brickhill Drive were being considered. Lots of support for the Borough's action regarding spitting and urinating. Following a report of severe dog fouling adjacent to the Brickhill Community Centre, the problem was quickly dealt with and enforcement officers issued a ticket to a dog owner. The rolling programme of no verge parking was continuing. The Borough had reported a vehicle parked without a tax disc in Curlew Crescent to DVLA, even though technically it was a police matter. The website puttingbrickhillfirst.com has been updated.</p> <p>It was resolved to accept the report. Cllrs Royden and Rider were thanked for their work on behalf of the Parish.</p>	

14.	<p>Financial Matters:</p> <p>i) <u>To approve bank reconciliations and any accounts for payment: It was resolved</u> to approve these.</p> <table border="1" data-bbox="183 312 1637 858"> <thead> <tr> <th>Payee Name</th> <th>Cheque No</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>S L Thompson</td> <td>859</td> <td>£48</td> <td>Bird Boxes and Nails</td> </tr> <tr> <td>St Marks Church Community Cent</td> <td>860</td> <td>£56</td> <td>BEE Group Meeting/Leaflets</td> </tr> <tr> <td>All Nations Church</td> <td>861</td> <td>£250</td> <td>Youth Equipment</td> </tr> <tr> <td>British Telecom</td> <td>DD</td> <td>£80</td> <td>Broadband Charges</td> </tr> <tr> <td>Bedford Borough Council</td> <td>DD</td> <td>£3,011</td> <td>Salaries for April</td> </tr> <tr> <td>Rialtas Business Solutions Ltd</td> <td>862</td> <td>£318</td> <td>Closing End Year and Training</td> </tr> <tr> <td>Bedford Borough Council</td> <td>863</td> <td>£300</td> <td>Payroll Charges</td> </tr> <tr> <td>Paul Riches Skips Ltd</td> <td>864</td> <td>£269</td> <td>Skip Hire for Allotments</td> </tr> <tr> <td>Brickhill Community Centre</td> <td>865</td> <td>£14</td> <td>Hall Hire for Allotments Meeting</td> </tr> <tr> <td>iThink Telecom</td> <td>DD</td> <td>£23</td> <td>Telephone Charges</td> </tr> <tr> <td>Brickhill Community Centre</td> <td>866</td> <td>£579</td> <td>Office Quarterly Rent + Room Hire</td> </tr> <tr> <td>Brickhill Community Centre</td> <td>867</td> <td>£39</td> <td>Hall Hire</td> </tr> <tr> <td></td> <td>Total Payments</td> <td>4,985.48</td> <td></td> </tr> </tbody> </table> <p>ii) <u>To consider and agree the accounts for 2013-14 and sign the Annual Return for 2013-14: It was resolved</u> to accept the accounts and Cllr Fitzpatrick and the Clerk signed the Annual Return.</p>	Payee Name	Cheque No	Amount Paid	Transaction Detail	S L Thompson	859	£48	Bird Boxes and Nails	St Marks Church Community Cent	860	£56	BEE Group Meeting/Leaflets	All Nations Church	861	£250	Youth Equipment	British Telecom	DD	£80	Broadband Charges	Bedford Borough Council	DD	£3,011	Salaries for April	Rialtas Business Solutions Ltd	862	£318	Closing End Year and Training	Bedford Borough Council	863	£300	Payroll Charges	Paul Riches Skips Ltd	864	£269	Skip Hire for Allotments	Brickhill Community Centre	865	£14	Hall Hire for Allotments Meeting	iThink Telecom	DD	£23	Telephone Charges	Brickhill Community Centre	866	£579	Office Quarterly Rent + Room Hire	Brickhill Community Centre	867	£39	Hall Hire		Total Payments	4,985.48		
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15.	<p>Staffing Matters:- Assistant Clerk's Appraisal:</p> <p>(Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press and public are excluded from this item of the agenda.</p>																																																									
16.	<p>Resignation of Cllr Jane Josephs:</p> <p>Cllr Fitzpatrick reported the decision of Cllr Jane Josephs to resign. He acknowledged her commitment and support during her time on the Council. The Clerk would contact the Borough regarding the vacancy.</p>	The Clerk																																																								
17.	<p>Date of Next Meeting: Thursday 5th June 2014 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY</p>																																																									

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 Approved by Chairman
 5th June 2014