

Minutes of the Meeting of Brickhill Parish Council held in St Marks Church and Community Centre on Thursday 1st September 2022 commencing at 7.30pm.

Present:

Cllrs Fitzpatrick, Green, Holloway, Blakeman, Barlow, Rani, Grant, Ward, Corinne Royden and the Clerk (Mrs S Bottoms).

Absent: Cllrs Johns, Rider, Jarman-Webb, Brazier, Charles Royden, Lamswood and Borough Cllrs S Moon and P Martin-Moran-Bryant.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Cllrs Johns, Rider, Jarman-Webb, Brazier, Charles Royden, Lamswood and Borough Cllrs S Moon and P Martin-Moran-Bryant.	
2.	Declarations of interest in items on the agenda: i) To receive written requests for a dispensation: None received. ii) To consider any requests for a dispensation: None received.	
3.	To agree the minutes of the meeting held on Thursday 7th July 2022: The minutes were agreed as a true record of the meeting.	
4.	Public Open Session: i) Letter regarding anti-social behaviour/bench on Waveney Green: The Clerk reported that a resident gave her a letter before the meeting started. The resident was unable to stay for the meeting. As it was the same resident who had sent the e-mails referred to under item 11 below, this would be dealt with at the same time.	

Item	Description	Action
	<p>ii) Report from PC Ashiq:</p> <p>PC Ashiq had been unable to attend the meeting but sent in a report. The current priority for the ward is “speeding” and he has been out on regular patrols carrying out speed gun checks to enforce as well as use as a deterrent. The main focus being Brickhill Drive, Kimbolton Road, Avon Drive, Waveney Avenue and Windrush Avenue.</p> <p>He is in the process of having an Automatic Traffic Counter (ATC) placed on Avon Drive to collect seven days’ worth of data regarding the speeds drivers are travelling.</p> <p>Unfortunately, due to budgets there is a limit to how many roads can be covered with ATC’s at any one time. He intends to repeat the process on a different road in Brickhill once Avon Drive is complete.</p> <p>PC Ashiq was thanked in his absence for his report.</p>	
5.	<p>Financial Matters:</p> <p>i) To agree the bank reconciliations and any accounts for payment: These are listed in table 2 below.</p> <p>It was resolved to agree the bank reconciliations and the accounts for payment.</p> <p>ii) To note the completion of the External Audit by Mazars for 2021-22:</p> <p>This was noted and the Clerk agreed to put the completion notice on the website and the noticeboards and the audited accounts on the website.</p>	Clerk
6.	<p>To receive reports from the Borough Councillors:</p> <p>Borough Cllr Charles Royden had circulated a report on behalf of the Brickhill Ward Councillors.</p> <p>If parish councillors who had not been able to read this in time for this meeting and had any questions he was willing to answer them at a later date.</p> <p>The Clerk will put a copy on the website.</p>	Clerk

Item	Description	Action
7.	<p>To consider and agree action re: repairs to Waveney Green and Mowsbury Walk play areas:</p> <p>The Clerk reported that following the annual professional inspection of Mowsbury Walk, she had obtained a quotation from Reids Playground Maintenance for £795 for necessary repair works. As the quotation states, RPM are uncertain if it will be possible to adjust the gates sufficiently to meet the safety criteria. If it is not possible, then a quotation for further work will be necessary. This will be approximately £300. It was resolved to accept the quotation.</p> <p>The Clerk reported that the extreme heat and the exceptionally dry conditions experienced this year have caused a number of the wooden items of play equipment to develop wide splits and some of the wooden climbing poles are now loose in the ground. Action is needed quickly to get all these pieces of equipment removed.</p> <p>The heat and lack of water has also caused the wet pour under the rope swing to shrink which needs cutting out and refilling.</p> <p>The climbing deck on the toddler unit is breaking away at the bottom and needs replacing.</p> <p>The grass mats under the large climbing rock are breaking up and need replacing with rubber mulch.</p> <p>The quotation from RPM for this work was £3,535.</p> <p>It was resolved to proceed with this.</p> <p>The Clerk also asked for quotes to install a set of junior swings which are about the cheapest equipment it is possible for the Parish Council to install to replace some of what is lost. That cost would be £8,103.</p> <p>The quote was requested because the cost of equipment is increasing all the time at the moment and whilst the Parish Council had not budgeted in 2022-23 for the purchase of new equipment, there is money in the Waveney Green Reserve. It was resolved to go ahead and install the swings with a wet pour surface.</p> <p>The total cost for the work will be £11,638.</p> <p>The Clerk had sought quotations from other companies, none of which had responded at the time of this meeting. Given the need to get the work done urgently, the quotations from RPM were accepted.</p>	<p>Clerk</p> <p>Clerk</p>

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	<p>The work to Mowsbury Walk and to Waveney Green will be funded partly from two budget headings in the current financial year (2022-23) namely Play Repairs (£2,590) and Contribution to Waveney Green Reserves (£5,000). The remaining amount will be taken from the Waveney Green Ear-Marked Reserve (£4,843).</p> <p>The Clerk noted that the Allotments and Open Spaces Committee is to meet for the first time on the 21st September and so all issues relating to Waveney Green would move to the agenda for that meeting.</p> <p>Following discussion, it was resolved to add a report on this meeting to the agenda for the October full Parish Council meeting and to circulate minutes to the Parish Councillors.</p> <p>It was further resolved to include an item regarding receiving the minutes of the Planning Committee to the October full Parish Council meeting.</p>	
8.	<p>To receive an update on the outstanding matters re: Woodlands Park:</p> <p>Bench: Ashmead Road: The Clerk has placed the order for this as well as an identical bench for installation on Waveney Green. These will be delivered to Bedford Borough Council for installation.</p> <p>The Borough Council will be charging £612 to install the three benches being ordered (this one and the two for Waveney Green). It was resolved to accept this charge.</p> <p>Cllrs Rani and Jarman-Webb were still tasked to consider possible locations for benches/seats/play equipment.</p> <p>Pig Park: The woodcarver is due to collect the pig to be replaced in order to copy it. As agreed, an interim payment of £650 excluding VAT is in the accounts to be settled.</p> <p>Cars parking in Russet Close: Cllrs Rani and Jarman-Webb were to liaise and consider possible options and report back at the October meeting.</p>	<p>Cllrs Rani and Jarman-Webb</p> <p>Cllrs Rani and Jarman-Webb</p>
9.	<p>To consider the draft Local Plan 2040 in particular with regards:</p> <p>i) North Brickhill Country Park</p> <p>Cllr Fitzpatrick reported that he had made a personal submission in response to the public consultation on the Draft Local Plan 2040. He was concerned that in the Draft Local Plan 2040 Local Policies Map 2020, which is part of the package of documents, shows areas marked with vertical black lines which Bedford</p>	

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	<p>Borough Council consider to be North Brickhill Country Park. But if this is compared to the map on the information board situated behind Anjulita Court, the area is bigger than is shown in the Policies Map 2020 in the Draft Local Plan 2040.</p> <p>Missing are the areas adjacent to Crispin Drive and parts of the area behind Gala and Russett Close as well as the football pitches and the area on the left on Ashmead Road as you join from Tyne Crescent.</p> <p>The consultation period for the Draft Local Plan has now closed but Bedford Borough Council are not addressing the Country Park designation as such in the Draft Local Plan so it could be argued that this could be done in parallel with other matters being dealt with or possibly introduced as part of the Neighbourhood Development Plan. If the larger area is designated that would give it more protection.</p> <p>Following discussion, it was resolved that the Clerk would write to Planning Policy to clarify the position and attempt to get the whole area included as part of the North Brickhill Country Park.</p> <p>ii) Policy EMP2 Former Playing Field, ARA Manton Lane:</p> <p>Cllr Fitzpatrick said he had personally submitted in his response that under 4.0 Spatial Strategy and Site Allocation, this area is shown to be developed for industrial, warehousing and distribution uses.</p> <p>He had asked that positive pro-active plans and measures were put in place in advance of any such developments to reduce the impact of commercial traffic on Brickhill Drive which already suffers badly from heavy commercial vehicle usage.</p> <p>The Parish Council thanked Cllr Fitzpatrick for making his personal response.</p>	Clerk
10.	<p>To receive an update on the Neighbourhood Development Plan:</p> <p>Cllr Fitzpatrick reported that a new grant had been awarded.</p> <p>Dave Chetwyn from Urban Vision is still active as a consultant.</p> <p>A meeting of the Working Group had recently taken place. At that meeting a review had been undertaken of the policy elements to be potentially included in the Plan.</p> <p>Cllr Fitzpatrick has forwarded the latest version of the draft NDP to the planning officer who deals with neighbourhood</p>	

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	<p>development plans at Bedford Borough Council to circulate around relevant other officers to review the policies. Hopefully there will be a response early October.</p> <p>After any amendments, the plan should be ready to go out to public consultation.</p>	
11.	<p>Correspondence: List circulated separately:</p> <p>Meeting with PCC Wednesday 19th October 2022 at 18:30. <i>Forwarded 14th July.</i></p> <p>E-mails from resident re: anti-social behavior on bench near toddler play area: <i>Forwarded 18th July and 8th Aug.</i> The resident gave a letter to the Clerk ahead of this meeting but was not able to stay for the public questions. This correspondence will move for consideration to the A&OS Committee which is to take place on the 21st Sept. The Clerk will notify the resident.</p> <p>It was resolved that the A&OS Committee would try to find a solution which improved the situation and do nothing which makes it worse.</p> <p>MBNL BED056, LP KIMBOLTON ROAD 2. <i>Forwarded 16th Aug and a response sent on the 25th Aug.</i></p> <p>BATPC AGM, Points of Light, Star Council Awards Voting and Vacancies. <i>Forwarded 23rd Aug.</i></p> <p>INVITE* Parish and Town Council Network Marketplace Event - 29 September 2022. <i>Forwarded 23rd Aug.</i></p> <p>Meeting #5 of the EWR Local Representatives Group for Bedfordshire will be held from 7:00pm – 9:00pm on Thursday 8 September. <i>Forwarded 25th Aug.</i></p> <p>Guide for Councillors and Parish Councils on the Use of the Planning Public Access System. <i>Forwarded 25th Aug.</i></p> <p>Application No: 22/01548/TELPN - Objection response. Forwarded 25th Aug. This is being considered by the Planning Committee on 1st Sept. <i>Comments already forwarded to the company (see above).</i></p> <p>Bedford Borough Council press release on Network Rail's recently published Bedford Area Strategic Advice. <i>Forwarded on 26th Aug.</i></p>	Clerk

Item	Description	Action
	Planning Inspectorate hearing to be held at BBC offices on 8 th Nov 22 re: Extinguishing path no. 9	
12.	<p>Review of outstanding matters:</p> <p>Reviewed.</p>	
13.	<p>Date of the Next Meeting:</p> <p>Thursday 6th October 2022 at 7.30pm at St Marks Church and Community Centre, Calder Rise. This is dependent on any COVID restrictions in existence at that time.</p>	

Approved by

Chairman

6th October 2022

Table 2 Reconciliations for Approval (see item above)

Payee	Reference	Amount Paid	Transaction Details
British Telecom	DD	£ 147.65	Broadband
D Britton	BACS 46	£ 121.16	Salaries July
HMRC	BACS 47	£ 838.27	PAYE July
Bedfordshire Pension Fund	BACS 48	£ 861.11	Pensions July
S Bottoms	BACS 49	£ 1,885.07	Salaries July
Associated Telecom Solutions	DD	£ 26.18	Telephone
St Marks Church Community Centre	BACS 50	£ 13.86	Room Hire July
St Marks Church Community Centre	BACS 51	£ 18.48	Hall Hire July
St Marks Church Community Centre	BACS 52	£ 188.33	Office Rental
Bedford Borough Council	BACS 53	£ 1,115.26	WG Litter and Grass
Bedford Borough Council	BACS 54	£ 371.94	Mowsbury Walk Maintenance
D Britton	BACS 55	£ 121.36	Salaries Aug
HMRC	BACS 56	£ 837.87	PAYE Aug
Bedfordshire Pension Fund	BACS 57	£ 861.11	Pensions Aug
S Bottoms	BACS 58	£ 1,885.27	Salary August
Associated Telecom Solutions	DD	£ 27.20	Telephone
NPower	BACS 60	£ 38.03	Electricity for Fountain June
NPower	BACS 59	£ 17.40	Electricity for Fountain
Rialtas Business Solutions	BACS 61	£ 151.20	Allotments Software Support
Rialtas Business Solutions	BACS 62	£ 154.80	Alpha Software Support
ACE Security	BACS 63	£ 283.50	CCTV Maintenance
Peter Leadbeater Designs	BACS 64	£ 780.00	Part Payment towards Pig

Payee	Reference	Amount Paid	Transaction Details
Mr Batyl	BACS 65	£ 50.00	Plot Refund 93
Mazars	BACS 66	£ 480.00	External Audit
The Building Partnership Ltd	BACS 67	£ 179.98	Security Door Com Centre
Ms Eagle	BACS 68	£ 12.00	Key refund
S Bottoms	BACS 69	£ 36.88	Stationery
Glasdon	BACS 70	£ 1,779.41	Benches
	Total Payments	£ 13,283.32	