

Minutes of the Meeting of Brickhill Parish Council held in St Marks Church and Community Centre on Thursday 2nd February 2023 commencing at 7.30pm.

Present:

Cllrs Fitzpatrick, Green, Grant, Holloway, Brazier, Blakeman, Barlow, Rani, Ward, Rider, Lamswood, the Clerk (Mrs S Bottoms).

Absent: Cllrs Johns, Jarman-Webb, Charles Royden, Corinne Royden and Borough Cllrs Moon and Martin-Moran-Bryant.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Cllrs Charles Royden and Corinne Royden	
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 5th January 2023: The minutes were agreed as a true record of the meeting.	
4.	Public Open Session: None.	

Item	Description	Action
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 agree the appointment of John Caves as internal auditor for 2022-23:</p> <p>It was resolved to agree to this appointment. The Clerk will write to Mr Caves.</p> <p>iii) To give further consideration as to how funding for “Support for Children in Need” might be actioned:</p> <p>Cllr Fitzpatrick had produced a draft letter which had been circulated around the parish councillors for consideration. Discussion did take place about widening this to more than the two primary and two pre-schools in Brickhill, but it was resolved by a majority of 9:2 to limit to the two primary and two pre-schools.</p> <p>The Clerk will forward the letter to the four organisations. Any responses to be considered at the March meeting.</p>	<p>The Clerk</p> <p>The Clerk</p>
6.	<p>To consider the proposed diversion of part of Footpath 9 in Brickhill:</p> <p>Following discussion, it was resolved to object to the proposal as the suggested diversion is not passable as it goes through a wooded area.</p> <p>The Parish Council is in support of the diversion along the tarmacked path which is already there.</p>	<p>The Clerk</p>

Item	Description	Action
7.	<p>To consider and agree any action re: cycle Route 7 and Avon Drive:</p> <p>Cllr Grant explained that his proposal is to route Cycle Route 7 from Avon Drive to a shared use cycle and footpath along the existing footpath on Waveney Green.</p> <p>The existing footpath is in poor repair and needs resurfacing in any case. He hoped that it could be widened and resurfaced at the same time to minimise cost.</p> <p>Avon Drive along this section is narrow with parked cars on both sides. The amount and speed of traffic also makes this section hazardous for cyclists.</p> <p>Cllr Grant said that the Sustainable Transport team are aware and are looking for funding. He has asked if they can provide a budget estimate. No further action by the Parish Council is required at this stage but once costings are back this is a project that the Parish Council may wish to consider financially contributing to.</p> <p>Cllr Grant agreed to circulate a map showing the area of concern.</p>	Cllr Grant
8.	<p>To receive an update on Woodlands Park Matters:</p> <p>i) CCTV Cameras at the "Owl Park": These are now in position and working. The invoice to be settled is included under the "Accounts to be Settled" below.</p> <p>Once paid the Clerk will contact the insurance company for settlement. She will also revise the insurance cover and also update the Asset Register.</p> <p>The Clerk will also thank the CCTV Department at the Borough Council and ACE Security for installing the replacement cameras.</p> <p>ii) Pig Park: These are now in place and look excellent. The invoice is listed in Table 2. There is now £550 remaining from the original grant from Bpha.</p> <p>iii) Benches on Woodlands Park:</p>	<p>The Clerk</p> <p>The Clerk</p>

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	<p>The location on Ashmead Road near to Westrope Way has already been agreed. Cllr Rani to forward photographs and details of other locations to The Clerk. Once the Clerk has obtained the locations, she will arrange to meet with Claire Pick of the Borough Council to seek approval.</p> <p>The intention is to get approval from Bedford Borough Council with the aim of ordering before the end of this financial year.</p>	Cllr Rani
9.	<p>To receive an update on the Neighbourhood Development Plan</p> <p>Cllr Fitzpatrick reported that no progress had occurred since the last meeting but work on this will resume shortly.</p>	
10.	<p>To receive any update on meeting dates including the May Annual Parish Council Meeting and the Annual Parish Meeting:</p> <p>The May Parish Council meeting will be on Monday 15th May in the Wren Room of St Marks Church and Community Centre and the</p> <p>Annual Parish Meeting will be on Tuesday 23rd May in the Large Hall at 7.30pm.</p>	
11.	<p>To receive a report from the Borough Councillors</p> <p>Boroughs Cllr Royden and Rider had circulated a written report to the parish councillors and the Clerk had forwarded a copy for the website.</p> <p>Reference was made to letters sent out to residents in Tyne Crescent and beyond regarding a planning application for land off Freemans Common. This is not about more housing, rather to remove the addition of a Mortgagee Exclusion Clause.</p> <p>Cllr Blakeman said that this had been discussed in the earlier Planning Committee meeting and it had been agreed to respond by saying that it requests that no</p>	

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	<p>changes are made to the Borough Council's policies on social housing and expect such policies to be adhered to.</p> <p>Discussion also took place about the confusing signage and road markings at the Manton Lane roundabout. Cllr Rider said that the Brickhill Borough Councillors were asking the Borough Council Highways Department to look into this.</p>	
12.	<p>Correspondence: List circulated separately:</p> <ul style="list-style-type: none"> • Bedford Borough Council is arranging a workshop to discuss the implementation and monitoring of Neighbourhood Plans. The workshop will take place on 22 February 2023 from 7pm-9pm. • Non confirmation of the Extinguishment of Footpath 9 in Brickhill. • Bedford Borough Local Plan 2040 Examination. • Presentation from recent Town and Parish Council meeting. • Update on request for Speed Data collected on Avon Drive: <p>As this was operational data, the Clerk has had to make a Freedom of Information request. Once she receives the data she will circulate to the parish councillors.</p> <ul style="list-style-type: none"> • Grant inquiry: Cllr Ward reported that she had received an inquiry from the football team which uses the pitches on Woodlands Park regarding funding towards a dug-out. <p>She agreed to suggest that the team contact Bedford Borough Council in the first instance to see if it would be prepared to allow this to be installed.</p> <ul style="list-style-type: none"> • Town Deal Board Meeting: Cllr Fitzpatrick had attended this meeting ahead of the Parish Council meeting this evening. The Borough Council has won £22.6m from Government funds. 	<p>The Clerk</p> <p>Cllr Ward</p>

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	<p>Brickhill will be getting refurbishment of part of the cycle route towards Scott Primary/Hawk Drive. Cllr Blakeman was of the view that one half has already been done (scheduled for this week). Cllr Fitzpatrick would look into this.</p> <p>The Board is acting as the Partnership Board for the UK Shared Prosperity Fund which awarded the Borough Council an additional £2.3m.</p>	<p>Cllr Fitzpatrick</p>
13.	<p>Date of the Next Meeting:</p> <p>Thursday 2nd March 2023 at 7.30pm at St Marks Church and Community Centre, Calder Rise.</p>	

Approved by

Chairman

2nd March 202

Table 2 Reconciliations for Approval (see items above)

Payee	Reference	Amount Paid	Transaction Details
Associated Telecom Solutions	DD	£ 29.63	Telephone Charge Nov
Co-operative Back	SO	£ 25.00	Chaps Charge
S Bottoms	BACS 109	£ 2,666.31	Salaries Nov
Bedfordshire Pension Fund	BACS 110	£ 1,265.14	Pensions Nov
HMRC	BACS 111	£ 1,336.02	PAYE
D Britton	BACS 112	£ 121.16	Salaries Nov
Otis Ltd	BACS 113	£ 643.57	Lift Service
Cos Colapietro	BACS 108	£ 56.00	Overpayment of allotment rent
Reids Playground Maintenance	BACS 114	£ 9,723.60	New Swings WG
Red N Security	BACS 115	£ 175.00	Lighting BCC
P Chester & Sons Ltd	BACS 116	£ 282.04	Plumbing Works BCC
Bedford Borough Council	BACS 117	£ 2,400.00	Part Paymt Fountain Repair
NSYS	BACS 118	£ 956.24	Website Hosting
Bedford Borough Council	BACS 119	£ 90.00	Removal bench WG
Shaun Reilly	BACS 120	£ 465.00	Grass Cutting at Allotment
NPower	BACS 121	£ 14.85	Electricity Fountain
S Bottoms	BACS 122	£ 236.74	Xmas Switch On
St Marks Church Community Centre	BACS 123	£ 18.48	Hall Hire A&OS
St Marks Church Community Centre	BACS 124	£ 13.86	Hall hire Planning
St Marks Church Community Centre	BACS 125	£ 188.33	Office Rent

Payee	Reference	Amount Paid	Transaction Details
St Marks Church Community Centre	BACS 126	£ 18.48	Hall Hire
S Bottoms	BACS 127	£ 1,999.69	Salaries (Dec)
D Britton	BACS 128	£ 121.16	Salaries WG (Dec)
Bedfordshire Pension Fund	BACS 129	£ 911.61	Pensions (Dec)
HMRC	BACS 130	£ 863.53	PAYE (Dec)
Bedford Lions	BACS 131	£ 150.00	Donation for Xmas Event
Associated Telecom Solutions	DD	£ 30.29	Telephone
Chris Horne Gardens Ltd	BACS 132	£ 216.00	Grass Cutting - Allotment
	Total Payments	£ 25,017.73	