

# BRICKHILL

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## PARISH COUNCIL

2023/24-2

### Minutes of the Meeting of Brickhill Parish Council held in St Marks Church and Community Centre on Thursday 1<sup>st</sup> June 2023 commencing at 7.30pm.

**Present:**

Cllrs Fitzpatrick, Green, Grant, Holloway, Blakeman, Lamswood, Rani, PC Junaid Ashiq, three members of the Public, the Clerk (Mrs S Bottoms).

**Absent:** Cllr Ward.

*Summary of the meeting: -*

*Table 1 – The Minutes*

Item	Description	Action
1.	<b>Apologies for Absence:</b> None.	
2.	<b>Declarations of interest in items on the agenda:</b>  i) To receive written requests for a dispensation: None received.  ii) To consider any requests for a dispensation: None received.	
3.	<b>To agree the minutes of the meeting held on Monday 15<sup>th</sup> May 2023:</b>  The minutes were agreed as a true record of the meeting.	
4.	<b>Police Constable Junaid Ashiq was in attendance:</b>  He reported that drugs remain less of an issue at the moment but mopeds are an issue along with anti-social behaviour. Discussion took place around the late notice received by the Parish Council for the “Coffee with a Cop”	

✉ St Mark’s Church and Community Centre, Calder Rise, Bedford MK41 7UY  
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Item	Description	Action
	<p>sessions. PC Ashiq would contact the Clerk approximately 2-3 weeks in advance of each event. Discussion took place around speeding on Avon Drive and Waveney Avenue and the speed data which the Parish Council had received suggesting that the majority of vehicles are complying. The concern was that 90% of vehicles exceeded 30mph. Of those exceeding 60%, the suggestion from the police that these are largely emergency vehicles, is disputed by the Parish Council. In essence, the police seem to feel there is not a problem but the Parish Council do. Following the letter from the Parish Council to the Chief Constable, our local PCSO had apparently been doing additional checks but these seemed to be on Brickhill Drive where we already have average speed cameras. PC Junaid said that he would find out what had happened and get back to the Parish Council.</p> <p><b>It was agreed</b> to wait to hear back from the PCSO about where the latest speed checks have been carried out before approaching Inspector Hunt about a meeting. Discussion moved on to the gate to the entrance to the car park on Ashmead Road. Volunteers are needed to lock and unlock. Cllr Rani will put out some information on the Woodlands Park Facebook to see if residents would be interested in joining a rota. PC Junaid was thanked for attending.</p>	Cllr Rani
5.	<b>Public Open Session:</b> None.	
6.	<p><b>To consider and agree action re: co-option onto the Parish Council:</b></p> <p>A resident presented themselves to be considered for co-option. Following discussion the matter was voted on. The result was 4 against and 3 in favour. Therefore the resident was not co-opted.</p>	

Item	Description	Action
7.	<p><b>To receive reports from the Borough Councillors:</b></p> <p>None received. The Clerk would contact all Borough Councillors and ask for a report for future meetings.</p>	Clerk
8.	<p><b>Financial Matters:</b></p> <p>i) To agree the bank reconciliations and any accounts for payment: <b>It was resolved</b> to accept these.</p> <p>ii) To give further consideration as to how funding for "Support for Children in Need" might be actioned:</p> <p>At the Annual Parish Meeting, the Headteacher from Scott was asked to forward a response to the original letter. Once received, an interested group of parish councillors would meet and produce a proposal for the Parish Council to consider.</p> <p>iii) To receive an update re: electrical costs linked to the ventilation project at the Community Centre and any financial decisions needed to be taken.</p> <p>There was concern that the Parish Council was being expected to fund works which it has not been involved in commissioning. Steps needed to be taken to ensure this does not happen in the future.</p> <p>Following discussion, <b>it was resolved</b> that Cllr Fitzpatrick would write to Brickhill Community Centre. In that correspondence he would note what has happened with the ventilation project and the electrical works which were absent from the quotation and the short time scale involved to get the project completed. Moving forwards, the Parish Council does not expect this situation to arise again. Any similar project in the future, which may require funding from the Parish Council, must be discussed and agreed with the Parish Council before any formal contract is signed.</p>	Clerk  Cllr Fitzpatrick

Item	Description	Action
9.	<p><b>To receive an update on Waveney Green issues and agree any further action:</b></p> <p>i) To discuss further the play inspections:</p> <p>As agreed at the May meeting, the Clerk had broken down the issues raised into categories so quotations could be obtained. She would now seek quotations.</p> <p>ii) To further consider extending the surfaced areas on WG:</p> <p>Following discussion, <b>it was resolved</b> that the Clerk would get quotations to extend the surfacing around the green gym to be closer to the footpath. In addition, for an extra area near the school rear entrance.</p> <p>iii) To note action re: Wildflower Area on Waveney Green: The Clerk has spoken to the officer dealing with this. Unfortunately it had slipped through the net. He will measure up this week and send a quotation.</p> <p>iv) Palmers Bench:</p> <p>This had been uprooted from its base. The Clerk has asked Bedford Borough Council to re-fix this at the same time as the new benches are installed.</p> <p>v) Tree Works and the Christmas Tree:</p> <p>Cllr Grant had carried out a site meeting with Malcolm Day of the Tree People. The Christmas tree had been discussed. The background is that the tree is too large for Bedford Borough Council to dress with lights, so the hope was to get the tree reduced in height and spread. The tree surgeon reported that it is a juvenile Cedar in exceptionally good condition and potentially will grow 4-5 times its current height over the next 30-40 years and will be an important asset to Waveney Green. So the option to reduce it in height and spread is not an option. The alternative is to find a smaller tree. Others looked at may be suitable for 10 years but</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>

Item	Description	Action
	<p>would need a new electricity supply. The Clerk will arrange for someone from the lighting department at Bedford Borough Council to meet on site and look at options. Cllr Grant had also taken the tree surgeon to the trees behind Francis Groves Close and Falcon Avenue following complaints. Behind Francis Groves Close there are self set Ash/ivy to clear and the proposal is to clear out a 2m width. Behind Falcon Avenue, the proposal is to coppice the Willow. Finally the quote will include the removal of the dead Pine tree directly opposite Dart Road. Cllr Grant was thanked for his report.</p> <p>vi) Dog bins:</p> <p>The Clerk has contacted the officer who deals with this on the 15<sup>th</sup> May and has chased again today (31<sup>st</sup> May).</p> <p>vii) Hole in footpath:</p> <p>The Clerk circulated photographs. She had discussed this with an officer from Bedford Borough Council. This is something which he could not help with. I will need to get quotes.</p>	<p>Clerk</p> <p>Clerk</p>
10.	<p><b>To receive an update on Woodlands Park matters:</b></p> <p>The Clerk reported that the bench for the Westrope Way end of Ashmead Road should be installed soon. Cllr Rani agreed to send photos (near the pond) for another location for a bench.</p>	Cllr Rani
11.	<p><b>To receive an update on the Brickhill Neighbourhood Development Plan:</b></p> <p>Cllr Fitzpatrick reported that the Parish Council needs to agree to undertake the screening process. He will circulate information ahead of the July meeting.</p>	Cllr Fitzpatrick

Item	Description	Action
12.	<p><b>To consider any action towards restarting the Brickhill Newsletter:</b></p> <p>It was resolved to re-start the newsletter to go out at the end of June. Parish Councillors to send any content to the Clerk within the next two weeks. The Clerk to check the cost of printing with White Hart Press.</p>	<p><b>Clerk and all councillors</b></p>
13.	<p><b>To receive any update from the action undertaken following receipt of the response from the Chief Constable re: the police speed data:</b></p> <p>As discussed under 4. above, the Parish Council would wait for a response from the PCSO then contact Inspector Hunt about any next steps.</p>	
14.	<p><b>To receive a report on the Annual Parish Meeting held on Tuesday 23<sup>rd</sup> May 2023:</b></p> <p>The meeting took place virtually because of later commitments of some of the participants. Thanks to all those who took part including Park Wood, Borough Cllr Rider, the guides and the local schools. The intention will be to try to get the meeting back in person next year.</p>	
15.	<p><b>Correspondence:</b></p> <p>i) EWR Group meeting:</p> <p>Cllr Lamswood agreed to attend. He will give a feedback as to what is going on.</p> <p>ii) PCC Cluster Meeting:</p> <p>The Parish Council would like a meeting.</p> <p>iii) OSS and Falcon Avenue POC 2023:</p> <p>The Clerk has responded to the Borough Council to say there has been no contact with the Parish Council by the</p>	<p><b>Cllr Lamswood</b></p> <p><b>Clerk</b></p>

Item	Description	Action
	Open Spaces Society. Cllr Fitzpatrick has since tried unsuccessfully to initiate contact. The view of the Parish Council is that the best option is for the public footpath to follow the tarmac path, as the Parish Council previously agreed.	
16.	<p><b>Date of the next meeting:</b></p> <p>Thursday 6<sup>th</sup> July 2023 at 7.30pm at St Marks Church and Community Centre, Calder Rise.</p>	

Approved by .....

Chairman  
6<sup>th</sup> July 2023

Table 2 Reconciliations for Approval (see item above)

Payee	Reference	Amount Paid	Transaction Details
J Caves	BACS 22	£135.00	Internal Audit
Bedfordshire Pension Fund	BACS 23	£911.61	Pensions (May)
HMRC	BACS 24	£869.53	PAYE
P Anthony	BACS 25	£300.00	Payroll April 22 - March 23
D Britton	BACS 26	£145.60	Salaries (May)
S Bottoms	BACS 27	£1,999.69	Salaries (May)
Associated Telecom Solutions	DD	£32.09	Telephone
St Marks Church Community Centre	BACS 28	£427.48	Outstanding invoices -
L Unsworth	BACS 29	£56.00	Plot and Key Deposit
Batchelor	BACS 30	£11,368.94	Ventilation System - Ground
Glasdons	BACS 31	£2,301.85	Benches and Seats
Grummitt Electrical	BACS 32	£1,836.00	5 yr Condition Report
S Bottoms	BACS 33	£52.49	Stationery
St Marks Church Community Centre	BACS 34	£9.24	Hall Hire
St Marks Church Community Centre	BACS 35	£18.48	Hall Hire
St Marks Church Community Centre	<b>BACS 36</b>	£188.33	Office Hire
	<b>Total Payments</b>	<b>20,652.33</b>	