

Minutes of the Meeting of Brickhill Parish Council held in St Marks Church and Community Centre on Thursday 5th October 2023 commencing at 7.30pm.

Present:

Cllrs Fitzpatrick, Green, Grant, Rani, Holloway, Blakeman, Lamswood, Borough Cllr Vann and the Clerk (Mrs S Bottoms).

Absent: Cllr Ward and Borough Cllrs Royden, Rider and Sawyer.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Cllr Ward and Borough Cllrs Royden, Rider and Sawyer.	
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 Monday 7th September 2023: The minutes were agreed as a true record of the meeting.	
4.	Public Open Session: None.	

Item	Description	Action
5.	<p>To consider and agree action re: co-option onto the Parish Council:</p> <p>There are currently no candidates to consider.</p>	Clerk
6.	<p>To receive reports from the Borough Councillors:</p> <p>Joint written reports had been received from Borough Cllrs Vann and Sawyer and Borough Cllrs Royden and Cllr Rider. The Clerk had circulated both reports to the parish councillors and had put copies on the website. Cllr Vann said that the Borough Councillors are taking up the issue of the withdrawal of Route 21 (see item 13 below).</p>	Clerk
7.	<p>Financial Matters:</p> <p>i) To agree the bank reconciliations and any accounts for payment: It was resolved to accept these.</p> <p>ii) Date for a meeting of the Finance and Personnel Advisory Group:</p> <p>This usually takes place at the end of November/early December. Membership of the Group consists of Cllrs Fitzpatrick, Ward and Blakeman. The Clerk to check availability of a room at St Marks and offer dates to the three parish councillors.</p>	Clerk Clerk
8.	<p>To discuss the information received regarding the injunction on Waveney Green and any action required:</p> <p>Following the September Parish Council meeting, the Clerk had contacted the relevant officer at the Borough Council with a number of questions.</p> <p>It has been established that the injunction remains in place but there is a risk of it being challenged.</p>	

Item	Description	Action
	<p>The Clerk agreed to check the location of the signage on Waveney Green highlighting that the area is covered by an injunction.</p>	<p>Clerk</p>
<p>9.</p>	<p>To receive an update on Brickhill Community Centre:</p> <p>The Clerk reported that the Community Centre Management Committee has recently raised three matters of concern:</p> <p>i) <u>The location of any RAAC in the building:</u></p> <p>The Clerk has been in contact with Bedford Borough Council. She has been informed that it is in the process of appointing a consultancy to undertake a desktop risk assessment of the estate. Currently they are finishing the schools estate and will shortly follow up on the other properties owned by the Borough Council.</p> <p>ii) <u>Pigeons and the solar panels:</u></p> <p>The Clerk had obtained three quotations. Prices ranged from £7,551.60 including VAT to £1200 + VAT. The most expensive quotation was because the company was of the view that full scaffolding would be required which will require permission from the properties around the Centre and would be intrusive. The cheaper quotations were based on the companies using a tower scaffold.</p> <p>Following discussion, it was resolved that the Clerk would seek a further quotation from a company approached in the past. Borough Cllr Vann and Cllr Rani suggested other contacts to follow up.</p> <p>iii) <u>Un-even paving slab in the car park:</u></p> <p>It is understood that the Centre Manager has a company who might be able to do the work.</p>	<p>Clerk</p>

Item	Description	Action
	<p>The Parish Council would settle the invoice. The Clerk to speak to the Centre Manager.</p>	<p>Clerk</p>
<p>10.</p>	<p>To receive an update on Waveney Green and Mowsbury Walk Play Area issues and agree any further action:</p> <p>i) To provide an update regarding the decision to replace the dog waste bins on Waveney Green:</p> <p>Following the September Parish Council meeting, Cllr Grant reviewed the locations for the four new dual use bins.</p> <p>Following discussion, it was agreed, to still seek four new bins, three in the previously agreed locations namely two near the green gym and children’s play area and one to replace the dog bin in the centre of Waveney Green.</p> <p>The fourth bin to replace the dog bin on Falcon Avenue itself to cater for vehicles which park along its length and leave food waste.</p> <p>The dog bin near the new bench on the Falcon Avenue stretch of the footpath along the Green would simply be removed.</p> <p>The Clerk to confirm these locations with Bedford Borough Council at a cost of £2,603.88 subject to confirmation that the Borough Council will continue to empty these.</p> <p>Given the fact that this will reduce the number of bins to be emptied by Bedford Borough Council, the Clerk will ask the Borough Council if it would consider installing a bin near the seat on Rooksmead Pond which is well used by people eating lunch etc.</p> <p>ii) To receive an update on work to trees on Waveney Green and proposed works:</p>	<p>Clerk</p> <p>Clerk</p>

Item	Description	Action
	<p>The works to the trees along the rear of the properties on Francis Groves Close and Falcon Avenue as well as the copse which lies further into the Green has been carried out as well as emergency works to remove a large broken branch in the wooded area between the green gym and Brickhill Primary and a fallen tree covering the pavement on Falcon Avenue.</p> <p>The emergency works being at a cost of £300 including VAT.</p> <p>Whilst meeting with the tree surgeon, further work was identified at the Falcon Avenue footpath access onto the Green with the work being designed to open up that footpath.</p> <p>Contact was also made with Brickhill Primary to identify any issues with trees from Waveney Green impacting on the school and a site visit took place. A quotation is awaited.</p> <p>iii) To receive an update re: works to re-surface the green gym:</p> <p>The Clerk reported that work was due to start next week (w/b 9th October).</p> <p>iv) To receive an update re: the agreement of the contract to light the Christmas tree on Waveney Green and preparations for the switch-on:</p> <p>The Clerk confirmed that the switch-on would take place on Tuesday 5th December. She has accepted the quotation from The Christmas Tree Decorators.</p> <p>The lights will be put on in advance of the switch-on date and taken off after the 12th January.</p>	<p>Clerk</p>

Item	Description	Action
	<p>The company will liaise regarding the physical switch-on. Schools taking part to assemble about 5.15pm. The Lions will attend about 6pm.</p> <p>Following discussion, it was agreed that a donation of £150 would be made to the Lions to be given to the charities being supported by the organisation this year.</p> <p>The Clerk has also contacted Scott and Brickhill Primaries and also the resident who helps with the sound system. The resident has given the Clerk two contacts at All Nations Church who are willing to support with this.</p> <p>The Clerk is formally waiting to hear from Brickhill Primary but Scott Primary are on-board. She will advertise in the Brickhill News and nearer the time on social media and the noticeboards.</p> <p>v) Concrete on grassed area on Mowsbury Walk:</p> <p>This had been highlighted by the Bedford Borough Council grass cutting team. Both Cllr Grant and the Clerk had visited the play area to inspect the problem.</p> <p>It was noted that this was present before the Parish Council took over the area. It is possibly part of an underground drain. The view was that there was little possibility of someone being injured. All the areas under the equipment have safety surface installed and the footpaths are in good condition. It has not been raised on the annual play area inspection report carried out by a professional inspection company.</p> <p>The situation will be monitored.</p>	<p>Clerk</p>

Item	Description	Action
11.	<p>To receive any update on the Brickhill Neighbourhood Development Plan and any further action needed:</p> <p>Cllr Fitzpatrick reported that there had been a meeting prior to this Parish Council meeting. He reported on the 14 responses to the recent survey of which 13 were very supportive of the plan.</p> <p>It was noted that work had begun on the NDP before it was known that East West Rail would be coming anywhere near Brickhill.</p> <p>Following discussion, it was agreed that additional open spaces should be included in the designated local open spaces within the NDP.</p>	<p>Cllr Fitzpatrick</p>
12.	<p>To receive an update on Woodlands Park matters:</p> <p>i) Security Lock on the gate to the changing room car park:</p> <p>The lock is not working. The Clerk will request a new one and to be provided with the code.</p> <p>ii) Planting in the diamond on Ashmead Road and replacement of trees</p> <p>The Clerk had contacted Bedford Borough Council to request permission to plant bulbs on the diamond area.</p> <p>She had also contacted the same officer to ask if there were plans to refresh the newly planted area of trees off Ashmead Road many of which had been lost as a result of the drought last year.</p> <p>She had also informed him about the resident who has ordered 350 whippas as part of a free scheme. The Clerk had not heard back so will chase.</p>	<p>Clerk</p> <p>Clerk</p>

Item	Description	Action
	<p>iii) Drainage ditches on Woodlands Park:</p> <p>Cllr Rani has made contact with Bedford Borough Council who will agree a date to come and clear the ditches as they are getting overgrown.</p>	
13.	<p>Report on the state of public transport in Brickhill in particular with respect to the withdrawal of Service 21 from 2 October:</p> <p>Cllr Blakeman presented a detailed report giving the history of bus services servicing Woodlands Park.</p> <p>Following discussion, it was agreed that the Parish Council would write to Bedford Borough Council to try to reinstate this service possibly with a grant from the Borough Council.</p> <p>Cllr Blakeman will draft a letter for the Clerk to send.</p> <p>Cllr Blakeman will confirm with Borough Cllr Royden who the appropriate officer is and the Clerk will copy in the Mayor and Deputy Mayor into the correspondence.</p>	<p>Cllr Blakeman and the Clerk</p>
14.	<p>To note the existence of the Rural England Prosperity Fund and what options might be available for Brickhill:</p> <p>Cllr Fitzpatrick explained that the focus of the Fund is on access and leisure.</p> <p>Looking at the map showing areas which were covered by the Fund, he was of the view that this could include the Community Orchard, the kick about area off Ashmead Road, the Country Park and Park Wood Nature Reserve.</p> <p>The Borough Council reviews applications every month between now and September. More thought is to be given to a possible proposal.</p>	

Item	Description	Action
15.	<p>Update re: East West Rail:</p> <p>Cllrs Lamswood and Grant discussed the technical issues experienced with regards the latest virtual meeting between representatives and EWR and lack of communication that the physical meeting had been cancelled.</p> <p>Little new or concrete information had been provided by EWR.</p>	
16.	<p>Correspondence:</p> <p>i) E-mail re: changes to Post Office: this has been circulated via social media</p> <p>ii) E-mail from resident re: protection the Green: the Clerk had already responded to the earlier e-mail from this resident and there was nothing further to add.</p>	
17.	<p>Date of the next meeting:</p> <p>Thursday 2nd November 2023 at 7.30pm at St Marks Church and Community Centre, Calder Rise.</p>	

Approved by

.....

Chairman
2nd November 2023

Table 2 Reconciliations for Approval (see item above and table below)

Payee	Reference	Amount Paid	Transaction Details
D Britton	BACS 81	£ 145.60	Salaries
HMRC	BACS 82	£ 869.73	PAYE
Bedfordshire Pension Fund	BACS 83	£ 911.61	Pensions
S Bottoms	BACS 84	£ 1,999.49	Salaries
The Tree People	BACS 85	£ 1,230.00	Tree Works WG
Associated Telecom Solutions	DD	£ 22.12	Telephone Charges
Wave	DD	£ 1,001.21	Water Charges Allotment
The Tree People	BACS 86	£ 300.00	Emergency tree works WG
Mark Fitzpatrick	BACS 87	£ 297.00	Survey Monkey - NDP
St Marks Church Community Centre	BACS 88	£ 188.33	Office Hire Sept
St Marks Church Community Centre	BACS 89	£ 13.86	Room Hire
S Bottoms	BACS 90	£ 110.59	Reimburse for wasp nest
National Allotment Society	BACS 91	£ 66.00	Membership
NPower	BACS 92	£ 131.21	Electricity for Fountain
Reids Playground Maintenance	BACS 93	£ 696.00	Roundabout MW
NPower	BACS 94	£ 26.65	Electricity for Fountain
NPower	BACS 95	£ 39.91	Electricity for Fountain
NPower	BACS 96	£ 52.95	Electricity for Fountain
Otis Ltd	BACS 97	£ 720.83	Lift Service
St Marks Church Community Centre	BACS 98	£ 46.20	Hall Hire
	Total Payments	£ 8,869.29	