

Minutes of the Meeting of Brickhill Parish Council held in St Marks Church and Community Centre on Thursday 7th March 2024 commencing at 7.30pm.

Present:

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

Absent: Borough Cllrs Royden, Rider and Vann.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Borough Cllrs Royden, Sawyer and Vann.	
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 1st February 2024: 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: It was resolved to accept these.</p> <p>ii) To agree to appoint the internal auditor for the 2023-24 accounts: It was resolved to appoint John Caves as internal auditor.</p> <p>iii) To consider and agree the Asset Register: The Clerk had added the new bench on Ashmead Road near the junction with Westrope Way and the new flat benches on Waveney Green. The Parish Council resolved to accept the Asset Register. The Clerk will arrange for a copy to be placed on the website.</p> <p>iv) To consider and agree the Risk Assessment: There were no changes except to the date. It was resolved to accept the Risk Assessment. The Clerk will arrange for a copy to be placed on the website.</p> <p>v) To consider and agree the Financial Regulations: There were no changes except to the date. It was resolved to accept the Financial Regulations. The Clerk will arrange for a copy to be placed on the website.</p> <p>vi) To consider and agree the Treasury Management Strategy for 2024-25: There were no changes except to the date. It was resolved to accept the Treasury Management Strategy for 2024-25. The Clerk will arrange for a copy to be placed on the website.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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6.	<p>To receive reports from the Borough Councillors:</p> <p>Reports had been received from Borough Cllrs Rider and Royden and from Sawyer and Vann and circulated to members of the Parish Council. The Clerk has arranged for copies to go on the website. Borough Cllr Sawyer spoke to the report from himself and Borough Cllr Vann.</p>	
7.	<p>To receive an update on the Brickhill Neighbourhood Development Plan and agree any further action:</p> <p>Cllr Fitzpatrick noted that at the last meeting the Parish Council resolved that the NDP Group could tidy up the draft plan and start the public consultation. Following a meeting with Dave Chetwyn of Urban Visions, his advice was that the NDP Group come back formally to the Parish Council to get agreement on what is actually going to go out to consultation.</p> <p>The draft plan has not changed regarding policies but wording has changed to try to strengthen some of the elements around the sites for designation as local green spaces.</p> <p>All the documentation had been circulated in advance to the parish councillors.</p> <p>Following discussion, it was resolved to approve the documentation as set out and to move to a consultation process.</p> <p>Through that process it will be possible to pick up responses from residents, owners of property, businesses and Bedford Borough Council.</p> <p>The Plan could then be amended as necessary before submitting to the independent inspector.</p>	
8.	<p>To receive an update from the Town and Parish Councils meeting:</p> <p>Cllr Grant reported that he had raised at the meeting with regards EWR the fact that the Borough Council and others seem to be ignoring the vast amount of disruption to</p>	

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	<p>Bedford which will be caused by the construction which will take many years.</p> <p>The argument by the Borough Council was that it has not yet seen the construction plan.</p> <p>Cllr Grant was concerned that the plan will suit EWR and it is important to be ahead of the curve.</p>	
9.	<p>To give further consideration to any options which might be available for Brickhill Parish from the Rural England Prosperity Fund:</p> <p>Cllr Fitzpatrick had made no further progress on this item and it was resolved that it be removed from the next agenda.</p>	Clerk
10.	<p>To receive any update re: RTI accuracy and re: Grant Palmer buses:</p> <p>With regards the accuracy of the RTI, the Clerk had not received any update from Borough Cllr Rider who had agreed at the last meeting to get clarification from Borough Council officers.</p> <p>The Clerk reported having received a reply from the letter sent in 2023 to Bedford Borough Council copying in the Mayor regarding the service provided by Grant Palmer. That reply simply regurgitated the words from Grant Palmer who suggested that usage was not sufficient to justify the service. But the data collected by Cllr Blakeman supported the fact that the irregular and unreliable service resulted in usage dropping off as travellers sought more reliable forms of travel.</p> <p>Cllr Grant said that the Parish Council should consider a traffic survey.</p>	
11.	<p>To confirm status and agree any action re: the cycle connection from Foster's Brow to the industrial estate:</p> <p>The Clerk had written to Jon Shortland, Chief Officer for Planning, Infrastructure & Economic Growth at Bedford</p>	

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	Borough Council for any update on the allocation of S106 monies for this project.	
12.	<p>To receive any update on correspondence with the Chief Constable, the PCC and Bedford Borough Council re: e-scooters:</p> <p>The Clerk had received responses to her correspondence from the PCC, Borough Cllr Weir and also from a representative of the Chief Constable. All report that the activity is illegal but seem not to be taking much action.</p> <p>Borough Cllr Sawyer was meeting with the police the following day and agreed to ask that the issue of e-scooters is put forward from Brickhill Parish Council as one of the next priorities to be set for the coming months.</p> <p>It was resolved that the Clerk respond to the letter from the Chief Constable by expressing concern around the road safety issue caused these e-scooters.</p> <p>It was noted that PC Junaid Ashiq will be leaving the Bedford community team to starting a new role on the 18th March based in Luton. At the moment, there is no one who is replacing him, so Brickhill will be without a PC or PCSO.</p> <p>Going forward if there are any issues, the Parish Council should email the supervisor for Brickhill chloe.loyd-jones@beds.police.uk. Once there is a PC or PCSO in the role, Chloe will be able to pass on this information.</p> <p>The Parish Council expressed its thanks for the support received from PC Ashiq during his time covering the area.</p> <p>The Clerk would include in the letter she is writing to the Chief Constable that the Parish Council would like to see him replaced as soon as possible.</p>	<p>Clerk</p> <p>Borough Cllr Sawyer</p>
13.	<p>To receive an update re: the long-term parking of a truck containing pallets:</p> <p>The Clerk reported that she had received communication from an officer at Bedford Borough Council.</p>	

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	<p>He had informed her that the Borough Council are aware of this vehicle as the owner has several parked around the town and these are not abandoned vehicles but are being used as on-street storage.</p> <p>As a result, the Borough Council has recently served a Community Protection Notice on the owner requiring them to remove all these vehicles from the Borough.</p> <p>Community Protection Notices are more comprehensive as they allow the Borough Council to specify this person must not store any vehicle like this within the borough and is an ongoing requirement.</p> <p>The Clerk will respond to the officer thanking him for taking this matter forward and to ask to be kept informed.</p>	Clerk
14.	<p>To receive any update on a date for the Annual Parish Meeting:</p> <p>The Clerk has booked the main hall in the Community Centre on Thursday 25th April from 7.00pm.</p> <p>She will contact the various groups.</p> <p>She asked that parish councillors mark the date in their diaries.</p>	
15.	<p>To consider the impact of Martyn's Law on Brickhill Community Centre:</p> <p>Cllr Grant noted that the legislation is actually the Terrorism (Protection of Premises) Bill. He did dial in to the Home Office briefing call on this a couple of weeks ago.</p> <p>His concern is that this proposal is a Government box ticking exercise which will do nothing to reduce the risk of terrorism. What it could well do is result in local valuable facilities like community centres being shut if compliance is, or is perceived to be, too onerous.</p> <p>The public consultation runs until the 18th March.</p>	

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16.	<p>To consider and agree the Standing Orders:</p> <p>There were no changes except to the date. It was resolved to accept the Standing Orders. The Clerk will arrange for a copy to be placed on the website.</p>	Clerk
17.	<p>To consider and agree the Code of Conduct:</p> <p>There were no changes except to the date. It was resolved to accept the Code of Conduct. The Clerk will arrange for a copy to be placed on the website.</p>	Clerk
18.	<p>To receive any update on outstanding matters from previous meetings:</p> <p>1. Flooding/Brickhill Drive:</p> <p>The Highways Manager had written to Cllr Fitzpatrick noting that the last few large rainfall events including flooding events have not prompted any complaints or notifications from residents to the Borough Council at the locations of Brickhill/Pipit/Larkway, where there have been huge problems over the last 2-3 years, and which has involved a lot of time and resources from both flood resilience and highways and continuous communication to Anglian Water and their promises which have provided no suitable conclusion or outcomes during those times.</p> <p>In fact on the last flooding occasion in the Borough, highways officers have made visits to these locations and have found no surface water ponding during those times.</p> <p>He concluded that possibly Anglian Water have now finally solved the issues and have not notified either the Borough Council or residents of this.</p> <p>Cllr Fitzpatrick noted that the Parish Council had not received any communication recently from residents.</p> <p>2. Play strategy – Bedford Borough Council:</p> <p>Paul Pace of Bedford Borough Council had confirmed that there is currently no play strategy document. It has been spoken about but not progressed. Recent works across</p>	

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	<p>the borough has been to refurbish the worst areas of the most popular used places.</p> <p>3. Support for Children in Need:</p> <p>The Clerk had contacted Scott Primary and Brickhill Primary for an update on the uses/benefits achieved from last year's funding and whether more next year would be beneficial.</p> <p>Both schools provided detailed support with regards the benefits from that funding and both believed that further funding would be well used.</p> <p>The Parish Council resolved to provide the same level of funding to both schools. This was already in the 2024-25 budget and amounted to £2,700.</p>	
19.	<p>Correspondence:</p> <p>1. Vans parked on Avon Drive:</p> <p>The e-mail referred to a number of vans parked in the layby in Avon Drive adjacent to Waveney Green. There was concern that this was a safety issue affecting parents dropping and picking up children from Brickhill Primary.</p> <p>It was resolved that the Clerk write to the officer at Bedford Borough Council to see if the Community Protection Order mentioned in 13. above could be used in this case.</p>	Clerk
20.	<p>To agree action on the appointment of a Litter Picker:</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> <p>Following discussion, it was resolved to appoint Rachel Howton to the post. The Clerk had circulated the proposed contract, risk assessment and Lone Worker Policy.</p>	Clerk

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	<p>It was resolved that she should undertake 4 hours per week to cover Waveney Green, Mowsbury Walk Play Area and possible other areas as needed.</p> <p>The Clerk will meet with Rachel to sign the paperwork.</p>	
21.	<p>Date of the next meeting:</p> <p>Thursday 4th April 2024 at 7.30pm at St Marks Church and Community Centre, Calder Rise.</p>	

Approved by

Chairman
4th April 2024

Table 2 Payments for Approval

Payee	Reference	Amount Paid	Transaction Details
ICO	DD	£ 35.00	Data Protection
Reids Playground Maintenance	BACS 158	£ 360.00	Play Repairs/Graffiti
HMRC	BACS 159	£ 906.83	PAYE
Bedfordshire Pension Fund	BACS 160	£ 962.12	Pensions Feb 2024
S Bottoms	BACS 161	£ 2,088.73	Salaries Feb
Crowe	BACS 162	£ 70.00	Plot and Key Refund
Associated Telecom Solutions	DD	£ 23.22	Telephone Charges
SLCC	BACS 163	£ 178.80	Subscription
St Marks Church Community Centre	BACS 164	£ 6.93	Room Hire Wren Jan
St Marks Church Community Centre	BACS 165	£ 23.10	Hall Hire PC Meeting Jan
St Marks Church Community Centre	BACS 166	£ 188.33	Office Hire Jan
St Marks Church Community Centre	BACS 167	£ 18.48	Wren Room Feb
St Marks Church Community Centre	BACS 168	£ 23.10	Hall Hire PC Meeting Feb
St Marks Church Community Centre	BACS 169	£ 188.33	Office Hire Feb
St Marks Church Community Centre	BACS 170	£ 6.93	Wren Room Feb
	Total Payments	£ 5,079.90	