

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

Present:

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

Absent: Cllrs Lamswood, Grant and Ward.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Cllrs Lamswood and Grant,	
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: Cllr Green declared an interest in item 15 below.	
3.	To agree the minutes of the meeting held on Monday 3th October 2024: The Minutes were signed 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 – see pages 7 & 8 :</p> <p>It was resolved to accept these.</p> <p>ii) To receive the Local Government Services pay agreement for 2024-25:</p> <p>It was resolved to accept this.</p>	Clerk
6.	<p>To receive reports from the Borough Councillors:</p> <p>A report had been received from the Borough Councillors for Brickhill and Borough Cllr Royden spoke to the report. The Clerk would arrange for the report to go on the website.</p> <p>Cllr Royden confirmed he was continuing to press for seating at the Avon Drive shops. Cllr Royden was thanked for his report and left the meeting.</p>	Clerk
7.	<p>To receive an update on the Brickhill Neighbourhood Development Plan and agree any further action:</p> <p>Cllr Fitzpatrick reported that he was still completing the two-page summary based upon the Housing Needs Statement included in the latest Local Plan produced by the Borough Council.</p> <p>Discussion also took place around the presentation made by the Borough Council at the recent BATPC AGM and whether Brickhill might get housing targets. There are to be some NDP meetings in the New Year when more information might be made available.</p>	Cllr Fitzpatrick
8.	<p>To start planning for the Christmas tree lights switch on and agree any action:</p> <p>The Clerk reported that The Lions have confirmed their attendance at the event. She would now confirm Tuesday 3rd December with the Christmas Tree Decorators.</p>	Clerk All councillors

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	<p>She was still awaiting a response from All Nations regarding helping with the sound.</p> <p>She asked parish councillors to volunteer to help at the event.</p> <p>The lights are to be switched on at approximately 5.30pm, the Schools will then sing some carols/songs with Santa due to arrive about 6pm.</p>	
9.	<p>To discuss any further action re: flooding in Brickhill:</p> <p>Cllr Fitzpatrick referred to the recent flooding issues in Brickhill and Woodlands Park focussing on the issue with the smaller of the two balancing ponds.</p>	
10.	<p>To discuss and agree action re: street name for development – garage blocks at Rooksmead:</p> <p>Following discussion, it was resolved to request that this be named Moorhen Mews as it was felt this was in keeping with the names of the adjacent streets and the fact that Moorhens visit Rooksmead Pond.</p> <p>The Clerk will contact Bedford Borough Council.</p>	Clerk
11.	<p>To discuss the status of the defibrillator:</p> <p>This has arrived at Brickhill Community Centre and a contractor has been employed to install.</p>	
12.	<p>To receive any update on outstanding matters from previous meetings:</p> <p style="padding-left: 40px;">i) RTI accuracy and QR codes:</p> <p>At the October Parish Council meeting it had been resolved that the Clerk would write to the relevant Borough Council officer for confirmation of the position once Cllr Blakeman had attended the next</p>	Clerk

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13.	<p>To agree dates for 2025:</p> <p>9th January, 6th February, 6th March, 3rd April, 1st May, 5th June, 3rd July, 7th August (Planning only), 4th September, 2nd October, 6th November, 4th December (Planning only).</p> <p>It is noted that the 9th January is not the first Thursday in the month but the 2nd January was deemed too close to the start of the New Year.</p> <p>The Clerk will arrange for the dates to be added to the website diary.</p>	Clerk
14.	<p>Correspondence:</p> <p>i) Gumble re: use of field June/July 2025:</p> <p>All were in support of this as it is popular with residents with no complaints.</p> <p>ii) BBC Parish and Council Update: Noted.</p> <p>iii) EW Rail:</p> <p>A new non statutory consultation was due to start.</p> <p>iv) Crime Stats: Circulated.</p> <p>v) BBC East Park Energy – Statutory Consultation: Noted.</p>	
15.	<p>Brickhill Community Centre – EPC and DEC certificates:</p> <p>Cllr Fitzpatrick reported that Brickhill Community Centre had an EPC (Energy Performance Certificate and an associated Recommendations Report (EPC-RR). Both expired on 10/2/24. EPC's are not a legal requirement.</p> <p>However Cllr Fitzpatrick believed a Display Energy Certificate (DEC) is needed as in July 2015 it became mandatory for public buildings in the UK with a floor area over 250m² to display a DEC. The Community Centre has a floor area of 479m² so he believed the Community Centre will fall into the definition of a public building or a</p>	

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	<p>building occupied by a public authority ...which is frequently visited by the public.</p> <p>The DEC will also be accompanied by an advisory report and the owner of the building must have a valid one available.</p> <p>The advisory report highlights recommendations to improve the energy performance of the building (i.e. its fabric and associated services such as heating, ventilation and lighting). This sounds similar to the EPC-RR.</p> <p>As there have been significant changes to the Community Centre since the last EPC was produced in 2014, having a new assessment would be helpful.</p> <p>The Mayor's Climate Change Fund offers support for works to improve energy efficiency. This support includes 50% of the cost of an EPC or DEC.</p> <p>The slight challenge is that the Climate Change Fund process looks as if they want the energy efficiency idea to be identified first and then the EPC or DEC created (if one does not exist).</p> <p>It was resolved that the Parish Council approve talking with the Borough Council about an application for 50% of a DEC.</p>	<p>Cllr Fitzpatrick</p>
16.	<p>Date of the Next Meeting:</p> <p>Thursday 9th January 2025 at 7.30pm in St Marks Church and Community Centre, Calder Rise.</p>	

Approved by

Chairman
9th January 2025

Table 2 Payments for Approval (see below)

Payee	Reference	Amount Paid	Transaction Details
Techlink UK Ltd	BACS 115	£ 299.94	Anti-Virus
British Telecom	DD	£ 265.44	Broadband
Techlink UK Ltd	BACS 116	£ 1,233.58	Laptops and setup
R Benjamin	BACS 117	£ 290.08	Salaries WG
C Tyrrell	BACS 118	£ 841.44	Salaries
HMRC	BACS 119	£ 925.33	PAYE
Bedfordshire Pension Fund	BACS 120	£ 1,324.04	Pensions
S Bottoms	BACS 121	£ 2,337.65	Salaries
London Hearts	BACS 122	£ 900.00	Defibrillator
Techlink UK Ltd	BACS 115	£ 299.94	Anti-Virus
Associated Telecom Solutions	DD	£ 19.80	Telephone Charges
UVE Planning	BACS 123	£ 4,855.20	Consultancy for NDP
St Marks Church Community Centre	BACS 124	£ 23.10	Hall Hire
St Marks Church Community Centre	BACS 125	£ 188.33	Office Hire
St Marks Church Community Centre	BACS 126	£ 6.93	Hall Hire
Rialtas Business Solutions	BACS 127	£ 30.00	Support with Moving Software
National Allotment Society	BACS 128	£ 66.00	Membership
One Group	BACS 132	£ 540.00	Gutter Clearance BCC
NPower	BACS 133	£ 128.99	Electricity for Fountain

Payee	Reference	Amount Paid	Transaction Details
NPower	BACS 135	£ 126.30	Electricity for Fountain
S Bottoms	BACS 134	£ 103.64	Computer Support
Bedford Borough Council	BACS 129	£ 1,087.22	Grounds Maint WG April-Sept 24
Bedford Borough Council	BACS 131	<u>£ 399.81</u>	Grounds Maint MW Jul-Sept 24
	Total Payments	£ 15,992.82	