



**Minutes of the Meeting of Brickhill Parish Council held at St Marks Church and Community Centre on Thursday 5<sup>th</sup> March 2026 commencing at 7.30pm.**

**Present:**

Cllrs Fitzpatrick, Grant, Testa, Green, Blakeman, Ward, the Clerk (Mrs S Bottoms) and Borough Cllr Sawyer.

Absent: Cllrs Lamswood, Holloway, Rani, Borough Cllrs Rider and Royden

*Summary of the meeting: -*

*Table 1 – The Minutes*

Item	Description	Action
1.	<b>Apologies for Absence:</b> Cllr Lamswood, Holloway, Borough Cllrs Rider and Royden.	
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 5<sup>th</sup> February 2026</b> The Minutes were signed as a true record of the meeting.	
4.	<b>Public Open Session: (15 mins)</b> No public were present.	



Item	Description	Action
8.	<p><b>To receive any updates re: Brickhill Community Centre:</b></p> <p>The Centre Manager is currently seeking quotes for undertaking the plumbing works including the hot water tap and the leaking pipe, gutter clearing, painting including the fire doors and the goalpost on Waveney Green. She will also compile a timescale for different works.</p> <p>The Centre Manager reported that following the explanation from the Borough regarding the backdated insurance charges for the buildings insurance , she is chasing the Management Committee to agree payment.</p> <p>Further discussion took place regarding the invoice for approximately £12k received from the Borough Council for this backdated annual re-charge for buildings insurance covering the period 1919 to date. Within the annual breakdown per year, one year seemed especially excessive. Cllr Fitzpatrick agreed to forward details of the original invoice as well as the later explanation of the level of the charges and the specific explanation for that specific discrepancy to Borough Cllr Sawyer.</p> <p>The Centre Manager will also ensure that moving forward, the parish council, via the Clerk, receives all the minutes, financial reports etc as specified in the agreement between the parish council and the Association.</p>	Cllr Fitzpatrick
9.	<p><b>To consider and agree action re: footpath repairs on Waveney Green:</b></p> <p>Cllr Fitzpatrick reported there were cracks on some of the footpaths which cross Waveney Green and for which the parish council is responsible. The solution may well be to fill. The Clerk will arrange a quotation from the company who have been assigned to deal with previous work to the footpaths.</p>	The Clerk
10.	<p><b>To consider and agree action re: a Parish Council work plan:</b></p> <p>Cllr Fitzpatrick reported that as agreed at the last meeting, a public consultation exercise is now underway, via the newsletter and a SurveyMonkey survey to find out views on whether installation of some sort of deterrent should be installed around the perimeter of Waveney Green and if so, what sort.</p> <p>Cllr Fitzpatrick has invited interested residents to meet with him at the bus stop in Waveney Avenue between 2-4pm on Sunday 29<sup>th</sup> March.</p>	Cllr Fitzpatrick

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	<p>He is also producing a separate leaflet which will be delivered door-to-door to those properties directly facing the Green.</p> <p>The responses will be considered at the April meeting.</p>	
11.	<p><b>Flooding in Brickhill:</b></p> <p>No further update available.</p>	
12.	<p><b>To receive an update on Vehicle Activation Signs for Brickhill:</b></p> <p>Cllr Fitzpatrick had circulated the data downloaded from the VAS on Waveney Drive. There are approximately 43k vehicle movements in a month and in summary it appears that the majority are obeying the speed limit. Following correspondence with Andrew Prigmore, the parish council received a response to say that if the parish council sends in a plan / address of the proposed locations, the highways department will see if the sites are viable. The assumption is that they would install the necessary poles to support a VAS but Mr Prigmore did not confirm that in his email.</p> <p>Cllr Fitzpatrick reported that the company which supplied the Waveney Avenue VAS has gone into administration and he is unaware of its current status. The Clerk supplied details of an alternative supplier.</p> <p>Discussion took place regarding the letter received from Mr Prigmore at the Borough regarding average speed cameras and ongoing calibration and maintenance. It was noted that this is now once again in the Borough Council's budget for 2026-27 but the letter noted that this cost will be an on-going pressure in the future for the Borough's finances. He asked to engage with the parish council in order to understand the effectiveness of these cameras. The letter included the number of vehicles per month over the last year which exceeded the speed limit.</p> <p>It was <b>resolved</b> to respond to Andrew Prigmore that the view of the parish council is that these average speed cameras are very effective as speed has significantly reduced in Brickhill Drive and there have been no accidents since their installation. The parish council would like to continue to engage with the Borough Council but would like clarification as to what form this engagement is going to take.</p>	<p><b>Cllr Fitzpatrick</b></p> <p><b>The Clerk</b></p>

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13.	<p><b>To discuss Ravensden Park and 106 funding:</b></p> <p>Cllr Fitzpatrick has had an on-line introductory call with two Borough officers. He has since emailed them to thank them for the call and requesting an on-site meeting, but is was still awaiting a response. Therefore no update available at the moment.</p>	Cllr Fitzpatrick
14.	<p><b>To consider the email received re: a prospective Brickhill Youth Club and agree action:</b></p> <p>The Parish Council has been in receipt of an email from an organisation 4YP UK. They provide youth facilities elsewhere in Bedford as well as Kempston and Wixams. It claims they have received a number of requests from Brickhill residents asking for youth provision in the area.</p> <p>It was <b>resolved</b> to find out further information from the organisation regarding costs and what they could deliver for Brickhill, times and practicalities e.g location, who would run it.</p>	The Clerk
15.	<p><b>To agree a date for the Annual Parish Meeting:</b></p> <p>It was <b>resolved</b> to hold the meeting at the Community Centre on Wednesday 29<sup>th</sup> April at 7pm. The Clerk to liaise with the Centre Manager and send out invites to interested parties nearer the time.</p>	The Clerk
16.	<p><b>To receive any update on outstanding matters from previous meetings:</b></p> <p>Trees on Waveney Green:</p> <p>Cllr Grant reported that the Borough had crown raised some trees over near Frances Groves Close in order that their mowers can pass under them to cut the grass. Cllr Grant spoke to the men and established that the mowers must, for health and safety reasons, be fitted with roll cages which adds to the problem. The trees at the rear of Frances Groves need similar work. He suggested that the parish council ask the Borough if it would be willing to do this work and establish the charge to the parish council. It was <b>resolved</b> to contact Adrian Tott at the Borough to try to progress this. It will need to be done September onwards. The Clerk to contact Adrian Tott.</p>	The Clerk

Item	Description	Action
17.	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>i. Flood Forum on Thursday, 26 March 2026, 2.30-6.30pm, at Great Denham Community Centre, 86 Saxon Way.  The Clerk agreed to put this on Facebook as the meeting is open to the general public.</li> <li>ii. Planned footway resurfacing maintenance works Cleat Hill, Bedford between Mowsbury Park and Mowsbury Golf and Squash Centre. Noted.</li> <li>iii. Average speed camera data. Discussed above.</li> <li>iv. Letter from The Mayor. It was <b>resolved</b> that parish councillors would think of some questions/issues to raise with the Mayor and he would then be invited to a future parish council meeting. <b>Action: all parish councillors.</b></li> <li>v. Housing allocation consultation by the Borough Council. Cllr Fitzpatrick suggested this needs more investigation to better understand.</li> <li>vi. Request that the Parish Council consider fund graffiti wipes: The Clerk will contact Cllr Royden for a sample and costs involved.</li> <li>vii. Email from Cllr Alexander Hustwit re: average speed cameras. Noted.</li> </ul>	<p>Cllr Fitzpatrick</p> <p>The Clerk</p>
18.	<p><b>Date of the Next Meeting:</b></p> <p>Thursday 2<sup>nd</sup> April 2026 at 7.30pm in St Marks Church and Community Centre, Calder Rise.</p>	

Approved by .....

**Chairman**  
2<sup>nd</sup> April 2026

Table 2 Payments for Approval

Payee	Reference	Amount Paid	Transaction Details
ICO	DD	£ 47.00	Data Protection
St Marks Church Community Centre	BACS 161	£ 9.88	Hall Hire
St Marks Church Community Centre	BACS 162	£ 19.76	Hall Hire
St Marks Church Community Centre	BACS 163	£ 188.33	Office Hire
SLCC	BACS 164	£ 189.60	Subs
Scott Primary School	BACS 165	£ 1,440.00	Grant
Bedfordshire Pension Fund	BACS 166	£ 396.55	Pension
C Tyrrell	BACS 167	£ 913.61	Salary
HMRC	BACS 168	£ 1,128.93	PAYE
S Bottoms	BACS 169	£ 1,204.50	Salary
Associated Telecom Solutions	DD	£ 21.29	Telephone
Mazars	BACS 170	£ 504.00	External Audit
S Bottoms	BACS 171	£ 242.02	Various Expenses
Npower	BACS 172	£ 37.03	Electricity for Fountain
White Hart Press	BACS 173	£ 725.00	Newsletter Printing
	<b>Total Payments</b>	<b>£ 7,067.50</b>	