

2026-27-05

Minutes of the Meeting of Brickhill Parish Council held at St Marks Church and Community Centre on Thursday 1st October 2026 commencing at 7.30pm.

Present:

Cllrs Fitzpatrick, Grant, Green, Lamswood, Ward, Blakeman, Carter-Kerr, Oldham, the Clerk (Mrs S Bottoms). Borough Cllrs Sawyer and Rider.

Absent: Cllr Rani, Testa, Borough Cllrs Royden and Vann.

Summary of the meeting: -

Table 1 – The Minutes

Item	Description	Action
1.	Apologies for Absence: Cllrs Rani, Testa, Borough Cllrs Royden 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 3rd September 2026 The Minutes were signed as a true record of the meeting.	
4.	Public Open Session: (15 mins): None.	

5.	Financial Matters: i) To agree the bank reconciliations and any accounts for payment: It was resolved to accept these (see below).	Clerk
6.	Waveney Green: i) To receive any update re: bunding/protection for the Green: Millstream were due to start on the 21st September but the utility surveys have finally come back and the electrical service is inconclusive. Millstream have commissioned a geotechnical survey using ground penetrating radar to ensure they locate all services and do everything possible to reduce the risk of interacting with any buried services. The survey will be carried out on Thursday 1st October and they will be on site as soon as possible after that to begin installation. ii) To receive any update re: footpath repairs: The Clerk reported that the work has been carried out. There has been a number of complaints to say that the footpath does not look particularly attractive. It has been noted that some of the cracks have been insufficiently filled. The Clerk is still awaiting the invoice and she has contacted the company and forwarded photographs. iii) To note acceptance of quote for tree work rear of Francis Groves Close: The work has been completed and the invoice for £920 ex. VAT is listed under accounts for payment at the end of these minutes. Cllr Grant had identified additional works and the Clerk to chase for the quotation. iv) To consider and agree action re: Christmas lights: The Clerk has spoken to Ivor from the Christmas Tree Decorators and is awaiting a quotation. She has informed him that the lights need to be on the tree by the end of November. Cllr Ward will check with Bedford Lions if they will be available to arrange a visit from Santa this year. The Clerk will then contact All Nations and the schools.	Clerk Clerk Clerk Cllr Ward

	v) Additional Matters: vi) The Clerk has asked the Borough to weed kill all the rubber mulched areas on Waveney Green, Mowsbury Walk and the green gym off Ashmead Road. They will do this once the grass starts growing. Graffiti has been removed from the bins. Thanks to the Borough Council for swift action. The Clerk agreed to contact an officer at the Borough Council to establish what action can be taken regarding the perpetrators of the graffiti if there is evidence of who is involved.	Clerk
7.	To receive any updates re: Brickhill Community Centre: i) To note the state of the planned repairs: The Centre Manager is continuing to seek quotations for work. She is awaiting quotations from two companies for painting and outside works. It was resolved to chase the contractor who has quoted for the roof maintenance to acknowledge the intention for there to be one annual clean initially in the Autumn. ii) To consider options re: lift servicing: The Clerk has had confirmation from Otis that the contract will end on the 1st April 2027 and has made contact with Chaneys to confirm the parish council wishes its contact to start after that date. She will make further contact nearer the 1st April. iii) Potential options for the solar generation and use of batteries: Cllr Fitzpatrick has been communicating with the energy team at the Borough Council. He sent data to the officer in July. The officer concerned is liaising with an outside agency group who can model the data and hopefully come back with some potential recommendations or options. No update. Cllr Fitzpatrick to chase this. iv) Update on working with BPHA: Cllr Fitzpatrick reported that the Macmillan coffee morning held on the 25th September had taken place with funds raised.	Clerk/Centre Manager Clerk Cllr Fitzpatrick

	Following the matter being raised by Borough Cllr Rider, Cllr Fitzpatrick will attempt to get information as to what is happening regarding the shelters which have been under construction for a long time with little action.	Cllr Fitzpatrick
8.	To receive guidance from the Borough Council about the planning process: Cllr Fitzpatrick referred to a presentation given at the recent Town and Parish Councils meeting on the national scheme of delegation. Details were circulated to the parish councillors. The changes come into force from the 31st October. The automatic ability is ending for parish councillors to call in planning applications. The thresholds for triggering referrals are also changing. It means more applications will be determined under delegated powers.	
9.	To receive reports from the Borough Councillors: Reports had been received and circulated from Borough Cllrs Sawyer, Vann, Royden and Rider. The Clerk had circulated both reports and had forwarded them to be placed on the website. Borough Cllrs Rider and Sawyer spoke to their reports. Discussion moved onto the amount of Ward funding allocated to the Borough Councillors and whether there were projects which residents had requested to be undertaken which due to funding having been reduced, were not possible and which perhaps the parish council might contribute. Discussion moved onto the wider matter of establishing a list of priority projects which it was felt might be possible to undertake by the parish council. The Clerk agreed to forward an email to both Borough Councillors as well as parish councillors and to put this item on the agenda for November. Reference could also be made in the November newsletter asking residents for suggestions. This information could be used to inform the budget planning for 2027-28.	Clerk

10.	To consider and agree upgrade to the surface under the green gym equipment off Ashmead Road: It was resolved that the Clerk approach RPM for a quotation to replace the rubber mulch with wet pour and quote to refurbish the equipment which was rusting in places.	Clerk
11.	To receive an update re: Summer youth activities in Brickhill: The Clerk confirmed that posters have gone out and a copy put in the newsletter. Sessions will be held on the 1st and 3rd Wednesday at the Community Centre, Avon Drive 4.45-6.45pm starting 7th October.	
12.	To receive an update on Vehicle Activation Signs for Brickhill: i) Speed control measures in Brickhill: Cllr Fitzpatrick has downloaded the latest data which has been circulated and forwarded for the website.	Clerk
13.	To receive any update on outstanding matters from previous meetings: i) To consider action re: the fountain on Rooksmead Pond: The Clerk, Cllr Fitzpatrick and a Borough officer met at the pond this morning to discuss possible ways forward. The officer was asked to arrange for the electricity to be turned off. It was agreed that the current floating fountain was not suitable for purpose and the sensible thing was for this to be removed. The Clerk agreed to contact Borough Cllrs Royden and Rider as it was their ward funds which were originally used to pay for the fountain. Currently there is very little water in the pond and the Borough had undertaken some dredging and clearance. The Borough officer agreed to arrange for cameras to be inserted into the two obvious water inlets to try to establish where the water which fills the pond comes from. Options regarding a replacement fountain would need to be a heavier fixed version which could be switched off when water levels were too low.	Clerk

	A maintenance schedule would be needed to ensure filters etc as well as the pond itself were kept in good condition. Borough Cllr Sawyer had agreed to contribute £2,800 of ward funds towards a replacement fountain. Action regarding quotes needed to be undertaken quickly. Following discussion, it was resolved that the existing fountain needed removing but it would be at least a year before any decision could be made regarding a replacement. The time period will cover the Summer of 2027 when we can start to see if water levels improve. Cllr Fitzpatrick to discuss the matter of ward funding and possibly a re-allocation of the funding set aside for the fountain with Borough Cllr Sawyer. He will also try to clarify with Borough Cllr Royden, the position of ward funding held by the Brickhill Borough Councillors. ii) S106 spending for Ravensden Park: This is monies passed from the Ravensden Park developers to the Borough Council as part of the planning conditions. Cllr Fitzpatrick challenged the Head of Planning and Building Control at the Borough Council at the recent Town and Parish Councils meeting regarding the proposed spend on a footpath connecting Ravensden Park and Crispin Drive. A further path will go across to the bottom of Cleat Hill. He agreed to respond to Cllr Fitzpatrick by this week. Cllr Fitzpatrick will liaise further with Ravensden Parish Council. iii) Acquisition of land at rear of Curlew Crescent: Still awaiting an update. iv) Repair to the barrier to the Ashmead Road car park: There are moves to start locking the barrier again. v) Litter pick 10th October: Parish councillors were reminded that this is taking place at 10 am with everyone meeting at Brickhill Drive. The litter pick has been publicised in the newsletter, on noticeboards , website and social media.	Cllr Fitzpatrick Cllr Fitzpatrick
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14.	To receive an update following the attendance by the Mayor at the April meeting: Borough Cllr Sawyer had forwarded our correspondence to the Mayor's Assistant who has actioned some of these matters. i) Land at Ashmead Road: No update. ii) Cracked path Woodlands Park: This project has unfortunately been sidelined whilst the Borough have been dealing with a few higher-priority projects for feasibility designs and related budget estimate submissions. However, this will be picked up next week and progressed as per the approved quote. iii) Flooding in Larkway/Drainage/Gully Cleaning: Cllr Fitzpatrick raised the lack of gully cleaning with the Mayor at the Town and Parish Councils meeting. Cllr Fitzpatrick is not getting any answers from Anglian Water regarding their remaining work to split foul and surface water draining. He will keep chasing.	Cllr Fitzpatrick Cllr Fitzpatrick
15.	Correspondence: Correspondence from 38 Francis Groves Close: Cllr Fitzpatrick to meet with the resident. Parish and Town Council Update: National Scheme of Delegation (NSoD): Discussion took place under 8 above. There was also a presentation by Universal. Bedford Borough /installing Electric Vehicle (EV) charging points: The Clerk to contact the Officer concerned to ask when possible locations would be offered to Brickhill. Request for a dog poo bin installed at the entrance into the park at the junction of Crispin Drive and Egremont Mews: The Clerk to request. Cllr Fitzpatrick has followed this up. We will put in a request for a bin with the Borough. This can be justified given the proposed footpath referred to under 13ii above.	Cllr Fitzpatrick Clerk Clerk

	The Bedfordshire Association of Town and Parish Councils (BATPC) AGM Wednesday 14th October 2026 at 7 for 7.30pm, at The Rufus Centre: All parish councillors are welcome to attend.	
16.	Late Item: Allotment Rent Increase: The Allotments Committee met recently to consider a rent increase. The background: • In November 2022 it increased rents for new tenants to £60 for a full plot (£35 concessions) and to £38 for a half-plot (£28 concessions). It had left it too late to raise the rents for existing tenants for 2023, so they only started paying the new rent from 2024. • In August 2025 it agreed to scrap concessions (prompted by tenants at the meeting) and raised rents to £65 for a full plot and £41 for a half plot. The current budget for the allotments is £19,725 expenditure with £7,455 income. Although it is likely that the budget will not be fully spent, the allotments will still be running at a considerable deficit. On the basis that small regular rises are better than big infrequent rises, the Allotment Committee propose to increase the rents by approximately 3%, as follows: • Full plot rent: increase from £65 to £67 (an increase of 3.08%). Half plot rent: increase from £41 to £42.50 (an increase of 3.66%). The parish council resolved to approve this increase.	
17.	Date of the Next Meeting: The next meeting of the Parish Council will be held on Thursday 5th November 2026 at 7.30pm in St Marks Church and Community Centre, Calder Rise.	

Approved by

Chairman

5th November 2026

Table 2 Payments for Approval

Payee	Reference	Amount Paid	Transaction Details
Chris Horne Gardens Ltd	BACS 97	£ 270.00	Mowing allotment
Clair Tyrrell	BACS 98	£ 1,092.41	Salary
S Bottoms	BACS 299	£ 1,323.42	Salary
The Bedfordshire Pension Fund	BACS 100	£ 404.36	Pensions
HMRC	BACS 101	£ 1,522.63	PAYE
Associated Telecom Solutions	DD	£ 23.08	Telephone
Reids Playground Maintenance	BACS 93	£ 180.00	Repairs MW Seat
White Hart Press	BACS 102	£ 745.00	Newsletter Printing
Quercus	BACS 105	£ 1,104.00	Tree Works WG
S Bottoms	BACS 106	£ 31.10	Microsoft licence
National Allotment Society	BACS 103	£ 84.00	National Allotment Society
St Marks Church Community Centre	BACS 107	£ 188.33	Office Sept 26
St Marks Church Community Centre	BACS 108	£ 9.88	Hall Hire
St Marks Church Community Centre	BACS 109	£ 19.76	Hall Hire
St Marks Church Community Centre	BACS 110	£ 9.88	Hall Hire
NPower	BACS 111	£ 252.61	Electricity for Fountain
Mazars	BACS 112	£ 504.00	Audit
	Total Payments	£ 8,064.46	