

**Minutes of a meeting of Brickhill Parish Council held on Thursday 3 September 2009
at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30 pm**

Present: Cllrs Fitzpatrick (Chairman), Blakeman, Buchanan, Chambers, Laybourn, Ovenell, Rider, Seymour, Waterhouse, Wilkins. The Clerk to the Council, Delia Shephard, was in attendance. PC Dave Hawkey attended for item 5. Three members of the public were present

Apologies: Cllr Green, Marriott (work).

- | | <u>Action</u> |
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| 1 <u>Apologies for absence</u>
The apologies for absence were accepted. Cllr Royden had sent apologies for his late arrival and joined the meeting for item 13.4. | |
| 2 <u>Declaration of Interests in matters on the agenda</u>
Cllr Wilkins declared a personal interest in item 13.4 by way of his residence close to Mowsbury Park Car Park.
Cllr Waterhouse declared a personal interest in all items relating to the allotments by way of his place on the allotments waiting list. | |
| 3 <u>Confirmation of the Minutes of the meeting held on 2 July 2009</u>
It was resolved: to approve the minutes as a correct record. | |
| 4 <u>Public Open Session</u>
The Council was asked why questions and comments from members of the public were not recorded in the minutes. The Clerk advised that questions from the public were generally recorded but the minutes were not a verbatim record of proceedings and were primarily a record of the decisions of the council, not a record of all speeches or observations. The Council was asked whether the Bus Shelters and Services Working Group would be consulting with BABUS and whether Allotment tenants and residents would be consulted by the Allotments Working Group. The Chairman noted that Working Groups could consult residents and local experts and the Council could co-opt them onto working Groups as non-voting members. The Council was asked whether it had a comprehensive integrated map of all developments in Brickhill and the surrounding areas showing all planned developments, footpaths, roads, rights of way, cycle paths etc. The Chairman and Clerk explained that the Council had many maps and plans, which were available for public consultations but which could not always be reproduced on websites and notice boards for copyright reasons. The Council was urged to secure a map for residents of the type described. | |
| 5 <u>Police Matters</u>
PC Hawkey gave a verbal report on policing matters in Brickhill. Domestic burglaries were up compared with previous months and a good deal of police effort was being expended on these crimes with Operation Cocoon being deployed around the targeted houses. SmartWater had also been introduced to the parish. Problems with noise and ASB from Mowsbury Park continued. It was unlikely that any help in addressing the problem could be secured from the Putnoe Borough Councillors. The Gathering on the Green 2 event had been successful, it was estimated 500 people attended over the day and the police and police cadets were present and promoted SmartWater and property marking. The U Matter Be Active (Brickhill) site on Facebook had gone live and work continued with young people in the area. | |

6 Report from Brickhill Community Safety Forum

The Vice-Chairman gave a report on the work of Brickhill Community Safety Forum. Current Forum priorities were: burglaries, vehicle ASB from Mowsbury Park and speeding. The next meeting would be held on 8th October 2009 at Sir William Harpur House at 19.30 and Bedford & Luton Fire Service would be giving a talk about safety. Collection of SmartWater orders by the Forum had continued and the existing stock of SmartWater was used up. A further order would be placed shortly.

7 Working Groups

Terms of reference for the Road Safety Working Group and the Bus Shelters & Services Working Group had been circulated in advance of the meeting (copies in minute book).

It was resolved: to adopt the Terms of Reference of the Road Safety Working Group.

It was resolved: to adopt the Terms of Reference of the Bus Shelters & Services Group with the following addition to the Objectives "To seek the views of Brickhill residents and any relevant user groups regarding bus shelters and services in Brickhill.

It was noted that terms of reference for three other working groups were outstanding and the Clerk asked if these could be submitted in time for consideration at the October meeting.

8 Report on new natural play facilities on Waveney Green

A report on the consultation arrangements for the new play facilities on Waveney Green had been circulated before the meeting. It was noted that the next consultation meeting would be on Monday 5 October between 6 pm and 8 pm at St Mark's Church. Consultation displays would then be exhibited in the parish for the remainder of that week. The Clerk noted that the issue of long term maintenance of the play facilities was still unresolved.

It was resolved: to invite Simon Fisher to attend the Parish Council meeting on 1 October 2009 or to attend a meeting with the Clerk before that meeting to progress matters.

Clerk

9 Report on Gathering on the Green 27 August 2009

The Clerk had circulated a summary report on the Gathering on the Green 2 event before the meeting, a full evaluation would follow in due course. The Chairman expressed the Council's thanks to all those who had participated in this very successful event and particularly to the Parish Councils officers whose hard work had contributed to the success of the event. It was suggested that the Parish Council might repeat this event in summer 2010.

10 Items of Correspondence

The Parish council noted the following items of correspondence but did not respond to them:

1. A letter from Bedford Borough Council regarding the Bedford Development Framework – Allocations and Designations Plan and the addition of extra material to the possible sites for inclusions in the Plan.
2. A letter from The Monitoring Officer at Bedford Borough Council warning Councillors about their failure to submit registrations of interest forms to the Borough within the specified timescale. The Clerk noted firstly, that submission of registration of interest forms and keeping the register up to date with changes of interest was the responsibility of each individual councillor not that of the Clerk and secondly that all Councillors forms had now been submitted.

All Councillors

- 3. Letter from Bedford Borough Council regarding the suspension of the planned weight restriction for Heavy Goods Vehicles over 7.5 tonnes in the Borough.

11 Brickhill Allotments

A report on the management and administration of Brickhill Allotments since 1 August 2009 had been circulated before the meeting (copy in minute book). The contents were noted and discussed however no maintenance issues were addressed at this meeting. It was noted that the Allotments Working Group would be meeting in the near future to develop a long term strategy for the site.

Allotment
Working Group/
Allotments Officer

12 Bedford Electoral Review

The Council noted that the Boundary Committee's Bedford Electoral Review was now under way and submissions about the Council size could be made. This opportunity was discussed.

It was resolved: to make no submission to the Review at this stage. Evidence based representations about other aspects of the electoral arrangements would be considered at a later stage in the review process and the matter would be reconsidered by the Parish Council at that point

Clerk

13 Financial Matters

9.1 A financial report showing transactions to date against budget for the year was circulated and noted. The following accounts were submitted for approval:

Cheque No	Payee	Details	Amount
100023	RBS	First Aid Gathering on the Green	£235.00
100024	SLCC	8 th Edition Charles Arnold Baker	£55.60
100025	St Mark's Church	Photocopying	£38.74
100026	Cambs CC	Climbing Tower	£337.50
100027	Kim Lipski	Facepainting materials	£29.71
100028	Delia Shephard	Reimbursement of expenses	£135.94

It was resolved: to approve the accounts for payment.

Clerk

9.2 **It was resolved:** to appoint Helen Woods to perform the internal audit for Brickhill Parish Council for the year 2009/10 on the same basis and using the same terms of reference as previously agreed in 2008/9.

Clerk

9.3 **It was resolved:** to fund a course of study for the Clerk leading towards the Certificate in Higher Education in Community Engagement and Governance from the University of Gloucestershire starting in September 2009 and costing a total of £3225 payable over two years in instalments direct to the University. The Clerk had committed to complete the necessary work in her own time and to meet the additional travel, accommodation and other material expenses involved in the study. It was agreed that if the Clerk left the Council's employment the funding would cease. The training budget for 2009/10 would be adjusted accordingly and the extra funds vired from the Council's unspecified reserves.

Clerk

(Cllr Royden joined the meeting.)

9.4 A proposal to contribute £1000 towards a scheme to purchase and install a barrier at Mowsbury Park Car Park was discussed at some length. The purpose of the scheme was to deter crime/anti-social behaviour by drivers who

used the car park in the hours of darkness and played loud music, revved engines and generally disturbed residents in the neighbourhood of Brickhill around Douglas Road. This problem was severe and had persisted for a number of years. A briefing note prepared by the Clerk had been circulated before the meeting (copy in minute book). The Brickhill Borough Councillors advised the Council that the total cost of the scheme was £4,500 and the Borough Council was not in a position to fund this. However the Brickhill Borough Councillors would contribute £1,000 to the scheme from their own community fund in order to facilitate the project. It was hoped that the Borough would fund an additional £1,500 of the costs and the shortfall of £1,000 could be obtained from a further source.

It was resolved: to make a grant of £1,000 to this scheme using the Parish Council's powers under S31 of the Local Government and Rating Act 1997. The grant would be made subject to the following conditions:

1. Proof that the balance of the funding had been secured
2. An undertaking that Bedford Borough Council would be responsible for the operation and long term maintenance of the barrier and the Parish Council would be liable for no further expense in relation to this matter.

It was agreed that the 2009/10 budget would be amended to permit this grant and the funds would be vired from the Council's unspecified reserves.