

BRICKHILL

PARISH COUNCIL

Minutes of a meeting of Brickhill Parish Council held on Thursday 3 November 2011 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Blakeman, Chambers, Ovenell, Waterhouse, Crofts, Darbon, Wilkins & Rider, 6 members of the public and the Clerk were in attendance.

Absent: Cllr Josephs, Cllr Charles Royden & Cllr Corinne Royden

		<u>Action</u>
1	<p><u>Apologies for absence</u> Apologies for absence had been received from Cllrs Joseph (convalescing), Charles Royden and Corrine Royden. It was resolved: to accept the apologies for absence.</p>	
2	<p><u>Declarations of acceptance of interest in items on the agenda</u> Cllr Fitzpatrick and Cllr Waterhouse declared a personal interest in matters pertaining to Item 5 due to being members of the Brickhill Community Association. Cllr Rider declared a prejudicial interest in matters pertaining to item 5 due to her role as office manager at St. Mark's Church.</p>	
3	<p><u>Minutes of Previous Meeting</u> It was resolved: to approve minutes for Thursday 6th October as a true record of the meeting.</p>	Clerk
4	<p><u>Public Open Session</u> 6 members of the public were in attendance- 3 of whom were Brickhill residents. 3 members of the public who attended the meeting were representing the Queens Park area which is looking into establishing a Parish Council. They hoped by attending they would gain useful information/advice from Brickhill Parish Council, as it is a fairly new Council. Cllr Fitzpatrick welcomed them to the meeting. A resident attended the previous planning committee meeting and asked for an update with regards to comments sent about the country park and the path. Cllr Fitzpatrick confirmed this will be addressed under Item 8. The resident also spoke about concerns over St Thomas More proposal where an increase in pupil numbers could ultimately cause traffic flow issues- He has met with the Head teacher recently to discuss concerns. Could the Parish Council clarify what the final pupil intake numbers will be as it is not clear if this will increase in the future? Cllr Fitzpatrick confirmed that the Parish Council had submitted comments to Bedford</p>	Clerk

	<p>Borough Council following the last meeting, but we are yet to see final plans for the school. However when the final plans are sent to the planning committee for comments we will be able to address any specific issues then.</p> <p>Another resident thanked the Parish Council for supporting the recent parish poll that was held with regards to Tesco. The poll results demonstrated strong opposition to the planned store. He queried about the letters that the Parish Council resolved to send to several contacts following the last meeting, what was the outcome of these?</p> <p>He also queried about enforcing the number of covenants he believes are held on the property, Bedford Borough Council have informed him that they cannot enforce these. Cllr Fitzpatrick confirmed letters were sent to the local MP, Chief Executive of Bedford Borough Council, The Mayor and Tesco's Headquarters. To date no response has been received.</p> <p>It was resolved: the Clerk will write to all the contacts again to seek support incorporating details over covenants to clarify why they cannot enforce these.</p>	
5	<p><u>To Consider Parish Council Office Relocation</u></p> <p>Cllr Rider left the room for this item due to her prejudicial interest in this matter.</p> <p>Information on the proposal was circulated prior to the meeting to all councillors. The Parish Council currently rent an office at St. Mark's Church however due to limited number of rooms available at the premises and the continued growth of Autism Bedfordshire (who are also based at the site), a request was made to the Parish Council to move from its current office location to the old police flat which is accessed externally by a spiral staircase. The Parish Council staff raised concerns over the suitability of this accommodation. An alternative option would be to move to Brickhill Community Centre. Councillors present all agreed that the community centre would be the preferred option due to its location and ease of access for residents.</p> <p>Cllr Wilkins proposed moving to the community centre, seconded by Cllr Darbon- unanimously agreed by all (with the abstention of Cllr Fitzpatrick and Cllr Waterhouse). Cllr Waterhouse requested that it to be noted that St. Mark's Church has been very supportive of the Parish Council and wanted to thank them for all their efforts over the time we have held offices at the centre.</p> <p>It was resolved: Staff to relocate to Brickhill Community Centre. Clerk to negotiate rent with the Brickhill Community Centre Association and make all other necessary arrangements in order for the office to be relocated and operational in December (before the Christmas holidays). Councillors set a budget of £1500 (from reserves) for the move for the purchase of relevant equipment needed and transfer of phone and broadband lines.</p>	Clerk
6	<p><u>To receive a report on the Community Led Plan</u></p> <p>Cllr Fitzpatrick gave a verbal report of the progress on the plan so far. There is a need for more members on each of the working groups:</p>	

	<p>Safer Brickhill – Cllr Fitzpatrick gave a presentation to the recent Community Safety Forum about the various aims. Brickhill community safety forum committee reviewed the items in the plan and is working on an agreed set of actions. Some of the original plan’s aims are likely to be hard to achieve, given the recent changes in local policing.</p> <p>Greener Brickhill – No progress.</p> <p>Aspiring / Healthy / Inclusive Brickhill- Good Neighbours Scheme is making good progress, with a committee developing. Adopting a model constitution and opening a bank account. Brickhill Directory – the Clerk is in the process of gathering information. Letters have gone out via St. Mark’s Church and Brickhill Community Centre.</p>	
7	<p><u>To note the procedure for illegal encampments on Parish Council Land</u></p> <p>The Clerk circulated information about this issue prior to the meeting. The Parish Council need to be aware of the procedure for moving on illegal encampments, should this occur on Waveney Green now that it has responsibility for this site following transfer from Bedford Borough Council earlier this year. Cllr Crofts queried about land ownership. A discussion took place about ideas to prevent encampments with suggestions from Cllr Wilkins about investigating by-laws for no overnight parking/stopping and Cllr Fitzpatrick recommended investigating costs of earth mounds, ditches and low level fencing around the green.</p> <p>It was resolved: The Clerk was asked to clarify ownership of the site with regards to Local Authority responsibility.</p>	Clerk
8	<p><u>To note Bedford Borough Councils Allocations & Designations Plan</u></p> <p>Cllr Blakeman gave a verbal report following on from the recent planning committee meeting where the A & D Plan was discussed. There was a consultation last year and now seeking comments on the plans soundness only. The planning committee submitted 2 comments, the main point seeking clarity over whether the country park includes Jackman’s Farm and Freemans Common as is implied on the current plan map.</p> <p>It was resolved: Clerk to write to Bedford Borough to express concerns over the above areas not being included as part of country park. Also question soundness of the plan which relies on the goodwill of landowners.</p>	Clerk
9	<p><u>To approve in principle a request from the Brickhill Community Centre Management Committee for installation of solar panels</u></p> <p>Background information circulated to all councillors prior to the meeting. Cllr Fitzpatrick reported that there has recently been a change to the current streams of funding available though which may impact on this request moving forward. It was resolved: all agreed in principle to the request.</p>	Clerk

10	<p><u>To consider whether Brickhill Parish Council should have its own Facebook and Twitter sites.</u></p> <p>Information about this item was circulated prior to the meeting by the Clerk, following Cllr Crofts request to add this to the agenda. A discussion took place where councillors raised concerns over time needed to maintain sites and problems</p> <p>It was resolved: Councillors asked Cllr Crofts to give a brief demonstration prior to the start of the next meeting in January. This will enable councillors to gain more information about each potential resource.</p>	Cllr Crofts																																				
11	<p><u>To consider arrangements for the Gathering on the Green Event (Queens Jubilee)</u></p> <p>At the last Parish Council meeting it was agreed that the Parish Council would hold an event on Tuesday 5 June 2012. Staff circulated information to councillors prior to the meeting to seek further guidance re equipment and activities required and confirm budget for the event. Cllr Darbon suggested sourcing even more activities for a variety of age groups. All agreed to maintain the £5000 budget for the event (in accordance with LGA 1972, s.145).</p> <p>It was resolved: Clerk to put together a list of projected costs for activities including hire of marquee.</p>	Clerk																																				
12	<p><u>Finance Matters</u></p> <p>i) To receive a financial report for the period ended 30 October 2011 and approve the accounts for payment.</p> <table border="1" data-bbox="188 1317 1235 1778"> <thead> <tr> <th>Chq No</th> <th>Payee</th> <th>Details</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>346</td> <td>Mr I Williamson</td> <td>Pest Control at Allotments</td> <td>110.00</td> </tr> <tr> <td>347</td> <td>Shaun Reilly</td> <td>Allotment maintenance</td> <td>180.00</td> </tr> <tr> <td>348</td> <td>St Marks Church</td> <td>Office Rental and room hire</td> <td>272.50</td> </tr> <tr> <td>349</td> <td>Brickhill Community Centre</td> <td>Room Hire</td> <td>6.50</td> </tr> <tr> <td>350</td> <td>Mr M Simpson</td> <td>Return of key deposit x2</td> <td>10.00</td> </tr> <tr> <td>351</td> <td>NSYS</td> <td>Website hosting & maintenance</td> <td>556.69</td> </tr> <tr> <td>352</td> <td>F Johnstone</td> <td>Expenses Claim (travel and postage)</td> <td>54.35</td> </tr> <tr> <td>353</td> <td>St Marks Church</td> <td>Photocopying costs</td> <td>31.26</td> </tr> </tbody> </table> <p>ii) The finance group met on 1st November and discussed future costs for Waveney Green and Brickhill Community Centre following the lease transfer from Bedford Borough Council. Cllr Waterhouse confirmed that monies have already been acquired via the precept to cover costs for 2011/12.</p> <p>The Clerk is currently in the process of obtaining quotes for maintenance works to be undertaken on Waveney Green and Brickhill Community Centre which will</p>	Chq No	Payee	Details	£	346	Mr I Williamson	Pest Control at Allotments	110.00	347	Shaun Reilly	Allotment maintenance	180.00	348	St Marks Church	Office Rental and room hire	272.50	349	Brickhill Community Centre	Room Hire	6.50	350	Mr M Simpson	Return of key deposit x2	10.00	351	NSYS	Website hosting & maintenance	556.69	352	F Johnstone	Expenses Claim (travel and postage)	54.35	353	St Marks Church	Photocopying costs	31.26	
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	<p>be circulated to Councillors in due course.</p> <p>It was resolved: to approve accounts for payment.</p>	
13	<p><u>Report from Borough Councillors Charles Royden & Wendy Rider</u></p> <p>A brief verbal report was given at the meeting by Cllr Rider.</p> <p>Woodlands Park- the new bus route is now operating in the estate. Comments have been received from several residents about re-siting bus shelters that are now redundant due to the route change. Cllr Rider confirms that this will depend upon the success of the new route which will be assessed by the Bedford Borough Council over the coming months.</p> <p>Cllr Rider & Cllr Charles Royden had agreed to spend some of their ward funding to purchase a gate to prevent vehicular access on Westrope Way to Woodlands Park- however Cllr Blakeman pointed out that the planning consent had intended access to be possible for emergency vehicles, and so this was still needed. Further clarity is needed from Bedford Borough to address this point</p>	
	<p>Date of Next Meeting: Thursday 5th January 2012, 7:30pm at St Mark's Church Community Centre, Calder Rise, MK41 7UY</p>	

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Approved by Chairman
5 January 2012