

# BRICKHILL

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## PARISH COUNCIL

**Minutes of a meeting of Brickhill Parish Council held on Thursday 7 January 2013 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Waterhouse, Blakeman, Ovenell, Crofts, Wilkins, Charles Royden, Corinne Royden, Reeve and Darbon the Clerk were in attendance.

**Absent:** Cllrs Chambers, Josephs and Rider

1	<p><b>Apologies for absence</b> Apologies for absence had been received from Cllr Chambers (convalescing), Josephs, and Rider (work commitments). <b>It was resolved:</b> to accept the apologies for absence.</p>											
2	<p><b>Declarations of interest in items on the agenda</b> i) To receive written requests for a dispensation ii) To consider any requests for a dispensation None received</p>											
3	<p><b>Minutes of Previous Meeting</b> <b>It was resolved:</b> to approve the minutes of 1<sup>st</sup> November 2012 as a true record of the meeting. Cllr Waterhouse mentioned that although it was not stated as an action could the Clerk forward a revised copy of the financial information as noted in the previous minutes.</p>	Clerk										
4	<p><b>Public Open Session</b> No members of the public were in attendance</p>											
5	<p><b>To note correspondence from the following and agree any further actions:</b></p> <p><b>1) Olly Martins- Police &amp; Crime Commissioner for Bedfordshire</b> Copy of letter received from Mr Martins was circulated to all prior to the meeting. Receipt of this correspondence was noted and we await further communication with regards to a meeting shortly.</p> <p><b>2) Letter from Resident re co-ordination of cycling and parking restrictions</b> The council noted receipt of this correspondence but will defer this issue until the next meeting when further information has been obtained.</p>											
6	<p><b>To confirm the calendar of meeting dates and planned events for the year 2013</b></p> <p>Information was circulated to all councillors prior to the meeting with proposed meeting dates as follows:</p> <table border="1"> <tr> <td>7<sup>th</sup> February</td> <td>5<sup>th</sup> September</td> </tr> <tr> <td>7<sup>th</sup> March</td> <td>3<sup>rd</sup> October</td> </tr> <tr> <td>4<sup>th</sup> April</td> <td>7<sup>th</sup> November</td> </tr> <tr> <td>2<sup>nd</sup> May</td> <td><b>No meeting in December</b></td> </tr> <tr> <td>13<sup>th</sup> May APM</td> <td>9<sup>th</sup> January 2014</td> </tr> </table>	7 <sup>th</sup> February	5 <sup>th</sup> September	7 <sup>th</sup> March	3 <sup>rd</sup> October	4 <sup>th</sup> April	7 <sup>th</sup> November	2 <sup>nd</sup> May	<b>No meeting in December</b>	13 <sup>th</sup> May APM	9 <sup>th</sup> January 2014	
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	<b>It was resolved:</b> to agree to these dates.																																						
7	<p><b><u>To agree to re-site the noticeboard currently at the allotments to corner of Ashmead Road</u></b></p> <p>Cllr Waterhouse proposed that the notice board currently sited at the allotment site is moved to the corner of Ashmead Road as it was viewed as a better location.</p> <p><b>It was resolved:</b> all agreed to this proposal and the Clerk go through the formal process of requesting permission from Bedford Borough Council. Total budget for this activity will be agreed under item 10.</p>																																						
8	<p><b><u>To receive an update from Cllr Blakeman re footpath 24 following recent 'bumpy lane' newsletter article</u></b></p> <p>A copy of Cllr Blakeman's update was circulated to all prior to the meeting. The issue relating to this footpath and access has been ongoing for a number of years. The parish council recently published an article in the newsletter to seek views from residents who had used this footpath and were pleased with the response. Comments have been forwarded to Cllr Blakeman as evidence. Cllr Royden suggested the Parish Council raise this matter with the portfolio holder responsible for making the overall decision at the Borough Council and copy to the Mayor.</p> <p><b>It was resolved:</b> the Clerk will write to the Borough Council stressing the importance of the footpath and seek their support in this matter.</p>																																						
9	<p><b><u>To receive a report from Borough Councillors Charles Royden and Wendy Rider</u></b></p> <p>Copy of report circulated to all prior to the meeting- copy of which will be kept in the minute file.</p> <p>Cllr Blakeman raised a concern about the quality of resurfacing works in a couple of areas in the parish. Cllr Royden confirmed that any works undertaken are subject to inspection, if level of works not found to be satisfactory then surfaces are re-done.</p>																																						
10	<p><b><u>Financial Matters</u></b></p> <p><b>1) To approve accounts for payment as follows:</b></p> <table border="1"> <thead> <tr> <th>Ch No</th> <th>Payee</th> <th>Details</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>557</td> <td>Bedford College</td> <td>management training course fee</td> <td>420.00</td> </tr> <tr> <td>558</td> <td>NSYS</td> <td>Website maintenance for year</td> <td>990.45</td> </tr> <tr> <td>559</td> <td>St Marks Church</td> <td>Hall Hire</td> <td>14.00</td> </tr> <tr> <td>560</td> <td>G Bunker</td> <td>Key deposit refund</td> <td>6.00</td> </tr> <tr> <td>561</td> <td>C Jackson</td> <td>Plot and key deposit refund</td> <td>56.00</td> </tr> <tr> <td>562</td> <td>Bedford Borough Council</td> <td>McAfee anti virus software licenses</td> <td>7.20</td> </tr> <tr> <td>563</td> <td>Sport Support Services Ltd</td> <td>Activity sessions - Easter 2013 and Summer Hols 2013</td> <td>1500.00</td> </tr> <tr> <td>564</td> <td>Chris Horne Gardens Ltd</td> <td>Grass cutting - allotment site</td> <td>180.00</td> </tr> </tbody> </table>			Ch No	Payee	Details	£	557	Bedford College	management training course fee	420.00	558	NSYS	Website maintenance for year	990.45	559	St Marks Church	Hall Hire	14.00	560	G Bunker	Key deposit refund	6.00	561	C Jackson	Plot and key deposit refund	56.00	562	Bedford Borough Council	McAfee anti virus software licenses	7.20	563	Sport Support Services Ltd	Activity sessions - Easter 2013 and Summer Hols 2013	1500.00	564	Chris Horne Gardens Ltd	Grass cutting - allotment site	180.00
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565	A Bakon	Key deposit refund	5.00
566	R Collis	Plot and key deposit refund (partial refund due as plot clearance undertaken)	31.00
567	Brickhill Community Centre	Hall hire (allotments meeting)	14.00
568	White Hart Press	newsletter printing	800.00
569	BPHA	reimbursement of grant money paid in error to BPC from 29/10/12	500.00
570	Francesca Johnstone	expenses claim	22.80
571	St Mark's Church	Hall hire	14.00
572	Viking	Stationary and postage supplies	163.67
573	Huntree Fencing Ltd	repairs at allotment following breakin	88.80
574	Parkwood Local Nature Reserve	community grant funding awarded	414.00
575	D Draper	key deposit refund	6.00
576	L Spavins	Newsletter delivery	18.00
577	J Barrow	Newsletter delivery	33.00
578	D Charman	Newsletter delivery	18.00
579	D Alder	Newsletter delivery	18.00
580	M Atkinson	Newsletter delivery	24.00
581	Signs Express	sign for Parish Council office	29.20
582	Anglian Water	water charges at allotment	112.20
583	C Jackson	refund of rent	30.00
584	Brickhill Community Centre	Room hire	14.00
585	Gee Tee Bulb Company	bulbs for community plan event	34.79
586	Paul Hawking Gardening Services	gardening works on Waveney Green	135.00
587	SLCC-CiLCA Management	CiCLA registration fee	150.00
588	F Johnstone	petty cash for youth innovation zone event	100.00
589	BRCC	community transport brokerage for YIZ fund	35.00
590	Cambridgeshire County Council	Section 19 permit (for brokerage use)- YIZ	5.00
591	Bedford Borough Council	Waveney Green play area legal fees	900.00
592	OTIS Ltd	lift service costs at community centre	451.22
593	Office Supply Ltd	Toner cartridge bundle	287.99

594	Volker Highways	previous waveney green footpath repairs	6134.40	
595	Steve Dear Tree Services Ltd	tree works on waveney green	144.00	
596	St Marks Church	hall hire	14.00	
597	The Information Commissioner	renewal fee	35.00	
598	White Hart Press	Leaflets for pizza evening (youth innovation fund)	245.00	
599	Society of local council clerks	membership renewal	162.00	
600	Bedford Borough Council	youth innovation zone funds for activity sessions at kempston outdoor centre	631.00	
601	F Johnstone	Petty Cash	20.00	
		<b>Total</b>	<b>15013.72</b>	
<p><b>It was resolved:</b> to approve accounts for payment.</p> <p><b>2) To consider and agree recommendations from the Finance advisory group</b> Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the items.</p> <p><b>3) To consider and approve the 2013-2014 budget for Brickhill Parish Council</b> The Clerk had circulated the proposed budget to agree prior to the meeting. A few additions were made at the meeting- a copy of which will be kept in the minute file. <b>It was resolved:</b> to agree the proposed budget. The main changes were to increase staff salary budget heading (£10,000), add a new item for support of Community Safety Forum (£500) with an equivalent reduction in the budget for Community Plan Support, a new entry for road safety (£70) and increase contribution to Brickhill Community Centre reserves to £13000.</p> <p><b>4) To consider and agree the Precept for Brickhill Parish Council for 2013-2014</b> Taking into consideration the final budget figures <b>it was resolved</b> that the precept request for 2013-14 would be £98,249. This would mean a Band D household would pay £33.16 towards the Parish Council and therefore this resulted again in no change for residents in their overall contribution for Brickhill.</p>				
<p><b>Date of Next Meeting:</b> Thursday 7 February 2013, 7:30pm at St Mark's Church Community, Calder Rise, MK41 7UY</p>				

Clerk

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Approved by Chairman  
7 February 2013