



**Minutes of the annual meeting of Brickhill Parish Council held on Thursday 2<sup>nd</sup> May 2013 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Waterhouse, Blakeman, Ovenell, Crofts, Rider, Wilkins, Reeve, Josephs, Chambers, Charles Royden, Corinne Royden and the Clerk, Sue Bottoms, were in attendance.

**Absent:** none.

1	<p><b>Election of Chairman:</b> Cllr Waterhouse proposed Cllr Fitzpatrick. This was seconded by Cllr Crofts. There being no other nominations, <b>it was resolved that</b> Cllr Fitzpatrick be appointed Chairman for the forthcoming year.</p>	
2	<p><b>Declaration of Acceptance of Office:</b> Cllr Fitzpatrick signed the Declaration of Acceptance of Office.</p>	
3	<p><b>Election of Vice-Chairman:</b> Cllr Fitzpatrick proposed Cllr Waterhouse. This was seconded by Cllr Corinne Royden. There being no other nominations, <b>it was resolved that</b> Cllr Waterhouse be appointed Vice-Chairman for the forthcoming year.</p>	
4	<p><b>Apologies for Absence:</b> All councillors were in attendance.</p>	
5	<p><b>Declarations of interest in items on the agenda</b></p> <p>i) To receive written requests for a dispensation None received.</p>	

6	<p><b><u>Minutes of Previous Meeting</u></b></p> <p><b>It was resolved:</b> to approve the minutes of 4<sup>th</sup> April 2013 as a true record of the meeting.</p>	
7	<p><b><u>Public Open Session (10 mins):</u></b></p> <p>No members of the public were present</p>	
8	<p><b><u>To approve or amend the committee structure of Brickhill Parish Council and to elect members to the following committees/working groups:</u></b></p> <ol style="list-style-type: none"> <li>1) <b><u>Planning Committee:</u></b> it was resolved that Cllrs Blakeman, Wilkins, Chambers, Josephs and Ovenell be elected.</li> <li>2) <b><u>Finance Advisory Group:</u></b> it was resolved that Cllrs Fitzpatrick, Corinne Royden and Waterhouse be elected.</li> <li>3) <b><u>Allotments &amp; Open Spaces Committee:</u></b> it was resolved that Cllrs Waterhouse, Wilkins, Crofts and Ovenell be elected.</li> <li>4) <b><u>Brickhill Community Centre Group:</u></b> it was resolved that Cllrs Fitzpatrick and Reeve be elected.</li> </ol>	
9	<p><b><u>To appoint Parish Council representatives to outside bodies:</u></b></p> <ol style="list-style-type: none"> <li>1) <b><u>Brickhill Community Safety Forum (1):</u></b> it was resolved that Cllr Fitzpatrick be appointed.</li> <li>2) <b><u>Brickhill Community Association (2):</u></b> it was resolved that Cllr Fitzpatrick be appointed.</li> <li>3)</li> </ol>	
10	<p><b><u>To receive an update on the following items and approve any recommendations:-</u></b></p> <ol style="list-style-type: none"> <li>1) <b><u>Provision of public access defibrillator in Brickhill:-</u></b> the Parish Council were awaiting delivery. Cllr Charles Royden agreed to make progress recruiting volunteers.</li> <li>2) <b><u>Parish Council's casual Vacancy:</u></b> the clerk had informed the Borough Council and was awaiting formal notices for display.</li> </ol>	<p>Cllr Charles Royden</p> <p>Clerk</p> <p>Cllrs Fitzpatrick and Crofts</p>

	<p>3) <b>Community Governance Review:</b> Cllr Fitzpatrick reported that he had been invited to speak at the meeting of the Woodlands Group on the 13<sup>th</sup> May. He and Cllr Crofts had been going door-to-door in Brickhill to gain support for the inclusion of Woodlands Park into Brickhill Parish.  <b>It was resolved that</b> Cllrs Fitzpatrick and Crofts continue visiting Brickhill residents to increase support.</p> <p>4) <b>Annual Parish Meeting:</b> <b>it was resolved</b> not to have any entertainment.</p> <p>5) <b>Brickhill Community Centre:</b> <b>it was resolved to</b> employ Scott White and Hookins, to undertake an inspection of the distortion to the roof over the entrance area and the corrosion to the reinforcement of the first floor and to provide a report at a cost of £350 excluding VAT.</p> <p>6) <b>Youth Innovation Zone:</b> Cllrs Reeve and Crofts provided a verbal report. With regards to the appointment of a youth worker, they were taking advice from Bedford Borough Council and were trying to make contact with the person recommended. Cllr Croft reported that a trip to London was being organised. <b>It was resolved that</b> Cllrs Reeve and Croft continue to attempt to recruit the identified person. They would establish whether he worked on a self-employed basis and if so to pay him on that basis. Cllrs Reeve and Crofts were thanked for their continued work.</p>	<p>Clerk</p> <p>Cllrs Reeve and Crofts</p>
11	<p><b><u>To note correspondence from the following and agree any further actions:</u></b></p> <p><b><u>Emails from residents in Ellis Road:</u></b></p> <p>Cllr Charles Royden had received e-mails from three residents unhappy at paying monies to Brickhill Parish Council and being part of Brickhill Ward, they feel that they should be part of De Parys Ward. <b>It was resolved that</b> the Clerk should write to all the residents of Ellis Road explaining what action they could take to try to achieve this.</p>	<p>Clerk</p>
12	<p><b><u>To receive a verbal report for the Borough Councillors:</u></b></p> <p>Cllr Rider reported that people were being encouraged to call trading standards if they experienced cold callers. No verge parking was in action in Brickhill Drive and adjacent roads, requests from residents to extend this were being considered. The 20mph restrictions were due to come in soon for Tyne Crescent and adjacent roads. Some objections had been received. <b>It was resolved to</b> accept the verbal report.</p>	

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**Financial Matters:****1) To approve accounts for payment as follows:**

Ch No	Payee	Details	£
665	Brickhill Community Centre	Quarterly rent 1 <sup>st</sup> April – 30 <sup>th</sup> June and hall hire (4hrs)	593.00
666	Just Computers	Check PC speed, remove/install new adobe, configure pdf	78.00
667	East of England Ambulance Service	Public access defibrillator (matched funding from Rotary Club)	650.00
668	St Mark's Church	Hire of Biffa Room – 7 <sup>th</sup> /14 <sup>th</sup> March	28.00
669	Andrea Witham	Refund of allotment plot and key deposit	56.00
		<b>Total</b>	<b>1,405.00</b>

**It was resolved:** to approve accounts for payment.

- 2. To consider an increase to current advertising prices for the parish newsletter: it was resolved that this should be reviewed in October/November when the budget is set for next year.**
- 3. Alpha Accounts Package: copies were circulated showing the proposed layout and budget headings. It was resolved to accept these.**

**Date of Next Meeting:** Thursday 6<sup>th</sup> June 2013, 7:30pm at St Mark's Church Community, Calder Rise, MK41 7UY



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Approved by Chairman  
6<sup>th</sup> June 2013