



**Minutes of the Meeting of Brickhill Parish Council held on Thursday 2<sup>nd</sup> July 2015 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm**

**Present:** Cllrs Fitzpatrick, Reeve, Blakeman, Darbon, Rider, Chrusciak, Charlie Royden, Ward, Johns, Bailes, Holloway, Manser, Bowler, Clerk (Sue Bottoms) and one member of the public were in attendance.

**Absent:** Cllr Corinne Royden, Borough Councillors Moon and Corp.

1.	<p><b>Apologies for Absence:</b> Cllr Corinne Royden, Borough Councillors Moon and Corp sent their apologies.  <b>It was resolved</b> to accept these.</p>	
2.	<p><b>Declarations of interest in items on the agenda</b></p> <p>i) <u>To receive written requests for a dispensation:</u> none received.</p> <p>ii) <u>To consider any requests for a dispensation:</u> none received.</p>	
3.	<p><b>Welcome to new Parish Councillors and filling of vacancy on Allotments and Open Spaces Committee:</b></p> <p>Cllr Fitzpatrick welcomed Cllrs Bowler and Darbon onto the Parish Council. Cllr Bowler was appointed to fill the vacancy on the Allotments and Open Spaces Committee.</p>	
4.	<p><b>Minutes of the Previous Meeting:</b></p> <p><b>It was resolved:</b> to approve the minutes of 4<sup>th</sup> June 2015 as a true record of the meeting.</p>	
5.	<p><b>Public Open Session (10 mins):</b></p> <p>i) <u>Liaison between modes of transport especially in Tyne Crescent:</u> the resident outlined the history of this subject appearing on the Parish Council agendas and asked that it should appear on every agenda in the future. Cllr Fitzpatrick explained the recent correspondence with St Thomas More school with regards their School Travel Plan. This would be revisited in the early Autumn once the new academic year had started and the school had had time to undertake further action.</p> <p>ii) <u>Community Safety Forum:</u> The resident was supportive of the plan agreed at the recent AGM not to have a BCSF committee but to have more informal forum meetings four times a year with Cllr Fitzpatrick becoming chair of the reformed BCSF. Could this be put on the September agenda for discussion?</p>	

6.	<p><b><u>To receive an update on the Woodlands Park Working Group and agree any further action:</u></b></p> <p>Cllr Bailes reported that 159 valid responses had been received from an electorate of approximately 1000 which represents 15.2%. Alongside the original £20,177.90, an additional £5022.10 would be made available from Environmental Services at Bedford Borough Council and £2,500 towards play equipment from BPHA which would allow many of the projects identified to be completed.</p> <p>The Woodlands Park Working Group agreed at its meeting on the 22 June that no projects would be kept on the list unless there were sufficient funds to complete them in their entirety so for example the MUGA would be taken off the list. Environmental Services at the Borough Council have offered to approach Persimmons to see if they would be willing to allow the projects on their land to go ahead prior to adoption.</p> <p>With regards the country park gates, there would be more consultation with adjacent residents before a decision as to final locations were made. The intention would be to ring fence any surplus funds from the original sum transferred from Ravensden to be specifically used in the future on Woodlands Park.</p> <p>Following discussion, <b>it was resolved</b> to accept the recommendations contained in the report. There would be an amendment in relation to that referring to Brickhill Community Association. Additional monies are available from the Wixamtree Trust but only charitable organisations such as the Brickhill Community Centre are able to apply.</p> <p><b>It was resolved</b> to request the Brickhill Community Association to apply for a grant of £5,000 but to set no timescale for them to do this. Cllr Bailes was thanked for his report.</p>	Cllr Fitzpatrick
7.	<p><b><u>To receive an update regarding the replacement window and proposed installation of PV panels at Brickhill Community Centre and agree any further action:</u></b></p> <p>The Clerk reported that Sinclair Gray from the Borough Council had said that in principle he was happy with the proposed replacement but ask asked for confirmation from Building Control.</p> <p>With regards the PV panels, the report from David Curtis had been forwarded to Sinclair Gray and we are awaiting a response. The PV panel supplier said that they do not anticipate any increase in costs from the need to fix the panels to the purlins which span the roof. The current lead time is 3-4 weeks.</p>	
8.	<p><b><u>To receive the final report from Will Sparrow and agree action:</u></b></p> <p><b>It was resolved</b> not to make the payment of £1500 to Will Sparrow until the Parish Council had received answers to the questions posed.</p>	

9.	<p><b><u>To receive a report on developing youth provision in Brickhill and agree action:</u></b></p> <p>Cllr Ward presented a report to the Parish Council looking at ways of engaging 12-18 year olds in Brickhill partly through linking into youth councils in the local schools.</p> <p><b>It was resolved</b> to give Cllr Ward permission to formally speak to the local schools.</p>	Cllr Ward
10.	<p><b><u>To receive an update regarding Brickhill Local Green Spaces and agree action:</u></b></p> <p>Cllr Bailes is compiling archaeological evidence for possible areas to include on Woodlands Park and Cllr Manser is compiling environmental evidence. Additional information has been requested by the Planning Department for the areas within Brickhill already submitted.</p> <p><b>It was agreed</b> that the Clerk would compile additional information and would circulate to see if anyone else had additional information to include. The deadline for submission is the 31<sup>st</sup> July.</p>	Clerk Cllr Bailes
11.	<p><b><u>To Review Standing Orders and agree action:</u></b></p> <p><b>It was resolved</b> to approve these. The Clerk to put the revised version on the website.</p>	Clerk
12.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Royden reported that attempts were still being made about trying to sort the installation of RTI as there has been problems with brackets and electricity supply in some cases. Two dog bag dispenser units were to be sited in Brickhill. These were not fixed in position but could be moved around.</p> <p>Some ward funding monies would be going fund works at the Mowsbury Hill Fort. There would be clarification in the next week following the budget meeting at the Borough Council what level of cuts would need to be made in the coming year.</p> <p>Following discussion, <b>it was resolved</b> to consider at a parish council meeting later in the year whether the Parish Council might want to take over responsibility from the Borough Council for carrying out some activities in the parish.</p> <p><b>It was resolved</b> that the Clerk would write to the Mayor asking if the Borough Council would consider transferring ownership of Brickhill Community Centre to the Parish Council.</p>	Clerk

13. **Financial Matters:**

i) To approve bank reconciliations and any accounts for payment:

<u>Payee Name</u>	<u>Reference</u>		<u>Amount Paid</u>	<u>Transaction Detail</u>
Jo Barrow	BACS 15		£60.00	Newsletter Delivery
Bedford Borough Council	DD		£3,149.45	Salaries June
iThink Telecom	DD		£21.06	Telephone Charges
Anglian Water	BACS 11		£94.22	Water Charges Mar-May 15
Otis Ltd	BACS 10		£517.38	Lift Maintenance
St Marks Church Community Centre	1118		£28.00	Hall Hire
S J Chilvers	BACS 12		£81.50	Fire Extinguishing Servicing
NSYS	BACS 13		£473.22	Website quarterly charge
DRG Arbor Services	BACS 14		£220.00	Tree Work Allotments and WG
Red Frog	BACS 16		£1,500.00	Youth Report
St Marks Church Community Centre	1119		<u>£35.00</u>	Hall Hire
		<b>Total Payments</b>	<b>£6,179.83</b>	

ii) To review and agree action regarding Financial Regulations: **It was resolved** to accept these. The Clerk to put the revised version on the website.

Clerk

	<p>iii) <u>To review the asset register:</u>  This had been amended to include the two new noticeboards located on Ashmead Road (near the post box and near the Westrope Way end).</p> <p>iv) <u>To review insurance cover and agree amendments:</u>  The Clerk reported that the current long-term agreement was due to expire in August 2015. She recommended staying with Came &amp; Co as they were still competitive with rival insurance companies. The Clerk had added the two new noticeboards (£1930) to the insurance policy to cover the additional noticeboards.  <b>It was resolved</b> to continue with Came &amp; Company for the new three year period and to increase the fidelity cover from £250,000 to £270,000.</p> <p>v) <u>To review the risk assessment policy:</u>  <b>It was resolved</b> to accept this. The Clerk would arrange for this to go on the website.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>14.</p>	<p><b><u>Date of Next Meeting:</u></b> Thursday 3<sup>rd</sup> September 2015 at 7:30pm at St Mark’s Church and Community Centre, Calder Rise, MK41 7UY.</p>	

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Approved by Chairman  
3<sup>rd</sup> September 2015