



Minutes of the Meeting of Brickhill Parish Council held on Thursday 5th March 2015 at St Mark's Church & Community Centre, Calder Rise, Bedford commencing at 7.30pm

Present: Cllrs Fitzpatrick, Waterhouse, Blakeman, Corinne Royden, Rider, Wilkins, Crofts, Chrusciak, Charles Royden, Ward, four members of the public and the Clerk, Sue Bottoms were in attendance.

Absent: Cllrs Reeve.

1.	Apologies for Absence: Cllrs Reeve and Corinne Royden sent their apologies. It was resolved to accept these.	
2.	Declarations of interest in items on the agenda i) <u>To receive written requests for a dispensation:</u> none received. ii) <u>To consider any requests for a dispensation:</u> none received.	
3.	Minutes of Previous Meeting: It was resolved: to approve the minutes of 5 th February 2015 as a true record of the meeting.	
4.	To receive an update and agree action regarding the proposal for Brickhill Parish Council to fund the installation of solar panels on the Brickhill Community Centre: The Parish Council had agreed in February to purchase the panels at a cost of £16,890 plus VAT. The cost of a structural survey is in the region of £1,000. In addition, Solar Partner recommend fitting power optimisers at a cost of £1,755 plus VAT. At its meeting on Tuesday, Brickhill Community Association decided not to contribute £1,500 towards the cost of the panels. It was resolved that the Parish Council should go ahead with the structural survey and, subject to a satisfactory result, and the agreement of the Borough Council, to purchase the panels and meet the full cost of the work which is a total of £19,645 plus VAT. The Clerk was to go ahead with instructing the structural surveyor, obtaining permission from the Borough Council and arranging the order and installation of the panels. She was given a 5% contingency to allow slight variations in costs to be approved by her without the item having to be brought back to a Parish Council meeting.	Clerk
5.	To receive an update regarding the Woodlands Park Working Group: Cllr Fitzpatrick reported that following the February meeting, there had been considerable comments from residents of Woodlands Park about the issue of the sum to be transferred from Ravensden Parish Council. Following discussion, it was resolved that the working Group would continue to meet over the next few months, allowing all the ideas for funding to be fully considered; there would be full consultation with residents before any money was spent and that no decision would be taken until after the May elections, when there would be a full set of parish councillors in place, including two from Woodlands Park.	Cllr Fitzpatrick

6.	<u>To consider and agree action regarding the options for the purchase of noticeboards for Woodlands Park and sites for their location:</u> Following discussion, it was resolved to agree to the purchase of two noticeboards at a total cost of £3277 plus VAT but to delegate deciding on a location to agreement by the Woodlands Park Working Group.	Clerk
7.	<u>To consider and agree action regarding the establishment of a community orchard in the Woodlands Park area:</u> Following discussion, it was resolved not to take any further action.	
8.	<u>To consider the risk of illegal encampments in Ashmead Road and agree action:</u> The Parish Council were pleased to hear that the Borough Council were looking at options and costings involved in the protection of the open areas off Ashmead Road at the Tyne Crescent end with a view to seeking a decision on the preferred one. It was resolved that the Clerk write to the Borough Council giving support to this and asking to be consulted before a final decision is taken.	Clerk
9.	<u>Public Open Session (10 mins):</u> Following agreement of the Parish Council, this item was moved down the agenda from item 4. The Parish Council agreed to discuss items 5 to 8 but reach decisions following this open session. One resident was not happy with the original suggested locations for the two noticeboards, one adjacent to the Owl Park and the other at the Westrope Way end of Ashmead Road. They were happy with the proposals regarding further meetings of the Woodlands Park Group and the planned further consultation regarding any decisions regarding the spending of the £20,000.	
10.	<u>To consider and agree action regarding the establishment of a timetable for community action across the year:</u> It was resolved that the Clerk would develop this. The dates for the newsletters would be included.	Clerk
11.	<u>To agree dates for the publication of Brickhill News and the discount policy:</u> It was resolved to keep the discount rules the same (25% if an advertiser puts adverts in all 4 editions) and to keep the number of editions to 4 per year but to consider changing the timing of some of them.	
12.	<u>To receive a verbal update regarding the procedures for the May elections:</u> The Clerk reported that nomination papers could be submitted between 16 th March and the 9 th April with the deadline being 4pm on the latter. Information would go on the website and in due course on the noticeboards.	
13.	<u>To receive a report from the Borough Councillors:</u> Cllr Charles Royden reported that 20 mph flashing signs were being installed on Tyne Crescent and Windrush. A speed trap on Tyne Crescent would hopefully show that traffic speeds have fallen. 24 trees have been planted across Brickhill and 20,000 across Bedford Borough. Funding is to be provided for a trip by Scott Lower School to go on the John Bunyan. Other schools will get their turn in the future. The bus station and the by-pass are well underway. Cllr Royden agreed to follow up a request by Cllr Blakeman regarding the missing flags for the new bus stops in Dove Road. Discussion took place regarding damaged fencing near the garages adjacent to Eagle Gardens/Brickhill Drive which is on private land. Cllr Royden was thanked for his report.	

14.	<p>Financial Matters:</p> <p>i) To approve bank reconciliations and any accounts for payment:</p> <table border="1" data-bbox="181 295 1675 1090"> <thead> <tr> <th>Payee Name</th> <th>Cheque Ref</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>iThink Telecom</td> <td>DD</td> <td>£16.25</td> <td>Telephone</td> </tr> <tr> <td>iThink Telecom</td> <td>DD</td> <td>£2.45</td> <td>Telephone Charges</td> </tr> <tr> <td>iThink Telecom</td> <td>DD</td> <td>-£2.45</td> <td>Telephone</td> </tr> <tr> <td>S Chilvers</td> <td>BACS</td> <td>£41</td> <td>PAT testing at Centre</td> </tr> <tr> <td>White Hart</td> <td>BACS1</td> <td>£638</td> <td>Newsletter</td> </tr> <tr> <td>White Hart</td> <td>BACS2</td> <td>£192</td> <td>White Hart</td> </tr> <tr> <td>Steve Dear</td> <td>BACS3</td> <td>£390</td> <td>Memorial Tree</td> </tr> <tr> <td>Open Spaces</td> <td>BACS4</td> <td>£45</td> <td>Annual Subs</td> </tr> <tr> <td>G Lawrence</td> <td>993</td> <td>£100</td> <td>Tree Work WG</td> </tr> <tr> <td>SSG</td> <td>994</td> <td>£1,320</td> <td>Easter and Summer Act</td> </tr> <tr> <td>SSG</td> <td>995</td> <td>£330</td> <td>SSG</td> </tr> <tr> <td>Bedford Borough Council</td> <td>DD</td> <td>£3,083.14</td> <td>Salaries (Feb)</td> </tr> <tr> <td>St Marks Church</td> <td>996</td> <td>£38.50</td> <td>Hall Hire</td> </tr> <tr> <td>NSYS</td> <td>997</td> <td>£389.65</td> <td>Website Hosting</td> </tr> <tr> <td></td> <td>Total Payments</td> <td>6,583.54</td> <td></td> </tr> </tbody> </table> <p>It was resolved to approve the bank reconciliations and to agree these payments. It was resolved that the Clerk attend a Staff Appraisal Course at a cost of £30.</p>	Payee Name	Cheque Ref	Amount Paid	Transaction Detail	iThink Telecom	DD	£16.25	Telephone	iThink Telecom	DD	£2.45	Telephone Charges	iThink Telecom	DD	-£2.45	Telephone	S Chilvers	BACS	£41	PAT testing at Centre	White Hart	BACS1	£638	Newsletter	White Hart	BACS2	£192	White Hart	Steve Dear	BACS3	£390	Memorial Tree	Open Spaces	BACS4	£45	Annual Subs	G Lawrence	993	£100	Tree Work WG	SSG	994	£1,320	Easter and Summer Act	SSG	995	£330	SSG	Bedford Borough Council	DD	£3,083.14	Salaries (Feb)	St Marks Church	996	£38.50	Hall Hire	NSYS	997	£389.65	Website Hosting		Total Payments	6,583.54		
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15.	<p>Date of Next Meeting: Thursday 2nd April 2015 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p>																																																																	

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 Approved by Chairman
 2nd April 2015