



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

**Present:** Cllrs Fitzpatrick, Reeve, Blakeman, Chrusciak, Bowler, Bailes, Charlie Royden, Ward, Holloway, Clerk (Sue Bottoms) and 8 members of the public were in attendance.

**Absent:** Cllrs Corinne Royden, Darbon, Johns, Manser, Rider, Borough Councillors Corp and Borough Councillors Moon.

1.	<p><b>Apologies for Absence:</b> Cllrs Corinne Royden, Johns, Darbon, Rider, and Manser sent their apologies.</p> <p><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>Minutes of the Previous Meeting:</b> <b>It was resolved</b> to approve the minutes of 1<sup>st</sup> October 2015 as a true record of the meeting.</p>	
4.	<p><b>To consider co-option to fill the vacancy on the Parish Council:</b> Mr Tim Retout had written into the Parish Council applying for the vacancy.</p> <p><b>It was resolved</b> to co-opt him onto the Parish Council to fill the vacancy in the East Ward. He took his place at the table for the rest of the meeting.</p>	
5.	<p><b>Public Open Session (10 mins):</b> All the members of the public who attended were concerned about the submission of Graze Hill in the call for sites and the impact of any potential development on the value of their homes, the reduction in the rural feel of the area and traffic implications both on Woodlands Park and the surrounding road system.</p> <p><u>Larksway:</u> a resident had visited the office expressing concern and frustration with a resident carrying out a business from a home address resulting in the road having a large flat bed truck and numerous vehicles for sale, at times stopping the bus travelling down. Is it not possible to have a weight limit imposed?</p> <p><b>It was agreed</b> that the Clerk contact William Walsh, Enforcement Officer to establish what was happening and ask that any photographs etc be forwarded to him. The other option would be to have yellow lines in Larksway.</p>	The Clerk

6.	<p><b><u>To consider a response to the Local Plan 2032 consultation including the impact of Graze Hill on Brickhill in the Call for Sites:</u></b> It was noted that in the past Graze Hill had been rejected as a development site largely due to poor road infrastructure and flood risk. The Parish recognises the weight of current local concern regarding the Graze Hill development and felt the poor level of information provided in the Call for Sites submission for the area was regrettable as it opens more questions and uncertainty for local people.</p> <p>Cllr Chrusciak said that it was important not to reject all development on this area, but rather to engage in a conversation with Bedford Borough Council in order to ensure that careful consideration is given to improving the road infrastructure around Brickhill. If agreement can be secured for a long term solution, the local authority could use CIL funds raised from within one part of their region to fund projects e.g. infrastructure improvements, in another region. This would mean that the growth in housing elsewhere could provide funding to mitigate the impacts these changes are having on Brickhill. He agreed to draft a response.</p> <p>Cllr Chrusciak thanked the members of the public who had attended and encouraged people to make their own responses to the consultation.</p>	Cllr Chrusciak
7.	<p><b><u>Attendance by Will Sparrow to discuss the final report on the Brickhill Youth Project:</u></b> Will Sparrow attended the meeting and recapped on the content of the final report he had already circulated. He spoke of the difficulty of making regular contact with the same groups of young people out and about in Brickhill. The young people (13+ age group) had suggested that they would like to have coaching sports sessions at the weekend. Young people would also like to know more about the parish council and its role in the community and the suggestion was to put up posters in the schools.</p> <p><b>It was resolved</b> to make the payment of £1500 to Mr Sparrow for completion of the project.</p>	
8.	<p><b><u>To receive an update on Woodland Park and agree further action:</u></b> Cllr Bailes said that unfortunately progress on a number of the projects could not go ahead as the land involved was still not adopted. He was in liaison with Simon Fisher of Bedford Borough Council to try to arrange a meeting with Persimmon to discuss obtaining agreement to progress those projects involved. With regards CCTV, discussion was still taking place with regards the type of camera and the resulting annual maintenance costs. He was hopeful of obtaining prices within the next week.</p> <p>A meeting had taken place with John Hammond of Wicksteed, himself and the Clerk regarding green gym equipment and toddler play equipment to help improve the range of equipment on the Owl Park and the Piazza Park. He was now awaiting prices. With regards formal gates, the Clerk would draft a letter to go out to residents in the nearby vicinity. The Borough Council had no objections to the plan.</p> <p>Cllr Fitzpatrick had received a request for a memorial bench to be funded by a resident whose wife had died. This would be on the country park. Simon Fisher of the Borough Council was broadly in agreement. Cllr Bailes was thanked for his work.</p>	
9.	<p><b><u>To receive an update on progress with regards the installation of a replacement window and PV panels at Brickhill Community Centre and agree further action:</u></b> The Clerk reported that the window was due to be installed in the next few weeks. As the previous agreed supplier of the PV panels had pulled out <b>it was resolved</b> that the Clerk should seek two additional quotations for consideration.</p>	Clerk

10.	<p><b><u>To receive a report from the Borough Councillors:</u></b></p> <p>Cllr Royden discussed the severe cuts due to be experienced to the budget of Bedford Borough Council. Within Brickhill, there would be new trees planted around the parish. Abandoned cars seem to be more of a problem lately. The consultation on the proposed move to a two-tier system of education in Bedfordshire was underway. New LED lighting was going in following a successful bid for a £5m grant. The state of the Rooksmead pond was discussed and <b>it was resolved</b> that the Clerk get quotes from contractors employed by the Borough Council to remove the weeds and tidy it up.</p>	Clerk
11.	<p><b><u>To receive an update regarding the wildflower meadow areas and agree action:</u></b></p> <p>The Clerk reported that she had been informed by Bedford Borough Council that the wildflower plots project is due to be completed in February 2016. They are currently reviewing the results of the project, how different plots have performed both in terms of wildlife benefit as well as public perception. It may be that the plots are mown earlier than February. The Borough Council are seeking the view of the Parish Council as to what they would like done in relation to Waveney Green. There were mixed views amongst the parish councillors so <b>it was resolved</b> that the Allotments and Open Spaces Committee should decide this at their next meeting.</p>	A&OS members
12.	<p><b><u>To review Equal Opportunities Policy:</u></b></p> <p><b>It was resolved</b> that the Clerk should ensure that all policy documents are standardised and include review dates of at least once an election term or as required by changes in legislation.</p> <p><b>It was further resolved</b> to accept the policy with minor changes. The Clerk would put it on the website once the amendments had been made.</p>	Clerk
13.	<p><b><u>To review Health and Safety At Work Policy:</u></b></p> <p><b>It was resolved</b> to accept the policy with minor changes. The Clerk would put it on the website once the amendments had been made.</p>	Clerk
14.	<p><b><u>To review the Safeguarding Children Policy and agree action:</u></b></p> <p><b>It was resolved</b> to accept the policy with minor changes. The Clerk would put it on the website once the amendments had been made.</p>	Clerk
15.	<p><b><u>To review the Community Engagement strategy and the action plan:</u></b></p> <p><b>It was resolved</b> to move this to the January agenda.</p>	Clerk
16.	<p><b><u>To review the Dignity at Work – Bullying and Harassment Policy:</u></b></p> <p><b>It was resolved</b> to accept the policy with minor changes. The Clerk would put it on the website once the amendments had been made.</p>	Clerk

17. **Financial Matters:**

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

**It was resolved** to approve the bank reconciliations and the accounts for payment listed below:

Payee Name	Reference	Amount Paid	Transaction Detail
Mrs M Stothard	BACS 53	£ 56.00	Plot and key refund
St Marks Church Community Cent	1135	£ 31.50	Hall Hire
Bedford Borough Council	DD	£ 3,149.45	Salaries October
DRG Arbor Services	BACS 55	£ 90.00	Clearing brambles Allotment
British Telecom	DD	£ 86.10	Broadband Charges
Addison Ousebank	BACS 56	£ 1,003.75	Deposit on replacement window
iThink Telecom	DD	£ 23.85	Telephone Charges
S Bottoms	BACS 57	£ 62.95	Expenses and training
Chris Horne Gardens Ltd	BACS 58	£ 180.00	Mow Allotments
Tom Locke	BACS 59	£ 25.00	Fix Signs at BCC
Shaun Reilly	BACS 60	£ 696.00	Allotment Strimming and fence
W Drown	1136	£ 62.00	Plot and key refund
Viking	BACS 54	£ 172.07	Stationery and cartridges
P Chester & Sons Ltd	1137	£ 657.60	Boiler servicing and heaters
Brickhill Community Centre	1138	£ 565.00	Quarterly Rent
St Marks Church Community Centre	1139	£ 21.00	Room hire
	<b>Total Payments</b>	<b>£ 6,882.27</b>	

	<p>ii) <u>To consider a donation to the air ambulance service for this region:</u> Following consideration <b>it was resolved</b> not to make a donation.</p> <p>iii) <u>To consider funding an injunction with regards Waveney Green and agree action:</u> <b>It was resolved</b> to agree to fund this at a cost of £5,000.</p> <p>iv) <u>To consider the proposed changes to Council Tax Support Grants to Parish Council and agree action:</u> <b>It was resolved</b> to accept the proposed changes. The Parish Council was grateful to have received the support to date. The Parish Council should consider taking over services which will no longer be provided in the parish by Bedford Borough Council. Consideration of this should initially take place at the budget meeting in early December.</p> <p>v) <u>To agree a date for the Finance Advisory Group to meet regarding the budget 2016-17:</u> <b>It was resolved</b> that the Clerk would contact the three members and suggest dates in early December. All the parish councillors are welcome to attend.</p>	Clerk  Clerk  Clerk
18.	<b><u>To review the list of outstanding matters and agree any further action:</u></b> This was reviewed.	Clerk
19.	<p><b><u>Staffing Matters:</u></b></p> <p><b><u>To consider the appraisal of Alison Southern, Assistant Clerk and Allotments Officer and agree action:</u></b></p> <p>Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press and public are excluded from this item of the agenda.</p>	
20.	<p><b><u>To agree dates for 2016-17:</u></b></p> <p><b>It was resolved</b> to accept these with the exception of the May meeting for which it was suggested that it be moved to the 12<sup>th</sup> May. The Clerk would agree dates with St Mark's Community Centre and put them on the website.</p>	Clerk
21.	<p><b><u>Date of Next Meeting:</u></b></p> <p>Thursday 7<sup>th</sup> January 2016 at 7:30pm at St Mark's Church and Community Centre, Calder Rise, MK41 7UY.</p>	

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Approved by Chairman  
7<sup>th</sup> January 2016