

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 8th January 2015 at 7:30 pm

Councillors present: B E Dack (Chairman), V C Batten, C Bidwell, P Daffarn, N Hanks, P Mitchinson and G H Smith

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Ward Members Councillors B Saunders and G Clarke PCSO Lisa Antoine and two members of the public.

263 Apologies for Absence

263.1 None received.

264 Disclosures of Interest

264.1 No disclosures of interest were received.

265 Council Minutes

265.1 Minutes of the meeting held on Thursday 4th December 2014 with appendix A had been circulated to all councillors and it was

RESOLVED

That these minutes and appendix A be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman.

266 Public Participation

266.1 No member of the public requested to speak.

267 Parish Crime Update

267.1 PCSO Lisa Antoine advised that between 1st December and 6th January there was two new recorded crime; an attempted theft of a dog outside Tesco and garden furniture stolen from the rear garden of a property in Kingsley Avenue.

The Chairman asked that the police take action against vehicles that continually park on bends on Fairfield and who are causing a traffic hazard.

268 Central Bedfordshire Council Ward Members Report

268.1 Councillor Clarke advised that there were changes to the 'Home to School Policy' and details could be found on the CBC website.

268.2 Councillor Saunders reminded FPC of the Town and Parish Councils Conference on 20th January and advised that the Budget Consultation period started on 6th January 2015 and will finish on 3rd February; Executive agrees final budget on 10th February and Full council agrees the final budget on 26th February. CBC is not expecting to have an increase but is not sure of the Police or Fire budget yet.

269 Defibrillator in Fairfield

- 269.1 The clerk to arrange collection of the Defibrillator on Monday 12th January and will need to organise insurance and training. **Action: KH**
- 269.2 Councillor Bidwell to confirm location and arrange for the Hosting agreement to be signed. **Action: CB**

270 Bus shelter at bus stop on Dickens Boulevard

- 270.1 This has been installed but is not in the location that was agreed. FPC to advise CBC it will accept the location unless any objections from residents are received. **Action: KH**

271 Maps

- 271.1 Councillor Bidwell advised that OS had made all the changes CBC had requested. However there were still 15 issues that FPC raised that remain incorrect. It was agreed that FPC should raise these issues directly with OS. **Action: KH**

272 Cricket Ground pathway

- 272.1 The Cricket Club agree in principal to FPC investigating some low level lighting along the pathway. However, it was agreed that FPC wait until it hears from Hotbed and PJ Livesey regarding the land ownership of these and other areas as there could be some unnecessary charges. Also, the footpath the other side of Icknield House will need lighting if the disused roadway as additional parking for both school and community hall.

273 Grass verges

- 273.1 Following the recent damage to the grass verge opposite 77 Bronte Avenue and to other areas along Bronte Avenue it was agreed that FPC would request MBS to repair the areas. It was also agreed that FPC would write to the owner of the vehicle who parks outside 77 Bronte Avenue as this obstructs large vehicles (including the refuse lorry) being able to pass without mounting the grass verge. Residents from 33, 35, 37 and 39 Bronte Avenue are also to be written to requesting they and their visitors refrain from parking on the grass verge outside their properties. **Action: KH**

274 Grass cutting

- 274.1 CBC has advised that it will contribute £251.49 pa to FPC towards the costs of maintaining the grass verges. FPC to accept this and request that it is backdated to 18th November 2013 as this was when FPC first requested to take over the responsibility of maintaining them. Peter Fraser and Councillor Saunders are both aware of this request. **Action: KH**

275 Road Gritting

- 275.1 Councillor Hanks will email all a draft 'Winter Maintenance Plan'. **Action: NH**

276 Bannatyne Advertising board

- 276.1 The posts have been removed.

277 The Parish Plan / The Neighbourhood Plan

277.1 Councillor Mitchinson reported all hard copies had been inputted on Survey Monkey. Results can now be produced once advice has been received on how to analyse the questions that requested residents to prioritise answers; this has been complicated by some residents only ticking and not specifying the priority order. It was agreed results should be supplied to residents and it was suggested a few key answers to be mentioned in Fairfield Matters and a more comprehensive booklet with all the answers produced. Councillor Mitchinson to investigate. **Action: PM**

278 Section 106 Agreement – Disputed ownership and possible transfer of land.

278.1 Councillor Dack is waiting for a date to meet Kate Bailey, a previous employee of PJ Livesey who now works for them as a consultant among other organisations. She will also be meeting CBC on the same day so needs to coordinate with CBC. **Action: BD**

278.2 FPC is waiting for suggested dates to meet with the Directors of FHMC to discuss these issues. **Action: KH**

279 Orchard Plan

279.1 FPC was only able to obtain two quotations for a Maintenance Plan as it required specific skills and knowledge. The quotations from Maydencroft and BRCC were discussed and it was

RESOLVED

That BRCC would be requested to do the Maintenance Plan

REASON

BRCC already has four days (already funded) available to spend on the plan which should be sufficient to complete the plan so they should be no cost to FPC. If it takes longer the cost will only be £250 per day.

280 Public Art Money (S106)

280.1 The draft design from Wendy Briggs (Artist appointed by CBC) had been circulated to all councillors and a copy has been sent to FPRA. Whilst concerns were expressed about some of the designs, FPC was generally comfortable with the proposals and was happy to request CBC move to the consultation stage. The chairman to advise Wendy and request details of where examples of Wendy Briggs' work can be seen. **Action: BD**

281 West Drive

281.1 CBC has approved an application from Linden Homes to vary the terms of their S106 to no longer provide funding for a bus gate and a bus service running along West Drive. Instead, to transfer ownership of West Drive to CBC and to permit the Council to spend £291k of S106 contribution on sustainable public transport.

Following consultation, the funding was split as follows:

1. £65k to upgrade West Drive to a public access route, open to cyclists, horses and walkers and to maintain it in perpetuity.
2. £226k to contract bus services to run in the local area (but not along West Drive) until the routes hopefully become financially self-sustaining

FPC expressed some concern about making sure the surface was safe and without trip hazards but was not a flat surface that would encourage motorbikes. It was agreed that FPC would request a meeting with CBC including Councillor Spurr to discuss the proposed works in more detail. **Action: KH**

282 Transferring Community Hall to FPC

282.1 All Councillors had been supplied a copy of the Condition Survey and report on Health and Safety File from Templars who has recommended work that needs to be completed and identified additional information that is needed. It was agreed that FPC would forward the survey and report to Linden Homes to ask for comments on both reports as FPC is unable to accept the building until they are resolved. **Action: KH**

283 Subsidence on the land at the rear of the Community Hall.

283.1 FPC has placed barriers around the area and has written to Hotbed and FHMC to report the matter and asked them to investigate. CBC will take action if Hotbed don't react. FPC to thank Gary Shanahan for his quick response to making the area safe. **Action: KH**

284 Fairfield Hall

284.1 Nothing new to report.

285 Disaster Plan

285.1 Councillor Batten is arranging for Mark Conway, CBC Emergency Planning Officer to deliver an Assistance Centre Training Course. The training session will be four hours so it was agreed that this should be split into two sessions. **Action: VB**

286 Welcome to Fairfield' booklet

286.1 Councillor Daffarn had circulated a draft booklet to all and welcomed feedback. It was agreed to request a quotation from Chris Brown for designing the booklet in the FPC style. **Action: PD**

287 Meeting with Fairfield Lower School

287.1 It was agreed to delay the meeting until FPC had more information on Orchards and other assets. FPC to advise school. **Action: KH**

288 Meeting with the owner of the Chapel

288.1 FPC is waiting for the owner to supply some dates for a meeting.

289 Post box collection

289.1 Royal Mail has advised that due to a significant fall in the number of items posted in post-boxes, they have looked at ways to improve the cost effectiveness of collections. Emptying these low-use boxes on delivery enables them to be much more efficient going forward. This means the post-box will be cleared earlier in the day but there will be no change to the ultimate delivery of the items posted because they will go through their system in exactly the same way. Dickens Boulevard Post Box has been collected at approximately 4.45pm, every day, as scheduled. Royal Mail will put a notice on every affected post-box four weeks ahead of the change to collection times. There will also be clear sign-posting for customers on the relevant post-boxes as to where their nearest late posting box is. No further action required.

290 Advertisement around Fairfield

- 290.1 There is an ever growing amount of advertising Estate agent boards. Some boards are still up 7-8 months after a move has gone ahead and now estate agent boards are also been used to advertise forthcoming events. Part of everyone's covenant state that estate agents are only allowed to put up signs advertising the sale of a house and sold signs have to be removed once the sale has gone through. FPRA will be writing to the School and the Estate Agents to advise them of this and prevent future advertisement. No further action required from FPC.
- 290.2 Any other advertising in Fairfield, FPC will contact The Planning Enforcement Team at CBC if required.

291 Burial arrangements in Fairfield

- 291.1 Councillor Smith advised that he had asked Stotfold Town Council if it would be prepared to consider sharing its burial ground with FPC. STC's initial response was favourable and it was agreed to discuss in more detail in March 2015. (This is still within the two year agreement FPC has with STC). **Action: GS**

292 Planning Applications

- 292.1 CB/14/04825/FULL 6 Heathcliff Avenue
Loft conversion with 3 rear skylights.
FPC had no objections to this application.
- 292.2 CB/14/03997/FULL Former Pig Unit, Hitchin Road
Demolition of all existing buildings and dwellings. Mixed use development comprising 1400sqm B1 offices, children's nursery, 70 bedroom care home, 96 dwellings, access, parking, open space and ancillary works.
Additional information relating to transport assessment.
Comments to CBC by 19th January 2015
- CB/14/04048/FULL Former Pig Unit, Hitchin Road
Demolition of all existing buildings and dwellings. Erection of 116 dwellings and a 70 bedroom care home with access, parking, open space and ancillary works
Additional information relating to transport assessment.
Comments to CBC by 19th January 2015
- It was agreed to delegate powers to Councillors Bidwell, Hanks and Mitchinson to compile the response from FPC. Action: CB / NH / PM / KH**

293 Planning Decisions

- 293.1 CB/14/03311/FULL 6 Copperfield Close
Conservatory to side
CBC granted full planning permission 28th November 2014
- 293.2 CB/14/03910/FULL 71 Charlotte Avenue
Single storey rear extension
CBC granted full planning permission 28th November 2014

294 Finance

- 294.1 Councillors were provided with details of receipts totally £75.61 and payments totally £7,703.48 and it was
- RESOLVED**
That all monies on the payments list be paid and the receipts be noted.

294.2 Grant application from Fairfield Bowls Club. As quotations had not yet be supplied it was agreed to defer the discussion until the February meeting. The clerk to advise the Bowls Club.
Action: KH

294.3 Councillors had all been supplied the 2014-2016 National Salary Award guidelines from NALC and had been advised that the clerk had passed Section 7, General Power of Competence, CiLCA. In a closed session it was

RESOLVED

The clerk will be paid SCP26 from 1st January 2015 and will also receive a non-consolidated payment as recommended by NALC.

295 Correspondence

295.1 CBC – Green Infrastructure Funding. FPC to suggest BRCC include upgrading two muddy areas of the Western shelter belt to match the part the developers did previously. **Action: KH**

295.2 CBC – Allocations Local Plan. No action required from FPC as working on a Parish Plan and Neighbourhood Plan.

295.3 Amey – Arlesey (Church End) Parking Study. No action required from FPC but anyone with comments would be encouraged to do so individually.

295.4 Resident – Advising FPC of a complaint made to Aldwyck regarding an ongoing issue with the Tesco roof at Beeton Court. It was agreed that FPC would write to Tesco, Aldwyck and Linden Homes to ask for some action and highlight that because the problem is hidden in the roof line there is an increased life risk due to the impact of the water ingress onto the possible electric circuit. **Action: KH**

296 Date of next meeting

296.1 The next Parish Council meeting will be held on Thursday 12th February 2015 at 7.30 pm.

Meeting closed at 9.15 pm