

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 9th April 2015 at 7:30 pm

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

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Six members of the public.

365 Apologies for Absence

365.1 Apologies received from Ward Members Councillors G Clarke, B Saunders and J Saunders (Council meeting).

366 Disclosures of Interest

366.1 No disclosures of interest and no requests for dispensation were received.

367 Council Minutes

367.1 Minutes of the meeting held on Thursday 12th March 2015 had been circulated to all councillors and it was

RESOLVED

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

367.2 Minutes of the Annual Parish Meeting held on Thursday 26th March 2015 had been circulated to all councillors and it was

RESOLVED

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

368 Public Participation

368.1 No members of the Public requested to speak.

369 Parish Crime Update

369.1 PCSO Lisa Antoine advised that between 9th March and 8th April there were two new recorded crimes. One was an assault without injury in Nickleby Way (domestic related incident) and the other one was criminal damage in Disraeli Place (a person had property damage during a neighbour dispute).

As part of Operation Vision, the mobile police station will be parked up near Tesco between 2.00 pm and 4.00 pm on Friday 1st May 2015.

370 Speed limit in Fairfield

370.1 CBC has advised that the approximate cost for a traffic order and associated signage would be between £3,500 and £5,000 depending on results of consultations and possible committee reports and meetings that may need doing. The statutory consultation period is 28 days. Any speed limit traffic order will also need the support of the Police. It was agreed that FPC would fund a 20mph zone within Fairfield (All adopted roads east of Hitchin Road, excluding Hitchin Road, with future adopted roads being added as they become adopted). The clerk to request support from the Police and then apply to CBC. **Action: KH**

371 Allotments and Recreation Space

371.1 Bidwell Management Agency is asking the tenant who farms the land adjacent to the southern boundary if he would consider relinquishing 10 acres of land adjacent to the boundary in exchange for 10 acres of the land where the tenancy is going to change. FPC to find out costs of applying for outline planning permission. **Action: KH**

372 Cemetery

372.1 To address the matter of providing a cemetery for Fairfield residents, FPC has written to Stotfold Town Council and the Chairman of the Cemetery Committee with a proposal of making an agreement with Stotfold Town Council for FPC to share the long existing cemetery in Stotfold.

373 Green Wheel and Orchard Plan

373.1 The Biggleswade Green Wheel is now completed and is a huge success.

The guideline timescales from BRCC for the Green Wheel that includes Fairfield are

- July – September 2015 Surface the remaining part of the bridleway around the west border and another 100m to link to West Drive.
- October 2015 – April 2016 Enhance the habitat of West Drive. (Will be asking Friends of the Orchard if they wish to help).
- January – June 2016 520m off-road cycle road alongside the A507 towards the underpass. (Need confirmation from landowner).

The guideline timescales from BRCC for the Orchards are

- April – June 2016 Orchard Management Plan.
- April – September 2016 Benches and information boards in Orchard.

FPC to chase up the Management Plan and remind BRCC that the Orchards are a Fairfield project so BRCC must not do any work without liaising with FPC. **Action: BD**

374 West Drive

374.1 CBC has advised

Surfacing – prices are in for the two options of either subdividing the width by resurfacing half and then top soiling the remainder or repairing the central scar and other remaining potholes. The former option would cost both more than twice that of the scar repair and more than the section 106 budget that remains to be spent so CBC will shortly order the cheaper option.

Lighting – prices are in for lighting the section east from the concrete block. Quotes were for low level bollards [40 No. set every 15 metres] and solar studs [4 metre spacing staggered on each side of West Drive]. The former option is more than three times more expensive and again beyond the budget that remains. As above CBC will order the cheaper option.

FPC to ask when the Public Consultation will be. **Action: KH**

375 Defibrillator in Fairfield

375.1 Waiting for Tesco to install the defibrillator.

376 The Parish Plan / The Neighbourhood Plan

376.1 Following the APM and advertisement in Fairfield Matters five new people have volunteered to join the Steering Group. A Steering Group Meeting to be arranged and new volunteers to be invited. **Action PM**

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

377.1 The Rt Hon Alistair Burt, MP held a follow up meeting on Friday 13th March with CBC, FPC, Directors of FHMC and Livesey (Hotbed was invited but did not attend). The meeting was mainly about Fairfield Hall as Livesey would not discuss the land transfer as they had sold all land to Hotbed so no longer had any control over it. Councillor Dack to contact Hotbed and find out their future intentions. **Action BD**

Livesey has written to FPC and asked to meet away from Fairfield and without other organisations present to discuss the Orchards. It was agreed that FPC should meet with them. **Action: BD**

378 Public Art Money (S106)

378.1 Councillor Dack to arrange meeting with FPRA and CBC's appointed artist. **Action: BD**

379 Transferring Community Hall to FPC

379.1 FPC still waiting for Linden Homes to carry out the actions raised in the survey report from Templars Building Surveyors Limited. The clerk to chase up. **Action: KH**

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

380.1 The second hole is still to be filled in. Councillor Dack to establish when. **Action: BD**

381 Fairfield Hall

381.1 Representatives from Livesey have been seen around Fairfield Hall but FPC unaware of what they are doing. Livesey has agreed to carry out some work but FPC has not been told what. The Directors of FHMC have asked CBC to clarify outstanding works. CBC has signed off some works but there is a question over the justification.

382 Annual Parish Meeting

382.1 It was considered to be successful and FPC was delighted it was so well attended by residents.

383 Annual Report

383.1 The report is to be produced and distributed before 30th June 2015. It was agreed that Councillor Dack would provide Chairman's Report, Councillor Mitchinson to write report on the Parish Plan and Neighbourhood Plan and the clerk would produce the Finance report. Councillor Daffarn to compile. **Action: BD / PD / PM / KH**

384 Christmas Lights

- 384.1 There is now a Christmas tree in Urban Park but it may not be strong enough to have lights on it this year without some supporting structure. It was agreed unanimously to have Christmas lights around Fairfield depending upon cost and design. Councillor Daffarn to investigate and provide proposals and costs. **Action: PD**

385 Land to the north of Shaftesbury Avenue

- 385.1 The land is still owned by the original owner. FPC to write to owner to find out future plans for this land. **Action: KH**

386 Planning Committee

- 386.1 FPC to decide if a Planning Committee is necessary. To be decided at Annual Meeting.

387 Planning Applications

- 387.1 CB/14/01185/FULL 5 Salisbury Close
CBC has carried out a site inspection and met with the builder. Condition 2 attached to the permission states, 'All external works hereby permitted shall be carried out in materials to match as closely as possible in colour, type and texture of the existing building.' CBC has stated that it has been determined that the bricks 'as modified' are now in compliance with the 'spirit' of the condition and that due to the rear location not in public view does not warrant any further measures being taken.

FPC agreed unanimously that they were appalled by this outcome and did not agree that by painting the odd brick black the condition had been met. It was agreed to ask CBC to supply a definition of what the condition of 'matching materials' actually means and to request that all future planning conditions relating to construction materials are worded differently, such that they may be better enforced and so that there is no ambiguity. Also, as FPC has not received a response to the email sent on 19th March, FPC to request that CBC answers the questions that were raised in that email. **Action: KH**

- 387.2 CB/15/00880/VOC 36 Heathcliff Avenue
A variation of condition 3 of planning permission CB/14/02727/FULL (single storey rear extension) minor material amendment.
FPC had no objections to this application.

388 Planning Decisions

- 388.1 CB/15/00104/FULL 9 Charlotte Avenue
Loft conversion with windows to side gable walls and roof windows to front and rear.
CBC granted full planning permission 10th March 2015
- 388.1.1 CB/15/0144/FULL Bannatyne's Health Club
Proposed retrospective bin store enclosure.
CBC granted full planning permission 18th March 2015
- 388.1.2 CB/15/00246/FULL 4 Burton Close
First floor rear extension and addition of sun pipes.
CBC granted full planning permission 12th March 2015

389 Finance

389.1 Councillors were provided with details of receipts totally £66.96 and payments totally £678.80 and it was

RESOLVED

That all monies on the payments list be paid and the receipts be noted.

389.2 Update on Accounts 2014/15 and 2015/16

Balance b/f 01/04/2014	=	£ 76,430.67
Receipts 2014/2015	=	£ 91,188.60
Payments 2014/2015	=	£ 56,604.14
Balance c/f 01/04/2015	=	£111,015.13

2014/2015 summary

	Budget 2014/15 inc b/f	Additional Income	Spent	Balance
Administration inc wages	£ 35,343.79	£ -	£ 18,807.39	£ 16,536.40
Recreation & Public Land	£ 64,228.81	£ -	£ 18,492.77	£ 45,736.04
Parish Plan	£ 20,000.00	£ -	£ 3,803.25	£ 16,196.75
Parking	£ 15,000.00	£ -	£ -	£ 15,000.00
Grants	£ 10,580.00	£ -	£ 10,104.16	£ 475.84
Reserves	£ 20,000.00	£ -	£ -	£ 20,000.00
Interest	£ 105.21	£ 262.38	£ -	£ 367.59
VAT	-£ 42.14	£ 2,141.22	£ 5,396.57	-£ 3,297.49
	£ 165,215.67	£ 2,403.60	£ 56,604.14	£ 111,015.13

2015/16 summary

	b/f 2014/15	Budget 2015/16	Balance
Administration inc wages	£ 16,536.40	£ 10,000.00	£ 26,536.40
Recreation & Public Land	£ 45,736.04	£ 38,940.00	£ 84,676.04
Parish Plan	£ 16,196.75	£ 15,000.00	£ 31,196.75
Parking	£ 15,000.00	£ -	£ 15,000.00
Grants	£ 475.84	£ 15,000.00	£ 15,475.84
Reserves	£ 20,000.00	£ 10,000.00	£ 30,000.00
Interest	£ 367.59	£ -	£ 367.59
VAT	-£ 3,297.49	£ -	-£ 3,297.49
	£ 111,015.13	£ 88,940.00	£ 199,955.13

390 Correspondence

390.1 NALC – Legal Briefing Code of Recommended Practice on Local Authority Publicity and LGA – Purdah.

390.2 NALC - Transparency Code/ Fol Publication Schemes. The clerk to look at FPC's Fol Publication Schemes. **Action: KH**

390.3 Came and Company – Insurance renewal due 15th May 2015. Quotes to be considered and agreed at the May meeting. **Action: KH**

390.4 Amey - T&PC Highways Questionnaire 2014. As FPC marked Highways low in the questionnaire, Amey would like to meet to discuss the scoring. Councillors Dack and Daffarn to meet with them. **Action: BD/PD**

391 Any other business

NB This is for exchange of information only. No decisions or actions can be agreed at this time.

391.1 Councillor Dack advised that there would be an election as there are eight candidates. He thanked all Councillors for their work for the past two years and wished Councillors Smith and Batten all the best for the future as they were not standing for election.

392 Date of next meeting

392.1 The next Parish Council meeting will be the Annual Meeting and will be held on Thursday 14th May 2015 at 7.30 pm.

Meeting closed at 8.45 pm