

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 11th June 2015 at 7:30 pm

Councillors present: B E Dack (Chairman), C Bidwell, P Daffarn, S L Jones, T Milliken, N P Hanks and P Mitchinson

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Ward Members Councillors S Dixon and B Saunders and two members of the public.

44 Apologies for Absence

44.1 Apologies received from Ward Member Councillor J Saunders.

45 Disclosures of Interest and Dispensation requests

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

46 Council Minutes

46.1 Minutes of the Annual Meeting held on Thursday 14th May 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.

47 Public Participation

47.1 No members of the Public requested to speak.

48 Parish Crime Update

48.1 PCSO Lisa Antoine is leaving the police force this week and has been replaced by PCSO Joseph Passby. PCSO Lisa Antoine advised that between 13^h May and 9th June there were four new recorded crimes. These were

- Violence against the person – Domestic related incident in Heathcliff Avenue. Assault without injury.
- Violence against the person – Domestic related incident in Charlotte Avenue. Assault without injury.
- Criminal damage in Kingsley Avenue – An offender has approached the main gate and driven directly into it causing damage.
- Criminal damage in Dickens Boulevard – During a dispute over parking, damage was caused to a front door of a property.

49 Central Bedfordshire Council Ward Members Report

49.1 Councillor Dixon advised that all the Cabinet and Executive posts have been filled. Councillor B Saunders is Vice Chairman of the Sustainable Communities Overview and Scrutiny Committee and Councillor Dixon is the Deputy Executive Member for Corporate Resources.

50 Superfast Broadband in Fairfield

50.1 Councillor Dixon advised that Fairfield is part of Phase 5 which should be completed between September and December 2015.

51 Speed Limit in Fairfield

51.1 CBC is waiting for their contractor Amey to provide details of the process and associated costs.

52 Signs

52.1 FPC is waiting for a response from Hertfordshire Highways on new proposed pedestrian warning signs near Thornes.

52.2 Councillor Hanks to provide map for proposed new signs to Fairfield. **Action: NH**

53 Allotments and Recreation Space

53.1 FPC has submitted a pre-application consultation to CBC.

54 Cemetery

54.1 FPC to meet with STC on 9th July to discuss sharing Stotfold Cemetery. **Action: BD/PD/KH**

55 Orchard Plan

55.1 BRCC has supplied the management plan but the content is disappointing.

55.2 An Apple Day in September is being investigated.

55.3 The area has been mapped by two students but it needs to be confirmed who has officially identified the trees.

56 Defibrillator in Fairfield

56.1 The Community Defibrillator Seminar will be held on Thursday 18th June between 7.00 pm and 9.00 pm in the Community Hall.

57 Communication

57.1 Councillor Hanks has documentation on how social media can be used so will set Twitter up. **Action: NH**

57.2 The parish plan survey results indicated that by far the most preferred methods of receiving information were through Fairfield Matters and the Website. There were however 50 or so comments received of which 95% noted that e-mail would also be a welcome method of communication. It was agreed to set a £100 budget for an outgoing email service and to purchase pictures as required. **Action: BD/KH**

58 The Parish Plan / The Neighbourhood Plan

- 58.1 BRCC would like to comment on the Parish Plan before it is approved to ensure that it is independent. FPC need to adopt the Parish Plan before it is distributed. The Parish Plan therefore should be ready to be distributed in September.
- 58.2 Councillor Mitchinson to meet with BRCC and CBC to discuss the Neighbourhood Plan and Design Statement. **Action: PM**

59 Neighbourhood/Street/Speed Watch

- 59.1 Councillor Dack to liaise with the Police about dates in September for a public meeting to discuss getting these schemes started in Fairfield. **Action: BD**

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

- 60.1 FPC to write to the Rt Hon Alistair Burt, MP to request the follow up meeting. **Action: BD**

61 Public Art Money (S106)

- 61.1 Councillor Dack to arrange meeting with FPRA and CBC's appointed artist. Councillors Mitchinson and Bidwell to attend. **Action: BD/PM/CB**

62 Transferring Community Hall to FPC

- 62.1 FPC is still waiting for Linden Homes to carry out the actions raised in the survey report from Templars Building Surveyors Limited.

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

- 63.1 FHMC's old agent is not being very cooperative in supplying information to the new agent so no further process has been made. FHMC will continue to chase this up.

64 Fairfield Hall

- 64.1 There has been no further meetings with CBC but FHMC has received some papers from CBC that need to be read.

65 Annual Report

- 65.1 Councillor Daffarn has got everything now apart from pictures so will liaise with Chris Brown (designer). The cost for the design will be the same as last year (£650). **Action: PD**

66 Christmas Lights

- 66.1 Councillor Daffarn has spoken to three companies but it is impossible to get three companies all for the same specification. Following a discussion it was

RESOLVED

To award the contract to Sparkx Electrical to hire LED Braid for 8 lampposts in Urban Park at £1,050 (inc installation and removal). The electrical infrastructure installation in July / August £2,550 and to have 'discrete' sockets £1,070. Total cost = £4,670.

REASON

Sparkx offer to hire lights and the prices are competitive.

Councillor Daffarn to coordinate. The clerk to place contract. **Action: PD/KH**

67 Reports from Representatives on outside bodies

- 67.1 Green Wheel – Councillor Daffarn reported that the remaining part of the bridleway around the west border of Fairfield will be upgraded in July.
- 67.2 Red Bear – Councillor Jones was appointed as the representative.

68 Planning Applications

- 68.1 CB/15/1355/OUT Land east of Hitchin Road South of 159 Hitchin Road
Outline application: new lower school (all matters reserved).
FPC has no objection to additional school facilities being provided within the Parish of Fairfield providing a proven demand can be established.

69 Finance

- 69.1 Grant Application from Bowls Club – The application was discussed and whilst FPC agreed to support the application in principal it was agreed that additional information was required before a final decision could be made. FPC to arrange to meet with the Bowls Club before the July FPC meeting to explain what is required. Representatives from the Bowls Club will also be invited to attend the July FPC meeting. **Action: CB**

- 69.2 Councillors were provided with payments totally £744.52 and it was

RESOLVED

That all monies on the payments list be paid.

- 69.3 All councillors were supplied a copy of the report from the Internal Auditor. There were no issues with accounts for 2014/15 however there were suggestions for 2015/16.
- Increase insurance for employee dishonesty for 2015/16 – FPC has increased the Fidelity Guarantee sum insured to £250,000.
 - Precept to be set based on an accurate budget as possible and not hold excessive funds unless they are clearly earmarked for specific items of future expenditure – FPC will have more detailed estimated costs for planned projects when the 2016/17 budget is agreed.
 - Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 – As FPC's turnover exceeds £25k it is not mandatory for FPC to publish this information on the website. However as FPC already complies with most of these requirements it will look at adding additional information to the website for complete transparency.

70 Date of next meeting

- 70.1 The next Parish Council meeting will be held on Thursday 9th July 2015 at 7.30 pm.

Meeting closed at 9.15 pm