

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

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

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Ward Members Councillors S Dixon and B Saunders, PCSO Joe Passby and three members of the public.

71 Apologies for Absence

71.1 Apologies received from Councillor Bidwell (holiday), Councillor Mitchinson (holiday) and Ward Members Councillor B Saunders (meeting) Councillor J Saunders (holiday).

72 Disclosures of Interest and Dispensation requests

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

73 Council Minutes

73.1 Minutes of the meeting held on Thursday 11th June 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.

74 Public Participation

74.1 No members of the Public requested to speak.

75 Parish Crime Update

75.1 PCSO Joseph Passby introduced himself as the new PCSO and advised that between 12th June and 9th July there were no new recorded crimes. However, there was one solved crime for violence against the person.

75.2 PCSO Joseph Passby agreed to investigate the inconsiderate parking around Fairfield, in particular along Bronte Avenue.

76 Central Bedfordshire Council Ward Members Report

76.1 Councillor Dixon advised that a decision on the planning applications on the land on the former pig unit and the Land East of Hitchin Road, South of 159 Hitchin Road (proposed new school) would be made by CBC this month.

77 West Drive

- 77.1 The work started last week to the repairs and improvements to the surface of West Drive. The contractor is Adrian Sinfield. He will start with the planings work section 3, the fareast end of the works nearest to Fairfield Park and then work his way west towards Arleseey. He will create a limestone blinded road planings surface across the grass section. This will be ramped up and down so that there are appropriate gradients where the path meets the perimeter bridleway, and then continue until the junction with the section 2. Once he has completed section 2, he will be repairing section 3 including the whole of the scar down the middle. During this phase he will have to dig out this scar before he can patch it and during this he will try to stop people falling in this scar by placing cones all along it. Apart from this work he will block the area where he is working with heras panels. There is no legal closure necessary because West Drive is not yet of any highway status. FPC has expressed concern that the motorcycle problem will get worse as the bollards have been removed and are only being replaced with four posts. Take away delivery drivers on scooters have already been spotted using this as a short cut.

78 Speed Limit in Fairfield

- 78.1 CBC is waiting for their contractor Amey to provide details of the process and associated costs. Councillor Dixon advised that there may be some money available from the match funding scheme and he agreed to ask. **Action: SD**

79 Signs

- 79.1 Hertfordshire Highways has advised that pedestrian warning signs near to Thorne's nursery may be viewed as a low priority so suggested asking CBC to use S106 money. It was agreed to wait until after the decisions on the planning applications on the land on the former pig unit and the Land East of Hitchin Road, South of 159 Hitchin Road had been made.
- 79.2 FPC is waiting for a response from Hertfordshire Highways on new proposed directional signs to Fairfield.

80 Allotments and Recreation Space

- 80.1 FPC is waiting for a response to the pre-application consultation sent to CBC. Councillor Dixon to chase up. **Action: SD**

81 Cemetery

- 81.1 STC has postponed the meeting on 9th July. FPC waiting for a new meeting date.

82 Area between front balancing pond and the front of Fairfield Hall

- 71.1 FPC had received three quotations (MBS, Maydencroft and James Mosley). Following a discussion it was

RESOLVED

That the contract would be awarded to Maydencroft at a cost of £580.00

REASON

The area needs clearing and Maydencroft's quotation was considered best value as it also included removing the self-set horse chestnuts.

The clerk to place the contract. **Action: KH**

72 Hedge outside the bowls club

72.1 MBS has quoted the same price as last year to cut the hedge. Following a discussion it was

RESOLVED

That the contract would be awarded to MBS at a cost of £105.

REASON

The hedge needs clearing and MBS's quotation was considered good value as they can do the work when on site doing other work.

The clerk to place the contract. **Action: KH**

73 Defibrillator in Fairfield

73.1 It was agreed that FPC would investigate training for the Youth Club and Scout Group. The clerk to investigate costs. **Action: KH**

74 Communication

74.1 Twitter and Facebook have been set up.

75 The Parish Plan / The Neighbourhood Plan

75.1 Following a discussion it was

RESOLVED

That FPC would adopt the actions of the Parish Plan

REASON

To work to satisfy the requests of the residents of Fairfield following the Parish Plan Consultation.

76 Neighbourhood/Street/Speed Watch

76.1 A public meeting to discuss getting these schemes started in Fairfield will be held on Thursday 17th September. Councillor Dack to advertise. **Action: BD**

77 Section 106 Agreement – Disputed ownership and possible transfer of land including the Orchards.

77.1 Councillors Dack, Hank and Mitchinson attended the surgery with the Rt Hon Alistair Burt, MP on Sunday and it was discussed that as there are TPO (Tree Preservation Orders) on the Orchard Trees, CBC can write to the landowner advising them that they must maintain them. If the landowner does not respond then CBC can send someone in to maintain them. It would also have to be CBC who would initiate a CPO (Compulsory Purchase Order).

77.2 Peter Fraser, CBC has advised that Hotbed has no comment on further plans on the sale of the lease.

77.3 Following a discussion, it was

RESOLVED

That FPC would invite Blandy and Blandy to a meeting at Fairfield to discuss the next steps. The legal costs would be limited to £2,000 at this stage.

REASON

So FPC has a strategy and can start working towards a conclusion. Action: BD

78 Orchards

78.1 It was agreed to get quotations to cut down laurels in the west orchard so that the apple trees can be exposed. As this work needs to be done during the summer it was agreed to delegate powers to Councillor Dack to award the contract with a budget of £535. **Action: BD**

79 Public Art Money (S106)

79.1 A meeting with FPRA and CBC's appointed artist has been arranged for Tuesday 21st July at 7.00pm in the Community Hall.

80 Transferring Community Hall to FPC

80.1 Linden Homes has sent an update of their list for information Linden Homes had hoped to be further on but unfortunately had to reschedule the maintenance man to w/c 20th July. With regards to the loft wall, Linden Homes has a proposal to increase the u value using a sprayed insulation. Templars will be acting on FPC's behalf to approve this method.

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

81.1 Encore, the new Managing Agent, has suggested to CBC that as PJ Livesey remain responsible for preparing the area for adoption then CBC request that PJ Livesey make the surface fit for purpose.

82 Fairfield Hall

82.1 NHBC is carrying out the repairs to the roof and continue to uncover more problems.

83 Roof at Beeton Court

83.1 Work is expected to be starting soon to resolve this issue.

84 25 Kipling Crescent

84.1 CBC is investigating the allegation of an Aldwyck tenant running a car sale business from the premises in breach of the tenancy agreement.

85 Annual Report

85.1 The report has been completed and is on the website. Hard copies will be delivered to all households this month.

86 Welcome Pack

86.1 It was agreed to look into this after the summer.

87 Christmas Lights

87.1 FPRA and Linden Homes have granted permission and contract with SPARX has been placed.

88 Reports from Representatives on outside bodies

88.1 Green Wheel

Councillor Daffarn reported the Green Wheel master plan has been postponed (one reason is the Fairfield Neighbourhood Plan). The draft plan should be ready before Christmas so the consultation can take place in January and the final Master Plan being produced July 2016.

89 Planning Applications

89.1 10 Stephenson Walk

CBC is investigating the report of an alleged swimming pool and if it is in breach of planning guidelines. Councillor Dixon agreed to query. **Action: SD**

90 Planning Decisions

90.1 CB/15/01357/FULL 15 Brunel Walk

Loft conversion with 2 No. dormers and skylight to rear and 3 No. skylights to front roof pitch.
CBC granted full planning permission 9th June 2015

90.2 CB/15/01620/FULL 59 Heathcliff Avenue

Single storey rear extension

CBC granted full planning permission 9th June 2015

91 Finance

91.1 Grant Application from Bowls Club

The application was deferred until September meeting.

91.2 External Audit

BDO LLP (External Auditors) have completed the Audit for the year ended 31st March 2015. The only matter that BDO raised was asset additions gifted. As the defibrillator was gifted the purchase value £0 should have been reported and not the £2,000 value. This is to be adjusted in the audit for the year ending 31st March 2016. . No others matters were raised so they have completed the external auditor report with 'On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause that relevant legislation and regulatory requirements have been met'. The closure of accounts notice has been displayed on the noticeboards.

91.3 Appointment of Internal Auditor

It was agreed to appoint Gill Wiggs again at a fee of £135.00. The clerk to place contract.
Action: KH

91.4 Q1 2015 /16

Councillors were provided with a comparison of budget 2015/16 and Q1 payments.

	Budget 2015/16 inc bf	Additional Income	Spent Q1	Balance
Administration	£ 26,536.40	£ -	£ 2,581.47	£ 23,954.93
Recreation and Public Lands	£ 84,676.04	£ -	£ 1,824.66	£ 82,851.38
Parish Plan	£ 31,196.75	£ -	£ -	£ 31,196.75
Parking	£ 15,000.00	£ -	£ -	£ 15,000.00
Grants	£ 15,475.84	£ -	£ -	£ 15,475.84
Reserves	£ 30,000.00	£ -	£ -	£ 30,000.00
Interest	£ 367.59	£ 84.86	£ -	£ 452.45
Vat	-£ 3,297.49	£ 3,297.49	£ 279.09	-£ 279.09
Total	£ 199,955.13	£ 3,382.35	£ 4,685.22	£198,652.26

91.5 Receipts and Payments
Councillors were provided with payments totally £2,440.79 receipts totally £84.86 and. It was

RESOLVED

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

91.6 The Pensions Regulator
Councillor Dack has been nominated as the Primary Contact.

92 Date of next meeting

92.1 The next Parish Council meeting will be held on Thursday 10th September 2015 at 7.30 pm.

Meeting closed at 9.05 pm