

## Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 12<sup>th</sup> November 2015 at 7:30 pm

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

**Officer present:** Katrina Henshaw (Parish Clerk)

**Also present for all or part of the meeting:** Ward Member Councillors S Dixon and one member of the public.

### **158 Apologies for Absence**

158.1 Apologies received from Councillors C Bidwell (illness) and N P Hanks (work commitments), Ward Members Councillors B Saunders and J Saunders.

### **159 Disclosures of Interest and Dispensation requests**

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

### **160 Council Minutes**

160.1 Minutes of the meeting held on Thursday 8<sup>th</sup> October 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.**

### **161 Public Participation**

161.1 No members of the Public requested to speak.

### **162 Parish Crime Update**

162.1 PCSO Joseph Passby advised that between 9<sup>th</sup> October and 10<sup>th</sup> November there were two new recorded crimes. One was violence against the person and one was criminal damage in Kingsley Avenue. The shoplifting in Dickens Boulevard last month has been solved.

### **163 Central Bedfordshire Council Ward Members Report**

163.1 Councillor Dixon thanked FPC for its support with the planning application in Astwick. No decision has been made yet.

163.2 CBC is setting its budget with a target of 0% increase. Budget still to be finalised.

## 164 Fleming Drive

164.1 Following a discussion it was

### **RESOLVED**

**That FPC will take on maintenance of the two roundabouts now the road has been adopted (unless the residents who are currently maintaining them wish to continue) and it was agreed to place the contract with MBS as they already to work in the area.**

### **REASON**

**To continue to make the area look tidy.**

The clerk to write to the residents who are maintaining them to thank them for doing this whilst the road was unadopted. Unless the residents wish to continue doing this, the clerk to place the contract with MBS. **Action: KH**

FPC to meet with FPRA to discuss how other areas are to be maintained. **Action: BD / PM**

## 165 Bronte Avenue

165.1 Following a discussion it was agreed that the 16 hornbeams needed to be lifted and fluted to increase visibility for pedestrians and motorists. Councillor Dixon agreed to speak to CBC to get this work done quickly. If CBC is unable to arrange this then it was agreed FPC would arrange for MBS to do the work and FPC will then invoice CBC. **Action: SD / KH**

## 166 Leisure Strategy Document

166.1 The numbers that CBC supplied do not appear on the map and there is incorrect information on the map. FPC to meet with CBC to resolve these issues. **Action: KH**

## 167 Section S106

167.1 The Directors of FHMC have written to Hotbed stating they did not want to maintain or keep certain areas of land. FPC has since written to Hotbed stating it understands FHMC statements and is happy to take on the land mentioned. FHMC and FPC both await a response from Hotbed.

167.2 It was agreed to start getting costings for the work at the orchard so FPC is in a position to place contracts if a licence is granted to FPC to do the work. **Action: BD / CB / PD / SJ**

## 168 Meeting with PJ Livesey

168.1 FPC met with a consultant from PJ Livesey who outlined PJ Livesey's proposals for area 11 and the orchard. These are only proposals at these stage and no planning application has been submitted so there is nothing for FPC to discuss at this stage. PJ Livesey also presented FPC with two legal documents:-

1. Licence for access to undertake work
2. Contract for the sale of freehold land with vacant possession conditional on planning permission.

It was agreed to send both documents to Blandy and Blandy and ask for a price for advice on these two documents with more detail on the contract than the licence. **Action: BD**

## 169 Apple Day

169.1 £81.47 donations were received at the Apple Day. It was agreed to budget £500 for the Apple Day next year.

169.2 The cider has been syphoned into different barrels and will not be bottled until after Christmas.

## **170 Superfast Broadband in Fairfield**

170.1 The remaining two boxes (numbers 20 and 22) are on schedule for an upgrade before the end of the year.

## **171 Speed Limit in Fairfield**

171.1 CBC awaiting a response from the developers for permission to have a 20mph speed limit on unadopted roads so that CBC can investigate a 20mph zone for the whole of Fairfield.

## **172 Parking**

172.1 It was agreed to arrange a meeting with CBC to discuss the proposed project and seek advice on managing it and estimated costings. **Action: KH**

## **173 Signs**

173.1 Councillor Hanks confirmed that the quote of £2,308.60 from Hertfordshire Highways for a new sign at Wilbury Hills to include Fairfield was best value so FPC has placed an order with Hertfordshire Highways.

173.2 FPC to meet with CBC to establish what extra signage is possible at the Eliot Way roundabout and Hardy Way. **Action: KH**

## **174 Allotments and Recreation Space**

174.1 CBC continues to negotiate with the tenant for the land.

174.2 It was agreed that FPC will start looking at local schemes to get an idea on how to fund the project and find out what contractors were used. **Action: BD / PM**

## **175 Land to the east of Shaftesbury Avenue**

175.1 FPC waiting for a response from NHS.

## **176 Cemetery**

176.1 It was agreed by a vote (3 voted in favour, 1 abstained, Chairman didn't vote) that FPC would propose to STC that FPC would contribute 20% of the Cemetery's running costs and in return Fairfield residents would be eligible to the same rates as Stotfold Residents to use the Cemetery for an initial period of three years. If STC agree to this then FPC would like to have representatives on the Cemetery Committee (suggest 20%). **Action: KH**

## **177 Blue Lagoon**

177.1 FPC waiting for a response from CBC to a meeting to discuss the Blue Lagoon plan and the request for a diagonal path from E as a continuation from F to E that joins permissive path 4 to permissive path 3.

## **178 Fly tipping adjacent to the recycling centre, Dickens Boulevard**

178.1 FPC is waiting for CBC to advise about signage.

## 179 Christmas Trees

179.1 It was agreed to have a collection point for Christmas Trees opposite the Hall's compound and to request MBS dispose of them. This facility to be advertised in FPC newsletter, Fairfield Matters and FHMC newsletter. **Action: BD / SJ**

## 180 Problem with flies in Fairfield

180.1 An article has been included in 'Fairfield Matters' asking residents to advise FPC of their experiences with flies.

180.2 CBC has suggested that as soon as there is another problem one of the following people is contacted to look into the problem and identify the source.

- Residential premises - Rachel Shalan, Technical Officer in Private Sector Housing. Telephone 0300 300 4417
- Commercial premises - Elizabeth Darts, Business Management Support Officer, Public Protection. Telephone 0300 300 4466

## 181 Defibrillator

181.1 Training session has been booked for 19<sup>th</sup> November 2015 at 7.30 pm.

## 182 The Parish Plan

182.1 The action plan has been circulated to all. The clerk to action FPC's actions. **Action: KH**

## 183 The Neighbourhood Plan

183.1 The Green Infrastructure Plan process – The process two meetings have been held. The final meeting is on 26<sup>th</sup> November (7.30 pm).

183.2 The Design Statements – Tetlow King has granted permission to use the original design document.

183.3 Councillor Mitchinson has been speaking to CBC to establish what CBC expect the final document to look like and will be submitted a draft to officers for their opinion.

## 184 Public Art Money (S106)

184.1 FPC to meet with CBC to discuss how to advance this. **Action: BD / PM**

## 185 Transferring Community Hall to FPC

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

## 186 Roof at Beeton Court

186.1 Tesco has agreed to do the work to the roof and this should happen soon.

## 187 Deliveries at Tesco

187.1 The Duty Manager has agreed to request that the logistics department arranges to have only one delivery at a time.

## 188 Activities at 25 Kipling Crescent

- 188.1 CBC Housing Officer visited the resident to discuss the allegations that a business is being run from this property. The resident denied the allegations. However, parking in the area since the visit has been considerably easier.

## 189 Halloween

- 189.1 It was agreed to send Fairfield Community Church a letter of congratulations and thanks for the organisation of this event. **Action: KH**

## 190 Report on meeting with Fairfield Lower School

- 190.1 FPC had a very congenial meeting with the school that was very encouraging from both sides.
- The school supported in principal the proposed parking in Kipling Crescent but did ask for works to be carried out during school holidays.
  - The school supported the proposed 20 mph speed limit.
  - The school is very worried about the crossing outside the school and would like a proper crossing there.
  - FPC encouraged feedback from the school on what they would like to happen to the orchards.

## 191 Report on the Town and Parish Council Conference

- 191.1 Councillors Daffarn and Milliken attended the conference with the following workshops
- Local Development Plans.
  - Passenger Transport Strategy.
  - Parking Strategy.
  - Vision of CBC for the next five years.

## 192 Report on the Green Wheel

- 192.1 It was agreed to ask BRCC to give a presentation on the Green Wheel at the next FPC meeting. **Action: PD**
- 192.2 The project has achieved a major grant of £12,000 for some major remedial work of the orchards with the proviso that there is match funding from FPC of £8,000. FPC require the basis of the figures before a decision can be made. **Action: BD**
- 192.3 Councillor Dixon to discuss with Chris Nicol, CBC on who is to communicate with residents about the proposed work to complete surfacing of the Western Shelter Belt. **Action: SD / BD**

## 193 Planning Applications

- 193.1 CB/15/03464/FULL Land at Astwick, Stotfold.  
Change of use of agricultural land to create 5 gypsy and traveller pitches with associated ancillary development.  
FPC objects to this application due to the following:-
- The site access would appear not to conform to the necessary standards without the use of third party land to the North.
  - There is no turning area for refuse vehicles within the site.
  - The identification of sites within the local plan for use as travellers' sites is still to be finalised.

- 193.2 CB/15/03705/FULL14 Shaftesbury Drive  
Retrospective: addition of decorative railing on top of parapet wall surrounding existing single storey extension.  
FPC has no objections to the basic principle of the application other than requesting the condition, 'Access to the flat roof enclosed by the railings hereby approved shall be for maintenance or emergency purposes only, and the flat roof shall not be used as a roof garden, terrace, patio or similar amenity'.
- 193.3 CB/15/03912/FULL 19 Brunel Walk  
Proposed loft conversion with rear dormer and skylights.  
FPC has no objections to the basic principle of the application other than conditions are that all materials are to match existing bricks and windows.
- 193.4 CB/15/002748/FULL Church at Fairfield Hospital, Hitchin Road  
Amendments to application for a proposed change of use and conversion to form four residential units (Use Class C3) with associated vehicular access, parking and amenity space. The original comments for the initial application still apply to this amendment.  
In addition FPC expressed concern about the realignment of the car parking spaces. The realignment would potentially result in cars reversing out onto a narrow road at a bend in the road, as the turning head is an excessive distance from the majority of the spaces.

## 194 Planning Decisions

- 194.1 CB/15/02610/FULL 3 Paxton Drive  
Proposal: Loft conversion.  
CBC granted full planning permission
- 194.2 CB/15/02609/FULL 9 Brunel Walk  
Single storey rear extension  
CBC granted full planning permission

## 195 Finance

- 195.1 Bank Account  
As the recovery limit for banks is £75,000 it was agreed that FPC will open two new bank accounts. The clerk to investigate. **Action: KH**
- 195.2 Bowls Club Footpath  
The footpath has been completed. Between meetings it was agreed to increase the grant to £2,600 as extra tarmac was needed. A letter of sincere thanks has been received from the bowls club.
- 195.3 Auto – enrolment (pensions)  
FPC has received information from NALC. To be discussed at the December meeting.
- 195.4 Receipts and Payments  
Councillors were provided with receipts totally £81.47 payments totally £3,799.67 and three £250 transfers to ALTO card. It was  
**RESOLVED**  
**That all receipts be noted, all monies on the payments list be paid and the £750 be transferred to ALTO card.**
- 195.5 Budget 2016/17  
To be agreed at December meeting. Councillors to start preparing forecasts for projects.

## **196 Correspondence**

- 196.1 Arlesey Town Council – Open letter to Leader of Central Bedfordshire Council ref Eastern Relief Road planning application CB/15/02916/REG3.
- 196.2 CBC – Rural Match Funding Programme for 2016/17. Deadline 22 February 2016.
- 196.3 CBC – West Drive Solar Powered Lights.

## **197 Date of next meeting**

- 197.1 The next Parish Council meeting will be held on Thursday 10<sup>h</sup> December 2015 at 7.30 pm.

Meeting closed at 9.35 pm