

## Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 10<sup>th</sup> December 2015 at 7:30 pm

**Councillors present:** B E Dack (Chairman), C Bidwell, P Daffarn, 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 and PCSO Joe Passby.

### **198 Apologies for Absence**

198.1 Apologies received from Councillors N Hanks (work commitments) and P Mitchinson (holiday) and Ward Member Councillor J Saunders.

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

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

### **200 Council Minutes**

200.1 Minutes of the meeting held on Thursday 12<sup>th</sup> November 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.**

### **201 Public Participation**

201.1 No members of the Public were present.

### **202 Parish Crime Update**

202.1 PCSO Joseph Passby advised that between 11<sup>th</sup> November and 7<sup>th</sup> December there were two new recorded crimes. One was Vehicle Crime when a van was broken into and power tools stolen and one was Criminal Damage when someone had a window at the front of their house broken by an unknown object.

202.2 PCSO advised that there was an ongoing investigation about the Quad Bike and Trikes but he needed a number plate or more information to be able to take action. He encouraged people to report all sightings.

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

203.1 The Draft Development Strategy is being drawn up.

- 203.2 There is an ongoing consultation on Transport.
- 203.3 The Consultation for the Parking Strategy will start March 2016.
- 203.4 The Budget Consultation will finish February 2016 and the target is a 0% increase from CBC.
- 203.5 The retrospective planning application on land at Astwick Road, Stotford for 'Change of use of agricultural land to create 5 gypsy and traveller pitches with associated ancillary development ' has been refused and Notice to Quit has been served.

## 204 Budget 2016 / 17

- 204.1 All councillors were presented with an update on accounts 2015/16 showing expenditure against the budget.

	2015/16 inc bf	Additional Income	Spent to Nov 15	Allocated	Money remaining	Comments
<b>Administration</b>	£ 26,536.40	£ -	£12,284.12	£ 2,500.00	£ 11,752.28	£2,500 - Wages, Phone & Stationery
<b>Recreation and Public Lands</b>	£ 84,676.04	£35,000.00	£16,883.55	£21,515.65	£ 81,276.84	£8,000 - Orchards £2941.65 - Grass verges £160 - Dog bins £330 - Dickens Boulevard roundabout £84 - Fleming Drive roundabouts £10,000 - Solicitor Fees
<b>Parish Plan</b>	£ 31,196.75	£ -	£ 3,430.00	£ 5,000.00	£ 22,766.75	£5,000 - 20mph zone
<b>Parking</b>	£ 15,000.00	£ -	£ -		£ 15,000.00	
<b>Grants</b>	£ 15,475.84	£ -	£ 5,919.71	£ 1,827.50	£ 7,728.63	£1,200 - Cricket Club Trees £400 - Bowls Club Tress £227.50 - Rent for Scouts
<b>Reserves</b>	£ 30,000.00	£ -	£ -	£ -	£ 30,000.00	
<b>Interest</b>	£ 367.59	£ 177.08	£ -	£ -	£ 544.67	
<b>Vat</b>	-£ 3,297.49	£ 3,297.49	£ 3,566.62		-£ 3,566.62	
<b>Total</b>	<b>£199,955.13</b>	<b>£38,474.57</b>	<b>£42,084.00</b>	<b>£30,843.15</b>	<b>£165,502.55</b>	

- 204.2 Following a discussion it was

### RESOLVED

That the budget for 2015/16 would be set at £88,940. This would give a -0.2% increase to Band D Council Tax per parish per resident. (Reduced from £77.95 to £77.81). The budget was set as follows:-

	b/f 2015/16	Estimated costs	Budget 2016/17	Balance
<b>Administration</b>	£ 11,752.28	£ 5,000.00	£ 5,000.00	£ 16,752.28
<b>Recreation and Public Lands</b>	£ 81,276.84		£ 20,000.00	-£461,107.16
<i>New allotments and recreation area</i>		£ 500,000.00		
<i>Remove stones behind Community Hall</i>		£ 2,500.00		
<i>Social events (eg Christmas lights, fireworks, Urban park concerts)</i>		£ 5,000.00		
<i>Tennis Courts</i>		£ 2,000.00		
<i>Green Waste facility</i>		£ 10,000.00		
<i>Urban Park</i>		£ 25,000.00		
<i>Grass verges / roundabouts</i>		£ 7,500.00		
<i>Dog Bins</i>		£ 384.00		
<i>Solicitor Fees</i>		£ 10,000.00		
<b>Total</b>		£ 562,384.00		

	b/f 2015/16	Estimated costs	Budget 2016/17	Balance
<b>Orchards</b>	£ -	£ 10,000.00	£ 10,000.00	£ -
<b>Apple Day</b>	£ -	£ 500.00	£ 500.00	£ -
<b>Parish Plan</b>	£ 22,766.75		£ 1,440.00	-£ 793.25
<i>Neighbourhood Plan</i>		£ 5,000.00		
<i>Green Infrastructure Plan works</i>		£ 10,000.00		
<i>Additional Lights by Community Hall</i>		£ 10,000.00		
	Total	£ 25,000.00		
<b>Cemetery</b>	£ -	£ 10,000.00	£ 10,000.00	£ 10,000.00
<b>Parking</b>	£ 15,000.00	£ 35,000.00	£ 35,000.00	£ 50,000.00
<b>Grants</b>	£ 7,728.63	£ 7,000.00	£ 7,000.00	£ 14,728.63
<b>Reserves</b>	£ 30,000.00	£ -	£ -	£ 30,000.00
<b>Interest</b>	£ 544.67	£ -	£ -	£ 544.67
<b>Vat</b>	-£ 3,566.62	£ -	£ -	-£ 3,566.62
<b>Total</b>	£ 72,473.43	£ 112,500.00	£ 63,940.00	£100,913.43

## REASON

To manage exiting areas, look to meet actions from the Parish Plan and to start building funds so FPC can provide facilities for amenities for the community at some point.

Grants and / or loans will need to be investigated to meet any shortfall.

Some of these projects may not be started or completed during 2016/17 so unspent monies will be carried over to the following financial year.

The clerk to advise CBC. **Action: KH**

## 205 Bronte Avenue

205.1 CBC had looked at the trees and advised that only one tree needs to be trimmed back for safety reasons but if FPC wanted to do additionally cutting to make the area look attractive this would be acceptable. Following a discussion it was

### RESOLVED

That FPC would ask MBS to lift and flute all 16 Hornbeams along Bronte Avenue at a cost of £595.00 + vat.

## REASON

To increase visibility and keep the area uniform looking and attractive.

The clerk to place the contract and ensure that all trees are shaped and topped. **Action: KH**

## 206 Leisure Strategy Document

206.1 Councillor Dixon is to conduct a walkabout in the New Year with the Chairman and others to produce a new map. **Action: BD/ SB**

## 207 Section S106

207.1 Hotbed Investments are unable to advance this further until after a board meeting on Tuesday 15<sup>th</sup> December.

## 208 Orchard

- 208.1 It was agreed to match fund £8,000 to a grant from the Etonbury Green Wheel project of £12,000.
- 208.2 It was agreed to pay Bob Lever £150 a day and travel expenses for him to visit the Orchard and write a specification that can be sent to contractors for quotes.
- 208.3 It was agreed to delegate powers to Councillors Dack, Bidwell, Daffarn and Jones to obtain three quotations and agree contracts and arrange any required training with a budget of £20,000. Action: **BD / CB / PD / SJ**

## 209 Superfast Broadband in Fairfield

- 209.1 All boxes have been upgraded but BT currently unable to meet the demand.

## 210 Speed Limit in Fairfield

- 210.1 CBC has received permission from Persimmon and Linden Homes to have a 20mph speed limit on unadopted roads providing it doesn't cost them any money. CBC is awaiting a response from Bovis, Taylor Wimpey and David Wilson before CBC can investigate the 20mph zone for the whole of Fairfield.

## 211 Parking

- 211.1 Councillors Bidwell and Mitchinson met with Nick Carofalo of Amey to discuss additional car parking at Fairfield.
- Rural Match Funding is only available for works on adopted Highways and CBC owned land.
  - Car parking proposals adjacent to Urban Park - Construction costs of the spaces are about £1,500 per space depending upon materials used. There is room for about fourteen spaces but eight spaces would be lost as parking long ways on the other side of Kipling Crescent.
  - Land along the side of the school – similar problems to Urban Park
  - Land along the front of the school – NC had not been involved in an 'in and out' drop of scheme so would need to do more research.
  - Land along Middle Drive – Additional car parking along the length is feasible. The question is how much it would be used given the potential costs.

The clerk to advise school that it was unlikely work would happen in 2016 due to these unforeseen obstacles. **Action: KH**

## 212 Signs

- 212.1 New Directional signs to Fairfield from Wilbury Hills Road have been ordered with HCC.
- 212.2 CBC has agreed to put a blanking plate over the word Park on both of the signs on the approach to the roundabout on Hitchin Road junction with Eliot Way.
- 212.3 CBC has advised that the name plates on Eliot Way should not be changed to accommodate 'leading to' signs.

## 213 Allotments and Recreation Space

- 213.1 CBC continues to negotiate with the tenant for the land.
- 213.2 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**

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

214.1 FPC waiting for a response from NHS.

## **215 Cemetery**

215.1 STC has agreed a cemetery committee recommendation that Fairfield residents may make use of Stotfold Cemetery at the charges applicable to Stotfold residents with an annual contribution from FPC as follows:-

1. The annual contribution rate is to be 25% if STC's total budgeted expenditure figure for the Cemetery Management Committee, for the year applicable – payable at the start of that financial year.
2. The agreement is to be for an initial three year period.

This would cost FPC £35,640 over three years. Following a discussion it was agreed that FPC need to do more investigation before making a decision. **Action: BD / SD / KH**

## **216 Blue Lagoon**

216.1 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.

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

217.1 It was agreed that FPC will install a sign adjacent to the recycling bins. The clerk to purchase a sign from Auckland Signs at a cost of £17.94 + VAT. **Action: KH**

## **218 Christmas Trees collection facility**

218.1 MBS has kindly offered to remove the trees with no charge.

218.2 Councillor Dack to do a sign for the facility. **Action: BD**

## **219 The Parish Plan**

219.1 The updated action plan has been circulated to all.

## **220 The Neighbourhood Plan**

220.1 The final workshop of the Green Infrastructure Plan was held on 26<sup>th</sup> November and the initial draft will be available before Christmas.

## **221 Public Art Money (S106)**

221.1 A meeting to be arranged with the new officer at CBC responsible for old 106 funding. **Action: KH**

## **222 Transferring Community Hall to FPC**

222.1 Templars Building Surveyors Limited is meeting with Linden Homes on Friday 18<sup>th</sup> December.

## 223 Report on the Green Wheel

- 223.1 Councillor Daffarn gave a report on the meeting on 20<sup>th</sup> November and will circulate the meeting notes when they are available.
- 223.2 It was agreed to invite Cliff Andrews from BRCC to give a presentation at the January meeting.  
**Action: KH**

## 224 Report on meeting with FPRA

- 224.1 Councillors Dack, Bidwell and Mitchinson attended a meeting with FPRA where various issues were discussed but no decisions or proposals have been made yet.

## 225 Planning Applications

- 225.1 CB/15/04299/OUT West Orchard  
Outline: 2 No. Dormer Bungalows on the area vacant land in the northern part to the south of West Drive at Hardy Way; of the former orchard to the west of Fairfield Hall  
FPC objects to the application
1. The site is within the Fairfield neighbourhood plan designated area. In the results of the survey providing evidence for the plan 95% of the 550 respondents felt that the Orchards should be protected from future development. This continues to support the overwhelming local reaction to the two previous applications CB/09/05489 and CB/10/02501 (both of which were withdrawn) where 117 and 660 pages of objections were received.
  2. This Application is premature in being presented in advance of the emerging Neighbourhood Plan, which is expected to allocate the land subject to the application as Local Green Space designation, further to detailed consultation with residents of the parish. Initial consultation has already been completed in connection with the parish plan and emerging green infrastructure plan and identifies the West Orchard as Priority number one for this designation. To approve the application at this stage would therefore undermine the neighbourhood plan process.
  3. It is a County Wildlife Site recognised as such in 2010 as a Traditional Orchard with neutral grassland and non-fruit trees and should therefore be protected against development. Traditional Orchards are a UK Biodiversity Action Plan priority habitat. The Governments Planning Policies are outlined in their National Planning Policy Framework and reinforced in CBCs Local Development Framework. Planning Policy Statement 9 notes. The governments objectives for planning include 'to conserve, enhance and restore the diversity of England's wildlife and geology by sustaining, and where possible improving, the quality and extent of natural habitat'. To allow development on this site would be contradictory to this objective.
  4. The long established trees within the site have Tree Preservation Orders on them and it would be very difficult to avoid some damage to those trees as a result of the construction work.
- 225.2 CB/15/04290/FULL 19 Fleming Drive  
Two storey rear extension and single storey side extension  
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.
- 225.3 CB/15/04174/LB Fairfield Hall, Kingsley Drive  
Listed Building: Replace existing gutters & associated rainwater goods with extruded aluminium products.  
FPC has no objections.

## 226 Planning Decisions

- 226.1 CB/15/02748/FULL Church at Fairfield Hospital, Hitchin Road  
Proposed change of use and conversion to form four residential units (use class C3) with associated vehicular access, parking and amenity space  
CBC granted full planning permission.
- 226.2 CB/15/003480/FULL 46 Heathcliff Avenue  
Single storey rear extension  
CBC granted full planning permission.
- 226.3 CB/15/03705/FULL14 Shaftesbury Drive  
Retrospective: addition of decorative railing on top of parapet wall surrounding existing single storey extension  
CBC granted full planning permission with the condition that the roof area enclosed by the railings hereby approved shall not be used as a balcony, roof garden, or similar amenity area and shall only be used for maintenance or emergency purposes only.
- 226.4 CB/15/03912/FULL 19 Brunel Walk  
Proposed loft conversion with rear dormer and skylights.  
CBC granted full planning permission.

## 227 Finance

- 227.1 Bank Account  
It was agreed that FPC will open two new bank accounts. The clerk to investigate. **Action: KH**
- 227.2 Receipts and Payments  
Councillors were provided with payments totally £4,965.53. It was  
**RESOLVED**  
**That all monies on the payments list be paid**
- 227.3 Sleepy Lions Grant Application  
The grant application was discussed and it was  
**RESOLVED**  
**That the grant would not be awarded**  
**REASON**  
**FPC do not award grants for commercial undertakings.**  
The clerk to advise Sleepy Lions. Action: **KH**

## 228 Correspondence

- 228.1 BAPTC - A1 East of England Strategic Road Study.
- 228.2 Resident – Asking if it would be possible to place dog fouling notices in the garden of remembrance and in particular at the parking area of Middlemarch. FPC to discuss and agree if action is required. It was agreed to refer this to FPRA / Scanlans. **Action: KH**

## 229 Date of next meeting

- 229.1 The next Parish Council meeting will be held on Thursday 14<sup>th</sup> January 2016 at 7.30 pm.

Meeting closed at 9.40 pm