

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 14th April 2016 at 7:30 pm

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

Officer present: Katrina Henshaw (Parish Clerk)

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

332 Apologies for Absence

332.1 Apologies received from Councillor T Milliken (holiday) and Ward Members Councillors S Dixon, B Saunders and J Saunders (CBC meeting).

333 Disclosures of Interest and Dispensation requests

333.1 Councillor Hanks disclosed an interested in item 27 of the agenda (item 354 of these minutes) as the Developer is one of his company's clients. He is not working on the Fairfield application. It was agreed that he could stay for the discussion as his knowledge of planning would be useful but he would not vote on any decisions.

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

334 Council Minutes

332.1 Minutes of the meeting held on Thursday 10th March 2016 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.

332.2 Minutes of the Annual Parish Meeting held on Thursday 31st March 2016 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.

333 Public Participation

333.1 No members of the Public requested to speak.

334 CCTV

334.1 Investigations are still ongoing.

335 Change of Postal Address

335.1 FPC waiting to hear from Councillor Dixon on how the application is progressing before issuing a press release to residents.

336 Town and Parish Council Conference

336.1 The recent Town and Parish Council Planning Conference was held on 5 April 2016 and Councillor Daffarn attended it. The main subject covered was Gypsy and Travellers. CBC is currently working on the 'Central Bedfordshire Local Plan' and this should be adopted in September 2018. There is currently a call for new sites in particular Housing sites of 10 and up, Gypsy and Traveller sites and strategic scale employment sites.

337 Dog Fouling around Fairfield

337.1 Awaiting FPRA and FHMC to supply FPC confirmation that the respective landowners agree to CBC taking appropriate action of any offences committed on their land.

338 Leisure Strategy Document

338.1 Awaiting Councillor Dixon to send FPC a list of areas to agree before forwarding it on to the Leisure Department in CBC.

339 Allotments, Recreation Space and Cemetery

339.1 FPC to request a meeting with CBC Strategy & Policy Manager for Leisure Services and CBC Assets Manager and ask Ward Members to attend. **Action: KH**

339.2 The clerk to investigate what information there is on the graves in the current graveyard and also find out the law on reusing graves. **Action: KH**

340 Blue Lagoon

340.1 Awaiting for more details from CBC.

341 Section S106 outstanding matters and allied areas

341.1 Clarke Willmott has been instructed to act for Hotbed General Partner (Ground Rents 2010) Limited (the Freeholder), in respect of its proposed transfer of part of the freehold land in title BD229231 and comprising the Bowls Club, Fairfield Tennis Court and Car Park, Fairfield Cricket Club and the East Orchard to Fairfield Parish Council. Their instructions are that the matter is to proceed as follows:

1. For nil premium;
2. There will be a call back option granted to our client in the event that the planning consent is granted for the development of the Property;
3. Their clients are fully released from any subsisting rights to maintain this land;
4. The transfer should be in full and final settlement of any outstanding conditions relating to planning; and
5. The Parish Council is to meet the Freeholder's costs incurred in respect of the transfer.

With respect to point 5 above their fees will be as follows:

1. Transfer - £1,750 plus VAT
2. Call Option and Deed of Covenant (including agreeing the form of notice and restriction to go on the title) - £1,750.00 plus VAT

The total fees will be £3,500.00 plus VAT and disbursements.

Clarke Wilmott has been asked to itemise disbursements and clarify areas of land as some areas have been missed of the map that was sent.

Other expenses for FPC are Blandy and Blandy fees and cost of a surveyor (to be appointed).

Once Clarke Wilmott has itemised the disbursements and the areas of land have been agreed, it was agreed that FPC will transfer the total fees to Blandy and Blandy for them to hold until the transfer takes place.

No timescale has been issued yet.

342 Orchard

342.1 Following lengthy discussions and negotiations PJ Livesey and FPC now have a contract for West Orchard and the land should be transferred to FPC shortly. CBC has included a Grampian condition on the planning decision for the 18 bungalows to the rear and side of East Lodge that states that no work shall be started until the land has been transferred to FPC.

There is a main sewerage that goes across the Orchard from the Hall to Arlesey. It is believed that Anglian Water have responsibility of this.

342.2 All councillors had been supplied a detailed list of all actions that need to be completed. Following a discussion it was agreed that

1. Bob Lever will carry out a further survey in September at a cost of £150 plus travelling expenses.
2. A site meeting with CBC Ecologist and Tree Officer in June / July and Bob Lever would be asked to attend.
3. FPC need to agree an aim for the Orchards and agree how the Orchards are managed in the future. Teasel will be attending the June FPC meeting to advise how it operates in Stotfold with STC.
4. The Friends of the Orchard Group will be asked to organise the next Apple Day with a budget of £500.

Councillor Dack and the Clerk to organise the above. **Action: BD/KH**

343 Speed Limit in Fairfield

343.1.1 The clerk to chase up CBC on this. **Action: KH**

344 Additional Parking at Kipling Crescent

344.1 Councillor Hanks has submitted the planning application to CBC. FPRA has seen the proposed plans and is in agreement. Councillor Hanks has also requested quotes for the proposed works.

345 People driving on paths around the school

345.1 The bollard has been installed.

346 Inconsiderate parking and driving around the school

- 346.1 There have been reports of parents parking on paths outside the school and requests have been made for zebra crossings and/or a lollipop person. Even if FPC is willing to fund a zebra crossing by the school, CBC has advised it would be very unlikely to approve it due to vehicles speeds and volumes already being low and the lack of any history of accidents. The Police has advised they are happy to support joint letters with the school that can go on school newsletters and/or in the children's bags. FPC to meet with the School to discuss how to work together on this problem. **Action: BD**

347 Signs

- 347.1 New Directional signs to Fairfield from Wilbury Hills Road will be installed on Friday 15th April.

348 The Parish Plan

- 348.1 Most of the short term items are in hand and on target apart from the Green Waste Facility. There have been no volunteers to set up a steering group and it is unclear what the demand is for this facility. After a discussion, it was agreed that the logical place to put this facility would be with the allotments so the facility would be looked into if and when land is allocated for allotments.

349 The Neighbourhood Plan

- 349.1 The draft NHP has been written and is with the designer. It will have the following supporting documents:-

1. Design Statement – The initial draft is complete and is with the designer.
2. Green Infrastructure Plan – BRCC has sent the completed Plan with the revised action plan.
3. Strategic Environmental Assessment – CBC will advise if one is required.

The next stage is to have a six week consultation period with all residents receiving a copy of the above documents. The target for this consultation is May / June. It was agreed to supply the GIP to residents if requested in the meantime.

- 349.2 Ordnance Survey Mapping Tools – To create maps FPC has purchased this tool at a cost of £42.00 + vat pa with a setup fee of £20.00 + vat.

350 Fairfield Hall

- 350.1 The Directors of FHMC will be meeting shortly to discuss recent developments and will update FPC at the May meeting.

351 Roof at Beeton Court

- 351.1 Linden Homes have now accepted responsibility for fixing the roof. These works are being scheduled and there should be a date shortly for works to commence.

352 Christmas Tree Lights

- 352.1 It was agreed to have more lights this year and to decorate the Christmas Tree if it is strong enough. Councillor Daffarn to ask Sparks for some proposals. **Action: PD**

353 Parish Council Website

- 353.1 It was agreed to modernise FPC website into a more user friendly magazine style which will be easier to follow on screen and is more tablet and mobile phone friendly. The cost for the new site is \$49 and it may need some new artwork. A budget of £250 was agreed. **Action: BD**

354 Meetings with Campbell Buchannan and CBC Education Officers

354.1 Campbell Buchannan

Two meetings with FPC have taken place since the last FPC meeting.

At the first meeting Campbell Buchannan revealed new plans showing:-

- The new school has been move to a new proposed site.
- 180 new houses which CBC had asked them to include to help change the school from a one form entry to a two form entry.
- A Gastropub.

After looking at the plans FPC initial comments were:-

- A shop would be required to take the pressure off parking and traffic around Tesco.
- Changing rooms would be required for the G3 pitch if it was for the use of the local community.

At the second meeting Campbell Buchannan revealed new plans showing:-

- The Gastropub was moved and a shop was on the front.
- Changing rooms with the G3 pitch.

Campbell Buchannan also advised FPC that the residents on Hitchin Road had been consulted and were all happy to move. FPC has since learned this was not the case and that the developers had put a Gastropub on the plans where their homes were before even having a discussion with them. Campbell Buchannan has offered the residents one sum to share out themselves. The residents have advised FPC they do not wish to move.

At both meetings FPC tried to find out what came first – the school or the houses, but were never given an answer. Had FPC been involved earlier FPC would have asked if a new school was required and if this was the best site but unfortunately it is too late for these questions now. The school will be topped up initially with children from Green Acres to prevent it from being empty whilst the new houses are being built.

FPC made the point that at rush hours, traffic is at a standstill on Hitchin Road going into Letchworth and tails back to Fairfield. In the opposite direction there is a queue from Eliot Way to the A507 roundabout. The addition of 500 vehicles (minimum) will make the road impossible.

FPC requested that Campbell Buchannan proved that the 3G pitch will be for community use.

354.2 CBC Education Officer

FPC asked what future places will be available in terms of middle and upper schools. CBC advised there is enough space on Etonbury to develop it to both a middle and upper school. Consultation for extra 300 places at Etonbury has already started.

FPC asked CBC if they were aware of running and managing costs of a 3G pitch. FPC explained it was not cheap and there was only a life span of 10-15 years.

355 Planning Applications

355.1 CB/16/01034/FULL 41 Palmerston Way

Loft conversion to include pitched roof dormers to front and rear elevations.

FPC has no objection to this application other than conditions are that all materials are to match existing bricks and windows.

- 355.2 CB/16/01257/FULL 167 Hitchin Road
Erection of a new 2 storey house adjacent to 167 Hitchin Road.
Councillors Bidwell, Hanks and Mitchinson to draft FPC's comments. **Action: CB/NH/PM**

356 Planning Decisions

- 356.1 None received.

357 Finance

- 357.1 Bank Account – All councillors had been circulated with details of Unity Trust and it was agreed that FPC would not open a new bank account as Unity Trust was low risk.

- 357.2 Risk Assessment – All councillors had been circulated with an updated risk assessment and this was agreed.

- 357.3 Financial Regulations – All councillors had been circulated with an updated regulations and these were agreed to be adopted.

- 357.4 Insurance – It was agreed to renew insurance with Came and Company. The contract agreed with PJ Livesey required FPC to insure Livesey's part of West Orchard against third party incidents. FPC policy covers any property or land that FPC own or is responsible for so it automatically kicks in for new property or land. FPC Public Liability is up to £10 million. The clerk to check that £10 million is sufficient. **Action: KH**

- 357.5 Bowls Club Grant Application for a new lawnmower.

Following a discussion it was

RESOLVED

That FPC would purchase a new lawnmower for the bowls club to the value of £5,575 + vat less any donations received from local businesses (expected £1,000).

REASON

To assist the Bowls Club to improve and maintain the bowls green to allow residents of Fairfield to take part in the sport of lawn bowls.

The clerk to liaise with the bowls club and order the lawnmower. **Action: KH**

- 357.6 Receipts and Payments

Councillors were provided with payments totally £3,487.31 and receipts totally £44,577.96 and a transfer of £250 to alto. It was

RESOLVED

That all monies on the payments list be paid, transfer to alto and receipts be noted.

358 Correspondence

- 358.1 Resident – Request for more litter bins. Until the land transfer goes through this is not FPC land so cannot discuss it at this stage.

- 358.2 FHMC / FHH – Request for additional lighting alongside Cricket Club. Until the land transfer goes through this is not FPC land so cannot discuss it at this stage. FPC is to look at the new solar lights to be used for West Drive as they will be a new light from Scandinavia which only points 180 degrees compared to 360 for standard lights.

359 Any other business

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

359.1 On Friday there was a serious case of fly-tipping in West Orchard. CBC would not remove this as it was not on their land. Fortunately, former Councillor Geoff Smith and some residents of Middlemarch kindly offered to clear this up. They went through all the rubbish but were unable to trace any names or addresses. A letter of thanks will be sent to them from FPC. At the May meeting FPC will discuss how to remove future fly-tipping.

360 Date of next meetings

360.1 The next Parish Council meeting will be the Annual Meeting and will be held on Thursday 12th May 2016 at 7.30 pm.

Meeting closed at 9.20 pm