

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 8th September 2016 at 7:30 pm

Councillors present: P Mitchinson (Chairman), C Bidwell, B E Dack, 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 Member Councillor S Dixon and two members of the public.

97 Apologies for Absence

97.1 Apologies were received from Ward Member Councillor B Saunders.

98 Disclosures of Interest and Dispensation requests

98.1 Councillor Dack declared an interest in agenda item 7 (minute reference item 103.1) as he is a Trustee for the Community Hall. He would remain at the meeting with the same rights as a member of public but would not take part in the discussion or have a vote. No other disclosures of interest and no requests for dispensation were received.

99 Council Minutes

99.1 Minutes of the meeting held on Thursday 14th July 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.

100 Public Participation

100.1 No members of the Public requested to speak.

101 Police Report

101.1 The Local Policing Community Engagement Team visited Fairfield on Wednesday 10th August 2016 between 1200 – 1500 hours. Operation Beneke is the team's commitment to meet the specific need and concerns of both the community and the Parish contacts. The Police aim to periodically visit each of our 101 Parish areas to provide Community Contact and Engagement whilst offering practical Crime Prevention and Home Security Advice. These visits will also enable the Police to promote various Watch Schemes and where possible work with partner agencies. Any specific Community/Parish concerns will also be identified and tackled either on the day or afterwards.

During the time in Fairfield the Police spoke at length with the Chairman of the Parish Council which was extremely useful, our mobile police station was situated outside the Tesco store and children's park. Numerous items of Crime Prevention devices were issued including door and window chimes, vehicle index plate security screws, light times switches and purse bells. Several Home Security and Crime Prevention information packs were also issued.

Visible police foot patrols were carried out throughout the site offering engagement opportunities. One vehicle identified as possibly abandoned on Dickens Boulevard was checked and found to be without tax and was then marked with a 7 day notice which alerts the local authority that after that period it can be removed.

Speed Enforcement was carried out in Dickens Boulevard between 1245 – 1305 following concerns of speeding vehicles in this area, with 13 vehicles passing this checkpoint, all of whom were driving within the speed limit.

Between 1410 and 1500 the team moved the operation to Fairfield Hall where concerns raised about St Luke's Church were addressed. This property was found to have an insecure Crypt which was attracting the attention of youths in particular. Officers found 5 youths in the vicinity of this Church on 31st July 2016 and their parents have now been contacted advising them of the dangers of their children frequenting this area. On 11th August 2016 Sergeant Kidd wrote to the owner of this property advising him of the insecurities of his building and the dangers this posed both to the building itself and the danger of injury to children who may frequent this church.

The Police will endeavour to return to Fairfield again in the coming weeks/months with Operation Beneke.

102 Central Bedfordshire Council Ward Members Report

102.1 The Local Plan is continuing and the next phase is due for publication December 16. CBC is working towards adopting the Plan Q1 2018/19.

102.2 A Level results were similar to last year. However, GCSE results showed a significant improvement on last year's results.

102.3 Royal Mail has advised that the postal address should read 'Fairfield, Stotfold, Hitchin, Hertfordshire' as without the inclusion of Stotfold there could be chaos in the sorting office. FPC did not agree with this and 'Fairfield, Hitchin, Hertfordshire' is the preferred option and should not cause a problem in the sorting office as the postmen use the postcode to sort. It was agreed that Councillor Dixon would request Royal Mail escalate this issue. **Action: SD**

102.4 Update on Fairfield Smell

- Small number of diary sheets have been returned by residents. CBC is expecting more to be returned and these are very important to forming a robust evidence base for any enforcement action that we take in the future. CBC has been analysing these to establish trends and patterns i.e. Wind direction correlations etc.
- Officers are continuing to undertake proactive monitoring visits to the area to gather evidence of odour impacts i.e. Location, strength and duration. CBC will be liaising with NHDC regarding monitoring that they may take in their district as we believe their nearest residents may be even more adversely affected.
- CBC has requested technical information about changes in processes and odour management best practice from Anglian Water (AW) but this has not been forthcoming as yet.
- CBC will be looking to arrange a meeting with AW, NHDC and CBC in the next few weeks to review the situation and discuss what AW's long-term odour management strategy will be.
- CBC understand that the original odour masking equipment has been replaced by a Blood hound system that has been installed by AW on site
- Councillor Dixon may contact NHDC opposite number & The RT Hon Alistair Burt, MP to get their support where deemed appropriate/necessary.
- CBC to get expert advice on works that can be undertaken to abate odour. This may be important should it be deemed necessary/appropriate to take formal enforcement action in the matter i.e. Service of an abatement notice under the Environmental Protection Act 1990. This action will only be taken where we feel we have sufficiently robust evidence to defend any appeal etc.
- Councillor Dixon to attend meeting with AW.
- Councillor Dixon to update post Parish Council meeting this week.

To update FPC website with this information. **Action: KH**

103 Community Hall Rent

103.1 Councillor Dack removed himself from this discussion as he had declared an interest in agenda item 2 (minute reference 98.1). FPC uses the hall for regular meetings and ad hoc meetings, has storage facilities and has an agreement that the Hall is always available on Thursdays evenings if required. It was therefore agreed that £2,400 pa for rent is good value.

104 Parking at Kipling Crescent

104.1 Planning decision expected in September. Councillor Hanks has received two quotations and is awaiting a third one. If planning permission is granted it was agreed the clerk to write to FRL for permission to do this on their land and discuss future maintenance. **Action: KH**

Quotations and project management to be discussed at October meeting.

105 Neighbourhood Plan

105.1 All councillors had been circulated the responses to the issues noted during consultation. The comments were discussed and subject to agreement of wording FPC approved the document for final submission. It was agreed that the NHP time period would be 10 years. Councillors Mitchinson and Hanks to circulate final wording for agreement. **Action: PM / NH**

106 Ground Maintenance

106.1 FPC met with Bob Lever, BRCC, CBC and invited residents on 20th July and had a tour of the orchards to discuss future maintenance options. Richard Lawrence, BRCC agreed to complete a maintenance and development plan and will present this at the October meeting. The clerk to ask for the plan by 4th October so that all it can be circulate to all councillors prior to the meeting. **Action: KH**

East Orchard – Brambles have been cut down and path has been cut. No further work required at the moment.

West Orchard – It was agreed for MBS to cut the grass and brambles at a cost of £230 + vat immediately after the Apple Day on 3rd October. The clerk to place the contract. **Action: KH**

107 Apple Day

107.1 A budget of £500 was agreed.

108 Solar Panels

108.1 CBC has advised that the installation of solar panels on a dwelling house or a block of flats or a building situated within the curtilage of a dwelling house or a block of flats can form permitted development under Schedule 2, Part 14, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) subject to compliance with the relevant limitations and conditions of that class.

109 Lights on footpath alongside cricket pitch

109.1 It was agreed to accept just two quotations for this work as FPC had not be able to obtain a third quotation and the two quotes received were very close in price. Following a discussion, it was agreed to place the contract with Falco on condition the delivery and installation time was acceptable and FPC receives permission from the cricket club.

The clerk to seek permission from the cricket club and place contract if this is received. **Action: KH**

Councillor Bidwell to meet with contractor and oversee works. **Action: CB**

110 Bedfordshire Day

110.1 FPC discussed the request to purchase a Bedfordshire Flag to fly on Bedfordshire Day and it was agreed not to purchase a flag.

111 Dog Fouling

111.1 All landowners' approvals are now in place. FPC to agree at October meeting what areas of land it want which orders on place for and how many signs. **Action: All**

112 Christmas Tree Lights

112.1 Councillor Bidwell to produce risk assessment before December. **Action: CB**

113 Pix Brook Academy

113.1 FPC has sent a letter to Bemat supporting the proposal.

114 Parking around the School

114.1 FPC to arrange a meeting with the school once the school the agreed information on the lollipop person. **Action KH**

115 Flies around Fairfield

115.1 FHMC is changing its waste management scheme from a compactor to the use of bins and this should happen end September / beginning October.

116 20mph speed limit

116.1 Works scheduled for completion October 2016. Estimate is £6,600 which FPC agreed in principal 9th June 2016 item 47.1

117 Western bridleway path

117.1 FPC is awaiting firm proposals from BRCC and will advise residents once these are known.

118 Leisure Strategy Document

118.1 Revised 'Fairfield Parish Open Spaces' documents has been received and circulate. FPC to send the amended document to Lisa White, CBC. **Action: KH**

119 Allotments, Recreation Space and Cemetery

119.1 Councillor Dack to draft a proposal for FPC to discuss at a future FPC meeting and agree future action. **Action: BD**

120 Section S106 outstanding matters and allied areas

120.1 PJ Livesey has agreed that the land can be transferred and the complete date for the transfer has been agree as 5th October 2016. Following a discussion it was

RESOLVED

That FPC will take ownership of land owned by PJ Livesey (Land Registry BD277621).

REASON

To protect and maintain the orchards.

As per standing orders, two Councillors to sign the Deed, witnessed by the clerk.

Action: PM / BD / KH

120.2 FPC has heard nothing from Hotbed solicitors regarding the land transfer that was agreed November 2015. Concern was expressed about spending further money on land not owned by FPC. This concern was noted but there was also concern about not maintaining the orchards. Future maintenance of the orchard is being discussed at October meeting.

121 Arlesey Neighbourhood Plan

121.1 FPC had no comments.

122 Planning Applications

122.1 **CB/16/02477/FULL East Lodge, Hitchin Road
New garage/workshop with annex accommodation – footprint reduces, eaves height increased and dormers added to the previously approved application CB/14/01390/FULL.**

FPC had no objections to the basic principle of the application other than conditions are that all materials are to match existing bricks and windows.

122.2 **CB/16/02817/FULL 25 Dickens Boulevard
Two story rear extension.**

FPC objected to the proposals on the basis of insufficient parking provision. The proposals increase the number of bedrooms at a property where the number of off street spaces is already below CBC minimum standards and on street parking is at a high level of stress. CBC parking standards clearly set out that an increase in bedrooms is connected with an increase in parking demand. This property is understood to only benefit from one off street parking space (on the basis that the garage for the property is understood to be below the minimum size required by CBC to be counted as a parking space.) The property therefore already has a lower level of parking provision than is required by CBC standards, therefore to increase the property size and the number of bedrooms without increasing parking provision would be contrary to local planning policy and could be detrimental to highway safety and the free flow of traffic.

122.3 **CB/TRE/16/00241 Land at locations within Fairfield Park
Works to various trees protected by a Preservation Order.**

FPC had no comments to make.

122.4 **CB/16/01551 Land South of Bowling Green Fairfield
Creation of hard surfaced car parking area for up to 14 vehicles.**

FPC supported the application.

122.5 **CB/16/02957/FULL 23 Livingstone Way
Two storey side extension with internal alterations and orangery extension to the rear.**

FPC has some concerns with regard the potential impact upon TPO'd trees and ask that CBC ensure that issue is fully investigated prior to the application being decided. While the additional living space may result in an increased level of parking demand, the property is not in an area of Fairfield which suffers from a particularly high level of on street parking stress and as such we have no objection on parking grounds.

FPC do request that a condition is included that stated all materials are to match existing bricks and windows.

122.6 **CB/16/03182/LB Fairfield Hall
Listed Building: installation of roof window in order to facilitate access to hidden roof gully for cyclical maintenance of drainage outlets. Proposed area of roof is pitched and clad in slate tiles. Access to internal roof space is available via internal roof hatch**

122.7 **CB/16/03912/FULL Land to the north of 165 Hitchin Road
Residential development of two, three bedroom semi-detached dwellings with associated access, parking and landscaping on land formerly used as a builders yard.**

122.8 Pre Planning Application consultation - Care home development at Former Pig Unit, Hitchin Road.

- 122.9 **CB/16/01257/FULL Site at 167 Hitchin Road**
Appeal has been received and FPC may make comments or modify/withdraw previous comments by 12th September.

123 Planning Decisions

- 123.1 CB/15/04320/OUT Land to the rear and side of East Lodge, Hitchin Road.
Outline Application: 18 No. dormer bungalows on area of open land.
CBC granted outline permission 29th July 2016.
- 123.2 CB/16/02299/FULL 38 Heathcliff Avenue
Single storey rear extension
CBC granted full planning permission 22nd July 2016.
- 123.3 CB/16/02817/FULL 25 Dickens Boulevard
Two story rear extension.
CBC granted full planning permission 23rd August 2016.

124 Finance

- 124.1 Receipts and Payments
Councillors were provided with receipts totally £49,464.10 payments totally £6,416.24 and a transfer of £250 to prepaid credit card. It was
RESOLVED
That all monies on receipts list be noted, the payments be paid and the transfer be made.

125 Correspondence

- 125.1 CBC – Changes to CBC's legal Service Arrangements.

126 Date of next meeting

- 126.1 The next Parish Council meeting will be held on 13th October 2016 at 7.30 pm

Meeting closed at 9.16 pm