

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 6th July 2017 at 9:20 pm

Councillors present: C Bidwell (Chairman for the part he was in attendance), B E Dack (Chairman when CB left the meeting), P Daffarn, S Foster, 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.

63 Apologies for Absence

63.1 Apologies for absence were received from Ward Member Councillor B Saunders.

64 Disclosures of Interest and Dispensation requests

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

65 Council Minutes

65.1 Minutes of the meeting held on Thursday 1st June 2017 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.

66 Update on Letchworth Sewage Works

66.1 Prior to this meeting, there was a Public Meeting with eight Anglian Water representatives, Ward Member Councillor Dixon and two representatives of CBC and fifty-seven members of the public. The Rt Hon Alistair Burt had intended to come but unfortunately had to send his apologies. Residents expressed their anger and lack of confidence in AW and asked them many questions. Notes of these minutes will be available.

67 Public Participation Session

67.1 No member of the Public requested to speak.

68 Central Bedfordshire Council Ward Members Report

68.1 Draft Local Plan – This is open for consultation from Tuesday 4th July 2017 for a period of eight weeks until 5 pm on Tuesday 29th August. Councillor Dixon stressed the importance of supplying evidence with comments and to encourage residents to attend the drop in sessions and give feedback at them. FPC should also consider what Fairfield will require if any of the plans go ahead. There is a drop in session at Arlesey Village Hall on 26th July between 2 pm and 8 pm. It was agreed to request CBC hold a drop in session in Fairfield Community Hall at the beginning of August. Councillor Dixon to advise available dates. **Action: SD**

- 68.2 Street Lights – These have been reported to CBC.
- 68.3 Broken bollards on Hitchin Road – These have been reported these to CBC. Two have been replaced and two will be replaced shortly.
- 68.4 Bollard on Dickens Boulevard – This has been knocked down again. Councillor Dixon to ask CBC to look at alternatives. **Action: SD**
- 68.5 Damage to Eliot Way/ Hitchin Road roundabout – Councillor Dixon has reported this to CBC.
- 68.6 Speed Watch – Councillor Dixon to supply training dates. **Action: SD**
- 68.7 Hall Completion Certificates – Nothing new to report.

69 Neighbourhood Plan

- 69.1 FPC received the Inspectors report on the Neighbourhood Plan and following a discussion It was

RESOLVED

To agree to accept all of his recommendations and amend the plan accordingly.

REASON

To complete the Neighbourhood Plan and CBC to arrange the Referendum.

It was noted that the grounds around the old chapel had originally been included in the Green Infrastructure Plan but had been removed at the request of Directors of FHMC.

Councillor Dack to make the amendments and advise CBC. **Action: BD**

70 Bronte Avenue Trees

- 70.1 Between meetings FPC has requested MBS lift the trees are uplifted so allowing resident full vision when coming out of their driveways. It was

RESOLVED

That MBS will do the work, subject to permission from CBC, at a cost of £865.00.

REASON

- **For health and safety reasons.**
- **MBS offered a quotation that was considered best value.**

Work is scheduled for week commencing 7th August 2017.

71 Maintenance Contract

- 71.1 Following a discussion it was

RESOLVED

That FPC would award MBS the maintenance contract for one year with a break clause stated the contract can be terminated at any point with 28 days' notice. Certain areas may be terminated sooner if the land is transferred to FHMC as they will take responsibility for the maintenance.

REASON

- **To keep the same contractor as FPRA for maintenance around Fairfield for cost and practical reasons.**
- **MBS still offers best value.**
- **MBS offer a good level of service.**

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

71.2 Following a discussion it was

RESOLVED

That FPC would award MBS the gritting contract for one year once FPRA and FPC have agreed how to split the costs.

REASON

- **To keep the same contractor as FPRA for gritting around Fairfield for cost and practical reasons.**
- **MBS still offers best value.**
- **MBS offer a good level of service.**

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

72 Orchards

72.1 It was agreed to ask Bob Lever to carry out survey of all fruit trees in September so that FPC can obtain permission from CBC for tree work and plan proposed works.

72.2 It was agreed to ask MBS to remove old timber piles. **Action: KH**

73 Apple Day

73.1 A budget of £500 was agreed for Apple Day 2017. (This was allocated in 2017/18 budget).

74 Hitchin Road - Kingsley Avenue junction and Eliot Way roundabout

74.1 It was agreed to ask CBC to put keep clear white chequered markings at the Kingsley Avenue junction and the Eliot Way Roundabout to encourage drivers to keep these areas clear so other drivers can enter and exit Kingsley Avenue and Eliot Way easily during peak times and whilst the traffic lights are operational. **Action: KH**

75 Christmas Lights

75.1 Councillor Daffarn confirmed the school was interested in decorating the roundabout and she will speak to them in September. Budget to be agreed at the September meeting.

76 Grant application from 1st Fairfield Park Scout Group

76.1 Following a discussion it was

RESOLVED

That FPC would pay one year's rent of the Community Hall to the value of £1,462.50

REASON

To support leisure activities for the youth.

The clerk to liaise with the Scout Group. **Action: KH**

77 Grant application from Fairfield Youth Centre

77.1 Following a discussion it was

RESOLVED

That FPC would pay one year's rent of the Community Hall to the value of £1,462.50

REASON

To support leisure activities for the youth.

The clerk to liaise with Fairfield Youth Centre. **Action: KH**

78 Request for a Splash Park

78.1 FPC discussed the request for a splash park in Fairfield to bring the community together. Although FPC thought it was a lovely idea it could not proceed with this suggestion at the moment due to costs and lack of available land.

79 Request for improvements to foot/cycle path on Hitchin Road

79.1 FPC discussed the concerns regarding the foot/cycle path along the Hitchin Road. The overhanging tree hedge branches and under growth overhanging the path in both directions has been reported to CBC and HCC.

80 Transfer of land from Hotbed Investments

80.1 Councillors Bidwell and Hanks met with Colin Chatfield (Chairman of the Directors of FHMC) and Stephen Hyde (Director of FHMC) on 5th July. FPC explained that it wished to keep the transfer as simple as possible without changing boundaries. FHMC's main objective was to keep trees and protect screening. FPC explained that many trees had TPOs and it had no intention of removing anything apart from the unsightly bramble. FHMC was still concerned as FPC could change their minds at any point in the future. Following a discussion it was agreed that FPC would propose to Hotbed that the boundaries remain unchanged but a suitably worded clause was added to protect the trees by stating that FPC and FHMC would have to agree all future tree removal. **Action: CB / BD**

81 Parking and safety issues around the school

81.1 Councillor Hanks is awaiting a response from CBC. Councillor Dixon to chase up. **Action: SD**

82 Fairfield Clean-up Day

82.1 The clean-up day was held on Sunday 11th June which sufficient volunteers to tidy up the large areas. Whilst they were not horrified by their rubbish haul, they still managed to fill about a dozen large waste bins.

83 Annual Report

83.1 The annual report is available on FPC website.

84 Planning Applications

84.1 CB/17/02007/FULL 24 Heathcliff Avenue

Single storey rear 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.

84.2 CB/17/01870/FULL 6 Gladstone Drive

Single storey rear extension and 1st floor rear/side extension. Insertion of new roof window to existing loft room.

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.

84.3 CB/17/02172/FULL 7 Bronte Avenue

Single storey rear 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. FPC is concerned in particular that the roof tiles are not matching and requests that they do.

- 84.4 **CB/17/02224/FULL 50 Heathcliff Avenue**
Single storey rear 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.
- 84.5 **CB/1702165/FULL 155 Hitchin Road**
Erection of two storey extension to rear, erection of gable roof to replace various roofs, external stainless steel flue on side elevation, portico over rear elevation door, alterations including replacement windows and rendering of property walls and removal of chimney.
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.
- 84.6 **CB/17/022489/FULL 10 Shaftesbury Drive**
Proposed ground and first floor rear extensions
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.
- 84.7 **CB/17/02509/FULL 1 Franklin Place**
Single storey rear/side extension, single storey extension to other side and rear porch.
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.
- 84.8 **CB/17/02140/FULL Land adjacent to 161 Hitchin Road**
Residential development of four, three bedroom semi-detached dwellings with associated access, parking and landscaping on land adjacent to 161 Hitchin Road.
FPC has no objections to the basic principles of this application however we FPC does request them to provide vehicle swept path analysis to illustrate that all parking spaces can be accessed independently plus plans to illustrate the visibility splays from each access can be achieved within the highway boundary.
- 84.9 **CB/17/02554/FULL 159 Hitchin Road**
New covered raised patio area, steps and planters.
FPC has no objections to this application
- 84.10 **CB/17/02388/FULL 22 Dickens Boulevard**
Proposed single storey rear 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.
- 84.11 **CB/17/02627/FULL 95 Bronte Avenue**
Single storey rear extension with wood burning flue concealed as brick chimney.
Beyond a slight concern that the extension removes most of the garden, Fairfield Parish Council has no objections to the basic principle of the application other than conditions are that all materials are to match existing bricks and windows.

85 Planning Decisions

- 85.1 **CB/17/01475/FULL 81 Bronte Avenue**
External alterations to include, insertion of new windows to ground floor hall (front elevation), new external door from new utility room (side elevation), insertion of new glazed doors and projecting glass structure, new conservatory and conversion of existing garage into a personal gymnasium space.
CBC granted full planning permission 25th May 2017
- 85.2 **CB/17/01482/FULL 31 Copperfield Close**
Single storey rear extension.
CBC granted full planning permission 1st June 2017
- 85.3 **CB/17/00002/FULL 4 Brunel Walk**
Single storey rear extension.
CBC granted full planning permission 2nd June 2017

- 85.4 **CB/17/01620/FULL 6 Brunel Walk**
Single storey rear extension.
CBC granted full planning permission 2nd June 2017
- 85.5 **CB/17/02007/FULL 24 Heathcliff Avenue**
Single storey rear extension.
CBC granted full planning permission 15th June 2017
- 85.6 **CB/17/01870/FULL 6 Gladstone Drive**
Single storey rear extension and 1st floor rear/side extension. Insertion of new roof window to existing loft room.
CBC granted full planning permission 13th June 2017
- 85.7 **CB/17/02172/FULL 7 Bronte Avenue**
Single storey rear extension.
CBC granted full planning permission 16th June 2017
- 85.8 **CB/17/02224/FULL 50 Heathcliff Avenue**
Single storey rear extension.
CBC granted full planning permission 21st June 2017

86 Finance

86.1 Payments

To whom	Description	Total
Katrina Henshaw	May wages	£515.48
HMRC	May Tax	£129.00
EE	Mobile phone	£46.09
Lexis Nexis	Local Council Administration book	£75.60
Total		£766.17

It was

RESOLVED

That payments of £766.17 be paid.

86.2 Summary of Q1 expenditure

	Budget 2016/17 bf	Budget 2017/18	Additional Income	Money Spend	Money Remaining
Administration	£ 3,897.89	£ 20,000.00	£ -	£ 7,849.45	£ 16,048.44
Recreation & Public Lands inc Artefacts	£ 56,609.15	£ 17,904.00	£ -	£ 7,272.22	£ 67,240.93
Orchards	£ 11,591.30	£ 18,000.00	£ -	£ 285.00	£ 29,306.30
Apple Day	£ 350.04	£ 500.00	£ -	£ -	£ 850.04
PP / NHP	£ 25,703.02	£ -	£ -	£ -	£ 25,703.02
Cemetery	£ 10,000.00	£ 10,000.00	£ -	£ -	£ 20,000.00
Parking	£ 49,902.50	£ 16,000.00	£ -	£ -	£ 65,902.50
Grants	£ 15,850.63	£ 7,000.00	£ -	£ -	£ 22,850.63
Reserves	£ 30,000.00	£ -	£ -	£ -	£ 30,000.00
Interest	£ 855.75	£ -	£ -	£ -	£ 855.75
Vat	-£ 1,005.48	£ -	£ 1,005.48	£ 1,567.82	-£ 1,567.82
Total	£ 203,754.80	£ 89,404.00	£ 1,005.48	£ 16,974.49	£ 277,189.79

87 Correspondence

- 87.1 **BAPTC** – Annual General Meeting 19th October 2017.
- 87.2 **Consulo Limited** – Emerging proposals for a Crematorium at Wilbury Hills. It was agreed no action was required at this time.
- 87.3 **Arlesey Town Council Archive Group** – Arlesey Fete 2nd September 2017. It was agreed FPC will exhibit artefacts. Councillor Jones to coordinate. **Action: SJ**
- 87.4 **Friends of Bedfordshire** – Bedfordshire Day 28th November 2017. It was agreed no action was required at this time.

88 Any other business

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

- 88.1 Councillor Dack advised that the last snagging item on Community Hall had been completed. Linden Homes will now ask FPC surveyor to complete his report. If he is satisfied with all the works FPC will be asked to proceed with the transfer.
- 88.2 Councillor Foster reported that the PTA had recently held a very successful picnic and cinema event where £3,100 was raised. They will be looking to organise a bigger event next time so will ask CBC if any additional licenses will be needed and will apply to FPC for a grant if anything is required.

89 Date of next meeting

- 89.1 The next Parish Council meeting will be held on 14th September 2017 at 7.30 pm

Meeting closed at 10.30 pm