

## Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 7<sup>th</sup> September 2017 at 7:30 pm

**Councillors present:** C Bidwell (Chairman), B E Dack, P Daffarn, S Foster, 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 nine members of the public.

### 90 Apologies for Absence

90.1 Apologies for absence were received from Councillor N P Hanks (work commitments) and Ward Member Councillor B Saunders.

### 91 Disclosures of Interest and Dispensation requests

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

### 92 Council Minutes

92.1 Minutes of the meeting held on Thursday 6<sup>th</sup> July 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.**

### 93 Public Participation Session

93.1 One member of the Public (Chairman of Directors of FHMC) requested to speak on item 5.2 of the agenda Hall Completion Certificates (item 94.10 of the minutes).

The Chairman of Directors of FHMC stated they had not received any updates from Councillor Dixon since 5<sup>th</sup> July 2017 and requested that Councillor Dixon formally write to the Directors before their AGM on 19<sup>th</sup> October 2017 so they could update the leaseholders. He asked if completion certificates would ever be issued.

### 94 Central Bedfordshire Council Ward Members Report

94.1 Letchworth Sewage Works – A plan has been issued showing the 28 monitoring points.

94.2 Road Crossing Officer – It is hoped she will start next week.

94.3 Street Lights – These are still not working and CBC is reviewing the current process for faults.

94.4 Broken bollards on Hitchin Road – Councillor Dixon will meet Nick Carofalo, CBC on site to discuss.

94.5 Bollard on Dickens Boulevard – Councillor Dixon will meet Nick Carofalo, CBC on site to discuss alternative solutions as the post keeps being knocked down.

- 94.6 Damage to Eliot Way/Hitchin Road Roundabout – Councillor Dixon will meet Nick Carofalo, CBC on site to discuss.
- 94.7 Trees at the end of Hardy Way (between Cemetery and West Drive – Councillor Dixon confirmed these are owned by CBC so CBC will maintain them.
- 94.8 CCTV – Councillor Dixon advised that it had been suggested several parishes (Fairfield, Henlow, Langford, Clifton and Stondon) consider purchasing a mobile CCTV. FPC confirmed it would be interested in this suggestion.
- 94.9 Speed Watch – Three sites have been approved by Police. Whilst Councillor Dixon and Ken are happy to start the scheme they would appreciate some support from residents. The next training session is Saturday 21st October at 10.00am and any potential volunteers are encouraged to attend it.
- 94.10 Hall Completion Certificates – CBC is still examining ways to get a meeting with PJ Livesey to agree how to complete the outstanding works so Completion Certificates could be issued. CBC is looking to see if qualified certificates could be issued as it will not be practical to do the acoustic tests now all properties are occupied. However, other issues (sewage, gas and electric) would still need to be resolved. Councillor Dixon will continue to try and get a meeting with PJ Livesey as without this meeting it is very difficult to move closer to Completion Certificates being issued. Councillor Dixon will write to the Directors of FHMC with an update.  
**Action: SD.**
- 94.11 Royal Mail – The consultation for a change of address has started and residents should have all received letter.
- 94.11.1 CBC Children Services – All Councils undergo an inspection process to ensure that services for children are rigorously monitored and that children are being effectively safeguarded. Ofsted inspected Central Bedfordshire Children’s Services in June 2017. The overall rating for Children’s Services in Central Bedfordshire is ‘Good’. The outcome of the inspection places Central Bedfordshire in the top 31% nationally and one of only four out of eleven Councils in the region graded as Good.
- 94.12 Fairfield Lower School – Fairfield Park Lower School’s governing board was joint winners with Greenwich’s Millennium Primary School and Sir John Barrow School, in Cumbria for a national award for outstanding governance. It was agreed that FPC would write to the Head of Governors and Headteacher to congratulate them on this success. **Action: KH**
- 94.13 Home to school / college travel assistance consultation – This consultation has been extended until 18<sup>th</sup> September 2017.

## 95 Lower Wilbury Farm

- 95.1 It was agreed that FPC has no objections to the revised drawings submission.

## 96 Road name for new road to New lower school

- 96.1 CBC has advised that as there is a Lewis Lane in Arlesey, Lewis Carroll Way is unacceptable. FPC agree to propose Victoria Way. **Action: KH**

## 97 Community Sensory Garden

- 97.1 FPC discussed the request from a resident to use the suggested goodwill gesture from Anglian Water for a lockable water standpipe for the Community Sensory Garden and it was agreed to defer any decision on how to spend this suggested goodwill gesture until full details are known. In the meantime it was suggested that the resident speaks to the bowls club. **Action: CB / BD**

## 98 Orchards

- 98.1 Following a discussion it was agreed to accept MBS quote of £300.00 to remove old timber piles. **Action: KH**
- 98.2 Following a discussion it was agreed in principal to purchase new trees and to agree to hold discussions with Bob Lever and Colin Carpenter to what they should be. **Action: PD/SJ/BD/CB**
- 98.3 The Project Brief has been circulated to all Councillors. CBC has appointed Wendy Briggs to develop Public Arts in the Orchards and she will have a stall at the Apple Day. Wendy plans to involve the school and local residents.

## 99 Apple Day 2017

- 99.1 The Apple Day is on Saturday 30<sup>th</sup> September. The budget is £850.04 (£350.04 b/f from 2016 and £500 from 2017/18 budget).

## 100 Road Markings on Kingsley Avenue and Eliot Way

- 100.1 CBC has advised that FPC will need to make an application to the RMF stating the issue (not the solution) that has arisen and needs to be dealt with. CBC will be sending out the applications details for the RMF during Q3 of this financial year. Once CBC have received the application they will consider it alongside the other applications and allocate this into the highways capital programme for next year and future years. FPC agreed to make this application once details are received.

## 101 Parking and safety issues around the school

- 101.1 Councillors Bidwell and Hanks met with CBC to discuss the proposed schemes. Again FPC will need to make an application to the RMF and even if approved could take four years. Councillor Dixon to establish if the timeframe is quicker if FPC is funding and managing the project itself. **Action: SD**

## 102 Christmas Lights

- 102.1 Following a discussion it was agreed to hire 8 Flocon D'or Motifs to decorate the lampposts around urban park at a cost of £2,440.00 + vat. **Action: PD / KH**
- 102.2 The school is interested in helping decorate the tree. The clerk to obtain a quote from MBS for a cherry picker and man to help put the decorations up in December. **Action: KH**
- 102.3 FPC will use last year's lights to decorate the tree in urban park.

## 103 Meeting with Bedfordshire Police

- 103.1 Councillor Bidwell attending this meeting where there was an update on local policing. The main concerns were speeding so Bedfordshire Police will continue to promote Speed Watch. Abandoned vehicles were also mentioned and the Chief Inspector stated that if there is consent from the landowners the Police will remove all abandoned / scorned / untaxed / without mot vehicles from their land. Following a discussion it was agreed to write to Scanlans and FHMC Directors to ask them to write to all landowners on unadopted roads to seek their agreement to have all abandoned / scorned / untaxed / without mot vehicles removed from their land. **Action: KH**
- Councillor Dixon advised that the new Community Safety Accreditation Scheme may also be able to assist in this matter and he agreed to find out more details. **Action: SD**

#### **104 Grant request from Fairfield Bowls Club**

104.1 Following a discussion it was

##### **RESOLVED**

**That FPC would purchase a 2<sup>nd</sup> hand aerator from RT Machinery at a cost of £2,375.00 + VAT and gift it to the bowls club.**

##### **REASON**

**To continue the maintenance of the Bowls Green and to support the volunteers who do the maintenance.**

The clerk to liaise with the Bowls Club. **Action: KH**

#### **105 Grant request from Fairfield Bowls Club**

90.1 Following a discussion it was

##### **RESOLVED**

**That FPC would award a grant of £1,562.42 towards the cost to replace the banking and the footpath on the edge of the east side of the green. The wooden banking along the ditch between the edge of the footpath and the green has broken away, making very dangerous state of repair. The path itself is cracked and breaking up.**

##### **REASON**

**To continue to support this leisure activity.**

The clerk to liaise with the Bowls Club. **Action: KH**

#### **106 Fairfield Bowls Club**

106.1 The bowls club is applying to CBC for planning permission for a proposed extension and it was agreed in principle that FPC support this proposal providing it meets the Design Statement of the Neighbourhood Plan.

#### **107 Business Cards**

107.1 Following a discussion it was agreed to purchase 100 business cards (50 with Chairman and 50 blank) at a cost of £40 for the artwork and £11.80 for the printing. **Action: KH**

#### **108 Artefacts**

108.1 It was agreed to loan the Artefacts to Arlesey Town Council Archive Group providing a member of FPC is present at all times and FPC's insurance covers the event. **Action: SJ**

108.2 It was agreed to thank Neil Jones for photographing and cataloguing all the artefacts as he has done an excellent job. **Action: KH**

108.3 It was agreed to print cards for individual artefacts for when they are on display at the book launch on 5<sup>th</sup> October. A Budget of £100 was agreed. **Action: BD**

#### **109 Weed Spraying and Road Cleaning by CBC on adopted roads**

109.1 CBC has advised that the next weed spray is due early September (this is the final one for the year).

109.2 CBC did a street cleanse this week for the roads that are adopted – this includes mechanical sweeping and manual cleansing. This is carried out on a six weekly rotation. It was noted that although the vehicle was in Fairfield, it wasn't actually clearing up any rubbish. Councillor Dixon agreed to raise with CBC. **Action: SD**

## 110 Central Bedfordshire Draft Local Plan Consultation

110.1 The consultation period has finished. FPC's response was:-

Fairfield Parish Council is disappointed with the CBC draft Local Plan in many respects not least the proposed relief road for Arlesey passes approximately 100 meters from the FPC boundary.

Not only will this bring unwanted traffic noise to the western end of Fairfield, it also means that the buffer zone between the two conurbations is very narrow and hardly matches the grandiose title of "Country Park" which it is afforded in the plan.

We are also aware that one large area of land in this so-called buffer zone is in a land bank of one of the Countries leading house builders that company is hardly likely to release the land for recreation when the road will give them the access that has prevented them moving forward to-date. If such a development was permitted either by CBC or on appeal to a planning inspector would cause major problems to the infrastructure of Fairfield.

The nearest lower school would be Fairfield, while access to shopping would be to Fairfield's one and only shop that already causes traffic mayhem at key times of the day.

FPC received little comfort on this point when it was raised at a meeting with the developers, Axiom, who are putting forward the plan for East of Fairfield when they said that this area of land was not included in their proposals.

In our view, omitting it from their proposals of inadequate leisure proposals, leaves the door wide open for the land owner to submit an application.

The Fairfield Neighbourhood and Parish Plan underline the urgent need for recreation facilities for older children and families for the village. This was totally neglected in the Fairfield Master Plan and nearing 20 years since the development started and is now urgent.

However, the Local Plan deals with recreation facilities elsewhere within Central Bedfordshire but does not raise any hope for Fairfield, nor does the community plan being worked on by CBC.

In our view, the traffic management plan being proposed does not work. The addition of 900 houses on Arlesey Cross and 2,000 in the East of Arlesey proposals will cause intolerable pressure on the road into Ickleford and Letchworth. Ickleford already has a narrow bridge that causes traffic issues at peak times.

With the many developments proposed in the North Herts Local Plan and now the CBC local plan, Fairfield is in grave danger of becoming urbanised by default.

Our final point is that it is not clear whether the proposed 2,000 homes are all houses or a mix of houses and apartments.

In summary:

- a) The proposed route of the Arlesey relief road passes too close to the borders of Fairfield.
- b) The so-called buffer zone is in fact a very thin strip of some 100 metres depth which is not sufficient.
- c) CBC has once again ignored the urgent need for facilities for a village extremely short in its infrastructure.
- d) The traffic management proposals fall short and will create bottlenecks in and around Fairfield where the Hitchin/Stotfold Road leading from the A507 to Letchworth is already overcrowded.

## 111 Neighbourhood Plan

111.1 The referendum is on Thursday 14<sup>th</sup> September 2017.

## 112 Trees on Bronte Avenue

112.1 Work has been completed.

## 113 Transfer of land from Hotbed Investments

113.1 FPC and FHMC have independently sent their opinions to Hotbed and await their response.

## 114 Planning Applications

### 114.1 CB/17/02165/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. Erection of raised decking area to rear.

FPC has no objections to the basic principle of the application other than conditions are that the construction should be in matching materials and follow Fairfield Neighbourhood Plan.

### 114.2 CB/17/03153/OUT 153 Hitchin Road

Residential development of four, four bedroom semi-detached dwellings with associated access, parking and landscaping.

FPC has no objections to the basic principle of the application. The building materials and design are to be in line with Fairfield Neighbourhood Plan and Design Statement

### 114.2 CB/17/02639/VOC Land East of Hitchin Road & South of former Pig Testing Unit

Variation of condition on planning application ref CB/16/01454/FULL dated 30/6/2016: Conditions 2,4 and 18 to allow amendments including: Elements of render at the rear in place of brickwork - Using interlocking tiles in lieu of artificial slate on the roof - amending a number of the windows to the side and rear elevations - Surfacing the outdoor amphitheatre in grass, not concrete - Using tarmac instead of resin-bound gravel to car parking, footpaths and as noted - A hedge to the eastern car park boundary instead of railings.

FPC object to this application as the roofing materials would not match those shown in the Fairfield Neighbourhood Plan Design Statement and would be out of keeping with the overall design of the Parish of Fairfield.

### 114.3 CB/17/02718/FULL 61 Hardy Way

Single storey side extension.

FPC object to this application. This application is for a single storey building, viewing the plans it seems a large build for a single storey extension, the roof height is considerable so FPC request it is reduced to lower the impact on neighbours. The construction should be in matching materials and follow Fairfield Neighbourhood Plan.

### 114.4 CB/17/03058/FULL 151 Bronte Avenue

Single storey side extension.

### 114.5 CB/17/03695/ADV Former Pig Unit, Hitchin Road

Advertisement - Erection of 10 no flags around temporary sales centre associated with approved residential development (CB/15/03182/FULL)

## 115 Planning Decisions

### 115.1 CB/17/02165/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.

**CBC granted full planning permission 10<sup>th</sup> August 2017**

### 115.2 CB/17/022489/FULL 10 Shaftesbury Drive

Proposed ground and first floor rear extensions.

**CBC granted full planning permission 7<sup>th</sup> July 2017**



- 115.3 **CB/17/02509/FULL 1 Franklin Place**  
Single storey rear/side extension, single storey extension to other side and rear porch.  
**CBC granted full planning permission 13<sup>th</sup> July 2017**
- 115.4 **CB/17/02554/FULL 159 Hitchin Road**  
New covered raised patio area, steps and planters.  
**CBC granted full planning permission 21<sup>st</sup> July 2017**
- 115.5 **CB/17/02388/FULL 22 Dickens Boulevard**  
Proposed single storey rear extension.  
**CBC granted full planning permission 28<sup>th</sup> July 2017**
- 115.6 **CB/17/02627/FULL 95 Bronte Avenue**  
Single storey rear extension with wood burning flue concealed as brick chimney.  
**CBC granted full planning permission 15<sup>th</sup> August 2017**

## 116 Finance

### 116.1 Payments

To whom	Description	Total
Katrina Henshaw	June wages	£330.84
Katrina Henshaw	July wages	£291.80
Katrina Henshaw	August wages (including holiday pay for 2016/17)	£640.35
Katrina Henshaw	Keys	£21.60
HMRC	June Tax	£82.60
HMRC	July Tax	£73.00
HMRC	August Tax and NI	£200.71
EE	Mobile phone	£46.09
Fairfield Community Hall	Rent for 52 weeks	£2,400.00
Ebuyer	Printer toners	£116.99
Unity Trust	Service charge	£26.10
Parish On Line	Annual Fee	£50.40
BAPTC	Affiliation fees 2017 / 18	£504.00
Blandy and Blandy	Land transfer legal advice	£2,100.00
MBS	Grass verges - May	£706.00
MBS	Dog bins - May	£38.40
MBS	Fleming Drive - May	£38.00
MBS	Grass outside Community Hall - May	£64.99
MBS	Salisbury Close - May	£32.50
MBS	Maintenance contract - July	£914.55
MBS	Maintenance contract - August	£914.55
MBS	Bronte Avenue Trees	£1,038.00
Herts Full Stop	Stationery	£15.08
Namesco	Renewal of fairfieldparishcouncil.gov.uk	£179.99
SLCC	Annual membership	£93.00
Information Commission	Date Protection registration	£35.00
Now Studios	Neighbourhood Plan	£50.00
<b>Total</b>		<b>£11,004.54</b>

It was

**RESOLVED**

**That payments of £11,004.54 be paid.**

## **117 Any other business**

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

117.1 Chairman of FPRA – requesting a grant from FPC towards the Urban Park project. This will be discussed at the October meeting.

117.2 Resident – suggestions for the wildlife site between Hardy Way and West Drive. His comments were noted and the BRCC Management Plan that FPC has agreed has been sent to him.

## **118 Date of next meeting**

118.1 The next Parish Council meeting will be held on 12<sup>th</sup> October 2017 at 7.30 pm

Meeting closed at 9.10 pm