

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 9th November 2017 at 7:00 pm

Councillors present: C Bidwell (Chairman), B E Dack, P Daffarn and T Milliken

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Ward Member Councillor S Dixon, CB Councillor I Dalgarno and 7 members of the public.

149 Apologies for Absence

149.1 Apologies for absence were received from Councillors S Foster (work commitments) N P Hanks (family commitments) and S J Jones (prior engagement) and Ward Member Councillor B Saunders.

150 Disclosures of Interest and Dispensation requests

150.1 The Chairman reminded all councillors that it was their responsibility to make a Disclosure of Interest now or at any point they become aware of an interest and then to follow Standing Orders.

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

151 Council Minutes

151.1 The request from a member of the public to amend the minutes was discussed and it was unanimously agreed not to make the amendments as the minutes do not generally include speeches or comments made by individual councillors.

151.2 Minutes of the meeting held on Thursday 12th October 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.

In light of some of the recent criticism from a member of the public, there was an unanimous vote of confidence for the clerk and chairman and it was acknowledged that FPC was fortunate to have a qualified and experienced clerk.

152 Public Participation Session

152.1 No members of the Public requested to speak.

153 Planning Applications

153.1 CB/17/03495/FULL 165 Hitchin Road

Erection of two, four bedroom semi-detached dwellings with associated access, parking on land formerly used as a builders yard.

FPC objected on the basis that there appears to be insufficient space on site to allow cars to turn around, therefore they will end up reversing into or off of Hitchin Road, to the detriment of highway safety.

153.2 CB/17/04231/FULL 2 Burton Close

Loft conversion to include rear dormer and insertion of three roof lights to existing roof.

FPC objected to this application as it is concerned regarding the dormer window/doors. These are not part of our Design Statement therefore this area should be rejected and dormer windows installed to match the Design Statement. All other materials to meet the FPC Design Statement.

153.3 CB/17/04742/FULL 41 Palmerston Way

Alterations to kitchen / breakfast room and conversion of double garage.

FPC object as the house has been added to with an increase in bedrooms, and the loss of garage use would mean additional parking on an already congested road near a very busy road junction. It is not meeting the current or previous requirements for parking for the size of house. There is restricted parking area in front of the garage but FPC do not feel that area would allow for the number of spaces needed.

153.4 CB/17/04818/OUT 153 Hitchin Road

Outline Application: development of four dwellings and associated parking and amenity.

FPC objected for the following reasons:-

- Concerns with the refuse vehicle access to this site. The plans show vehicle tracking, however the tracking is extremely tight and FPC believe it only shows the wheel tracks, ignoring that the body of the vehicle will swing out much further and would actually hit the boundary / parked cars.
- No mention or regard has been made to the Fairfield Design Statement in the supporting documents.
 1. Building Specifications page 8 the propose design is not in keeping with the design Statement and homes on Fairfield.
 2. Window lintels All not within DS 1a
 3. Roof line: The roof line and gutter is not in keeping with DS 1b
 4. Main door: not in keeping with DS 1c
 5. Dormer windows Not in keeping with DS 1c

154 Planning Decisions

154.1 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.

CBC granted Variation of Condition 1st November 2017

154.2 CB/17/02718/FULL 61 Hardy Way

Single storey side extension.

CBC granted full planning permission 26th October 2017

154.3 CB/17/ 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)

CBC granted permission for advertisement 10th October 2017

The meeting closed at 7.15 pm and was re-opened at 7.30 pm for the rest of the meeting as stated on the agenda and advertised on the website and noticeboards.

155 Report from Councillor Ian Dalgarno

155.1 Councillor Dalgarno introduced himself and explained his role. Although he has a wide remit this evening he would focus specifically on Highways issues in and around Fairfield. Since Ringwood Jacobs' appointment in April 2017 CBC has been dissatisfied with their performance and has given them notice to improve or lose the contract.

Fairfield is a difficult area as so many roads are still unadopted and Councillor Dalgarno agreed CBC need to put pressure onto land agents to fix issues that are preventing the adoption process.

From April 2018, CBC will be investing more money for footpaths, street lights and gully sweeping. Currently there is not a comprehensive list of gullies so CBC is now mapping all gullies.

CBC will be focussing on fixing faulty street lights on adopted roads around Fairfield.

The A507 lights were all switched off recently due to ground works so will be switched back on shortly.

CBC has never had anyone proactively looking for faults, particularly on busy roads and has asked Ringwood Jacobs for a price for this service.

CBC will look again at the mud on the roads from the new development sites and will speak to the site managers about wheel cleaning, road cleaning and gully cleaning.

The CBC website does not offer the appropriate service for reporting highway faults and CBC is currently looking at new software.

156 Central Bedfordshire Council Ward Members Report

156.1 New smell – CBC is investigating the source of the new smell and will take appropriate action.

156.2 Green Waste Notice – CBC has distributed a new leaflet.

156.3 Road Crossing Patrol Officer – The lady was off sick recently. CBC is currently looking to have bank staff available for this situation in the future.

156.4 Speed Watch – Councillor Dixon has carried out Speed Watch on two days and only four people were speeding. Training for volunteers will be arranged shortly.

156.5 Untaxed Vehicle with no MOT – CBC put a notice on a vehicle and the owner has now moved it from the Highway.

156.6 Local Plan – CBC will publish the pre-submission Local Plan for a six week consultation in January 2018.

157 Gritting

157.1 FPC has a gritting agreement with CBC. Following a discussion it was

RESOLVED

That FPC will award the gritting contract to MBS.

REASON

FPRA uses MBS to grit areas around Fairfield so it is logical and economical for FPC to use the same contractor.

It was agreed FPC would pay for the following areas to be gritted:-

- All roads (adopted and unadopted) with associated footpaths (subject to permission from FPRA on unadopted roads).

- Eastern and Southern shelter belts in certain circumstances (subject to permission from FPRA).
- Footpath from Kipling Crescent to Kingsley Avenue (subject to permission from FHMC).

The clerk to seek permission, check insurance, review FPC Winter Maintenance Plan and place contract. **Action: KH**

- 157.2 Following a discussion it was agreed that either Councillor Bidwell or Councillor Dack would request MBS grit. They will monitor weather reports and also CBC winter weather emails.
Action: CB / BD

158 Christmas Tree Collection

- 158.1 Following a discussion it was agreed to offer this service at the area by the Hall Compound (FPC land) and ask FPRA permission to use land near Emily Place / Bronte Avenue.
Action: BD

CBC will be collecting trees between 8 and 19 January 2018.

159 Orchards

- 159.1 FPC has requested planning permission for works to the trees with TPOs.

- 159.2 Following a discussion it was

RESOLVED

That FPC will award the contract to Colin Carpenter at a cost of £5,000.

REASON

**FPC consider the price still to be competitive as there has been no increase.
For continuity as Colin Carpenter is familiar with the Orchards.**

- 159.3 It was agreed to ask Community Tree Trust for a quotation to buy and plant additional fruit trees (alternative to apple e.g. pear, plum, cherry) in the Orchard near Hardy Way.
Action: CB / PD / KH

- 159.4 It was agreed to ask Community Tree Trust to quote to plant cobnuts on the land immediately in front of the Hall compound by trying to graft from the cobnuts already present on the West Orchard. **Action: KH**

160 CBC – Rural Match Funding Application 2018/2019

- 160.1 It was agreed that FPC will apply for Rural Match funding. All completed applications are submitted in full by Friday 9th January 2018. **Action: CB / NH**

161 Request to purchase and install a phone box exchange library

- 161.1 Linden Homes and Scanlans are happy for FPC to install a red telephone box exchange library on the corner of urban park (near the salt bins) providing the necessary approvals are granted and FPC maintain and insure it.

- 161.2 FPC is waiting for CBC to advise if planning permission is required.

- 161.3 Councillor Dalgarno advised that CBC is looking to get libraries into parishes and is happy to provide books if communities provide shelves in a public place.

162 Postal Change

- 162.1 Royal Mail has changed the postal address from Fairfield, Stotfold, Hitchin to Fairfield, Hitchin. Residents have been informed. FPC thanked Councillor Dixon for all his hard work to achieve this.

163 FPC Facebook

163.1 Following a discussion it was agreed to continue to let residents post on the FPC Facebook page without needing approval first. However, FPC reserve the right to delete any post that is considered inappropriate and block any persistent offenders.

164 Standing Orders

164.1 All councillors were reminded of Standing Orders and procedures.

165 Anglian Water

165.1 Councillor Dack attended the site meeting last Thursday which will be the final meeting on work that has been done. It is hopeful that the work will have solved the problem. AW did advise there will be a smell when the transfer is done but they will do this when the wind is blowing in the correct direction.

CBC will keep the abatement notice open until summer 2018 so that if there are any future problems the notice can be back in force immediately.

AW will provide a video for the FPC website detailing what they are doing and what they have done.

FPC will start talking to AW about compensation once it is satisfied the problem has been resolved.

Some residents have received letters from a solicitor offering to take action for individuals. If residents wish to pursue this FPC suggests they check if this would need to be disclosed on any house sale.

166 New School

166.1 The new school is progressing well and all looks very exciting. The new grass area has been laid and levelled off. The next phase starts on 17th November. The developers have been spoken to about mud on Hitchin Road and Eliot Way.

167 Chaos at Dickens Boulevard bus stop in the mornings

167.1 FPC has written to all the schools.

- Henlow CE Academy has spoken to the pupils and parents of those directly involved regarding their safety whilst waiting for the bus, and work closely with the bus companies that Central Bedfordshire contract to transport pupils to and from our school. Additionally a member of staff has ridden on the bus and waited with the children and their parents on journeys to and from school. Clearly this is beyond their remit and it is not sustainable for us to continually provide a chaperone in this way.

A vote of thanks from FPC was recorded to the Deputy Head for taking this initiative.

- Samuel Whitbread Academy are looking into this ongoing problem.

167.2 CBC has contacted the bus company that have the contract for most of the children in question and suggested that it would be safer for the pick-up point to be split between locations. They will visit the site this week advise CBC.

168 Faulty Street Lights

168.1 Councillor Bidwell compiled a report of all faulty street lights around Fairfield and this has been sent to CBC and the Developers.

169 Unsociable Behaviour around Fairfield

- 169.1 Following the recent unsociable behaviour by youths, FPC requested additional support from the Police. Additional policing for all of Fairfield over Halloween and Firework weekends was agreed and an officer has been appointed to contact FPC to discuss future policing. A meeting with the Police/ FPC and FHMC will be arranged.

170 Finance

170.1 Receipts

From whom	Description	Total
Hertfordshire Timber	Credit for return items for Bowls Club footpath	£46.42
Total		£46.42

It was

RESOLVED

That receipts of £46.42 be noted.

170.2 Payments

To whom	Description	Total
Katrina Henshaw	October wages	£602.55
HMRC	October Tax	£175.41
EE	Mobile phone	£46.09
MBS	Maintenance contract - October	£914.55
MBS	New end of Orchard	£1,920.00
Post Office	Recorded delivery	£41.60
Chris Brown	Email signature	£15.00
Fairfield Community Hall	Community Hall rent (Scouts June - October)	£487.50
Fairfield Community Hall	Community Hall rent (Youth Club - November)	£200.00
Ickleford Stores	Stamps	£24.45
Bob Lever	Orchard Tree Survey 2017	£150.00
Olive Press	Printing	£363.60
Post Office	Stamps	£8.80
WH Smiths	Stationery	£6.98
Ebuyer	Toner	£114.18
Total		£5,070.71

It was

RESOLVED

That payments of £5,070.71 be paid.

171 Correspondence

- 171.1 **CBC** – Central Bedfordshire Council's consultation on admission arrangements for 2019/20. Full details of the consultation and the response form are available at www.centralbedfordshire.gov.uk/consultations
- 171.2 **CBC** – Community Governance Review. The consultation is open from 1st November 2017 until 1st February 2018. More details are available at www.centralbedfordshire.gov.uk/consultations
- 171.3 **CBC** – Local Plan update – representations and research published. This can be viewed at <http://www.centralbedfordshire.gov.uk/planning/policy/local-plan/req-18/overview.asp>
- 171.4 **Blandy and Blandy** – Response to Mr Chatfield's letter to all leaseholders.
- 171.5 **CBC** – Town and Parish Council Conference is on Tuesday 21st November between 6.00 pm and 9.00 pm at Priory House.

171.6 **CBC** – Planning for Homes in the right places. The consultation can be viewed at <http://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals>

172 Any other business

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

172.1 There will be a Remembrance Day service in the Community Hall on Sunday 12th November.

173 Date of next meeting

173.1 The next Parish Council meeting will be held on 14th December 2017 at 7.00 pm for planning and 7.30 pm for all other matters.

Meeting closed at 9.10 pm