

## Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 1<sup>st</sup> February 2018 at 7:00 pm

**Councillors present:** C Bidwell (Chairman), B E Dack, P Daffarn, N P Hanks, A M Hunt and S J Jones

**Officer present:** Katrina Henshaw (Parish Clerk)

**Also present for all or part of the meeting:** Ward Member Councillor B Saunders, Julia Scott, CBC Public Art Officer, Wendy Briggs, Public Arts Project and six members of the public.

### 224 Apologies for Absence

224.1 Apologies for absence were received from Councillor T Milliken (holiday) and Ward Member Councillor S Dixon.

### 225 Bi-Election

225.1 Amanda Maria Marioni Hunt was elected as a Parish Councillor for Fairfield in the recent uncontested election. Councillor Hunt has completed the Declaration of Acceptance of Office form and the Members' Disclosable Pecuniary and other Interest form. The latter has been sent to the Monitoring Officer at CBC.

### 226 Disclosures of Interest and Dispensation requests

226.1 Councillor Milliken had completed a 'Change to financial and other interests already registered' form and has sent this to CBC.

226.2 Councillor Jones reiterated her pecuniary interest on Kingsley Avenue and agreed to leave the room if this came up in any discussion.

226.3 Councillor Hanks has previously advised that his company is involved with Axiom Developments Limited so he is not able to discuss or be involved in any future proposals from them.

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

### 227 Council Minutes

227.1 Minutes of the meeting held on Thursday 11<sup>th</sup> January 2018 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.**

### 228 Public Participation Session

228.1 No members of the public asked to speak on planning.

## 229 Planning Applications

229.1 None have been received since 11<sup>th</sup> January 2018.

## 230 Planning Decisions

### 230.1 CB/17/05577/FULL Fairfield Urban Park, Dickens Boulevard

Improvements to Fairfield Urban Park, including hardstanding, a timber stage and associated soft landscaping (soft landscaping within Blue Line area).

**CBC granted full permission 12<sup>th</sup> January 2018**

### 230.2 CB/17/05604/FULL 16 Faraday Gardens

Single storey infill between the main house and the detached garage. Change first floor of garage to flatlet.

**CBC granted full permission 5<sup>th</sup> January 2018**

### 230.3 CB/17/05713/FULL 8 Faraday Gardens

Proposed new roof lights to existing garage annex.

**CBC granted full permission 23<sup>rd</sup> January 2018**

### 230.4 CB/17/05145/FULL 23 Dickens Boulevard

Two storey rear extension, part over existing ground floor.

**CBC granted full permission 25<sup>th</sup> January 2018**

## 231 Planning Enforcement Cases

231.1 **38 Heathcliff Avenue** – CBC has made a site visit following a complaint it received in relation to the changes to the roof of the extension at 38 Heathcliff Avenue, Fairfield, Hitchin, SG5 4EY and can confirm that a new planning application will be required. This has been conveyed to the planning agent representing the owners. Once such an application has been received consultations will be sent out as normal.

231.2 **Land East of Hitchin Road and South of the Former Pig Testing Unit, Hitchin Road** – CBC has created a planning enforcement case on the alleged breach of condition attached to planning permission CB/15/01454/FULL – condition 17 and CB/17/02639/VOC – condition 8. An investigation has not taken place, but if the enquiry is confirmed as a breach of planning control FPC will be notified.

231.3 It was agreed to ask Blandy and Blandy to clarify the NHP status on planning applications that are not permitted developments. **Action: BD**

## 232 Planning Workshop

232.1 It was agreed that Councillors Jones and Hunt would attend the CPRE Planning Workshop on Friday 16<sup>th</sup> March between 9.30 am and 4.00 pm in St Cuthbert's Hall, Bedford. Cost £49 per person. (Councillor Milliken will be invited to join them if he is available). The clerk to book them places. **Action: KH**

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.

## 233 Public Participation Session

233.1 One member of public requested to speak on item 14 of agenda (item 234 of minutes) – Traffic on Dickens Boulevard between 7.40 am and 8.15 am on school days. She explained her concerns over speeding traffic and the danger it is to the children who are waiting for school buses. She asked what could be done and suggested a zebra crossing, lollipop lady, speed cameras and/or barriers to keep the children safe. This agenda item was therefore discussed at this point of the meeting with the member of public for expedience. The information relating to this can be found under item 234.

## 234 Traffic on Dickens Boulevard between 7.40 am and 8.15 am on school days

234.1 FPC discussed the resident's comments and the email she had sent prior to the meeting. FPC shared her concerns and was equally as frustrated at not being able to offer a quick solution but explained that CBC has to authorise all works as it owns the road.

Speedwatch has commenced but only two Fairfield residents have volunteered. If more people volunteered more sessions could be arranged.

CBC has written to all schools making them aware of the problems and both children and parents have been spoken to.

Barriers have been looked at but although once a popular solution they are now considered to have the reverse affect as they can prevent people from getting out of the road and people have fallen into the road when trying to climb over them.

Dickens Boulevard would not meet the criteria for speed cameras.

FPC is speaking to CBC for road safety measures along Dickens Boulevard and is looking in particular at different types of crossings. FPC has recently had its match funding application accepted by CBC. The scheme will consider those issues identified in the application regarding parking and crossing provision. FPC is waiting for an officer from the Integrated Transport Team to arrange a site meeting to look at these issues before FPC is invoiced £2,500 and work on the scheme is commenced.

The current road crossing officer is supplied by CBC but funded by FPC. She is contracted to be outside Fairfield Lower School with contracted hours and would therefore need to agree to extend her hours and move location or another road crossing officer would need to be sponsored and appointed.

Councillor Saunders agreed to ask CBC to speak to the schools again. **Action: BS**

The Deputy Head of Henlow lives in Fairfield and has travelled on the school buses in the past. Councillor Dack agreed to ask him to do this again. **Action: BD**

FPC is meeting with the Police next week (item 251.1) and it was agreed this would be mention at the meeting by whoever represented FPC. **Action: BD/AMH**

Councillor Hunt asked if there were parent volunteers to supervise the area would they need Health and Safety training. Advice from CBC would be needed if parents wished to do this and DBS checks would need to be investigated.

Moving the bus stop or creating additional bus stops so all children weren't collected from the same place would be a solution. However, there are no other locations in Fairfield that would be suitable for a bus stop.

## 235 Central Bedfordshire Council Ward Members Report

235.1 Planning applications – CB/17/05966/VOC (Former Pig Testing Unit, Hitchin Road) and CB/17/05974/RM (Land at East Lodge off Elliott Way) have been called into the Development Management Committee for determination.

235.2 Great British Spring Clean – CBC is supporting the Great British Spring Clean in March and if FPC is interested in joining in more details are available from the Community Engagement Team.

235.3 Cheering Volunteering Awards and Event 2018 – The celebration evening will take place on Tuesday, 5 June 2018 at the Grove Theatre, in Dunstable and is a terrific opportunity to celebrate the work of volunteers across Central Bedfordshire. The closing date for nominations is 12.00 pm on 2<sup>nd</sup> April 2018.

## 236 Local Plan (The consultation is open between 11 January (10am) and 22 February 2018)

236.1 It was agreed to appoint CSA Environment as the Strategic Landscaper. **Action: KH**

- 236.2 It was agreed to investigate if a Transport Consultant could offer any advice at this stage. It was acknowledged that it would be difficult to comment on the proposed road as it is only the developer who has suggested where the road should be and isn't included in the Local Plan.  
**Action: BD**
- 236.3 FPC was very pleased to see the attendance to the Parish Meeting on Thursday 25<sup>th</sup> January 2018. 232 people went the drop-in session at Arlesey Village Hall on Tuesday 30<sup>th</sup> January and many of these people were residents of Fairfield. Planners at the meeting stated that there would be green space between Fairfield and Arlesey but the width and effectiveness was not defined.
- 236.4 CBC planning officers met with five parish councillors earlier today and FPC had a frank conversation about the plans and concerns that the infrastructure and leisure facilities promised would not be delivered and FPC reminded the Officers of all the promises of a doctor surgery, shop, pub/restaurant and football pitch on the new development had not materialised.
- 236.5 FPC is keen to keep the uniqueness of Fairfield that has won awards and is concerned that the proposed developments in both Central Bedfordshire and North Hertfordshire will lose this uniqueness.
- 236.6 FPC unhappy that the land owned by Linden Homes is not in the red area.
- 236.7 Once CSA Environment has prepared a report, it was agreed that FPC will arrange a meeting to agree response to the CBC consultation. This will have to be before 22<sup>nd</sup> February 2018.  
**Action: KH**

### 237 Orchards

- 237.1 Colin Carpenter has been unwell so work to the orchards has been delayed. It is hoped he will start the work next week.
- 237.2 It was agreed to request a quote from MBS to do six grass and bramble cuts in both orchards between April and October. **Action: KH**
- 237.3 Bob Lever will be holding a workshop in the orchards on Sunday 25<sup>th</sup> February 2018.

### 238 Parking Chaos at Kipling Crescent

- 238.1 FPC discussed an email from a resident asking for some action to be taken regarding the parking chaos that occurs every morning on Kipling Crescent. The email was sent to CBC / FPC/ Fairfield Lower School and FPRA. CBC has advised that the road has not been adopted by CBC yet so the responsibility remains with the developer. FPC has planning permission to create parking spaces near Kipling Crescent which could help to reduce the chaos. However, permission from the landowner has not been granted as there was belief it may delay the road adoption so the scheme has unfortunately been put on hold. It was agreed to chase up the Linden Homes to get the road adopted. **Action: KH**

### 239 Projector

- 239.1 Between meetings it was agreed to purchase a projector at a cost of £995 so that it could be used for the Parish Meeting on 25<sup>th</sup> January 2018 to discuss CBC Local Plan. It is hoped that FPC will be able to hire this projector to future hall users. This has been added onto the insurance policy at no extra cost.

### 240 Bottle Banks in Fairfield

- 240.1 It was agreed to monitor the use of the bottle banks and request it to be emptied as soon as it starts getting full. **Action: ALL**

## 241 Telephone box library

241.1 FPC discussed the four quotations received and it was

### **RESOLVED**

**That Shanahan would be awarded the contact to lay the base and fit the shelves into the telephone box at a cost of £880.00**

### **REASON**

**The quote was considered the best value and Shanahan had previously done good quality work for FPC.**

Councillor Hunt to agree exact location with FPRA and advise CBC planning of the proposed work. (Planning permission is not required). **Action: AMH/KH**

The clerk to place the contact and Councillor Hunt to coordinate works. **Action: AMH/KH**

241.2 Following a further discussion, it was

### **RESOLVED**

**That the K6 telephone box would be purchased from X2 Connect Telecom Solutions at a cost of £2750 with a £250 delivery charge. It was agreed the box would keep the original black and white telephone sign and not replace this with one saying library.**

### **REASON**

**X2 Connect Telecom Solutions is not only a well-known and established company but is also one of the cheapest suppliers.**

The clerk to purchase the telephone box and Councillor Hunt to coordinate delivery and installation. **Action: AMH/KH**

The clerk to arrange insurance. **Action: KH**

## 242 Outdoor Gym

242.1 FPC has asked Anglian Water to include this as one of the projects for the compensation offered.

242.2 It was agreed that Councillor Hunt would take the lead on this project and liaise with the new organiser of the PTA 5K run. Also to start looking at types available and location (will need to speak to FPRA). **Action: AMH**

## 243 Community Agent Proposal (Deadline 16<sup>th</sup> February 2018)

243.1 The proposal from BRCC was discussed and it was agreed that as FPC did not have the experience to deal with this, Councillor Dack to approach the Community Church. **Action: BD**

## 244 Policies

244.1 It was agreed to review all policies. All councillors to read all policies and send suggested amendments to the clerk. **Action: All**

## 245 Annual Parish Meeting

245.1 It was suggested to hold the meeting on Thursday 26<sup>th</sup> April at 7.30 pm

## 246 Land Transfer

246.1 Councillor Bidwell confirmed that FPC's offer that all the areas of land which were being considered for transfer be transferred unencumbered to FPC is still available. Hotbed is fully aware of this offer and any agreement is between Hotbed and FPC. To date FPC has incurred a high cost of legal fees and until matters move forward no additional funding will occur.

## 247 Green Wheel

247.1 The Etonbury Green Wheel Action Plan was circulated to all.

## 248 Art Project

248.1 Wendy Briggs showed everyone pictures of proposed interpretation boards, way marker posts and seats for the East and West Orchards. She explained the materials that would be used and suggested some designs. As there had been a request to reduce the number of way marker posts she suggested children scattering daisy seeds either side of the path.

Before Wendy can start costing the project she needs FPC to

1. Instruct her what is wanted on the interpretation boards.
2. What FPC would like on the way marker and where these will be located.
3. The location of the benches.

Wendy would like to have the project completed by Easter.

All councillors to advise the Councillor Daffarn their opinions on the above. **Action: ALL**

## 249 Finance

### 249.1 Payments

To whom	Description	Total
EE	Mobile phone	£8.42
MBS	75% 340 bags of salt	£1,976.16
MBS	75% 128 bags of salt and extra visits to site	£1,353.60
MBS	Christmas standby fees and two call outs	£1,922.40
Central Bedfordshire Council	Bi-election	£71.00
Fairfield Community Hall	Scouts - Jan 18 rent	£150.00
Fairfield Community Hall	Youth Club - Dec 17 rent	£120.00
Fairfield Community Hall	Youth Club - Jan 18 rent	£150.00
Word Press	Annual sub	£36.88
Projector point	Projector	£1,194.00
Chris Brown	Email signature	£15.00
Olive Press	Printing and posting letters	£261.60
	<b>Total</b>	<b>£7,259.06</b>

It was

### **RESOLVED**

**That payments of £7,259.06 be paid and it was noted that £1,200 was transferred to the Cash Plus card on 18<sup>th</sup> January 2018 and £300 was transferred to the Cash Plus card on 29<sup>th</sup> January 2018.**

249.2 Equipment for the Clerk – It was agreed to set a budget of £1,500 for the clerk to purchase new laptop, monitor and software. **Action: KH**

## 250 Correspondence

250.1 **Police** – The next community priority meeting is to be held on Wednesday 7th February 2018 at 6.30 pm for a 7.00 pm prompt start. The location is Bedfordshire Police HQ – Woburn Road, Kempston and shall be held in the Lecture Theatre. FPC agreed to Councillors Dack and Hunt as representatives. **Action : BD/AMH**

**251**      **Date of next meeting**

251.1      The next Parish Council meeting will be held on 8<sup>th</sup> March 2018 at 7.00 pm for planning and 7.30 pm for all other matters. There will be an additional meeting arranged before the 22<sup>nd</sup> February 2018 to agree FPC's response to CBC Local Plan consultation.

Meeting closed at 9.20 pm