

## Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 8<sup>th</sup> March 2018 at 7:00 pm

**Councillors present:** C Bidwell (Chairman), B E Dack, P Daffarn, A M Hunt, S J 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 twelve members of the public.

### 258 Apologies for Absence

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

### 259 Disclosures of Interest and Dispensation requests

259.1 Councillor Jones declared a pecuniary interest in item 11 of the agenda (item 268 of the minutes) so will not be present when these items are discussed.

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

### 260 Council Minutes

260.1 Minutes of the parish meeting held on Thursday 25<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.**

260.2 Minutes of the meeting held on Thursday 1<sup>st</sup> February 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.**

260.3 Minutes of the meeting held on Monday 19<sup>th</sup> February 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.**

### 261 Public Participation Session for planning.

261.1 One member of the public requested to speak on the new developments on Hitchin Road (item 7 of the agenda and item 264 of minutes). 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 264.

## 262 Planning Applications

- 262.1 **CB/18/00444/FULL 38 Heathcliff Avenue**  
Retention of as built roof design revised during construction of approved extension. (Retrospective).  
FPC has no objection to this application.
- 262.2 **CB/18/00386/FULL Fairfield Bowls Club**  
Extension to existing pavilion.  
FPC has no objection to this application provided it is in the same design as the original building as stated in the application.
- 262.3 **CB/17/05974/RM Land at East Lodge off Eliot Way**  
Reserved matters approval is sought for access, appearance, landscaping, layout and scale pertinent to Outline approval reference CB/16/03885/OUT  
FPC has no objection to this application.
- 262.4 **CB/18/00777/FULL 5 Hardy Way**  
Loft conversion with installation of Veluz type windows to front and rear elevations.  
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 Design Statement.

## 263 Planning Decisions

- 263.1 **CB/17/ CB/17/05901/FULL 2 Charlotte Avenue**  
**Loft conversion to include rear dormer windows and roof windows to front and rear roof elevations.**  
**CBC granted full permission 8<sup>th</sup> February 2018**

## 264 New developments on Hitchin

- 264.1 Residents of the existing houses on Hitchin Road are experience many problems due to the new developments and feel that no one is listening to them or doing anything to resolve the issues. Six months ago, CBC Environment Health was dealing with the issues but this has now all been passed to CBC Highways but there doesn't appear to be any continuity. There is no communication to the residents from CBC or the contractors about proposed works.
- FPC advised that it is a CBC issue and FPC unfortunately has no authority in this area. FPC sympathise with the residents so has passed it all to CBC and demanded some action.
- Councillor Dixon agreed that this has gone on for too long and has asked Officers to act immediately. He can't guarantee it will end but does acknowledge that contractors are not acting as they should. He has site meetings arranged and will keep residents updated on what is happening. If things do not improve he will get the Rt Hon Alistair Burt, MP involved.

## 265 Planning Enforcement Case

- 265.1 **Former Pig Unit, Hitchin Road** – Alleged non-compliance with planning condition 14 attached to planning permission CB/15/03182/FULL re: wheel cleaning.  
An investigation has not yet taken place, but if the enquiry is confirmed as a breach of planning control you will be notified.
- 265.2 **38 Heathcliff Avenue** – Following an investigation this case has now been closed by CBC because valid application has now been received ref: CB/18/00444/FULL to revise planning permission CB/16/02299/FULL to provide a lean-to roof instead of dual pitch roof to single storey rear extension.  
The enforcement case is closed pending the outcome of this application.

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.

## **266 Public Participation Session for the rest of the meeting**

266.1 One member of public (A Director of FHMC) requested to speak on Kingsley Avenue (item 11 of the agenda and item 268 of minutes).

He queried why FPC had submitted a DMMO application seeking to change the status of Kingsley Avenue to a byway open to all traffic (BOAT) when the Minutes of the parish council meeting held on 12<sup>th</sup> October 2017 agreed to formally ask CBC to investigate the status.

He claimed the statement "There is no desire to use Kingsley Avenue as a through road to Hardy Way or to have vehicles / buses travelling along it" that was made in the Chairman's letter dated 23<sup>rd</sup> January 2018 contradicted the DMMO application that was submitted.

He claimed residents of the Hall are both confused and outraged by FPC's action.

He said that the letter from Longmores Solicitors (sent to FPC on behalf of FHMC) stated, "... our client has no intention to, and will not seek to, close Kingsley Avenue to public access on foot".

He stated that FHMC is of the opinion that the application should now be withdrawn.

The queries were answered under item 268.

## **267 Central Bedfordshire Council Ward Members Report**

267.1 Councillor Dixon requested that FPC advertise the Cheering Volunteering Awards and Event.

267.2 At the recent DMC meeting it was agreed to refuse the removal of Condition 16 of planning permission ref: CB/15/03182/FULL for the former pig testing site.

267.3 Consultation on options to changes to bin collections – This consultation can be viewed on the CBC website. Deadline 5.00pm on 20th April 2018.

As Councillor Jones had declared a pecuniary interest she left the meeting whilst item 268 was discussed.

## **268 Kingsley Avenue**

268.1 The Chairman summarised the process to date. Fairfield residents made allegations to FPC that a right of way existed along Kingsley Avenue. FPC could only advise what the Definitive Map stated. To start an investigation to check whether the Definitive Map and Statement is correct a DMMO application must be submitted to CBC who is the authority for Rights of Way. A byway open to all traffic (BOAT) was made as evidence showed that the Cricket Club and Bowls Club have agreement for players and members of the public to access their car park off Kingsley Avenue. The CBC Rights of Way Officer can amend the application if he thinks the evidence supports a different status.

In summary, FPC is trying to record existing rights and not create new rights. It is not asking for a BOAT along the whole of Kingsley Avenue.

268.2 FPC discussed the letter from Longmores Solicitors on behalf of FHMC. Under current legislation there is nothing that allows an application to be subsequently withdrawn. It was therefore agreed unanimously that FPC would not withdraw the DMMO application to CBC. It is CBC's responsibility to determine the correct status of Kingsley Avenue.

Councillor Jones re-joined the meeting.

## 269 Orchards

269.1 In between meetings FPC received a quotation from Colin Carpenter to purchase new trees (£573.00) and for the propagation of the Cobb Nuts (£150). Due to the timescale this was agreed between meetings.

269.2 Following a discussion, it was

### **RESOLVED**

**To agree the quote from MBS to cut the grass and bramble six times between April and October 2018 in both Orchards at a cost of £1,380. (£230 per visit).**

### **REASON**

**The price was considered good value and MBS are on site doing the maintenance contract.**

The clerk to send the contract. **Action: KH**

269.3 Following a discussion, it was

### **RESOLVED**

**To agree the quote from MBS to chip the apple tree prunings in East Orchard and to trim the fallen Elder tree at a cost of £575.**

### **REASON**

**The price was considered good value and MBS are on site doing the maintenance contract.**

The clerk to send the contract. The work to be completed within fourteen days of issuing the contract. **Action: KH**

269.4 The workshop on 25<sup>th</sup> February 2018 with Bob Lever had a good turnout. Bob was very complimentary about the work that has been done over the winter and feels the trees are in a good condition going forward. Bob Lever is an excellent resource and well worth what FPC pay him. He brings, along with all his tools, a huge weight of knowledge, expertise and advice.

269.5 Following a discussion, it was agreed to send the leaf of one of the trees away for DNA analysis as neither Bob Lever nor several other experts can identify one of the russets in the West Orchard. There will be a cost of approximately £30. **Action: PD**

## 270 Art Project

270.1 Councillors Bidwell, Dack, Daffarn and Hunt met with Julia Scott, CBC Public Art Officer, CBC, Richard Lawrence, BRCC and Wendy Briggs, Public Arts Project met on sight to agree proposed locations for waymarkers, information boards and benches.

Wendy Briggs will be liaising with the school.

CBC will be requesting permission from landowners.

FPC will write to residents informing them of the works once there is total agreement. There will also be an article in Fairfield Matters.

It was agreed to have displays of the proposals at the APM. **Action: PD**

Following a further discussion, it was agreed to suggest that the proposed third information board should be changed to a one-sided flat board. **Action: PD**

## 271 Compensation Anglian Water

271.1 Following a discussion, it was agreed unanimously to reject the recent offer from Anglian Water as it was considered unreasonable and insulting. It was agreed to delegate powers to Councillor Bidwell to seek legal advice and report back to FPC. **Action: CB**

## 272 Gritting

272.1 FPC insurance company has advised that where work is to be carried out on third party land, they recommend the parish council obtain the written permission of the land owner.

FPC has an agreement to grit all roads that are adopted by CBC that do not meet CBC criteria for gritting. CBC will continue to grit the short section of Dickens Boulevard from HITCHIN Road to the Bronte Avenue / Palmerston Way roundabout.

Scanlans do not think we need permission from Linden Homes as one of the main functions of FPRC as a management company is a vehicle design to remove any such liability from the freeholder.

As Copperfield Close is a private road, FPC has written to all residents requesting permission to grit the road. To date FPC has received seventeen responses out of a possible twenty-one all giving permission to grit the roadway leading from Dickens Boulevard to Connelly Lane and adjoining footpaths. The clerk top chase up the remaining four responses as FPC cannot grit without permission from all owners. **Action: KH**

FHMC has no issue with FPC gritting the footpath between Kingsley Avenue and the Community Hall but is waiting for permission from the landowner.

It was agreed to send a letter of thanks to MBS for their men coming out to Fairfield in extreme weather conditions. **Action: KH**

It was agreed for MBS to purchase another 40 bags of salt if required. **Action: KH**

## 273 Spring Clean

273.1 Following a discussion, it was agreed to hold another litter picking day should be organised and Councillor Jones to coordinate. It was suggested that it would be a good idea to involve the management companies and the scouts and youth club. **Action: SJ**

## 274 Telephone Box Library

274.1 It was agreed for the box to be installed on the corner of the grass area where the block paving meets the tarmac pavement. As there isn't much room next to the salt bin, this is the best position as it is right on the edge of the pavement, away from the grass/mud and won't disturb the block paving. A code of conduct to be agreed and displayed in the box and on FPC website. **Action: AMH**

## 275 Outside trail / gym

275.1 Councillor Hunt showed councillors different options in wood and metal and advised that it could either be as a trail or as a gym area. The metal would last longer but the wood would be more in keeping with the area. Part of the western shelter belt has been suggested for the location. Appropriate safety surfaces would be required, and annual safety checks would have to be arranged. It was agreed to have some display posters available at the APM to get an understanding of what residents want. **Action: AMH**

## 276 Good Neighbourhood Scheme

276.1 As Stotfold already has a Good Neighbourhood Scheme which includes Fairfield it was agreed that Fairfield does not need to duplicate this. However, residents need to be made aware of it, so it was agreed to include an article in Fairfield Matters and FPC website. **Action: AMH**

## **277 Grant application from School PTA**

277.1 Following a discussion, it was

### **RESOLVED**

**To award a grant of £420 to the School PTA to pay for one inflatable and staff.**

### **REASON**

**To support this community event.**

The clerk to advise the PTA. **Action: KH**

## **278 Grant application from Fairfield Community Garden Project**

278.1 Following a discussion, it was

### **RESOLVED**

**To award a grant of £2,000 to the Community Church for materials for the creation of the community sensory and butterfly garden.**

### **REASON**

**To support this community project.**

The clerk to advise the Community Church. **Action: KH**

## **279 Annual Parish Meeting**

279.1 It was agreed to have the APM on Thursday 12<sup>th</sup> April 2018 and the April parish council meeting on 19<sup>th</sup> April 2018. It was suggested that FPC ask Orchard East to give a report.  
**Action: PD**

## **280 FPC's response to the Central Bedfordshire Local Plan 2015 – 2035 Consultation**

280.1 FPC has filed its comments on the Central Bedfordshire Local Plan in a detailed report prepared by FPC's consultants, CSA Environmental, in association with FPC's legal representatives Blandy & Blandy following the parish meeting on 25<sup>th</sup> January .and as agreed at the parish council meeting on Monday 19<sup>th</sup> February.

## **281 Local Governance Review**

281.1 The governance Review cannot change county boundaries. If FPC wishes to change a county boundary it will need a review carried out by the Local Government Boundary Committee for England.

## **282 Police Community Priority Meeting**

282.1 Councillor Dack attended the meeting on 7<sup>th</sup> February and circulated a report the following day. The quarterly meeting concentrated heavily on how new legislation for antisocial behaviour had been used in Shefford to good effect. A situation that was almost out-of-hand was able to be controlled when the police gained possession of two properties and the occupants evicted.

Cllr Dack requested occasional police attendance at the bus stop early morning where there were frequent complaints and concerns over speeding traffic and children mis-behaving while waiting for school buses.

## **283 New odour problem**

283.1 There is no evidence that the new odour is from Anglian Water as the new system is working and no odour is coming from the site. There are several allegations being made as to what the smell may be and both CBC and FPC is investigation these. **Action: CB**

## 284 Finance

### 284.1 Payments

To whom	Description	Total
Katrina Henshaw	January wages	£660.46
HMRC	January Tax and NI	£214.36
Katrina Henshaw	February wages	£660.46
HMRC	February Tax and NI	£214.36
EE	Mobile phone	£9.60
MBS	Maintenance contract - Jan	£914.55
MBS	Maintenance contract - Feb	£914.55
Bob Lever	Orchard pruning workshop	£150.00
Central Bedfordshire Council	Road Crossing Officer	£4,000.00
Fairfield Community Hall	Scouts - Feb 18 rent	£112.50
Fairfield Community Hall	Youth Club - Feb 18 rent	£110.00
Aztek	Storage Unit	£1,716.00
CPRE	Planning workshop Councillors Hunt and Jones	£98.00
CPRE	Planning workshop Councillor Milliken	£49.00
BAPTC	New Councillor Induction Training - Councillor Hunt	£25.00
Ebuyer	Toner cartridges	£114.60
Ebuyer	Monitor	£366.93
HP	Laptop	£1,231.12
Amazon	Keyboard and leads	£104.76
BAPTC	GDPR Data Protection Briefing	£10.00
Microsoft	Office 365	£79.99
Colin Carpenter	Trees for orchards	£723.00
WH Smith	Stationery	£14.98
Olive Press	Printing Local Plan response booklet	£83.00
	<b>Total</b>	<b>£12,577.22</b>

It was

### **RESOLVED**

**That payments of £12,577.22 be paid and it was noted that £600 was transferred to the cash plus card on 29<sup>th</sup> January and £1,000 was transferred to cash plus card on 8<sup>th</sup> February.**

## 285 Correspondence

285.1 Henlow Church of England Academy – Admissions Policy - September 2019

## 286 Date of next meetings

286.1 The Annual Parish Meeting will be held on 19th April 2018 at 7.30 pm  
The next Parish Council meeting will be held on 19<sup>th</sup> April 2018 at 7.00 pm for planning and 7.30 pm for all other matters.

Meeting closed at 9.30 pm