

Date: Friday 4th January 2019

Councillors:

C Bidwell (Chairman), B E Dack, P Daffarn, N P Hanks, A M Hunt, S L Jones and T Milliken.

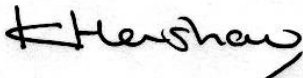
You are hereby summoned to attend the following meeting:

Fairfield Parish Council

Date / Time: Thursday 10th January 2019 at 7.00 pm for planning and 7.30 pm for all other matters.

Venue: Fairfield Community Hall, Kipling Crescent.

Members of the press and public are invited to attend.



Katrina Henshaw, Parish Clerk

Meeting Agenda

1 Apologies for Absence

1.1 To receive any apologies for absence from Councillors.

2 Chairman's Notice

2.1 Councillor Bidwell to read out the announcement on openness and transparency.

3 Disclosures of Interest and Dispensation requests

3.1 To receive any declarations of interest from Councillors on matters contained in the agenda. If, at any time during the meeting, a Councillor feels they have an interest in an item being discussed they should declare it at that point.

3.2 To receive written requests for dispensations for declarable interests.

3.3 To grant any requests for dispensation as appropriate.

4 Council Minutes

4.1 To approve and sign as a correct record the minutes of the parish council meeting held on 13th December 2018.

5 Public Participation Session for planning applications

5.1 15 minutes is allocated for public participation. Up to five members of the public will be given no more than three minutes each to speak, provided the correct notice has been given to the Parish Clerk prior to the meeting.

Planning (Between 7.00 pm and 7.25 pm)

6 Planning Applications

- 6.1 **CB/18/04126/full 153 Hitchin Road**
Second storey extension to the rear of the property
- 6.2 **CB/18/04475/FULL 19 Salisbury Close**
Single storey extension
- 6.3 **CB/18/04542/FULL 7 Hardy Way**
3m single storey extension and loft conversion with 2No. dormers to rear elevations.
- 6.4 Any urgent planning applications received between 4th and 10th January 2019

7 Planning Decisions

- 7.1 **CB/18/03219/VOC Land East of Hitchin Road**
Variation of Conditions 13 and 14 on application CB/17/02639/VOC.
Condition No 13 to be rephrased to read; Within 12 months of the first occupation of the school building the off-site highway works shown for indicative purposes on plans 102 and 103 shall be constructed in accordance with full engineering details to have been first submitted to and approved by the Local Planning Authority. Reason: To ensure the provision of appropriate access arrangements and associated off-site highways works in the interests of highways safety in accordance with Policy DM3 of the Core Strategy and Development Management Policies 2019.
Condition No 14 to be redrafted to read; Within 12 months after occupation of the school shown of plan 38149-C-102-C1 shall be fully constructed in accordance with the approved details.
Variation of condition granted by CBC 3rd December 2018
- 7.2 **CB/18/18/03260/RM Land East of Hitchin Road and South of the Former Pig Testing unit**
Reserved matters: Erection of 180 dwellings with landscaping, open space and associated works pursuant to Outline planning permission reference CB/16/01455/OUT dated 30th June 2016.
Reserved matters granted by CBC 17th December 2018
- 7.3 **CB/18/03798/FULL 9 Faraday Gardens**
Loft conversion including insertion of dormer to rear pitch, roof windows and windows to existing front gables.
Full permission granted by CBC 7th December 2018
- 7.4 **CB/18/03737/FULL 3 Copperfield Close**
Proposed single storey side extension with internal alterations.
Full permission granted by CBC 5th December 2018
- 7.5 **CB/18/03924/FULL 77 Heathcliff Avenue**
Erection for double storey extension, installation of roof windows to facilitate loft conversion and other external alterations.
Full permission granted by CBC 19th December 2018
- 7.6 **CB/18/03988/FULL 11 Kipling Crescent**
Two storey rear extension.
Full permission granted by CBC 6th December 2018

Rest of meeting (From 7.30 pm)

8 Public Participation Session for rest of the meeting

- 8.1 15 minutes is allocated for public participation. Up to five members of the public will be given no more than three minutes each to speak, provided the correct notice has been given to the Parish Clerk prior to the meeting.

9 Central Bedfordshire Council Ward Members Report

- 9.1 To receive a report from a CBC Ward Members on matters pertaining to Fairfield.
- 9.2 To receive an update on the meeting with CBC Assets about allotments, garden of remembrance and recreation space.
- 9.3 To receive an update on the sewage smell at the new school and sewage connection for the Crest Nicholson site

Decision items

10 Budget 2019/20

- 10.1 To receive a comparison of budget 2017/18 with expenditure to date. **(Appendix A)**
- 10.2 To agree budget 2018/19. **(Appendix B)**

11 Orchards

- 11.1 To receive quotation for proposed works.
- 11.2 To agree to confirm permission from the Directors of FHMC to maintain the Orchards between March and October 2019 and then to request quotations for this contract.

12 Outdoor Gym / Trim Trail

- 12.1 To discuss residents' comments and agree locations and type of equipment.

13 Speed Watch Signs

- 13.1 FPC to discuss purchasing Speed Watch signs and fixing them to posts at the entrance to Dickens Boulevard and Hitchin Road both ways at the CBC 30mph signs.

14 New Metal Posts on Dickens Boulevard

- 14.1 To discuss and agree installing new metal posts at the crossing point in Dickens Boulevard where the entrance/exit to the footpath will be. The posts to be installed on the opposite side along the kerb edge to stop vehicles driving onto the grass verge and turning it into a muddy mess.

15 Dog Bin on cricket pitch

- 15.1 To agree to replace the existing dig bin with a larger one.

16 Christmas Lights

- 16.1 To agree arranging lights for 2019.

17 Fireworks

- 17.1 To discuss and agree arranging Fireworks for 2019.

18 Meeting with the Management Companies

- 18.1 FPC to agree to arrange a meeting with all Management Companies.

Information items

19 Emergency Plan

19.1 To receive an update

Finance and Correspondence

20 Finance

20.1 To receive receipts and agree payments. **(Appendix C)**.

21 Correspondence

21.1 Any urgent correspondence received between 4th and 10th January 2019

22 Any other business

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

23 Date of next meeting

23.1 The next Parish Council meeting will be held on 14th February 2019 at 7.00 pm for planning and 7.30 pm for all other matters.

Appendix A

Comparison of budget 2017/18 with expenditure to date

	2017/18 bf	Budget 2018/19	Additional Income	Money Spent	Money Remaining
Administration	£ 3,124.15	£ 27,000.00	£ -	£ 28,157.89	£ 1,966.26
Recreation & Public Lands inc Artefacts	£ 32,610.69	£ 41,228.00	£ 7,378.18	£ 40,650.33	£ 40,566.54
Orchards	£ 24,099.33	£ 5,000.00	£ 3,180.00	£ 4,216.45	£ 28,062.88
Apple Day	£ 509.48	£ 300.00	£ 410.98	£ 1,101.60	£ 118.86
PP / NHP	£ 25,653.02	£ -	£ -		£ 25,653.02
Cemetery	£ 20,000.00	£ 10,000.00	£ -		£ 30,000.00
Parking	£ 65,902.50	£ 10,000.00	£ -		£ 75,902.50
Grants	£ 13,866.11	£ -	£ -	£ 6,869.46	£ 6,996.65
Reserves	£ 30,000.00	£ -	£ -		£ 30,000.00
Interest	£ 855.75	£ -	£ -		£ 855.75
Vat	-£ 5,593.87	£ -	£ 9,139.12	£ 7,838.14	-£ 4,292.89
Total	£ 211,027.16	£ 93,528.00	£ 20,108.28	£ 88,833.87	£ 235,829.57

Grants still to be paid

£1,266.50 Scout rent

£9,809.00 Community Hall Floors

£1,686.55 Community Hall Emergency Lighting

£3,324.00 Community Hall Lights

£10,000.00 Bowls Club extension

Appendix B

Draft Budget

	Estimated B/f 2018/19	Estimated costs	Budget 2019/20	Difference between Estimated cost and budget inc b/f
Administration	£ -	£ -	£ 44,200.00	£ -
<i>General</i>		£ 18,500.00		
<i>Legal expenses for land transfer</i>		£ 20,000.00		
<i>Notepads for councillors</i>		£ 3,200.00		
<i>Election Costs</i>		£ 2,500.00		
Total		£ 44,200.00		
Recreation & Public Lands	£ 38,566.54		£ 16,500.00	-£ 553,785.88
Includes Parish Plan / NHP actions	£ 25,653.02			
<i>Grass verges / roundabouts / dog bins</i>		£ 9,505.44		
<i>Gritting</i>		£ 5,000.00		
<i>Dickens Boulevard road safety (match funded)</i>		£ 10,000.00		
<i>Street lighting - Eliot Way - Hardy Way</i>		£ 16,000.00		
<i>Street lighting - Path between School and Community Hall</i>		£ 16,000.00		
<i>Street lighting - Cricket Path</i>		£ 16,000.00		
<i>Road crossing officer</i>		£ 4,000.00		
<i>Expanding Bowls Club / Cricket Club car park</i>		£ 20,000.00		
<i>Outside Gym</i>		£ 10,000.00		
<i>Trim Trail</i>		£ 10,000.00		
<i>Social events (eg Christmas lights, fireworks, Urban park concerts)</i>		£ 8,000.00		
<i>Community Hall</i>		£ 10,000.00		
<i>New allotments and recreation area</i>		£ 500,000.00		
Total		£ 634,505.44		
Orchards	£ 22,300.00		£ -	£ -
<i>Grass cutting</i>		£ 2,300.00		
<i>Re-planting and protecting existing trees</i>		£ 2,000.00		
<i>Maintenance</i>		£ 7,000.00		
<i>Orchard refurb</i>		£ 5,000.00		
<i>Tools</i>		£ 1,000.00		
<i>Contingency</i>		£ 5,000.00		
Total		£ 22,300.00		
Apple Day	£ 118.86	£ 780.86	£ 662.00	£ -
Grants	£ 759.60	£ 10,950.60	£ 30,000.00	£ -
<i>Bowls Club extension</i>		£ 10,000.00		
<i>Floors Community Hall</i>		£ 9,809.00		
Total		£ 30,759.60		
Cemetery	£ 30,000.00	£ 40,000.00	£ 10,000.00	£ -
Additional Parking in Fairfield	£ 75,902.50	£ 75,902.50	£ -	£ -
Reserves	£ 30,000.00	£ 30,000.00	£ -	£ -
Total	£ 223,300.52	£ 878,448.40	£ 101,362.00	-£ 553,785.88

This increases the precept to £101,362.00

Band D Council Tax charge increases from £77.81 to £79.75 (£1.94, 2.5%)

Appendix C

Payments

To whom	Description	Total
Katrina Henshaw	December wages	£358.90
HMRC	December Tax and NI	£89.80
Unity Trust	Service charge & manual handling charge	£29.05
EE	Mobile phone – December	£9.98
Hislop & Co Horticulture Ltd	Maintenance contract	£1,200.00
Hislop & Co Horticulture Ltd	Fell silver birch and grind stump	£768.00
Hislop & Co Horticulture Ltd	Gritting services – on call during Christmas / New Year	£1,320.00
Aztek	Storage unit 01/02/19-31/01/20	£1,716.00
The Sign Shed	Christmas Tree Signs	£79.63
Fairfield Community Hall	Scout rent – Sep-Dec 2018	£1,231.00
Fairfield Lower School PTA	Grant towards Fun Run	£500.00
Strictly table and chairs	Chairs for community hall	£1,499.70
The Bowls Shop	2 bowls mats and 1 handling unit	£3,108.00
Sparkx	Christmas Lights	£3,115.49
	Total	£15,025.55