

Minutes of the meeting of Fairfield Parish Council held in Fairfield Community Hall on Thursday 10th January 2019 at 7:00 pm

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

Officer present: Katrina Henshaw (Parish Clerk)

Also present for all or part of the meeting: Ward Member Councillor S Dixon and seven members of the public.

245 Apologies for Absence

245.1 Apologies for absence were received from Councillors N Hanks (work commitments) and S Jones (work commitments) and Ward Member Councillor B Saunders.

246 Chairman's Notice

246.1 Councillor Bidwell read out the announcement on openness and transparency.

247 Disclosures of Interest and Dispensation requests

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

248 Council Minutes

248.1 Minutes of the parish council meeting held on 13th December 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.

249 Public Participation Session for planning.

249.1 No members of the public requested to speak.

250 Planning Applications

250.1 CB/18/04126/full 153 Hitchin Road

Second storey extension to the rear of the property

FPC has no objections to the basic principle of the application subject to no objections from neighbours and there are conditions that the construction should be in matching materials and follow Fairfield Neighbourhood Plan Design Statement.

250.2 CB/18/04475/FULL 19 Salisbury Close

Single storey extension

FPC has no objections to the basic principle of the application subject to no objections from neighbours and there are conditions that the construction should be in matching materials and follow Fairfield Neighbourhood Plan Design Statement.

- 250.3 **CB/18/04542/FULL 7 Hardy Way**
3m single storey extension and loft conversion with 2No. dormers to rear elevations.
FPC has no objections to the basic principle of the application subject to no objections from neighbours and there are conditions that the construction should be in matching materials and follow Fairfield Neighbourhood Plan Design Statement.
- 250.4 **CB/TRE/18/00508 East and West Orchards**
Works on trees protected by a Preservation order: Various as detailed on the schedule of works and within Groups G1 & G2 of TPO Ref: CB/TPO/10/0010
This is an application from FPC, so no comments were made.

251 **Planning Decisions**

- 251.1 **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
- 251.2 **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
- 251.3 **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
- 251.4 **CB/18/03737/FULL 3 Copperfield Close**
Proposed single storey side extension with internal alterations.
Full permission granted by CBC 5th December 2018
- 251.5 **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
- 251.6 **CB/18/03988/FULL 11 Kipling Crescent**
Two storey rear extension.
Full permission granted by CBC 6th December 2018

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.

252 **Public Participation Session for rest of the meeting**

- 252.1 One member of the public requested to speak on the parental choice and diversity in school place provision in the Samuel Whitbread catchment area. He has written to all relevant parties as he does not believe that CBC is meeting the obligation of Section 14 of the Education Act and wants complete transparency on all decisions made by CBC. Councillor Dixon gave a brief summary of what is happening in the Shefford/Stofold area and agreed to raise the issues to CBC Officers. **Action: SD**

253 Central Bedfordshire Council Ward Members Report

- 253.1 The CBC Budget Consultation started on 3rd January 2019 and finishes on 29th January 2019. Councillor Dixon encouraged residents to respond.
- 253.2 Councillor Dixon agreed to issue a statement from CBC regarding Hitchin Road and requested FPC publicise this; FPC agreed to this on condition the information is accurate and there is a contact number for residents if there are any queries. Councillor Dixon reiterated his permission to pass on his mobile number to residents if they have any queries. **Action: SD**
- 253.3 A meeting between CBC Assets and FPC has been arranged for Monday 14th January to discuss allotments, garden of space and recreation space.
- 253.4 Anglian Water do not believe that the smell at the new school is to do with the Letchworth Sewage Treatment Works and suspect it is unique to the school. It has been difficult to identify the cause as the smell is sporadic, but investigations continue so that the developer can resolve it.
- 253.5 Pix Brook Academy will open in September 2019 with Year 5 children having their first year at Etonbury but as Pix Brook Academy students. These children will move to Pix Brook Academy in September 2020 as Year 6 children with the new Year 5 children. The school will then create new school years each academic year until there are Years 5-11.

254 Budget 2019/20

- 254.1 FPC received the 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

- 254.2 Following a discussion, with a vote of four in favour and one abstaining, it was

RESOLVED

That FPC will set a budget of £101,362.00 (£79.75 for band D – 2.5% change, £1.94 increase). The budget was set as follows: -

	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

REASON

To manage existing areas and to continue building funds so FPC can provide facilities and amenities for the community once land becomes available. Grants and / or loans will need to be investigated to meet any shortfall.

Some of these projects may not be started or completed during 2019/20 so unspent monies will be carried over to the following financial year.

Grants will be applied for where possible.

254.3 The clerk to send the Precept request to CBC before 18th January 2019. **Action: KH**

255 Orchards

255.1 FPC has received a quotation from Colin Carpenter for the arborist work. It was agreed to request an alternative quote from Hislop & Co Horticulture. **Action: KH**

255.2 It was agreed to confirm permission from the Directors of FHMC to maintain the Orchards between March and October 2019 and to request quotations for this contract. **Action: KH**

256 Outdoor Gym / Trim Trail

256.1 FPC has received a few objections, a few queries and a few opinions on the proposed locations from the Gym / Trim Trail. Following a discussion, it was agreed to

- Look for an alternative location for the Trim Trail. This will be discussed with all Management Companies at the next meeting. **Action: CB**

256.2 To ask FPRC if land next to the tea cup park could be used. If this is agreed, FPC will seek quotations and then consult with residents. **Action: AMH**

257 Speed Watch Signs

257.1 Following a discussion, it was agreed to purchase three Speed Watch signs and fix them to lampposts at the entrance to Dickens Boulevard and adjacent to the two 30mph signs on Hitchin Road, subject to permission from CBC. (Approximate cost £25.00 per sign). The sign must be within half a mile of where Speed Watch operates so these signs will allow Speed Watch to operate in the whole of Fairfield. The clerk to arrange with CBC. **Action: KH**

258 New Metal Posts on Dickens Boulevard

258.1 Following a discussion, it was agreed to install new metal posts at the crossing point in Dickens Boulevard where the entrance/exit to the footpath will be, subject to permission from CBC. The posts to be installed, when the crossing is extended, on the opposite side along the kerb edge to stop vehicles driving onto the grass verge and turning it into a muddy mess. The clerk to seek permission from CBC. **Action: KH**

258.2 Councillor Dixon agreed to arrange for CBC to collect the post that was knocked down in August 2017 and reinstall it in Bronte Avenue. **Action: SD**

259 Dog Bin on cricket pitch

259.1 During the Christmas period, the dog bin on the cricket pitch was full so Councillor Dack emptied it. FPC thanked Councillor Dack for taking this action. It was agreed to replace the bin with a 80 litre one. (Approximate Cost £150-£200). The clerk to arrange. **Action: KH**

260 Christmas Lights 2019

260.1 It was agreed to obtain quotations. **Action: PD/AMH**

261 Fireworks 2019

261.1 It was agreed to defer discussions on this until after the May elections.

262 Meeting with the Management Companies

262.1 The meeting with the Management Companies will be held on Thursday 24th January 2019.

263 Emergency Plan

263.1 Councillors Bidwell and Milliken and reviewing the Plan. **Action: CB/TM**

264 Finance

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

It was

RESOLVED

That payments of £15,052.55 be paid.

265 Any other business

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

- 265.1 Councillor Bidwell is making enquiries about fixed and moveable CCTV. He is investigating costs and all legislation that needs to be met by a local authority.
- 265.2 Councillor Hunt reported that over Christmas residents were dumping rubbish near the bottle banks. CBC did clear this up after receiving requests to do so.
- 265.3 Councillor Hunt reported that the car park area of Tesco is looking untidy and has lots of litter in it.

266 Date of next meeting

- 266.1 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.

Meeting closed at 9.15 pm