

Present

Fairfield Parish Council (FPC) – Councillors Chris Bidwell (Chairman), Barrie Dack (also representing FPRA), Penny Daffarn and Tom Milliken

Fairfield Park Resident Association (FPRA) – Nick Reynolds (Chairman)

Directors of Fairfield Hall Management Company (FHMC) – Derek Pugh (Chairman) and Lynn Darlington

Directors of Middlemarch Residents Company (MRC) – Geoff Smith (Chairman), Nick Andrews and Terrence Tinsley

PREIM Limited (The new Management Agent for Fairfield Gardens) Oliver Taylor

NB The Directors of the Management Company at Fairfield Gardens is still Crest Nicholson, and this will remain the case until the development is completed, at which point control will be handed to the residents. Oliver can answer any questions on their behalf as they are not involved with the day to day management of the company.

Meeting chaired by

Chris Bidwell

Notes taken by

Katrina Henshaw (Parish Clerk).

Please note this is NOT a decision-making meeting but an exchange of information only.

1 Apologies

1.1 Apologies were received from Councillors Hanks, Hunt and Jones (also a Director of FHMC) and Alan Field (Director of FHMC)

2 Welcome and introductions

2.1 Everyone introduced themselves and CB explained the purpose of these meetings were to work together to protect the Fairfield Environment for the benefit of all the residents. They are informal meetings with only notes taken and no minutes.

3 Fairfield Hall

3.1 Pot Holes off Eliot Way – GS expressed safety issues for car drivers, pedestrians and cyclists over the pot holes on the road from Eliot Way to the Hall and Middlemarch parking. He acknowledged that Encore had arranged the repair of the pot hole on the junction of Eliot Way but requested that FHMC look at the other pot holes. FHMC agreed to look at the area.

Action: FHMC

3.2 Use of Middlemarch bins by FHMC residents – GS reported that Hall residents have been seen using Middlemarch bins and therefore asked FHMC what they could do to prevent this. It was agreed that FHMC and MRC would work together to advise new residents of the correct procedures concerning bins. **Action: FHMC/MRC**

4 FPRA

4.1 Ongoing roadworks and the state that the contractors have left FPRC land in – NR explained that the contractors had left the grass verge in an appalling condition and this followed on from them not seeking permission to carry out the work in the first place. NR acknowledged that this wasn't the time of year to make repairs but did feel that some repairs needed to be made. As the grass was of very high quality, the area should be turfed. Breheny Civil Engineering Ltd has advised Ward Councillor Steve Dixon that the verge would be repaired this week, but no works have been done yet. Scanlans has also written to the Developer regarding this. It was agreed that FPC would write to Breheny. **Action: FPC**

- 4.2 Works to site off Eliot Way, Fairfield – CBC has opened an Enforcement case regarding the way vehicles for this site are being parked and the mud on the road. The parish council and Ward Councillor Steve Dixon have been speaking to CBC Enforcement on these issues. It was agreed that FPC would write to CBC on half of all the management companies on these issues. **Action: FPC**

5 **Fairfield Gardens**

- 5.1 Proposed new FPC noticeboard – It was agreed that OT would meet to agree location(s) for FPC noticeboards(s). **Action: OT/FPC**
- 5.2 Ways to help new residents in Fairfield Gardens integrate with existing residents – Fairfield Matters is being delivered to the new residents. Creating a Welcome back for all new residents was discussed and NA volunteered to make suggestions on what to include. **Action: NA**

6 **Planning applications**

- 6.1 Outline application: Erection of 24 dwellings and associated access. Land North of Fairfield and West of Hitchin Road – Ward Councillor Steve Dixon has called this application into the Development Management Committee for determination as he has concerns regarding the access. FPC will be discussing the application at the next planning meeting. Comments need to be made to CBC by 11th February.

Concern was expressed about the proposed cycle route along Hitchin Road. It is an aspiration of the Green Wheel to create one here, but the farmer is reluctant to release land for this.

7 **Tree Replacement Policy**

- 7.1 Although many trees are protected by a TPO, there is no policy for the replacement of other trees in Fairfield. CBC has engaged a consultant to look at a tree replacement policy. FPC is also looking to create a policy and would like to have a unified action on a tree replacement policy. All management Companies agreed with this proposal and advised that they already have informal policies on this. It was noted that within each of the TP1 Land registry documents there's a requirement that no conifers can be planted in Fairfield. FPC will circulate a draft policy once it has been produced. **Action: FPC**

8 **Other items**

- 8.1 Facilities for the Youth – With the closure of Youth Club there was a discussion on who should be responsible for setting up facilities for the fast-growing teenage population of Fairfield. No decision was made on this but FPC advised that it was trying to set up a Youth Parish Council and if this is successful, activities the youth require may be suggested. FPC always supported the Youth Club and will always consider supporting new activities.
- 8.2 Facilities for the Seniors – There was a discussion on who should be responsible for setting up facilities for the senior population of Fairfield. No decision was made on this, but it was acknowledged that the Community Hall had recently started a Café in the Park aimed at the over 55s and again FPC had supported this financially.
- 8.3 A formal / designated foot and cycle path to link the new area of Fairfield gardens with the Letchworth Greenway – This is included in the developers plan and is also planned to be part of the Etonbury Green Wheel.
- 8.4 Emergency Plan – FPC is updating the Emergency Plan and has asked for contact details of at least one representative from each Management Company to be included in the Plan. Each representative needs to send a passport photo, email address and telephone number. The Plan will be held by FPC and CBC. An abridged version with personal details omitted will be on the FPC website. **Action: ALL**

- 8.5 Outside Gym / Trim Trail – A Parish Plan was compiled in 2015 based on the results of a questionnaire completed by residents. The order of priority for actions was the maintenance of the orchards, the upgrade of Urban Park and a trim trail / outdoor gym.

It has been proposed that the area for the outside gym will be on the grass area next to the teacup park (the park between Emily Place and Bronte Avenue). FPC will be consulting residents on this proposal.

An area for the Trim Trail needs to be agreed as the previous suggestion of using the Western Shelter Belt has been rejected due to the leaves from trees making the equipment slippery and the remoteness of the area. It was agreed all management companies would consider if there was any suitable land under their responsibility for some pieces of equipment. FPC will purchase all equipment and will be responsible for maintenance and insurance. **Action: All**

9 Date of next meeting

- 9.1 The next meeting to be held on Thursday 4th April at 7.30 pm unless it is considered necessary to have one before.

Meeting closed at 8.30 pm.