

Date: Friday 6<sup>th</sup> September 2019

**Councillors:**

B E Dack (Chairman), N Andrews, P Daffarn, A M Hunt, S Little, S Reader and N Reynolds

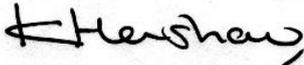
You are hereby summoned to attend the following meeting:

**Fairfield Parish Council**

**Date/ Time:** Thursday 12<sup>th</sup> September 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**

**151 Apologies for Absence**

151.1 To receive any apologies for absence from councillors.

**152 Chairman's Notice**

152.1 FPC's statement on commitment to openness and transparency is presented with the meeting sign-in sheets. The chairman to confirm members of the public have read the announcement on openness and transparency.

**153 Disclosures of Interest and Dispensation requests**

153.1 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.

153.2 To receive written requests for dispensations for declarable interests.

153.3 To grant any requests for dispensation as appropriate.

**154 Council Minutes**

154.1 To approve and sign as a correct record the minutes of the parish council ordinary meeting held on 5<sup>th</sup> August 2019.

**155 Public Participation Session for planning applications**

155.1 Fifteen 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)

### 156 Planning Applications

- 156.1 **CB/19/02532/FULL 1 Franklin Place** Deadline for comments to CBC is 3<sup>rd</sup> October 2019. Erection of entrance porch and installation of oriel box window to ground floor rear.
- 156.2 **CB/19/02537/FULL 3 Franklin Place** Deadline for comments to CBC is 4<sup>th</sup> October 2019. First floor rear extension and first floor side window.
- 156.3 Any urgent planning applications received between 6<sup>th</sup> and 12<sup>th</sup> September 2019.

### 157 Restricting Permitted Development Rights

- 157.1 To receive an update from Councillor Dack.
- 157.2 FPC has received the following responses from Blandy and Blandy and Blandy to the questions asked at the July.

1. **Where PDR is suspended will residents still have the right to submit planning applications for the same development? And would the outcome of the application ultimately be the same? Concern was expressed that restricting PDR could cost residents money and waste time and achieve nothing.**

Blandy and Blandy advised that residents have the right to submit a planning application for what otherwise might have been permitted development. The outcome however might well not be the same – otherwise there would be little point in a LPA removing the PDR. The point of the exercise would be to require applications (for e.g. a roof extension or porch) to ensure that the development proposed was appropriate.

For a LPA to remove PDR there must be a justification. In FPC's case the justification will be related to the original design briefs/codes and the Council's desire to preserve the character of the development of the village. Blandy and Blandy's advice so far is that the Parish Council having identified those rights that they want removed should accept that any proposal that conforms to the relevant design guide for the village should be granted permission. The LPA and FPC will of course need to be clear what the relevant parameters are to be. (It may be for example that the current guides should be updated). On that basis if a conforming application is submitted it would be expected to be granted. On the other hand, if an application is made for something that is in conflict with the reason for removing the PDR the applicant should expect a refusal.

So, if the process is managed sensibly by all concerned a resident would have to pay the application fee and wait for the result but there need be no more inconvenience than that. Whether or not an application "conforms" would be largely in the resident's control. Of course, nothing would prevent a resident applying for something that is non-conforming, get a refusal and take it to appeal.

2. **If PDR for a property are suspended would this potentially affect the value of the property?**

Blandy and Blandy are not valuers and cannot give formal advice but depending on what rights are removed one could argue that a property may be slightly less valuable because of a fee would need to be paid. On the other hand, if someone builds a monstrosity next door to you that would affect the value of your house. There is a balance to be struck. Blandy and Blandy suspect a valuer would advise that overall since the object is to preserve the uniqueness of the village's character that would be a "plus".

### 158 Meeting with Crest Nicholson re Over 55'S restriction on apartments

- 158.1 To receive a report from Councillors Dack and Daffarn.

## 159 Planning Decisions

### 159.1 CB/18/04812/OUT Land North of Fairfield and West of Hitchin Road

Outline application: Erection of 24 dwellings and associated access.  
FPC **objected** to this application.

#### **Reasons / comments are: -**

Drawing number 60479463-0001 is out of date and does not provide relevant information as the new crossing point that is adjacent to the proposed entrance to the site is not shown.

**Infrastructure** – There is no additional infrastructure to support these additional homes, i.e. shop and surgeries. The available health services are currently oversubscribed causing longer waiting times at doctors.

**Traffic** – The increase in vehicular traffic along the Hitchin Road and the environmental impact of noise pollution and water runoff on the surrounding homes and wildlife has not been accounted for.

**Access** – The new access road is positioned close to the new crossing point installed to safe guard pedestrians. The footpath/cycle route used by school children is interrupted by the new road and presents a hazard to all using this pathway which is narrow along its whole length.

During a presentation from Land for England, FPC raised this concern about access and requested they contact the developer of the new site at East Lodge off Eliot Way to try and purchase some land to create an access road off Eliot Way (see FPC minutes 11<sup>th</sup> October 2018 item 155).

**Parking Spaces** – The provision of only eight visitor parking spaces would appear to be insufficient for the number and size of homes and the general location of these spaces could be remote for those visitors, thus parking along the road will occur restricting the road width and increasing road hazards by parking on the road

These, along with the proposed increase of homes in another local development, is in excess of 40 new homes with the locality of Fairfield. CB/18/04780/full

CBC is fully aware of the recent and continuing disruption on Hitchin Road due to all the new developments and to grant permission for another development would show a further example of poor coordination.

**CBC granted full planning permission 29<sup>th</sup> August 2019**

### 159.2 CB/19/01485/FULL Land at East Lodge, off Eliot Way.

Construction of a Services Kiosk.  
FPC **objected** to this application.

#### **Reasons**

1. FPC is concerned that this may obstruct the proposed pedestrian/cycleway along Hitchin Road that will form part of the Etonbury Green Wheel. This is very important for all ages but in particular school children from Fairfield walking/cycling to middle and upper schools.
2. Bricks are not as in the Design Statement.

**CBC granted full planning permission 23<sup>rd</sup> August 2019**

### 159.3 CB/19/01875/FULL 8 Faraday Gardens.

Part rear, part side, single storey extension.

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

It was noted that the work has already commenced and is almost complete.

**CBC granted full planning permission 9<sup>th</sup> August 2019**

159.4 **CB/19/02033/VOC Land East of Hitchin Road and South of the Former Pig Testing Unit.**  
Variation of Condition 1 of planning permission CB/18/02526/FULL dated 23.08.18 Temporary access to site for access to the school. Following condition to be amended condition 1 The access hereby permitted shall be closed off and the land to the west of the highway boundary as shown in green on plan number 38149/2001/040 Rev P6 shall be fully reinstated to the Local Authority's written approval and the remaining land covered by the temporary access should be laid out in accordance with the relevant planning permission for that area within one calendar month of the approved school access being completed as approved and being available from Hitchin Road roundabout (as shown on plan 38149/C/102 Rev C1) or in any event no later than 30/11/2020 whichever is sooner, unless before that date, the Local Planning Authority has granted planning permission for its retention.

FPC had **no objections** providing that CBC is satisfied there is safe access to the school for children and adults.

**CBC granted variation of condition 29<sup>th</sup> August 2019**

## Rest of the meeting (From 7.30 pm)

### 160 Public Participation Session for the rest of the meeting

160.1 Fifteen 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.

### 161 Central Bedfordshire Council Ward Members Report

161.1 To receive a report from a CBC Ward Members on matters pertaining to Fairfield.

161.2 Ward Councillors to advise the position of change of streetlamps from soft yellow to LED bright white.

## Decision items

### 162 Transfer of Ownership of Community Hall

162.1 To consider points raised by Blandy and Blandy and discuss setting up a working party.

### 163 Proposed Garden of Remembrance / Cemetery

163.1 To discuss and agree next steps.

### 164 Orchards (Appendix A)

164.1 To agree to ask Hislop's to quote

- to have the concrete cleared from the Eliot Way/compound area.
- for wildflower planting,
- for topsoil on the concrete depleted mounds.

### 165 Apple Day Saturday 28<sup>th</sup> September

165.1 Councillor Daffarn has reported that planning is going well and on schedule. This year sees the Morris Dancers making reappearance and the WI will be present to serve tea and coffee. It should be another superb community event but they do need volunteers on the day.

165.2 FPC to discuss having a stall on the day and if there is one who will man it.

## **166 Friendly Bench (Appendix B)**

- 166.1 To agree in principle that FPC is happy and supportive of the Idea of a “Friendly Bench”.
- 166.2 To agree in principle to use the money donated to Fairfield by Anglian Water to start a fund that would pay for a bench – further money to be raised by donations or further grants from outside bodies. (Only payable if full amount raised).

## **167 Cricket Club and Orchard Perimeter**

- 167.1 To agree the Chairman’s action is agreeing a fee up to £2,000 to BRCC to produce proposals on site clearance, planting and reducing the tree line bordering the Cricket Ground and East Orchard, following discussions with FHMC, Cricket Club and BRCC.

## **168 Dead trees around the Cricket Club**

- 168.1 There are three dead trees around the cricket field. A Hawthorn with TPO number 0619 and two silver birch that do not have a TPO disc attached. FPC has asked CBC for permission to remove the Hawthorn and is waiting for a decision.
- 168.2 If permission is granted by CBC, FPC to discuss accepting Hislop’s quote of £820.00 to fell the trees and grind out the stumps.
- 168.3 FPC to discuss with the Cricket Club replacing the lost trees with the same species (silver birch and Hawthorn) or whether to replace with other types of trees (a quotation needs to be sought).

## **169 Storage for FPC, Scouts, Cricket Club and Bowls Club**

- 169.1 To agree to continue discussions with FHMC, Cricket Club and Bowls Club regarding a new storage facility

## **170 New ‘inclusive’ play equipment**

- 170.1 To discuss how to fund providing inclusive play equipment around Fairfield. The report that FPRA has received only showed an indicative cost for the play equipment and not a final cost as quotes had not been invited. The initial cost for all the equipment is approximately £50k, if it was all installed at once. However, the project could be implemented for only a part of the site, say the two Urban Park play areas initially, and then developed further at a later date.

Councillor Reynolds has requested that the Anglian Water money to be spent on this project. The rest of the funding could come from FPRC or some other source.

## **171 Fairfield Community Church**

- 171.1 To note the changes in the trustees of Fairfield Community Church. Peter and Pauline Wade have retired from FCC and Alison Jack (Fairfield resident) and Mandy Morton have recently been appointed.
- 171.2 To discuss Remembrance Sunday in view that FCC has yet to appoint a new Minister.

## **172 VE Day 2020**

- 172.1 To discuss how Fairfield could commemorate this.

## **173 St Mary’s Church. Stotfold**

- 173.1 A new curate with responsibility for Fairfield has been appointed.

## **174 Working Group to work with and integrate our senior demographic**

- 174.1 To discuss setting up a working group (**Appendix C**).

## **175 Defibrillator for Fairfield Gardens**

175.1 Fairfield Gardens Steering Group has requested a defibrillator. The developers agree that defibrillator can be installed on one of the external walls of Harlington House and maintained thereafter. FPC to discuss paying for the defibrillator and all future maintenance costs.

## **176 Gritting**

176.1 To appoint a gritting adviser to assist the Chairman.

## **Ongoing matters**

## **177 Christmas Lights**

177.1 Councillors Daffarn and Hunt had a conference call with Andy Frimley. When he fully understood what FPC wanted it was clear original quote was not realistic. He agreed to revise it, but never got back to us. So, the contract has been placed with Sparkx as usual. Councillors Daffarn and Hunt are exploring with them some form of decoration on the mound, but at the moment it's not been decided.

177.2 Fairfield Gardens Steering Group has requested some Christmas Lights. The developers have agreed to the installation of Christmas lights as long as they are put up in December and removed in January. Any damage to the trees will be the liability of the Fairfield Gardens Management Company. In terms of the lights themselves, they have asked FPC to provide clarity on the details required do they can canvass the neighbourhood accordingly.

## **178 Proposed Outdoor Gym and Trim Trail**

178.1 To receive an update from Councillors Hunt, Little, Reader and Reynolds.

## **179 Proposed kick-about area behind the new school**

179.1 The clerk has asked Lochailort for a meeting to have an input into what is being planned with respect to the use of this area and is waiting for a response.

## **180 Crown lifting roadside trees**

180.1 This work has been completed.

## **181 FPC Policies and Procedures**

181.1 The clerk is working on the following

- Investment Policy (and then updated Financial Regulations).
- Finance Risk Assessment.
- Grievance Disciplinary Procedure.
- Protocol for marking the death of a senior national figure or local holder of high office.
- Recommendations from the Internal Auditor.
- Revised guidelines for grant applications

181.2 The Councillors Dack, Andrews and Daffarn are drafting a Communication Plan.

## **182 The Emergency Plan**

182.1 To receive an update from Councillors Little and Reynolds.

## **183 Lighting on footpath adjacent to cricket pitch**

183.1 To receive an update from Councillors Little and Reader.

## **184 Bollards at the top end of Kingsley Avenue**

184.1 The bollards have been installed.

## **185 Training**

185.1 Training on the Emergency Plan is being arranged with CBC by Councillors Little and Reynolds.

185.2 Public training on using the Defibrillator is being investigated by Councillors Daffarn and Reynolds.

185.3 The clerk will be attending training on Transparency and Audit in February 2020.

## **Information items**

## **186 Dickens Boulevard roundabout competition**

186.1 To announce the winners of the competition

## **187 Meeting with Baycroft Care Home**

187.1 To receive a report from Councillor Dack (**Appendix D**)

## **188 Crime figures for July and August 2019**

188.1 During July there were three reported crimes in Fairfield. These were

- Burglary – business and community
- Theft of unauthorised taking of a pedal cycle
- Other criminal damage to a vehicle (under £5,000)

188.2 During August there were five reported crimes in Fairfield. These were

- Assault without injury
- 2 x Burglary – business and community
- Burglary - residential dwelling
- Having possession of a controlled drug - Class B - Cannabis

## **189 Speed Watch**

189.1 In July 2019 there were three sessions held. 919 vehicles went through of which there were 38 speeders. Details of the speeders are passed to the police and a letter is sent to the offender.

## **Finance and Correspondence**

## **190 Finance**

190.1 Audit for 2018/19 accounts – The 2018/19 Annual Return for Fairfield Parish Council was approved at the Parish Council meeting held on 16<sup>th</sup> May 2019 following review and verification by an independent internal auditor. The external auditor, Mazars LLP, completed their external audit on 9<sup>th</sup> August 2019 and concluded that in their opinion the information in Sections 1 and 2 of the Annual Governance and Accountability is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The closure of accounts notice has been displayed on the noticeboards and website.

- 190.2 To appoint an internal auditor for 2019/20.
- 190.3 To agree the invoice for the Community Hall rent 2019/20 of £2,640.00. (Last year this was £2,640.00)
- 190.4 To agree giving the Bowls Club a short-term loan of £10,000 if required to assist them with cash flow whilst they wait for the Grant from Sports England.
- 190.5 To receive bank reconciliations to 31<sup>st</sup> July 2019 and 31<sup>st</sup> August 2019. **(Appendix E).**
- 190.6 To receive receipts and agree payments. **(Appendix F).**

## **191 Correspondence**

- 191.1 Any urgent correspondence received between 6<sup>th</sup> and 12<sup>th</sup> September 2019.

## **192 Any other business**

NB This is for exchange of information only. No discussions can take place, nor can any decisions or actions be agreed at this time.

## **193 Date of next meeting**

- 193.1 The next Parish Council meeting will be held on 10<sup>th</sup> October 2019 at 7.00 pm for planning and 7.30 pm for all other matters.

## **Glossary of acronyms**

BATPC	Bedfordshire Association of Town and Parish Council
CBC	Central Bedfordshire Council
e.g.	exempli gratia (Latin phrase meaning "for example")
FHMC	Fairfield Hall Management Company
FPC	Fairfield Parish Council
LED	Light-emitting diode
LPA	Local Planning Authority
NB	Nota bene (Latin phrase meaning 'note well')
PDR	Permitted Development Rights
SLCC	Society of Local Council Clerks

## **Appendix A**

### **Orchards**

#### Report by Councillor Daffarn

During the summer, it was noted that there was a huge amount of blossom die-back affecting many of the trees in the West Orchard, this was cut out by volunteers as well as a thorough prune of a lot of the dead wood. It will be interesting to hear Bob Lever's verdict on how the trees are faring. He is due to complete his yearly survey on Sep 17

Nick A and I have established a routine of meeting with the Hislop's team before each planned grass cut, to discuss where and how short to cut. The original management plan, prepared by BRCC, recommended less frequent cuts than we are currently doing (except for pathways) and so we are planning, with the advice of the Hislop's team, and council approval, to reduce the cuts, and make a judgement each month as to which areas to cut. We will even leave some areas uncut for prolonged periods to provide shelter and habitat for wildlife.

We discussed with Hislops the idea of making the Orchard area opposite Hardy Way and Compound a wildflower area. Hislops said this would be expensive to do in one year, so we agreed for them to quote to do area in front of Compound in the next calendar year and work way down Hardy Way in subsequent years – obviously with the approved of the Parish Council.

The concrete pieces that appeared in the mound along Hardy Way have been cleared by Hislops, apart from some large blocks, which if removed would eventually cause the collapse of the mound.

The compound/Eliot Way area was not cleared, as this was not included in the original quote. With council approval, a second quote to clear this area and make safer the shaft that has sunk on the pathway needs to be requested.

Another longer-term aim would be to remove all the concrete, it would need to be replaced with topsoil, and this would be extremely expensive. Hislops will quote, and while it is likely that the council has other priorities this way, we are constantly improving areas that the Council owns, plus once done will not need doing again just managed.

## **Appendix B**

### **Friendly Bench**

#### Report by Councillor Andrews

Two motions to vote on.

- 1) Agree in principle that the Parish Council are happy and supportive of the Idea of a Friendly Bench
- 2) Agree in principle to use the money donated to Fairfield by Anglian water to start a fund that would pay for a bench – further money to be raised by donations or further grants from outside bodies. (only payable if full amount raised).

#### **Background**

Fairfield was donated £7,000 by Anglian water, requests have gone out to the community how to spend the donation (See Appendix 1 email from Katrina).

#### **Friendly Bench.**

The Friendly Bench is an innovative community space – connecting people, connecting places and connecting with nature.

Specifically designed, The Friendly Bench is a safe, easily accessible mini-community garden with integrated seating situated within communities for people to meet, chat, and connect with each other, to places and with nature, reducing social isolation and increasing community cohesion.

These community parklets have been envisaged to help encourage connections between communities, help tackle loneliness and improve the quality of life of all, including the elderly, socially isolated and those with limited mobility's life, by connecting them with people, to places and with nature.

Welcoming, inclusive and accessible outdoor social spaces for all to meet, chat, rest and enjoy coming together in their own community, the core principles that guide The Friendly Bench are:

Connecting people – Offering regular opportunities for social interaction, growing and strengthening social networks and improving well-being amongst all residents who feel socially isolated and those with limited mobility and their wider community through friendship and is the focus for monthly community events and activities.

Connecting places – Purposefully designed and situated, The Friendly Bench provides a convenient and comfortable place for those with limited mobility to rest, helping them to connect with local services and public places, whilst also encouraging independence and opportunities to engage with and participate in their wider communities on their own terms.

Connecting with nature – Enabling easily accessible interactions with nature, wildlife and the outdoors to help improve physical health, mental wellbeing, social behaviour and help improve self- esteem and life satisfaction.



[www.thefriendlybench.co.uk](http://www.thefriendlybench.co.uk)

Funding (beyond the Anglian Water money)

There is an opportunity that Fairfield Parish could be supported through the process by Rural Community Council. Also funding via CBC initiatives and various grant bodies and fund raising.

Also, please find attached a brochure and document with fuller details than above.

### **Appendix 1**

The money was donated to FPC as a gesture of good will and had no conditions. The previous parish council were ideally looking for one project that would benefit as many residents as possible.

Yes, the parish council will be able to claim back VAT (unless it didn't meet the criteria for the parish council to claim back ... i.e. if it was a business activity. Unlikely so should be safe to assume ok to claim back).

We received the money in September 2018. Councillor Bidwell mentioned a stage at the October meeting, but I don't believe this was ever followed up.

At the November meeting the minutes state

Following an article in Fairfield Matters, FPC has received two suggestions.

1. To fund public water fountains and cut down on the use of disposable plastic water bottles. This was discussed and was discounted due to ongoing costs of maintenance and testing.
2. Double yellow lines for Dickens Boulevard from first roundabout up to Tesco's and on four corners outside of Tesco's to stop vans especially and cars parking. This was discounted as the road is the responsibility of CBC, so it would be CBC's responsibility to install parking restrictions and enforce them.

It was agreed to defer the decision on how to spend the £7,000 donation until the December meeting.

At the December meeting the minutes state

FPC discussed the following suggestions received from residents: -

- To install more waste bins for litter. Doubling the waste bins close to the play areas and installing signage to take your waste home. These are all supplied by FPRC.

- To seed and weed areas of grass that have been decimated with the hot summer; possibly turfing where grass is bare. Grass will repair.
- To hold an organised firework, display at the communal garden to allow residents to enjoy a proper display and hopefully to reduce tin pot back garden activity spread over two weeks prior to November the 5th! FPC would prefer spending the money on something that isn't a one-off event.
- Paint the common area railings and bollards black again as they are going rusty, if not looked after these will cost more money to replace in the future. They are starting to make the park look run down. This is the responsibility of FPRC and is on the maintenance list for 2019.
- Put the money towards the children's playground refurbishments, I believe they are on a 10-year life cycle. These are the hubs for the community and family life. This is the responsibility of FPRC.
- A proper Trim Trail around the Park which would be good for teens, young adults and adults. We need to get youth fitter and all the local parks are way too young for them. Toddlers are catered for, as are younger children but for 10 years and over there is a need to challenge them. FPC has already budgeted for this.
- Do something for our growing pre-teen population. They are too big for the many, many play areas and too young for the gym. A fitness area created for them would be good. FPC currently has no land to do this but is in discussion with CBC for land being made available for recreational space.
- Something for the over 55. Maybe a club not sport related. A Café in the Park for the over 55s is opening in the Community Hall in the New Year.
- The flower beds around the park including the urban park. The plants which were put in the urban park are not suitable. Years ago, a strip of land near the path going down past the bowls club was a very long bed of roses. We have Harkness roses on our doorstep so why not spent the money redoing all the beds around the park with flowers and rose bushes, the plants in most of the beds are a miss mash of cheap shrubs. This is FPRC responsibility and is on the maintenance contract.
- The Community Garden is enjoyed by many residents. Herbs and vegetables are grown for the community. Water is desperately needed as many of the plants died during summer for lack of water which must be very disheartening to the few volunteers who work so hard on this project. A supply of water would be a good way of spending the money. There is a supply of water from a nearby hydrant that has been made available.

It was agreed to defer the decision on how to spend the £7,000 until the right idea is put forward, ideally something that will something for the whole community to appreciate.

## **Appendix C**

### **Working Group to work with and integrate our senior demographic**

Report by Councillor Andrews

Setting up a working party which would plan and ask for resident volunteers of Fairfield, to work with and integrate our senior demographic into the Community, with the key aims of Recreation, Social interaction and Support. working with groups already set up in Fairfield (Fairfield Friends) and be the link between Baycroft Home and the Community/Parish Council. Sharing ideas and facilities, for the benefit of the community.

Fairfield Friends – Is an initiative to bring together older members of Fairfield Community, especially those living on their own or who do not have many local friends. They organise events and trips, thus improving the social wellbeing of their members.

The Parish Council / via working party would sign up to the CBC initiative below.

Central Beds Older Peoples Network

[https://www.centralbedfordshire.gov.uk/info/18/health\\_and\\_social\\_care/322/getting\\_involved/3](https://www.centralbedfordshire.gov.uk/info/18/health_and_social_care/322/getting_involved/3)

We already have possible members of the working party, that will bring a great deal of experience to Fairfield.

Note – Maybe a similar group is set up for the Youth & Children of Fairfield but will leave for other councillors to look at this demographic.

## **Appendix D**

### **Meeting with Baycroft Care Home**

#### Report by Councillor Dack

Nick Andrews and I met with Yvonne Rolfe, the Community Relations Manager, for the Care home whose delayed opening is now scheduled for October.

Yvonne is a lady with boundless enthusiasm for her job, loads of ideas and seems the ideal person to get the Care Home started and to integrate the occupants both within the home itself and with the Fairfield community.

She is particularly keen to ensure community involvement on many fronts and has met already with many organisations in both Fairfield and Stotfold.

The home is a commercial venture, not council run, whether it is to take local authority referrals has yet to be decided. However, if it to be successful then it has to become part of the Community from where it is intended that many of their occupants will come.

We discussed many ways in which this can be achieved. One key element will be to provide volunteers who can visit the home to befriend those without relatives or who have no local relatives to visit. Those people could also take the more able occupants on visits to local places or shops. Yvonne has met with Wendy Craig from Stotfold Good Neighbours whose services extend to Fairfield, but it was our view that more volunteers need to be recruited.

The home will have a mini bus and she was happy with the idea that some of the occupants could be brought to the Community Hall for Cafe in the Park where they could enjoy a natter, cup of tea or coffee and a piece of cake and take part in the activities if able.

The home has facilities for meetings and an area suitable for fund-raising coffee mornings. The use of this can be for charities and are being offered to local organisations for their use and also as a bridge between the home and the community.

If it so you wish we can invite Yvonne to our October meeting where she could give a 15-minute presentation. Alternatively, once the home is more complete (90 per cent has yet to be furnished) it would be better for fellow councillors to visit so you can see for yourselves their vision on running the home and the facilities within it.

## Appendix E

### Bank Reconciliation at 31<sup>st</sup> July 2019

Where the money is	Value
Unity Trust	£217,652.67
Cash Plus Card	£380.22
Petty Cash	£0.00
<b>Total Money</b>	<b>£218,032.89 (1)</b>
<b>Cash Book</b>	
Total Receipts	£58,824.80
PLUS balance carried over 1 <sup>st</sup> April 2019	£194,451.94
LESS Total Payments	£35,243.85
<b>Total Money in cash book</b>	<b>£218,032.89 (2)</b>

As (1) and (2) are equal there are no issues to report.

### Bank Reconciliation at 31<sup>st</sup> August 2019

Where the money is	Value
Unity Trust	£263,801.40
Cash Plus Card	£382.22
Petty Cash	£0.00
<b>Total Money</b>	<b>£264,181.62 (1)</b>
<b>Cash Book</b>	
Total Receipts	£109,505.80
PLUS balance carried over 1 <sup>st</sup> April 2019	£194,451.94
LESS Total Payments	£39,776.12
<b>Total Money in cash book</b>	<b>£264,181.62 (2)</b>

As (1) and (2) are equal there are no issues to report.

## Appendix F

### Receipts

To whom	Description	
Central Bedfordshire Council	19/20 Precept	£50,681.00
<b>Total</b>		<b>£50,681.00</b>

### Payments

To whom	Description	
Katrina Henshaw	July wages (including holiday pay)	£1,788.04
	August wages	£478.55
HMRC	July Tax and National Insurance contributions	£954.23
	August Tax and National Insurance contributions	£119.60
EE	Mobile phone – July	£10.25
	Mobile phone – August	£10.25

Information Commissioner's Office	Data Protection fee	£35.00
BATPC	Training for the clerk	£40.00
Hislop & Co Horticulture Ltd	Maintenance contract - July	£1,200.00
	Maintenance contract - August	£1,200.00
	Grass and Bramble cut in Orchard – August	£600.00
	Crown lifting trees in Bronte Avenue	£3,300.00
	Removing weeds and debris	£360.00
	Waste clearance in the orchard	£174.00
	Installing post	£129.54
Fairfield Community Hall	Scout rent for September	£485.00
Gerrard and Co. Ltd	Community Hall Floors	£11,770.80
Namesco	fairfieldparishcouncil.gov.uk domain name	£179.99
SLCC	Membership	£156.00
CSA Environmental	Attendance at Local Plan public examination 18 <sup>th</sup> June	£486.00
	Attendance at Local Plan public examination 14 <sup>th</sup> July	£194.40
Blandy and Blandy	Professional services relating to Local Plan	£7,128.00
		£3,600.00
Community Heartbeat	Adult pads	£97.20
Ebuyer	Toner	£101.08
Mazaars	External Audit	£480.00
Penny Daffarn	Straining bag for apple press	£50.99
<b>Total</b>		<b>£35,128.92</b>

**18/7/2019 £300 transferred to Cash plus card**