

Minutes of an Ordinary Meeting of Fairfield Parish Council held virtually on Zoom on Thursday 16th April 2020 at 7:00 pm

Councillors present: B E Dack (Chairman) (BD), N Andrews (NA), P Daffarn (PD), A M Hunt (AMH), S Reader (SR) and N Reynolds (NR)

Officer present: Katrina Henshaw (KH)

Also present for all or part of the meeting: CBC Ward Members Councillors S Dixon (SD) and N Harris (NH) and two members of the public.

465 Apologies for Absence

465.1 Apologies for absence received from CBC Ward Member Councillor B Saunders (BS).

466 Chairman's Notice

466.1 FPC's statement on commitment to openness and transparency was available online with the agenda. There were no members of the public to read this statement.

467 Disclosures of Interest and Dispensation requests

467.1 Councillors Dack, Hunt and Reynolds all declared a personal interest in item 470.1 as they are all friends with the applicant. As this was not a prejudicial interest, they were all allowed to participate in the discussion and decision.

No other declarations of interest were received 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 were reminded they should declare it at that point.

467.2 No written requests for dispensations for declarable interests were received.

467.3 No requests for dispensation were granted.

468 Council Minutes

468.1 Minutes of the ordinary meeting held on Thursday 12th March 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.

469 Public Participation Session

469.1 No members of the public present so there were no requested to speak.

470 Planning Applications

470.1 **CB/20/01111/FULL 27 Bronte Avenue.** Deadline for comments to CBC is 28th April 2020.
Single storey rear extension.

FPC has no objections to the basic principle of the application based on the information available and there are conditions that the construction complies with the Fairfield Neighbourhood Plan Design Statement.

471 CBC Local Plan

471.1 FPC received the two proposals from CBC which had been circulated to all Parish Councillors.

Councillors Dack and Andrews had a Zoom meeting with FPC's advisors, Simon Dimmick from Blandy and Blandy and Silke Gruner, Fairfield stalwart resident and an Urban Planner with CSE Environmental.

It was agreed that CBC and the developers had moved along way to meet our objections to the proposals. It was agreed that both Options put forward safeguarded Fairfield from coalescence provided the policy wording was strong enough to withstand the test of time.

However, it was felt that Option 1 - keeping a straight line along our boundary was the best option. But we also said that the whole of the area should be included i.e. the parcel of land currently owned by Linden Homes and is in their land bank.

Following a discussion, it was agreed that FPC would advise CBC that Option 1 was FPC's preferred option with the following conditions: -

- The Linden Homes Site is included
- The proposed Country Park is a semi natural park and not commercial to prevent coalescence between Fairfield and Arlesey by default.
- West Drive is kept as it is
- There is no development on the Fairfield side of the gas pipe.

Councillor Dack to draft the response to CBC which is to be agreed by all before the Clerk sends to CBC as the official response from FPC. **Action: BD/KH**

472 Planning Decisions

472.1 **CB/19/04325/VOC Fairfield Gardens.** Deadline for comments to CBC is 30th January 2020.
Variation of Condition 16 to planning permission CB/15/03182/FULL. Erection of 131 dwellings with access, parking, landscaping, open space and associated works.

FPC agreed to **OBJECTED** to this application and if officers are minded recommending it for approval FPC requested it is called into the Development Management Committee for determination.

REASONS

- FPC objected to application made in January 2018 and still object as in FPC's view nothing has changed since that application.
- It seemed acceptable for Crest Nicholson to include this condition in the original application CB/15/03182/FULL made September 2015.
- The feedback presented and seen as representative of both the community of Harlington House and extending to Fairfield Gardens was unanimous in strongly objecting to the removal of Condition 16. Additionally, the community of Harlington House confirmed that no amount of compensation would be considered as acceptable mitigation for this removal.
- There is little accommodation in this area specifically for persons aged fifty-five or older.
- Of the nineteen apartments in Harlington House eight have been sold and are already occupied and it is believed a further two are Sold Subject to Contract. A review of completion dates shows a regular frequency of sales over the time the apartments have been available.

- Enquiries from prospective buyers have increased since the General Election in December.
- Crest Nicholson relying on a local sales office and have not engaged local estate agents for support.

The minutes of the Parish Meeting held on 23rd January 2020 were also to be submitted as evidence of the strong objections from residents.

472.2 **CBC refused permission on 30th March 2020**

473 Agreement to pay Hislop & Co Horticulture during Coronavirus (Covid-19) Crisis

473.1 During the Coronavirus (Covid-19 Crisis) whilst Hislop & Co Horticulture were unable to work, it was agreed, via email and a vote (5 in favour and 1 against), that FPC would continue to pay Hislop & Co Horticulture the monthly maintenance costs. In return Hislop & Co Horticulture agreed to continue to empty the dog bins and litter bins around Fairfield and would make every effort to bring Fairfield back to the required standard as soon as they are able to resume work.

With a unanimous vote, it was

RESOLVED

That FPC formally agreed this above action.

474 Virtual Meetings during the Coronavirus (Covid-19) Crisis

474.1 The Local Authorities and Police and Crime Panels (Coronavirus (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4th April 2020 and enables local Councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The date could be brought forward if the Government rules are relaxed.

FPC are holding this meeting using the free service offered by Zoom. This has a maximum length of forty minutes. NALC is currently working with Crown Commercial Services to negotiate a special deal for local councils wishing to use Zoom as a platform for meetings.

It was agreed to look at purchasing a Zoom Pro accounts so that meetings can last longer than the forty minutes included with the free basic account. Once the special deal is known, costs to be distributed to all Parish Councillors via email for agreement. **Action: BD / KH**

475 Parish Councillor Vacancy

475.1 The Co-Option for this Vacancy has been postponed due to the Coronavirus (Covid-19) Crisis. It will be filled as soon as practically possible and will be advertised beforehand.

476 Annual Parish Meeting 26th March 2020

476.1 This meeting was postponed due to the Coronavirus (Covid-19) Crisis. A new date will be arranged if possible and will be advertised beforehand. Parish Meetings are not included within the definition of "Local Authority" in the 2020 Regulations mentioned in item 425.1 and as such there is nothing permitting them to meet remotely. In NALC's view, the current Government guidance means that Parish Meetings should not take place in person.

477 Annual Report 2020

477.1 This will be published on the FPC website by 30th June 2020. **Action: BD / KH**

478 Litter Pick in Fairfield on 5th April 2020

478.1 This was postponed due to the Coronavirus (Covid-19) Crisis. A new date will be arranged as soon as practically possible and will be advertised beforehand.

479 VE Day – Celebrations in Fairfield on 8th May 2020

479.1 This event has been cancelled due to the Coronavirus (Covid-19) Crisis.

480 Crime figures for March 2020

480.1 During March there was seven reported crime in Fairfield. This was

- 2 x Other criminal damage, other (Under £5,000)
- Sending letters etc with intent to cause distress or anxiety
- Other criminal damage to a building other than a dwelling (Under £5,000)
- Theft if not classified elsewhere
- Burglary - Residential - Non-Dwelling
- Sec 4a POA Causing intentional harassment, alarm or distress

481 Finance

481.1 Bank reconciliations to 31st March 2019.

Where the money is	Value
Unity Trust	£179,295.64
Cash Plus Card	£51.42
Petty Cash	£0.00
Total Money	£179,347.06 (1)
Cash Book	
Total Receipts	£123,348.63
PLUS balance carried over 1 st April 2019	£194,451.94
LESS Total Payments	£138,453.51
Total Money in cash book	£179,347.06 (2)

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

481.2 Receipts

To whom	Description	Total
CBC	2020 / 21 Precept (First half)	£51,240.00
Total		£51,240.00

Payments

To whom	Description	Total
Katrina Henshaw	March wages	£1,039.30
HMRC	March Tax and NI	£456.25
EE	Mobile phone – March	£10.25
Unity Bank	Service Charge	£24.60
BATPC	Affiliation Fees 2020-21	£571.00
Mail Chimp	Monthly Subscription (newsletters)	£31.14
Amazon	Stationery	£20.98
	12 litter Pickers	£32.97
Hislop & Co Horticulture	Maintenance contract – March	£1,200.00
	Planting Lonicera	£180.00
Colin Carpenter	Trees for Orchards	£331.00
Olive Press	Printing	£338.40

The Sign Shed	No entry signs and Warning Signs	£305.70
Falco	Lights for path near Cricket Pitch	£2,408.40
Total		£6,949.99

It was

RESOLVED

That receipts of £51,240.00 be noted and payments of £6,949.99 be paid. It was also noted that £300.00 was transferred to the cash plus card on 14th April 2020.

481.3 Q4 Budget Comparison for 2019/20.

	bf 01/04/2019	Budget 2019 / 2020	Additional income	Money spent 2019 / 2020	Money cf 01/04/2020
Administration	£0.00	£44,200.00	£10,000.00	£47,988.49	£6,211.51
Recreation	£18,198.38	£16,500.00	£40,867.28	£41,859.54	£33,706.12
Orchards	£21,421.88	£0.00	£0.00	£4,631.49	£16,790.39
Apple Day	£118.86	£662.00	£709.55	£960.79	£529.62
PP/NHP	£25,653.02	£0.00	-£25,653.02	£0.00	£0.00
Grants	£1,301.10	£30,000.00	£0.00	£27,960.08	£3,341.02
Garden of Rest	£30,000.00	£10,000.00	-£25,000.00	£0.00	£15,000.00
Additional Parking	£75,902.50	£0.00	£0.00	£0.00	£75,902.50
Reserves	£30,000.00	£0.00	£0.00	£0.00	£30,000.00
VAT	-£8,143.80	£0.00	£21,062.82	£15,053.12	-£2,134.10
Total	£194,451.94	£101,362.00	£2,986.63	£138,453.51	£179,347.06

481.4 Budget 2020/21 updated with money bought forward.

	bf 01/04/2020	Precept 2020/21	Total Budget 2020 / 2021
Administration	£6,211.51	£31,510.19	£37,721.70
Recreation	£33,706.12	£40,498.43	£74,204.55
Community Hall	£0.00	£10,000.00	£10,000.00
Orchards	£16,790.39	£0.00	£16,790.39
Apple Day	£529.62	£470.38	£1,000.00
Grants	£3,341.02	£20,000.00	£23,341.02
Garden of Rest	£15,000.00	£0.00	£15,000.00
Additional Parking	£75,902.50	£0.00	£75,902.50
Reserves	£30,000.00	£0.00	£30,000.00
VAT	-£2,134.10	£0.00	-£2,134.10
Total	£179,347.06	£102,479.00	£281,826.06

482 Correspondence

482.1 NALC - Local council meetings. On 2 April, the government published The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

482.2 NALC – Audit dates. Following NALC’s engagement with government around local Council audit timeframes final regulations are due to be made the week commencing 6 April which will extend the statutory audit deadlines for 2019/20. It is proposed that:

- The publication date for final, audited, accounts for local Councils will move from 30 September to 30 November 2020
- To give local Councils more flexibility, the requirement for the public inspection period to include the first 10 working days of July has been removed. Instead, local Councils must commence the public inspection period on or before the first working day of September 2020.

483 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.

483.1 There was no other business.

484 Date of next meeting

484.1 The next Parish Council meeting will be held on Thursday 14th May 2020 at 7.00 pm

Meeting closed at 7.30 pm

Glossary of acronyms

bf	Bought forward
cf	Carried forward
CBC	Central Bedfordshire Council
CCTV	Closed-circuit television
FPC	Fairfield Parish Council
NALC	National Association of Local Councils
NB	Nota bene (Latin phrase meaning 'note well')
PDR	Permitted Development Rights
VE Day	Victory in Europe Day