

Draft Minutes of an ordinary Meeting of Fairfield Parish Council held virtually on Zoom on Thursday 10th December 2020 at 7:00 pm

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

Officer present: Katrina Henshaw (KH)

Also present for all or part of the meeting: Seven members of the public.

225 Apologies for Absence

225.1 Apologies for absence from were received from Ward Members Councillors B Saunders (BS), S Dixon (SD) and N Harris (NH).

226 Chairman's Notice

226.1 FPC's statement on commitment to openness and transparency is available on FPC website.

226.2 The Chairman reminded everyone that under FPC's policy of transparency and openness, permission needs to be requested if anyone wants to record part of whole of the meeting. FPC's current Zoom settings do not allow recording without the Chairman's permission.

227 Disclosures of Interest and Dispensation requests

227.1 Councillors Dack and Reynolds declared an interest in item 230.2 as both are personal friends of the applicant. It was agreed they would stay for the discussion but would not participate in any discussion or vote.

Councillors Dack and Andrews declared an interest in item 243.1 (Councillor Dack is a Trustee/Treasurer and Councillor Andrews is a Trustee/Chairman of the Community Hall Trust). It was agreed they would both stay at the Zoom meeting as there is no decision or discussion.

227.2 No written requests for dispensations for declarable interests.

227.3 No requests for dispensation were granted.

228 Council Minutes

228.1 Minutes of the Ordinary Meeting held on Thursday 12th November 2020 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.

229 Public Participation Session

229.1 No members of the public requested to speak.

230 Planning Applications

230.1 CB/20/04235/FULL 155 Bronte Avenue

First and second floor rear extension.

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

230.2 CB/20/04257/FULL 39 Hardy Way

Single storey rear extension.

FPC had no objections to the basic principle of the application based on the information available and providing there are conditions that the construction complies with the Fairfield Neighbourhood Plan Design Statement. However, there is concern about the slate and brick and the applicant should be made aware that these **MUST** match the existing slates and bricks.

230.3 CB/TRE/20/00600 East & West Orchards, Fairfield

Works to trees protected by a Preservation Order: Various works at East & West Orchards, Fairfield to CB/10/00010/G1&G2

This is an application from FPC, so no comments were made.

230.4 CB/20/04459/FULL 12 Dickens Boulevard

Proposed first floor rear extension.

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

230.5 CB/TRE/20/00683 Fairfield

Works to trees protected by a Preservation Order MB/99/00001: Various works including removing, reducing and removing deadwood of various trees.

FPC had no comments on this and will leave it to the CBC Tree Officer to carry out appropriate investigations.

230.6 CB/20/01519/LDCE Urban Central Park, Dickens Boulevard, Fairfield

Lawful Development Certificate Existing: Remove canopy and re-site in park

FPC had no objections.

231 Planning Decisions

231.1 CB/20/03603/FULL 5 Burton Close

Single storey rear extension.

FPC objected to this application as it does not comply with the Fairfield Neighbourhood Plan Design. If CBC Officers are minded to recommending it for approval, FPC requested it was called into the Development Management Committee for determination.

Full permission granted by CBC on 1st December 2020.

231.2 CB/20/03668/FULL 5 Paxton Drive

Demolish existing conservatory and build new infill extension.

FPC objected to the application due to the insufficient information about the specifications of the proposed materials, which must comply with the Fairfield Neighbourhood Plan Design.

Full permission granted by CBC on 19th November 2020.

232 Central Bedfordshire Council Ward Members Report

232.1 In his absence, Councillor Dixon sent a written report from the Ward Councillors: -

Covid-19 – Thankfully, we have seen another week of reducing cases in the ward. To the end of last week, there were around ten cases across the Stotfold, Langford and Fairfield area. That said, we have seen a considerable increase across Central Bedfordshire and our tier in the same period, so must continue to be extremely vigilant in guarding against the continued spread of the virus. While greater granularity is not available, PHE have confirmed that there are not any patterns of concern to them in the ward.

The Community Champions continue to do excellent work in keeping the most up to date messaging pushed into our communities, but any additional help Councillors can undertake with re-posting and the like, would be gratefully received. A comprehensive range of information on Covid related matters is available on the front page of the CBC website, including the most recent business focussed grants. FPC to include in next newsletter. **Action: BD**

Vicky Head has recently been appointed as Director of Public Health for Central Bedfordshire, Bedford Borough and Milton Keynes, following Muriel Scott's retirement.

Traffic Management Committee – A petition has been received requesting the installation of a pelican crossing by the school on Dickens Boulevard following a recent incident involving a nine-year child and a vehicle. The committee meet on the 15th December to consider the request. This can be watched on the CBC webcast.

West Drive Contamination – Contractors have cleared a large element of the overgrown area off West Drive / Eliot Way in the last few days. This follows concerns raised by FPC that asbestos had been dumped on the area some years ago. The investigation workers on the land, which is owned by CBC, were asked for by Councillor Dixon some months ago. Councillor Dixon apologised that no notice was given for the works and he now awaits feedback on what was found before CBC consider further what role, if any, the area might play in fulfilling the ambitions of the village for allotments and a Garden of Reflection or Remembrance. FPC to include in next newsletter. **Action: BD**

Icknield House – An investigation was recently raised by CBC officers, following a resident suggestion that the property should have been demolished as part of the original Fairfield Master Plan. However, under planning application MB/07/02184/Full, consent was granted for Icknield House to be retained. Accordingly, there is no breach of planning control. Fuller details can be seen on the CBC planning web pages by searching the above application number.

Article 4 Application – On the 5th January, the CBC Executive will consider the responses to the recent consultation on the Article 4 application. Any members wishing to watch the debate can do so via CBC webcast.

Local Plan – The final round of hearings started on Tuesday 8th December and runs through to 18th December. Only those registered to speak may do so, but as with the Executive, members of the public can watch discussion via the CBC webcast. Details of the timings of the hearings are available via the CBC website. It is hoped that the Inspectors decision on the plan will be made early in 2021.

Tree and Hedge Planting – On the 8th December, a scheme to make monies available to community groups and Parish Councils was approved at the CBC Executive. Run through the existing Community Grants team, applications are now open for the balance of the current planting season and for schemes running into next season. The scheme is also to be shared with applications from CBC projects and is not just confined to tree & planting. Any scheme that helps to boost biodiversity and/or facilitate carbon capture will be considered and assessed by expert Officers from CBC. Projects that create wider co-benefits will be welcomed. A recent suggestion for urban areas, included the development of a green wall which might be more appropriate for a town centre. Further information will be sent out next week and applications can be started via the CBC website.

All the Ward Councillors wished everyone a very merry Christmas and a happy new year.

232.2 Mobile CCTV – Councillor Dixon is still investigating this and hopes to arrange a meeting with interested parties in January.

233 **CBC Local Plan**

233.1 Councillor Dack reported on Part 2 of the Local Plan inquiry concerning area SRA3 East of Arlesey that took place in the afternoon. Silke Gruner, CSA Environmental Associate Landscape Architect and Urban Designer represented FPC. The recording will be on the CBC for all to watch and Councillor Dack will make people aware when this is available. **Action: BD**

234 The Royal British Legion

234.1 Covid meant that many of the usual collections for The Royal British Legion had to be curtailed and they are literally millions down in funding. Normally the Fairfield Community Church appeal raised £400 for them and FPC had planned on a collection at the service that unfortunately had to be cancelled due to the Covid-19 Pandemic. FPC to discuss the recent appeal from the Legion.

Following a discussion, and with a unanimous vote, it was

RESOLVED

That FPC would donate £400.00.

REASON

To support The Royal British Legion

The clerk to arrange payment. **Action: KH**

235 Christmas tree Collection Point

Following a discussion, and with a unanimous vote, it was

RESOLVED

That FPC will provide this service again.

REASON

To provide somewhere people can dispose of Christmas Trees easily.

Councillor Dack to liaise with Hislop & Co Horticulture for disposal of trees and for the signs to be displayed. **Action: BD**

236 Benches at Cricket Ground

236.1 Following a discussion, and with a unanimous vote, it was

RESOLVED

That FPC would purchase five Elwood™ Recycled Material Seat from Glasdon at a cost £3,510.95 + VAT subject to approval from the Cricket Club (As long as the Cricket Club are in agreement with the proposed style then FHMC are happy for this to go ahead).

REASON

To provide benches for the Community to enjoy.

The clerk to purchase in time for agreed installation date. **Action: KH**

236.2 Quotations for installations were received from B2B, Hislop & Co Horticulture and Maydencroft. Before a decision could be made, the clerk to clarify that the quotes for B2B and Maydencroft both were for one concrete base and the concrete would be transported using wheelbarrows to prevent any damage done to the Cricket Pitch. **Action: KH**

237 Two replacement Silver Birch Trees in the Community Garden

237.1 Quotations for new trees were received from Grasslands Nursery, Todd's Nursey and Trees Direct. It was agreed that Councillors Andrews would ask FHMC and the Bowls Club to consider replaced these trees with an alternative native species of trees that will last longer. **Action: NA**

238 A replacement tree in the Urban Park

238.1 Following a discussion, it was agreed Councillors Andrews, Khatwa and Reynolds will set up a Working Group to look into the replacement of the Urban Park tree. Two known horticultural experts from Fairfield will also be invited to join this Group. It was noted that any new proposal will need permission FPRA. **Action: NA / VK / NR**

239 March 2021 Meeting

239.1 Following a request from the Clerk it was agreed to move the March meeting to 3rd March 2021, if required.

240 Orchards

240.1 FPC has requested permission from FHMC to do the suggested work by Bob Lever on the trees and planning permission has been applied for as some trees have TPOs.

240.2 Councillor Daffarn confirmed that the Plum Trees will be planted on 12th December and invited her fellow Parish Councillors to attend if they were available.

241 Proposed Garden of Reflection

241.1 CBC has cleared the site and will advise FPC the results of the survey as soon as it is completed.

242 Allotments

242.1 Councillor Reader advised he had met with the CEO of Axiom and he was incredibly supportive of the proposed Allotments.

Lisa White, CBC Policy Manager Leisure, Libraries and Countryside has given guidance on what needs to be done next to secure the land. Councillor Reader has asked Councillor Dixon to make Assets aware that FPC are hoping to run the Garden of Reflection and Allotment projects concurrently and asked him to find out what we should we do next regarding registering FPC's plan with them.

FPC has requested CDS quote to design the allotments as part of the Garden of Reflection design. FPC will meet with CDS in the New Year to look at the areas.

243 Transfer of the Community Hall

243.1 Nothing new to report.

244 St Luke's Chapel

244.1 Councillor Dack advised that it had been sold to a developer.

245 Additional Storage for Cricket Club / Green Storage Building

245.1 Nothing new to report.

246 Proposed Trim Trail

246.1 FPC is waiting to hear if Hotbed will grant permission to install some equipment on their land.

247 Neighbourhood Watch

247.1 Councillors Dack, Hunt and Reynolds met with three representatives from the newly formed NHW Group and were extremely impressed how quickly and professionally they had set up the Group.

The Police and CBC have supplied some NHW signs and the NHW Group will shortly agree where these will be displayed.

A leaflet is planned to be delivered to all households in Fairfield.

FPC stressed that it represented the whole of Fairfield and therefore requested that the NHW was for the whole of Fairfield and this request was agreed.

Additionally, there are twelve volunteers to undertake Street Watch training.

248 Crime figures

248.1 During November there were eighteen reported crimes in Fairfield. These were: -

- 6 x Criminal damage to a dwelling
- 4 x Other criminal damage to a vehicle (Under £5,000)
- 2 x Theft from a motor vehicle
- 2 x Interference with a motor vehicle
- 1 x Theft of a motor vehicle
- 1 x Theft if not classified elsewhere
- 1 x Attempted Burglary - Residential - Dwelling
- 1 x Assault occasioning actual bodily harm (ABH)

249 Speed Watch Figures

249.1 There was no Speed Watch during November 2020 due to the Covid-19 Pandemic. Speed signs for Hitchin Road will be looked into by CBC when the developments are completed.

250 Finance

250.1 FPC has received a Precept Request for 2021/22 from CBC with a deadline of 18th January. Councillors should therefore send information for the budget to the clerk. **Action: ALL**

250.2 Bank reconciliation to 30th November 2020

Where the money is	Value
Unity Trust	£223947.37
Cash Plus Card	£274.35
Petty Cash	£0.00
Total Money	£224,221.72 (1)
Cash Book	
Total Receipts	£111,560.61
PLUS balance carried over 1 st April 2020	£179,347.06
LESS Total Payments	£66,685.95
Total Money in cash book	£224,221.72 (2)

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

250.3 Receipts – None received

Payments

To whom	Description	Total
Katrina Henshaw	November wages	£695.70
HMRC	November Tax and NI	£242.38
Asentric	Clerk's Pension	£150.00
EE	Mobile phone – November	£10.46
Mail Chimp	Monthly subscription	£24.06
Ebuyer	Toner	£99.97
Mazars	Audit 2019/20	£480.00
Colin Carpenter	Memorial Tree and Stakes	£48.50
The National Allotment Society	Membership	£60.40
Amazon	Stationery	£14.38
Hislop & Co Horticulture	25% of Cost for felling Silver Birch trees	£285.00
	Community Garden Maintenance	£60.00
B2B Construction	Install Concrete Base and erect new sheds	£2,580.00
Koncept	Microphones	£246.00
Total		£4,996.85

It was

RESOLVED

That payments of £4,996.85 be paid and it was noted that £300.00 was transferred to the cash plus on 2nd December 2020.

250.4 The application forms for the new bank accounts have been completed.

251 Correspondence

251.1 None received.

252 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.

252.1 Councillor Khatwa reported that there are some displaced bollards and loose stones in the car park adjacent to Tesco. The clerk advised that she would ask Tesco to repair these.

252.2 Councillor Dack wished everyone seasonal greetings and hoped that 2021 was a better year for everyone. He reminded everyone that when the new Council was elected in 2019, he agreed to a second term as Chairman as there were many of the new Councillors were inexperienced in local authority matters. At the time he said this would be only for one Civic Year, however because of the pandemic, he agreed at the annual meeting in May he would only stand for a further year. However, the time has come when he needs to listen to medical advice, and he will, therefore, be inviting FPC to elect a new Chairman at the January meeting.

253 Date of next meeting

253.1 The next Parish Council meeting will be held on 14th January 2021 at 7.00 pm

Meeting closed 8.50 pm

Glossary of acronyms

CBC	Central Bedfordshire Council
CDS	Cemetery Development Services
Covid-19	Coronavirus 2019
FHMC	Fairfield Hall Management Company
FPC	Fairfield Parish Council
FPRA	Fairfield Park Resident Association
NB	Nota bene (Latin phrase meaning 'note well')
NHW	Neighbourhood Watch
PHE	Public Health England
TPO	Tree Preservation Order