

Date: Tuesday 2nd November 2021

Councillors:

N Andrews (Chair), B E Dack, P Daffarn, S Reader and N Reynolds

You are hereby summoned to attend the following meeting:

Fairfield Parish Council Meeting

Date/ Time: Thursday 11th November 2021 at 7.00 pm

Venue: Fairfield Community Hall, Kipling Crescent.

Members of the press and public are invited to attend.



Katrina Henshaw, Parish Clerk

Meeting Agenda

171 Apologies for Absence

171.1 To receive any apologies for absence from Councillors.

172 Chair's Notice

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

172.2 Please note 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.

173 Disclosures of Interest and Dispensation requests

173.1 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.

173.2 To receive written requests for dispensations for declarable interests.

173.3 To grant any requests for dispensation as appropriate.

174 Council Minutes

174.1 To approve and sign as a correct record the minutes of the Parish Council Meeting held on 14th October 2021.

175 Public Participation Session

175.1 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 and CBC Report

176 Planning Applications

- 176.1 **CB/21/04376/LB Apartment 61 South Wing, Fairfield Hall**
Replacement Boiler.
Decision required: To agree comments to CBC. Deadline 12th November 2021.
- 176.2 **CB/21/04523/FULL 6 Shaftesbury Drive**
Extension to existing annexe.
Decision required: To agree comments to CBC. Deadline 18th November 2021.
- 176.3 Any urgent planning applications received between 3rd and 11th November 2021.

177 Planning Decisions

- 177.1 **CB/21/01032/ADV Land East of Hitchin Road and South of Former Pig Testing Unit**
Advertisement: Hoarding and sales flags on 5.5m flag poles to serve the development consented under CB/16/0145/OUT for a temporary period of three years. Flower meadow colour artwork with advertising signage panels showing the development names, web address and developer. FPC had no objections to this application but does request that a condition states that the address advertised must be Fairfield and not Stotfold as it is part of the Fairfield village.
Advertisement granted by CBC 12th October 2021.
- 177.2 **CB/21/03786/VOC 7 Burton Close**
Variation of condition 3 of planning permission CB/20/03325/Full (Proposed single storey side extension). One number skylight built, not the two number skylights approved, skylight height reduced.
FPC had no objection to this variation.
Variation refused by CBC 11th October 2021.

178 Central Bedfordshire Council Ward Members Report

- 178.1 To receive a report from a CBC Ward Members on matters pertaining to Fairfield.
- 178.2 To receive an update on the proposed meeting with CBC to seek advise on how FPC can improve the integration of the Fairfield Plan Design Statement with planning applications so as to protect the aesthetics of the street scene.
- 178.3 To receive an update on sharing mobile CCTV with other Parish Councils.

Decision items

179 Defibrillator at Harlington House

- 179.1 To discuss the request to have a defibrillator at Harlington House. The suggested location is their bin store which is open to all and has electricity. Permission from Preim is required.
Reason: There are 130 houses on this estate and Harlington House has 19 apartments for people aged 55 or older, with more houses currently being built around us. The nearest defibrillator is near Tesco which is easily 10-15 mins away, this means the chances of someone surviving a cardiac arrest is only between 3-5%. If they had a defibrillator within 5 minutes away the chances of survival would jump up dramatically to around 74%.
- 179.2 To consider other locations that may benefit from a defibrillator.

180 CBC Proposed works to improve a section of the Western Bridleway

- 180.1 FPC to receive comments from residents about these proposed works and agree next actions.

181 Request to improve other areas of the Western Bridleway

181.1 A resident has advised that there are several areas along this path which flood and are impassable and has requested that these areas are upgraded. A photo of the location between pumping station and Brunel Walk was supplied showing a large puddle after rainfall . Photo during week commencing 19th October was taken after rainfall. FPC to agree action.

182 Allotment Society

182.1 To agree to renew membership for another year at a cost of £55.00 + vat.

183 Bannatynes overspill car park

183.1 FHMC has advised that Hotbeds has confirmed that their clients have no objection to the FPC proposal to maintain the overspill car park on condition FHMC is comfortable with the agreement. Hotbed wish to make it clear that any use FPC make of the car park, or any other part of the Estate is with the licence of their clients which may be withdrawn at any time. They would not wish anyone to argue that they have acquired rights by prescription.

Decision required: FPC to agree if to proceed with this proposal and if so to agree to seek legal advice to draft a after a letter about this regarding a minimum contract.

Information items

184 Parish Councillor Vacancies

184.1 CBC has confirmed that there was no request for an election to fill the vacancy that has arisen following the resignation of Amanda M Hunt so FPC may now proceed to co-opt. The vacancy has been advertised and FPC will aim to fill it by co-option at the FPC meeting on 19th December 2021.

184.2 Due to the resignation of Vinesh Khatwa a vacancy has arisen in the Office of Councillor for FPC. CBC has issued the official notice of a vacancy; this is displayed on FPC noticeboards and on the FPC website. If by 17th November a request for an election to fill this vacancy is made in writing to the Returning Officer at CBC by ten electors, an election will be held to fill the said vacancy, otherwise the vacancy will be advertised and filled by co-option. A vote of thanks was expressed to Vinesh for his work for FPC over the past year.

185 Ward Councillor Community Grant Scheme

185.1 FPC received a grant of £976.59 from the Ward Councillor Community Grant Scheme towards the cost of the display cabinets, stands and mannequin for the artefacts.

186 Tree Survey

186.1 FPC has placed an order with RGS Arboricultural to survey FPC's trees at the same time as FPRC's trees are surveyed.

187 Orchards

187.1 FHMC has granted permission for FPC to do this work detailed in Bob Lever's report subject to planning permission from CBC and at FPC's cost. Colin Carpenter has been asked to quote for the work. FPC has applied for planning permission to do work on the trees with TPOs.

188 Fairfield Sign

188.1 To receive an update from Councillors Dack and Reader.

189 Proposed Garden of Reflection

189.1 FPC is waiting for Vistry to advise if the pre-planning advice is sufficient information for Fairfield Redevelopments Ltd to agree to release the restrictive covenant on the land that states the land in question cannot be used for anything except 'employment use.'

190 Transfer of Community Hall

190.1 Vistry has advised that one final point is being discussed regarding a S106 side letter and then the engrossments can be issued. Blandy and Blandy are seeking a copy of the side letter from CBC as Vistry have been unable to furnish their copy.

191 All-inclusive Play Equipment in FPRA play areas

191.1 To receive an update from Councillor Reynolds.

192 Meeting with Resident/Management Companies/Associations and Steering Committee

192.1 The meeting will be after the FHMC AGM and Fairfield Gardens Steering group AGM

193 Fairfield Neighbourhood Watch

193.1 To receive a report from Councillor Andrews on the meeting with the Fairfield Co-ordinator.

194 Crime figures

194.1 To receive figures for October.

195 Speed Watch Figures

195.1 To receive figures for October.

Events

196 Remembrance Sunday – 14th November 2021

196.1 To receive an update from Councillor Dack.

197 Switching on the 2021 Christmas Lights

197.1 The lights will be switched on 28th November. The Bowls Club and WI will be offering hot chocolate, mulled wine, orange juice and minced pies.

198 Christmas Carol Service

198.1 Carol Singing around the tree in the Urban Park will be on Saturday 11th December. The singing will start at 4.30 pm and at the end, the Bowls Club and the WI will be offering mulled wine, orange juice, minced pies and sausage roll.

Finance and Correspondence

199 Finance

199.1 To receive bank reconciliation to 31st October 2021. **(Appendix A)**

199.2 To receive receipts and agree payments. **(Appendix B)**

200 Correspondence

- 200.1 CBC has launched a consultation inviting people to have their say on proposed changes to CBC's Housing Allocation Scheme.
- 200.2 NALC – Policy consultation briefing on the current DEFRA Environmental Permitting Regulations Consultation (<https://consult.defra.gov.uk/water-quality/amendments-to-the-epr-for-groundwater/>). The DEFRA consultation affects all burial authorities, and existing cemeteries/burial grounds. It also states that if implemented, the proposals under consultation could reduce remaining burial capacity by up to 50%. The stated purpose of the proposals is to improve the way groundwater activities, and some related surface water discharge activities, are regulated. The closing date of the DEFRA consultation is 22nd December.
- 200.3 Bedfordshire, Luton and Milton Keynes Clinical Commissioning Group (BLMK CCG) is undertaking a public consultation on Fertility Services, Gluten-Free Food Prescribing and the Milton Keynes Pharmacy First minor ailment scheme policies in order to ensure equal access to healthcare services for all residents across BLMK. The case for change document, questionnaire, supporting documents for the consultation and details of the engagement sessions we are hosting are available on the CCG website: www.blmkccg.nhs.uk/PolicyConsultation. The consultation runs until 21 December 2021.
- 200.4 Any urgent correspondence received between 3rd and 11th November 2021.

201 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.

202 Date of next meetings

- 202.1 The next Parish Council meeting will be held on Thursday 8th December 2021 at 7.00 pm in the Community Hall.

Glossary of acronyms

CBC	Central Bedfordshire Council
CCG	Clinical Commissioning Group
CCTV	Closed-circuit television
DEFRA	Department for Environment Food and Rural Affairs
FHMC	Fairfield Hall Management Company
FPC	Fairfield Parish Council
FPRA	Fairfield Park Resident Association
FPRC	Fairfield Park Resident Company
NB	Nota bene (Latin phrase meaning 'note well')
TPO	Tree Preservation Order

Appendix A – Bank Reconciliation at 31st October 2021

Where the money is	Value
Unity Trust	£64,505.70
Cash Plus Card	£266.70
Petty Cash	£0.00
The Cambridge Building Society	£85,000.00
United Trust Bank	£85,000.00
Total Money	£234,772.40 (1)
Cash Book	
Total Receipts	£153,838.72
PLUS balance carried over 1 st April 2021	£195,309.28
LESS Total Payments	£114,355.60
Total Money in cash book	£ 234,772.40 (2)

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

Appendix B – Receipts and Payments

Receipts

From whom	Description	Total
HMRC	2021/22 Vat Claim June – September	£10,748.20
Central Bedfordshire Council	Ward Councillor Grant	£976.59
Total		£11,724.79

Payments

To whom	Description	Total
Katrina Henshaw	October wages	£873.33
HMRC	October Tax	£356.12
Asentric	Clerk's Pension – October	£150.00
EE	Mobile phone – October	£12.00
Mail Chimp	Monthly subscription	£23.24
Cash Plus	Charges	£2.36
Ebuyer	Toner and Shredder sheets	£106.83
Bob Lever	Orchard tree survey and report	£165.00
FHMC	Community Bulbs	£205.00
Leisuregrow	Christmas decorations	£370.70
Studio	Christmas lights	£44.94
Lady Haig	Wreaths and Poppies	£556.80
J&M Electrical Supplies	Cables	£133.96
CPC	Cables	£21.62
Viking	Storage boxes	£29.27
Morland Matting	Protected rubber cable mats	£136.79
Total		£3,187.96

£500 transferred to cash plus on 22nd October and £600 on 25th October.