

Date: Thursday 1st December 2022

Councillors:

N Andrews (Chair), BE Dack, P Daffarn, A Hopkins, A Papakosta, S Reader and N Reynolds

You are hereby summoned to attend the following meeting:

Fairfield Parish Council Meeting

Date/ Time: Thursday 8th December 2022 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

213 Apologies for Absence

213.1 To receive any apologies for absence from Councillors.

214 Chair's Notice

214.1 The Chair to confirm members of the public have read the announcement on openness and transparency. This is presented alongside the meeting sign-in sheets and is also available on FPC website.

214.2 The Chair to advise 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.

215 Disclosures of Interest and Dispensation requests

215.1 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.

215.2 To receive written requests for dispensations for declarable interests.

215.3 To grant any requests for dispensation as appropriate.

216 Council Minutes

216.1 To approve and sign as a correct record the minutes of the Parish Council Meeting held on 10th November.

217 Public Participation Session

217.1 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

218 Planning Applications

218.1 CB/TRE/22/00625 Orchard at Fairfield Hall Kingsley Avenue

Works to trees protected by a Tree Preservation Order MB/TPO/10/00010: various works to various trees to include shortening of branches, reducing weight by thinning, removing deadwood and general pruning.

218.2 Any urgent planning applications received between 2nd and 8th December 2022

219 Planning Decisions

219.1 CB/22/03797/FULL 4 Fairfield Mews

Loft conversion with 4No. Velux conservation roof windows.

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. FPC has not commented on the listed building consent and will leave it to CBC and English Heritage to carry out appropriate investigations.

This application was withdrawn 15th November 2022.

219.2 CB/22/03798/LB 4 Fairfield Mews

Listed building: Loft conversion with 4No. Velux conservation roof windows.

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. FPC has not commented on the listed building consent and will leave it to CBC and English Heritage to carry out appropriate investigations.

This application was withdrawn 15th November 2022.

220 Planning Appeal

220.1 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.

The decision against this appeal has been received as 'Allowed with Conditions'. This application can be viewed on the CBC website by entering the application reference 21/03786.

221 Fairfield Design Guide

221.1 To receive an update from Councillors Reynolds (Lead), Dack, Hopkins and Reader.

221.2 To receive an update from Councillor Dixon on the meeting regarding planning permission for solar panels.

222 Central Bedfordshire Council Ward Members Report

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

222.2 To receive an update from Councillor Dixon on the planning enforcement action being taken regarding the missing sewerage pump at Fairfield Gardens.

222.3 To receive an update from Councillor Harris on upgrading/improving the cycle path between Eliot Way and the Stotfold underpass.

222.4 To receive an update from Councillor Dixon on signs on Dickens Boulevard for adults and children to show where there are crossing facilities on the paths.

222.5 To receive an update from Councillor Harris on renewing the 20 mph signs on Dickens Boulevard.

222.6 To receive an update from Councillor Dixon on the current status of adopted roads in Fairfield and to confirm if any of the roads in Fairfield Gardens will be adopted or not.

Decision items

223 Community Hall

223.1 To receive quotations from CJ Hubbard, Smyths Decorating Limited and Stewart Littlefair for painting the external doors and windows and agree who to award the contract to.

224 Parking in Nickleby Way during school drop off and pick up times

224.1 To discuss current ongoing issues in Nickleby Way caused during school pick up and drop off times and to consider allowing parents/guardians being allowed to use the Community Hall car park at these times. This will need to be discussed with the Community Hall Working Group before any decision can be made.

Events

225 Remembrance Sunday – Sunday 13th November Urban Park 3 pm

225.1 The annual Remembrance Sunday was well attended and went well. Prior to the event the Fairfield WI had been knitting and selling their wares for the Royal British Legion. This raised £110 and was given to the Parish Council to add to their collection. The combined total raised was £324.79 and it is suggested that the Parish Council makes this figure up to £500. FPC to discuss this suggestion.

226 Christmas Lights Switch-On – Sunday 27th November

226.1 This was a very successful event and Councillor Andrews expressed special thanks to the Community Trust team for all their help in making it as successful as it was. There was a very big turnout of residents, The lights were switched on by Ann Parsons, the retiring and much-loved Road Crossing Officer. There were several entertainment groups, including Fairfield Lower School, entertaining the crowds. £120 was raised to help fund the cost by charging food vendors / bars etc and this money will go back into FPC entertainment budget.

It has been suggested that a professional pa system may be needed for future years as the current FPC equipment was not loud enough for the amount of people and general noise of the event. Community Groups raised approximately £1,000 across the three groups for their own individual funds, and this will be used for the benefit of Fairfield.

227 Carol Singing – Saturday 10th December or Sunday 11th December

227.1 This event has been cancelled.

228 December Christmas events – Monday 19th December

228.1 To receive an update on the proposed two performances of 'Rosie Reindeer & The Christmas Wish Musical Show' by Imajica Theatre Company CIC. A deposit of £425 has been paid. Tickets are available from the Community Trust website. (Lead Councillors Andrews and Papakosta appointed as Lead Councillors and a budget of £500– see item 280.1 10th February 2022).

229 2023 Events

229.1 To discuss FPC having an advertising bucket and card collection for future events.

229.2 To agree the following events for 2023 and agree budgets:-

- Quiz Night – March (To be confirmed)
- Coronation Concert – Monday 8th May estimated cost £5,000
- Apple Day – Saturday 16th September estimated cost £1,500
- Diwali Laser Show – Saturday 11th November estimated cost £3,000
- Remembrance Sunday – Sunday 12th November estimated costs £500
- Lights Switch On – Sunday 26th November estimated cost £1,000
- Christmas Carol Concert – Saturday 11th December estimated cost £300
- Christmas Show – Monday 18th December. FPC to fund deposit which will be returned if sufficient tickets are sold.

Information items

230 Proposed Garden of Remembrance and Allotments

230.1 To receive an update from Councillors Reader (Lead), Andrews, Daffarn and Dack.

231 Orchards

231.1 The Tree Survey has been sent to FHMC and they have applied for planning permission to do the work.

232 Fairfield Tree Audit

232.1 Councillor Reynolds (Lead), Hopkins and Papakosta will arrange a meeting in 2023.

233 Bowls Club / Cricket Club Car Park

233.1 To receive an update from Councillor Andrews.

234 Cricket Club Pavilion

234.1 The Cricket Club has received a grant from the ECB for £4,000. (FPC agreed to match every £ the Cricket Club raises with a £ up to a maximum of £5,000 – see item 164.1 13th October 2022).

234.2 The Cricket Pavilion has been damaged by youths of Friday 26th November. There was a lot of damage that will also need repair. Police were informed and attended.

235 Matched Funding – Improvements to Hitchin Road

235.1 FPC is waiting for CBC to conduct a speed survey to see if an additional device can be located to the north of the Eliot Way roundabout, just south of Beatrice Place facing the southbound traffic.

236 Talk on Road Safety with Fairfield Lower School

236.1 Councillor Dack attended the Ruskin Drive and Dickens Boulevard campuses of Fairfield Lower School to talk to three classes about Road Safety. The children asked a number of diverse questions and also offered some suggestions of their own to improve road safety.

The two Dickens Boulevard classes were very keen to see better signage near the school for both motorists and children.

237 Road Crossing Officer

237.1 CBC has advertised the vacancy.

238 Bedfordshire Community Emergency Response Team (CERT) Training

238.1 Councillor Reynolds attended this training on 17th November 2022.

239 Crime figures

239.1 To receive crime figures for November

240 Speed Watch Figures

240.1 To receive speed watch figures for November

Finance and Correspondence

241 Finance

241.1 To review and approve bank statements.

241.2 To receive and approve bank reconciliations to 30th November 2022. **(Appendix A)**

241.3 To receive receipts and approve payments. **(Appendix B)**

242 Correspondence

242.1 CBC – Warm Spaces.

242.2 CBC – Cost of Living Support Leaflets.

242.3 Bedfordshire Schools Trust – BEST Two-Tier Update - Issue 6.

242.4 Any urgent correspondence received between 2nd and 8th December 2022.

243 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.

244 Date of next meeting

244.1 The next Parish Council meeting will be held on 12th January 2023 at 7.00 pm in the Community Hall.

Glossary of acronyms

BEST	Bedfordshire Schools Trust
CBC	Central Bedfordshire Council
ECB	England And Wales Cricket Board
FPC	Fairfield Parish Council
NB	Nota bene (Latin phrase meaning 'note well')
Pa system	Public address system
WI	Women's Institute