

Date: Friday 6<sup>th</sup> January 2023

**Councillors:**

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

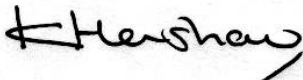
You are hereby summoned to attend the following meeting:

## Fairfield Parish Council Meeting

**Date/ Time:** Thursday 12<sup>th</sup> January 2023 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

### 245 Apologies for Absence

245.1 To receive any apologies for absence from Councillors.

### 246 Chair's Notice

246.1 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.

246.2 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.

### 247 Disclosures of Interest and Dispensation requests

247.1 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.

247.2 To receive written requests for dispensations for declarable interests.

247.3 To grant any requests for dispensation as appropriate.

### 248 Council Minutes

248.1 To approve and sign as a correct record the minutes of the Parish Council Meeting held on 9<sup>th</sup> December 2022.

### 249 Public Participation Session

249.1 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

### 250 Planning Applications

250.1 Any urgent planning applications received between 5<sup>th</sup> and 12<sup>th</sup> January 2023.

### 251 Planning Decisions

#### 251.1 CB/22/04311/FULL 9 Helena Crescent

Conversion of garage into habitable space.

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.

**CBC granted full planning permission on 21<sup>st</sup> December 2022.**

#### 251.2 CB/22/04343/FULL Icknield House, Kingsley Avenue

Two 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 and materials match existing materials.

**CBC granted full planning permission on 30<sup>th</sup> December 2022.**

#### 251.3 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 weigh by thinning, removing deadwood and general pruning.

FPC has no comments on this as FPC is the applicant and will leave it to the CBC Tree Officer to carry out appropriate investigations.

**CBC granted consent on 5<sup>th</sup> January 2023.**

### 252 Fairfield Design Guide

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

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

### 253 Central Bedfordshire Council Ward Members Report

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

253.2 To receive an update from Councillor Dixon on the back up sewerage pump at Fairfield Gardens.

253.3 To receive an update from Councillor Dixon on the meeting with Richard Fuller, MP about the roads for Fairfield Gardens.

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

253.5 To receive an update from Councillor Harris on the ongoing flooding at the Stotfold underpass.

253.6 To receive an update from Councillor Dixon on the plan for road safety in Fairfield. This is to include ways to encourage children to walk/cycle to/from school.

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

## Decision items

### 254 Proposed Waiting Restrictions for Dickens Boulevard (Appendix A)

254.1 To receive proposals from CBC for proposed Waiting Restrictions for Dickens Boulevard and agree a response.

### 255 Road Adoptions

255.1 To discuss how FPC can assist/encourage developers to get roads adopted by CBC.

### 256 Matched Funding – Improvements to Hitchin Road

256.1 CBC has held the additional traffic survey for the requested second SID, just south of Beatrice Place, and can confirm this additional site meets the criteria for one. Following this survey, CBC conducted site assessments with the SID engineers to confirm suitable locations for SIDs in Fairfield and have proposed the following locations:-

- Opposite No. 165a Hitchin Road as follows: <https://goo.gl/maps/VEUkneG5Shz9nF4v5>
- Approx. 30m south of Beatrice Place junction (centre line) as follows: <https://goo.gl/maps/PsFMcSuyojeW38tP7>

The Hitchin Road SID opposite 165a, will be installed on the west side of the road to face northbound traffic and the SID just south of Beatrice Place will be on the east side of the road to face southbound traffic. The devices can be periodically swivelled to face opposing traffic if required but there would be an additional cost each time (approx. £500 per SID).

The SIDs will remain property of CBC and maintenance costs will be met by CBC for a five-year period until March 2028, including replacement if a SID reaches the end of its life within this period. As discussed in the SID guidance document (provided in Jan 2022), a £1,000 commuted sum for each SID will be requested from your Parish Council in the sixth year (April 2029) to ensure sufficient funds are available for ongoing maintenance. This additional maintenance sum requirement will be reviewed in future years.

FPC agreed to set aside £10k (from the parking budget) for the FPC share of match funding for road safety improvements to Hitchin Road that would include the provision of Smiley faces warning signs and other road markings (item 273.2 10<sup>th</sup> February 2022). FPC to agree to increase this to the required £10,600.

### 257 Orchards

257.1 Colin Carpenter has completed two days pruning and restoration of the Cobb and Filbert Hazel nut trees in Fairfield west orchard. Unfortunately, he didn't finish the whole lot of Hazels in the time. FPC to decide if they wish this work to complete. It will be at least another two days' work at a cost of £500.

257.2 CBC has granted consent for the tree works (see item 251.3). FPC to agree to pay FHMC £2,500 for Colin Carpenter to do these works.

### 258 Proposed Garden of Remembrance and Allotments

258.1 Maydencroft has cleared the land and CDS has arranged for the topographical surveyor to revisit the site to do the survey. FPC to agree to pay £650 to come back and complete the survey.

### 259 Community Hall

259.1 To receive quotations from HJ Haywood and Son Ltd and TS White Decorating, Smyths Decorating Limited and Stewart Littlefair for painting the external doors and windows and agree who to award the contract to.

## Events

### 260 Card collection for future events

260.1 To receive a proposal from Councillor Dack and agree action.

### 261 Coronation – Monday 8<sup>th</sup> May

261.1 Sundown Cinema has been booked for Monday 8<sup>th</sup> May at a cost of £1,600 + vat + the film licence and copies of the DVD/ Blu Rays. A non-refundable deposit of £400 + vat has been paid. The estimated cost for the 3 film licenses is £1,500. FPC to agree these extra costs. (£2,500 agreed item 229.2 8<sup>th</sup> December 2022).

### 262 Lights Switch-on / Carol Service – Sunday 26<sup>th</sup> November

262.1 To receive a proposal from Councillors Andrews and Reader for the Carol Service.

## Information items

### 263 Fairfield Tree Audit

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

### 264 Crime figures

264.1 During December there were three crimes in Fairfield. These were for:-

- Other theft
- Burglary – Business and Community
- Other Criminal Damage

### 265 Speed Watch Figures

265.1 There was no Speed Watch session held in Fairfield during December. Throughout Bedfordshire in 2022 there were 1308 sessions with 5443 letters being issued. 617 of the sessions were from Speed Watch Groups and 691 were from Bedfordshire Borough Speed Awareness Vehicle.

## Finance and Correspondence

### 266 Finance

266.1 To review and approve bank statements.

266.2 To receive and approve bank reconciliations to 31<sup>st</sup> December 2022. **(Appendix B)**

266.3 To receive Q3 comparison between budget and expenditure. **(Appendix C)**

266.4 To receive receipts and approve payments. **(Appendix D)**

### 267 Correspondence

267.1 Office of the Police and Crime Commissioner – consultation about police budget for 2023/24.

267.2 Any urgent correspondence received between 5<sup>th</sup> and 12<sup>th</sup> January 2023.

**268 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.

**269 Date of next meeting**

269.1 The next Parish Council meeting will be held on 9<sup>th</sup> February 2023 at 7.00 pm in the Community Hall.

**Glossary of acronyms**

CBC	Central Bedfordshire Council
FPC	Fairfield Parish Council
NB	Nota bene (Latin phrase meaning 'note well')
SID	Speed Indicator Device
TPO	Tree Preservation Order

# PUBLIC NOTICE



## **CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INTRODUCE WAITING RESTRICTIONS ON DICKENS BOULEVARD, FAIRFIELD**

Reason for proposals: These markings are intended to prevent obstructive parking affecting the free flow of traffic and to address indiscriminate parking in the vicinity of the school and improve the safety of pupils travelling to and from school.

Effect of the Order:

### **To introduce No Waiting at any time on the following lengths of road in Fairfield:-**

1. Dickens Boulevard, south side, from a point approximately 4 metres west of the centre of the junction with Kipling Crescent and extending in a slightly north westerly direction for approximately 19 metres.
2. Kipling Crescent, western spur, west side, from the junction with Dickens Boulevard and extending in a south-westerly direction for approximately 12 metres.
3. Kipling Crescent, western spur, east side, from the junction with Dickens Boulevard and extending in a south-easterly direction for approximately 12 metres.
4. Dickens Boulevard, north side, from the junction with Nickleby Way and extending in a south-easterly direction for approximately 25 metres.
5. Dickens Boulevard, north side, from the junction with Nickleby Way and extending in a south-westerly direction for approximately 14.5 metres.
6. Dickens Boulevard, south side, from a point approximately in line with Lamp Column No. 25 and extending in a generally easterly direction for approximately 39 metres.

Details may also be viewed online at [www.centralbedfordshire.gov.uk/publicstatutorynotices](http://www.centralbedfordshire.gov.uk/publicstatutorynotices).

Comments should be sent by e-mail to [highways.consultation@centralbedfordshire.gov.uk](mailto:highways.consultation@centralbedfordshire.gov.uk) by 13<sup>th</sup> January 2023. Any objections must state the grounds on which they are made **and must quote unique reference number A00363**. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

Please note that any comments received will be redacted of personal information and uploaded onto the Central Bedfordshire Council website as part of a report on the scheme a few days before the proposal is discussed at the relevant Traffic Management Meeting, where it will remain in the public domain. If you do not wish for your comments to be part of the report please state this explicitly within your response.

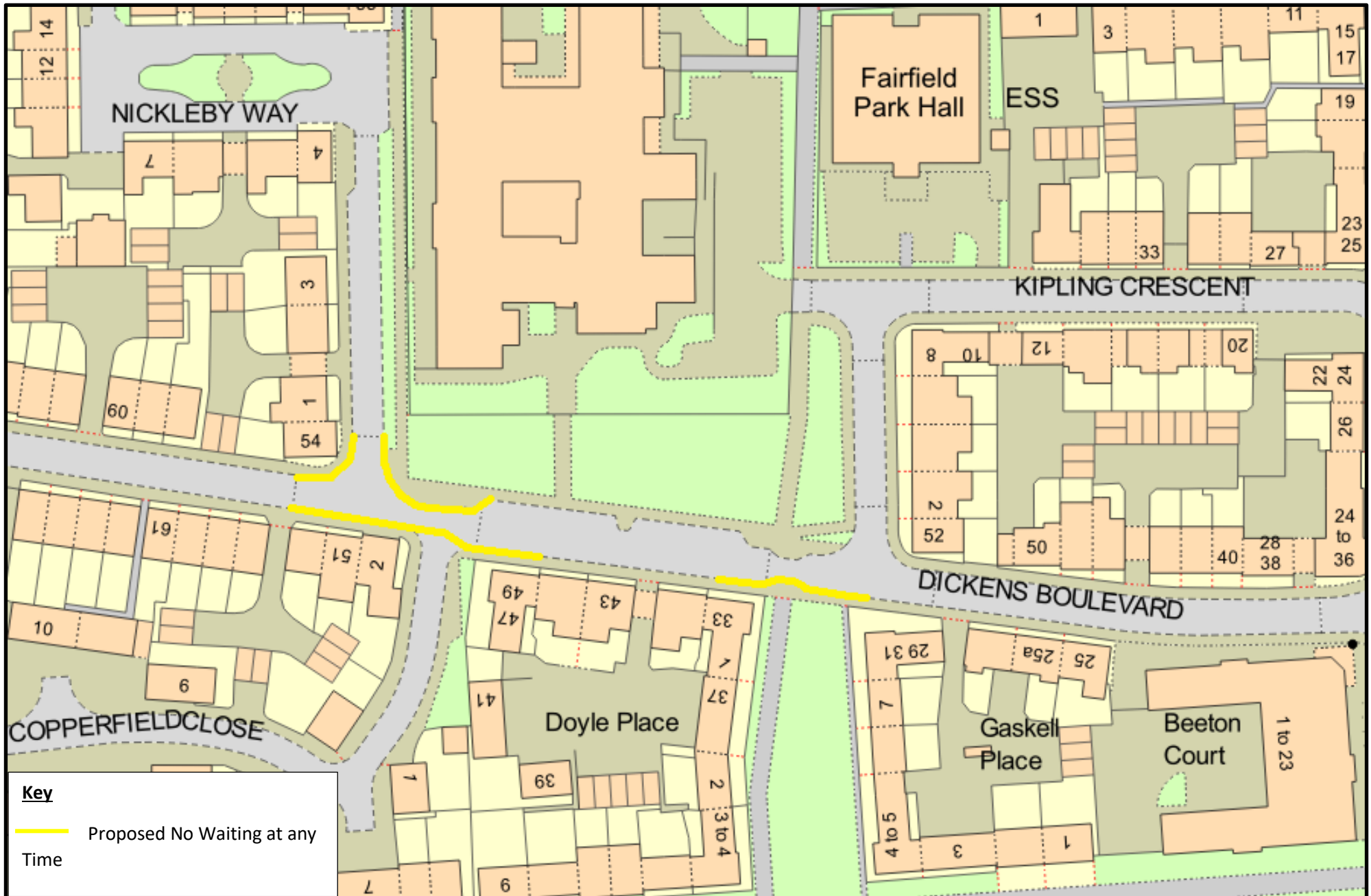
Order Title: If made will be "Central Bedfordshire Council (Bedfordshire County Council (District of Mid Bedfordshire) (Civil Enforcement Area and Special Enforcement Area) (Waiting Restrictions and Street Parking Places) (Consolidation) Order 2008) (Variation No.\*) Order 202\*\*"

Central Bedfordshire Council  
Priory House  
Chicksands  
Shefford SG17 5TQ

Jill Dickinson  
Deputy Director  
Place and Communities

23 December 2022

# Dickens Boulevard, Fairfield – Waiting Restriction Proposal



## Appendix B – Bank Reconciliation at 31<sup>st</sup> December 2022

Where the money is	Value
Unity Trust	£42,610.22
Cash Plus Card	£709.46
Petty Cash	£0.00
The Cambridge Building Society	£85,075.22
United Trust Bank	£85,983.04
<b>Total Money</b>	<b>£214,377.94 (1)</b>
<b>Cash Book</b>	
Total Receipts	£118,974.27
PLUS balance carried over 1 <sup>st</sup> April 2022	£205,094.81
LESS Total Payments	£109,691.14
<b>Total Money in cash book</b>	<b>£214,377.94 (2)</b>

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

## Appendix C Q3 comparison between budget and expenditure

	bf 01/04/2022 +Budget 2022/23 (1)	Additional income 2022/23 (2)	Money spent 2022/23 (3)	Money remaining (1)+(2)-(3)
Administration	£32,248.58	£399.32	£16,990.40	£15,657.50
Recreation	£45,602.93	£1,074.77	£28,695.78	£17,981.92
Events	£12,676.79	£893.02	£5,362.02	£8,207.79
Grants	£13,486.65	£24.75	£9,073.00	£4,438.40
Community Hall	£37,097.10	£0.00	£2,630.48	£34,466.62
Orchards and Community Garden	£9,376.55	£0.00	£870.00	£8,506.55
Garden of Rest	£45,000.00	£29,800.00	£11,057.00	£63,743.00
Allotments	£44,158.50	£0.00	£55.00	£44,103.50
Trim Trail	£19,800.00	-£19,800.00	£0.00	£0.00
Bowls Club and Cricket Club Car Park	£8,000.00	£3,100.00	£22,200.00	-£11,100.00*
Bannatynes Car Park	£10,000.00	-£10,000.00	£0.00	£0.00
Hitchin Road	£10,000.00	-£3,100.00	£0.00	£6,900.00
Reserves	£30,000.00	£0.00	£0.00	£30,000.00
<b>VAT</b>	<b>-£2,041.29</b>	<b>£6,271.41</b>	<b>£12,757.46</b>	<b>-£8,527.34</b>
<b>Total</b>	<b>£315,405.81</b>	<b>£8,663.27</b>	<b>£109,691.14</b>	<b>£214,377.94</b>

\* Grant of £11,100 expected from CBC.

## Appendix D – Receipts and Payments

### Receipts

From whom	Description	Total
Food Vendors	Switch-On ceremony	£160.00
<b>Total</b>		<b>£160.00</b>



## Payments

To whom	Description	Total
Katrina Henshaw	December wages	£494.01
HMRC	December Tax	£123.60
M & G Wealth	Clerk's Pension – December	£150.00
EE	Mobile phone – December	£13.12
Mail Chimp	Monthly subscription	£28.77
Unity Trust	Bank charges	£24.45
	Handling charges	£5.50
Fairfield Community Hall	Scout - December	£188.00
Hislops & Co Horticulture	Maintenance - November	£1,344.00
	Maintenance – December	£1,344.00
CDS	Reptile Survey – Garden of Remembrance	£3,570.00
Siteground	1 year domain fairfieldgardensresidents.co.uk	£17.99
Amazon	4 LED Lights	£82.12
The Christmas Decorators	Christmas Lights	£9,189.60
Maydencroft Limited	Bowls and Cricket Club car park and footpath	£17,760.00
Maydencroft Limited	Bowls and Cricket Club car park and footpath	£8,880.00
Sundown Cinema	Deposit for Cinema on Monday 8 <sup>th</sup> May (Coronation)	£480.00
The Royal British Legion	Donation	£500.00
Gritting Works	Gritting in December 2022	£1,341.90
Colin Carpenter	Restoration and pruning of Cobb and Hazel Trees	£500.00
Maydencroft	Clearance of bramble, shrubbery and self-sets	£1,560.00
<b>Total</b>		<b>£47,597.06</b>

**£500 transferred to cash plus 13.12.2022**