

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 11th DECEMBER 2017**

Present: Parish Councillors: M Tomlin(Vice- Chair), A Palmer, H Palmer, B Fitzsimmons, R Catford, L Skelton, Ward Councillors K Collins, Clerk A Whiting, 7 members of public

**Public Questions**

Gritting – a big thank you to the council for their efforts in keeping roads open. Thanks for gritting Folly Lane.

Query if there is a vacancy on the parish council? A: There is not since the co-option of Cllr Catford. Clerk to remove the post from website.

**1. APOLOGIES FOR ABSENCE** - Apologies received from Cllrs; M Russell, M Morland, P Smith, C Smith, CBC Cllr R Stay

**2. DECLARATIONS OF INTEREST –**Cllr Skelton – Payments, item 19

**3. APPROVAL OF MINUTES - It was RESOLVED** minutes of 13th November 2017 were a correct record and signed by the Chairman.

**4.** **PROGRESS UPDATE FROM LAST MEETING**

**Tree works** – scheduled for after Christmas

**Trenches dug across Green in Summer without PC permission**

Virgin media –claim for compensation re. trenches dug without permission – offer of £2500 from Virgin Media.

Cllrs Palmer and Russell to meet Virgin rep. in near future when snow is gone from Green to discuss this and the compensation for damage to Christmas Lights cables by the works there.

**Waste Bins** – 2 new bins are required. **It was agreed to purchase 2 new similar bins at a cost of approximately £350-£400 each.**

A new replacement **noticeboard** for the old worn out one by the Hairdressers has been verbally quoted from a local carpenter for £350. Awaiting written quote. **Agreed to replace.**

**5. TO RECEIVE CHAIRMAN’S ADDRESS**

Vice Chairman Tomlin thanked everyone for attending tonight in such awful weather conditions and for their attendance and support throughout the year. It was noted that schools had been closed due to the weather and snowmen were appearing all over, which was nice to see. It was noted Mark Russell was at the time of the meeting out gritting the roads.

The switch on went well. Thanks to Rita for her contributions and to all the councilors for their help on the day. Santa made an appearance and enjoyed his role. Xmas Tree Festival this weekend at the Church – PC entering one.

Wish everyone a merry Christmas and Happy New Year.

1. **DISCUSS PROPOSAL FROM CADDINGTON LOCAL HISTORICAL GROUP FOR A COMMEMORATIVE STONE FOR VC COLLINGS-WELLS**

John Harper, Chair of Caddington Local Historical Group spoke that as a commemoration of 100 years of the end of the 1st World War that commemorative paving stones were being produced at a cost of £540 for all VCs birthplaces. As John Collings-Wells was born in the North of England Caddington did not qualify for one automatically, but that as he contributed so much and was a Caddington resident we would like a stone in his honour and would like the parishes support for this. The idea would be to put it on a wall, such as by the shops and the Historical Group are about to talk to shops to get a suitable place for it. The intention is to apply for local funding (Angus Brewer Trust) to cover costs. It is hoped to have an unveiling of the memorial on 27th March at 9.30am, with refreshments after at the Sport and Social Club at 11am. Invites to local councillors, CBC Cllrs, Anglian Regiment and the Collings-Wells family.

Cllr A Palmer stated that this was a wonderful idea to commemorate and honour John Collings-Wells who was well regarded here and who went to war and sadly lost his life. He proposed if any part of the funding was not forthcoming then Parish Council pay the balance to ensure this happens. Seconded by Cllr Skelton. **It was agreed** that council will pay for the stone (or part thereof) if funding is not forthcoming from the Trust.

1. **RECEIVE AN UPDATE REGARDING HEATHFIELD CENTRE**

A meeting has been requested of CBC through Cllr R Stay. He is liaising with CBC staff.

Cllr Collins reported that due to the request for the medical facility either incorporated into the plan (or elsewhere in village) discussions and options were being explored and as yet a plan had not been determined so a meeting would not be helpful just yet. Cllr Fitzsimmons stated that Heathfield Friends are getting anxious with the potential closure date being so close and want to create a business plan for when it does close but are hindered by lack of a date or indication by CBC about the site. Cllr Collins asked that we have patience and will keep us informed of any progress.

1. **RECEIVE A REPORT FROM CENTRAL BEDFORDSHIRE COUNCIL**

Cllr Collins spoke of the potholes in Chaul end Rd where the hedging had been removed. Highways were in discussion with owner to get kerbing put in to stop the erosion. Cllrs were of the opinion that the work should preferably be done by Highways to ensure it is of appropriate standard.

Department of Regeneration reorganisation at CBC – now divided into 2 areas, North and South. Caddington is in South and John Ellis is the person in charge.

Planning application is in for 50 houses to be built in Dunstable Rd. The previous application had been granted some years ago and included traffic calming. That had lapsed hence the new application. It was suggested Speed Watch do surveys whilst the application is live to gather more data on speeding traffic in that area.

**9. RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN**

Planning has reviewed comments / objections and the plan is now with the examiner.

1. **DISCUSS REQUEST FROM CBC REGARDING BRICK FORMER BUS SHELTER, THE GREEN**

A letter from Asst. Director of Highways had been received asking the parish council to demolish the old shelter.

Councillors expressed some concern and anger that they have discussed this very matter 4 times previously and each time have unanimously agreed to keep the shelter. Public present were also audibly concerned by the proposal and Vice-Chair, Tomlin asked for their contributions to the debate if they wished to give them.

A lengthy discussion took place during which councilors and members of public present expressed strongly their views that it should not be demolished. It was accepted the shelter is not considered redundant by the council and the intention is to install noticeboards within it to inform the villagers about community activities etc. It was also still in use by both schoolchildren waiting for transport and local village groups such as Caddington Care waiting for transport on outings etc. It was also noted that in the future when all the houses are built in Caddington Woods that a bus service will be in place from there to the village. Therefore this shelter and the bus stop adjacent would be ideal for use by that service and the structure could be used as both a bus shelter and information centre. If it were to be removed now we may find in a year’s time that we would need to purchase a replacement so its demolition now would not be sensible.

It was questioned why CBC want it knocked down. There were no reasons given in the letter from Highways.

A resident witnessed police and Highways at the time of the raised table installation, undertaking a visibility assessment and no problem with visibility leading from that assessment has been identified or communicated to us.

It was noted by a resident that in the last 60 years there has never been a problem with it so why is there one now?

Cllr Tomlin stated in conclusion it was noted by its demolition we might appease one set of residents who live directly behind and had raised the issue with council in the past it but would not benefit necessarily anyone else in the village – and that at this and previous meetings other residents had been in favour of not losing it. As the parish council represents the village as a whole we would not support the loss of our village asset.

**It was agreed** Clerk answers the letter stating the council’s position and asking for reasons why Highways want it removed and also for copies of any visibility (or other) surveys that had been done on the area concerned.

1. **DISCUSS CBC CONSULTATION ON COMMUNITY GOVERNANCE**

This was discussed at Slip End and it was mentioned whether Aley Green might be part of Slip End Parish in future (most is currently in Caddington Parish but several houses are in Slip End). Clerk stated that CBC had written to Norfolk Rd, Dunstable residents to ask their opinion of whether they wanted to move under Dunstable Town Council or stay as part of Caddington parish. It was agreed to wait to see what residents there wanted and go with their decision. Clerk to speak to Slip End Clerk to enquire if they wanted discuss Aley Green. If any change of boundary was supported by Slip End suggest a questionnaire.

1. **RECEIVE A REPORT FROM PLANNING COMMITTEE**

Cllr A Palmer reported the objections to the application for 7 houses on the Cotswold Business Park adding that if the application went through would result in loss of business premise within the parish.

1. **DISCUSS ADDITIONAL QUOTES FOR NEW PARKS EQUIPMENT**

A second quote had been received from Sutcliffe Play for 5 items of equipment for c. £27000. It was agreed that Kompan’s quote, discussed at the previous meeting was preferable as it gave a wider variety and suitable range of equipment for the Elm Avenue site.

Kompan had produced a second quote for a tower climbing frame and slide for Edgecote Close for a cost of £7400 approx.. It was noted that a “zip-wire” option had also been discussed but due to the slope at that location it would be too dangerous /fast so that was not viable. Clerk explained he was busy applying for grants but if all were not forthcoming we may not have funds to do both parks this year. It was agreed we proceed with funding applications and the Elm Avenue scheme as soon as funding is secured and possibly look at Edgecote Park as funds available (possibly next financial year).

1. **DISCUSS REVIEWING GROUND MAINTENANCE CONTRACT**

Clerk had drafted a list of duties to go into the revised specification. Added to it were watering and maintenance of flower boxes and hanging baskets & Pond maintenance. The intention is to send to a number of Grounds Maintenance contractors for quotes with review in February/March. With a new contract to start in April 2018.

1. **REPORT FROM BEDFORDSHIRE POLICE**

There were a total of 13 incidents including one burglary and 2 drug offences. It was noted there are less crimes than last year and previous years but the concern is that there are still burglaries and drug offences.

1. **RECEIVE AN UPDATE FROM CADDINGTON WATCH**

Had a meeting last week. John Waller went to quarterly Community Watch meeting in Kempston – which was well attended. Street Watch assisting with Santa’s sleigh.

Clerk raised the issue of litter in hedgerows on approaches to the village raised by a Street Watch member. It was noted there is a Community Payback scheme where offenders area tasked with work such as picking litter etc. It was agreed that BIFFA do this work normally and make a good job of it so we should request they do the work and that Community Payback might help on the Great British Spring Clean on 2-4 March 2018.

1. **RECEIVE A HIGHWAYS REPORT**

Folly Lane light has been paid for – awaiting work scheduling. Intention from residents is to have a ceremony when it is first lit to celebrate.

Noted the Clerk is speaking to Highways about the rural match funding of Dunstable Rd speed limits and signs. It is agreed a bigger bend sign is required at Millfield Lane/Dunstable Rd and if possible a beware of ice sign in the vicinity as well. Cllr Tomlin and Clerk to finalise match funding request with Highways.

A member of the public raised the issue of the new raised table flooding near all the dropped kerbs areas. This has been highlighted to CBC as has the fact that some of these dropped kerbs are poorly positioned, i.e. not the best locations for people to cross the roads.

**It was Agreed** - Clerk to enquire of CBC what is their gritting route in the village, for information.

1. **RECEIVE GENERAL CORRESPONDENCE – *FOR INFORMATION ONLY***

*CCTV – Broadband problems – review of CCTV requirements necessary – Agenda next meeting*

*Reply CBC re. Planning policy, Local Plan & Neighbourhood Plans. To note - emailed to councillors*

*Cllr Morland – Christmas Tree festival – help required to decorate tree 14th December*

1. Authorise accounts for payment with two authorised bank signatories to sign cheques

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Cheque** | **Payable to:** | **Payment Details** | **Grand Total** |
| 29/11/17 | DD | BT | Broadband services |  £79.32  |
| 01/12/17 | SO | ASK Accounting Services | Payroll service |  £23.70  |
| 01/12/17 | STO | John Dudley | Allotments management - Nov17 |  £45.00  |
| 01/12/17 | STO | Darren Hunter | Parish Warden Salary  |  £523.03  |
| 01/12/17 | STO | A Whiting | Salary Oct 17 |  £1,219.97  |
| 01/12/17 | 105942 | Village Garden Services | Supply, erect Christmas tree inc. lights for Green |  £426.00  |
| 01/12/17 | 105943 | Village Garden Services | Warden cover 20-11-24-11, new dog bin Rushmore |  £370.80  |
| 01/12/17 | 105944 | Village Garden Services | Grounds Maint Nov17 |  £608.62  |
| 01/12/17 | 105945 | Village Garden Services | Warden cover 8/11 week |  £144.00  |
| 01/12/17 | 105946 | Village Garden Services | Warden cover 13/11 week |  £144.00  |
| 01/12/17 | 105947 | Village Garden Services | Warden cover 27/11 week |  £144.00  |
| 01/12/17 | 105948 | Vidahost | Web host for caddington.com site |  £41.76  |
| 01/12/17 | 105949 | A Whiting | Monthly Office allow, mileage, phone etc |  £105.95  |
| 01/12/17 | 105950 | HMRC | Tax/NI Dec17 |  £299.67  |
| 01/12/17 | 105951 | Beds Pension Fund | Pension Dec17 |  £412.32  |
|  |  |  | **Page Total** | **£4,588.14** |

1. **Discuss budget and agree precept for 2018-19**

|  |  |  |
| --- | --- | --- |
| **CADDINGTON PARISH COUNCIL BUDGET 2017/18 was noted;** |  |  |
|  |  **Budget**  |  **Expenditure**  |  **Predicted Expend.**  |  |
|  |  | **Actual - month 9** | **Year End** |  |
| Staff Costs |  £28,800.00  | £21,585.00 |  £31,000.00  | *Inc Pension contributions* |
| Administration |  £7,700.00  | £7,260.00 |  £8,000.00  | *Inc Tables / Chairs for club* |
| Allotments |  £1,250.00  | £1,211.00 |  £1,300.00  |  |
| Security |  £4,600.00  | £3,702.00 |  £4,600.00  |  |
| Highways & Amenities |  £30,000.00  | £14,939.00 |  £24,000.00  |  |
| Neighbourhood Plan |  £3,000.00  | £0.00 |  £-  |  |
| Section 137 Grants |  £4,060.00  | £1,810.33 |  £1,810.00  |  |
| Parks |  £3,650.00  | £2,905.00 |  £12,000.00  |  *Inc new equipment*  |
| Projects |  £1,500.00  | £6,445.00 |  £7,700.00  |  *Inc.open day, trees & & local Plan consult.*  |
| **GRAND TOTAL** |  **£84,560.00**  | **£59,857.33** |  **£90,410.00**  |  |
| *Plus 2% contingency fund* |  *£1,691.20*  |  £-  |  £-  |  |
|   |  **£86,251.20**  |  **£59,857.33**  |  **£90,410.00**  |  |
| VAT |  £5,000.00  | £2,745.00 |  £6,000.00  |  |
|  |  **£91,251.20**  |  **£62,602.33**  |  **£96,410.00**  |  |
|  **Precept 2017-18**  | £95,370 |  |  |  |

It was noted that we may have a small surplus at the end of this financial year. Also, there will be more houses and therefore more tax raised by the building and occupation of the dwellings in Caddington Woods. It was also noted that we have made commitments to improve various areas around the village and have several potential projects and issues that may need further funding, such as; Pond, CCTV renewal, Parks equipment, Heathfield replacement facility, Information centre, new Grounds Maintenance Contract, etc.

**Agenda for January 8th meeting.**

**Public Participation**:

1. Support for Heathfield Centre, which benefits so many good causes and groups, plus having excellent car parking facility, and potentially housing the new medical centre. Would want to see it supported by the parish council in the future to make sure it is replaced and continues it’s excellent work.
2. Clarification that John Collings-Wells was, although not born here, a resident who was well respected and extremely well regarded and who went to 1st World War and won a VC for bravery in gallant circumstances. Collings-Wells Hall was erected and funded in his honour in the 1930s.
3. Can CBC consultations could be advertised by placing leaflets in shops and also at CBC cllrs surgeries.
4. Thankyou from residents to the council for all the work you do for the community, and wish a Happy Christmas.

Meeting Closed at 9.20pm

Signed…………………………………………………………….Dated: ……………………………….