

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10th SEPTEMBER 2018**

Present: Parish Councillors: M Russell (Chair), J Bean, R Catford, B Fitzsimmons, M Tomlin, A Palmer, H Palmer, M Morland, S Smith, Clerk - A Whiting, 16 members of public

**Public participation**

The Highways signs have gone from Hatters Way/Chaul End Rd and no work is being done. A: This is being covered in Cllr Collins report.

Hyde Rd resident crime concerns and concern re. lack of visible policing.

Q: When will CCTV in Manor Rd be operational – A: work has been commissioned and awaiting new cameras.

Agenda - request to advertise through Facebook. Update website to make minutes easier to find. Clerk to organise.

1. **TO WELCOME NEW COUNCILLOR SHIRLEY SMITH TO THE COUNCIL**

Chairman welcomed councillor Shirley Smith to her first meeting. Cllr Smith introduced herself to the meeting. She is a resident of Meadow Rd and hopes to serve the whole community to the best of her ability.

**2. APOLOGIES FOR ABSENCE** - Cllr Patrick Smith – sick. Cllr Smith had had an accident whilst on holiday and damaged his foot, resulting in him being hospitalised. Councillors voiced concern how prolonged councillor absences can impact on the work of the council, and that parish councillors have responsibility to attend as many meetings as possible to represent the residents of the village. Clerk to write to Cllr Smith.

**3. DECLARATIONS OF INTEREST;** Cllr Russell – Payments item 22

**4. APPROVAL OF MINUTES - It was RESOLVED** minutes meeting of 9th July 2018 were a correct record and signed by the Chairman.

**5. PROGRESS UPDATE FROM 9th JULY MEETING**

**Christmas Lights** – The working group, Cllrs Bean and Russell, were seeking plan and quotes. (Council agreed at budget to allocate up to £6000 for lighting improvements. Because of the short space of time between now and light switch on (December 2nd) for installation to take place, that **Agreed to give delegated power to Cllrs Russell and Bean to agree and commission a scheme.**

**Litter/fly tipping group** – Clerk and Cllr Tomlin had been attempting to set up a working group with police and CBC representatives with no luck. Clerk today had chased up police and CBC Cllrs for their help in setting up the group.

**Plaques** on order for Villager and Org. of year to place on planters. Should arrive next week.

**Noticeboard** size 1200 x 880mm Council have agreed to place a new community noticeboard on the Green opposite the Co-op 2 Quotes; £875 & £930. It was agreed to go with Cowboy Carpenters scheme at £930 as they had done a good job with the new board at the Post Office. Clerk to mention that we had a cheaper quote and ask if any discount could be given.

**Parks** committee undertook inspections and noted Rospa safety recommendations following their inspections also.

Some equipment needs renewing – such as the Rushmore Trim Trail, and new pieces for Edgecote park – quotes being sought (we have £16k earmarked for this in the current financial year – plus we are expecting TESCO bags for life grant of either £1000, £2000 or £4000). Benches which were used by youths to congregate and smoke drugs/ drink in Elm Ave and Rushmore parks have been removed, to be replaced by family picnic benches in full view of new CCTV cameras.

**CCTV** – rolling out scheme to Elm Ave Park, Rushmore Park, Manor Rd – work to be done in next few weeks.

**Election** expenses - £88.07 (admin expense as no election was held saving council approx. £4000)

**Audit** – External audit completed without any issues. *(Auditors noted we have high reserves and so we need to ensure all monies earmarked for any projects are spent by end of financial year)*

**Old Bus Shelter/Information Centre** – CBC are arranging a meeting with representatives of PC to discuss their response to PC. Awaiting results of a petition on their website to save the shelter – results expected 15th Sept. and if over 100 signatures will be put before CBC for debate.

**Remembrance day**

Cllr Morland and Clerk to undertake various duties in preparation for the event, as per previous years.

There is discussion regarding placing a stone on the grave of un-named German POW – on next agenda.

**6. TO RECEIVE CHAIRMAN’S ADDRESS**

Chairman wanted to apologise as during his presentation of awards to Heathfield Friends and Villager Wendy Soper he failed to mention all of Wendy’s excellent work in the community such as with Heathfield Friends, Caddington Care, the Church and the popular and valued seated exercise classes.

Also, his wording regards Heathfield Centre closing (at some stage in the future) being a shame was misinterpreted as ‘a shame that Heathfield had won the award as it was closing’. Cllr Russell apologised for any misunderstandings and reiterated that both award winners were well deserved and greatly appreciated by the entire community.

**7. POLICE REPORT**

04/08/2018 Burglary - Residential - Dwelling

28/08/2018 Interference with a motor vehicle Theft from a motor vehicle Caddington 02/08/2018 Theft from a motor vehicle

03/08/2018 Assault without Injury - Common assault and battery

04/08/2018 Breach of non-molestation order

05/08/2018 Theft from a motor vehicle

06/08/2018 Sending letters etc with intent to cause distress or anxiety

09/08/2018 Theft from a motor vehicle

11/08/2018 Distraction Burglary - Residential - Dwelling

12/08/2018 Assault occasioning (ABH) Breach of non-molestation order

13/08/2018 Attempted Burglary - Residential - Dwelling Theft from a motor vehicle 14/08/2018 Assault occasioning actual bodily harm (ABH)

17/08/2018 Interference with a motor vehicle

21/08/2018 Interference with a motor vehicle Theft or Unauthorised Taking of a Cycle

23/08/2018 Interference with a motor vehicle

25/08/2018 Theft if not classified elsewhere

28/08/2018 Theft if not classified elsewhere Theft of a motor vehicle Slip End 01/08/2018 Assault without Injury - Common assault and battery, criminal damage to a vehicle (Under £5,000)

22/08/2018 Burglary - Residential - Dwelling

27/08/2018 Theft from a motor vehicle

28/08/2018 Interference with a motor vehicle

02/08/2018 Exposure 04/08/2018 Making off without payment

05/08/2018 Assault occasioning actual bodily harm (ABH)

06/08/2018 Burglary - Business And Community

10/08/2018 Other criminal damage, other (Under £5,000)

11/08/2018 Other criminal damage to a vehicle (Under £5,000)

12/08/2018 Interference with a motor vehicle

14/08/2018 Sexual

15/08/2018 Theft of a motor vehicle

16/08/2018 Burglary - Residential - Dwelling

18/08/2018 Other criminal damage to a dwelling (Under £5,000)

20/08/2018 Burglary - Residential - Dwelling + Theft of a motor vehicle 2

1/08/2018 Theft from the person of another

23/08/2018 Theft of a motor vehicle

24/08/2018 Theft if not classified elsewhere

26/08/2018 Assault occasioning actual bodily harm (ABH)

19/08/2018 Sending letters etc with intent to cause distress or anxiety

28/08/2018 Theft

PC Helen Pecorini from Leighton Buzzard team was in attendance, apologised for Sgt Craig Gurr absence due to leave, and took numerous questions from residents in attendance, many of whom had experienced crime recently, and were upset at the perceived lack of police presence which is felt would have helped prevent some of the unusually high crime that we experienced last month. PC representative spoke of how CCTV is used as evidence in investigations so any private CCTV pictures would be welcomed in vicinity of crime scenes. Most from Hyde Rd, Luton Rd and Manor Rd.

Thefts from or of vehicles from 1st July to 10th September were 32, & burglaries – 33 in last 12 months.

There is a dedicated police officer for Caddington currently due to this crime wave and also increased patrols to give a visible presence. Patrols are deliberately being done late night and early morning during hours of darkness.

In Dunstable Team there are 7 officers and 3 PCSOs on duty daily. The Dunstable team consists of 4 PCs, 3 PCSOs and 2 Sergeants. In addition there is the Response team providing cover 24 hours per day.

Cllr Smith asked what is the PCCs response.

Cllr A Palmer was concerned at the lack of police cover in villages such as Caddington, but far greater cover in places like Houghton Regis.

In response to a question re hiring a private security firm, Cllr Palmer explained that we did pay for one in the past, but due to the fact they were so expensive and ineffectual due to having no powers, that it was not a viable option.

Cllr Tomlin stated that this month there were 40 incidents in 35 days - normally this would be between 8 and 12.

Cllr Palmer asked if we could have a ‘crimes solved’ list to see how effective investigations had been and ask a high ranking officer to attend and speak to us in future. Police Constable to request this.

Council thanked PC for answering all our questions and explaining the issues to us.

**18.** (Brought Forward) **CADDINGTON WATCH**;

Speed Watch restarted after the August break. Concentrating on Chaul End Road and will be there Tuesday afternoon.

CVS Street Watch - aiming to attend the school three times per week. Starting tomorrow morning.

Regular Street Watch carried on throughout August.

Late night car patrols with dashcam launched with volunteers patrolling in their cars. Agreed Parish Council could reimburse them fuel money.

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

Report received from Cllr K Collins, that in his absence, read by Clerk;

“I will not be with you tonight but there are a few points I would have brought up had I been present, see below.”

Roadworks at junction of Chaul End Road & Hatters Way As mentioned by me in previous meetings, I have been attending regular (approximately monthly) meetings between Redrow, MV Kelly, Luton Borough Council & Central Beds as the planning for this project has been on-going. I am also aware residents will have noticed the 'advanced warning' signs that appeared and then disappeared. The works do still need to happen but have now almost definitely been deferred until 2019. During the life of the project planning, finer details and revisions led to a greater than anticipated number of documents requiring fresh approval and legal documentation which meant that the hoped-for August start date was unachievable. Luton Borough have an embargo during December which forbids any closures on their key routes (of which Hatters Way is one); the project plan was therefore dependent on certain phases being completed before December 01 so that any carriageway incursions could be cleared away and roadside works only continuing through December before completion in 2019. Due to the serious risk of not being completely clear of the carriageway before the December 01 deadline, the whole project has been moved into the next calendar year.

Police

You have had an e-mail from Sergeant Gurr and, possibly, an attendance from an officer and I hope that has been of some use. The Community Team do try and hold quarterly priority setting meetings and the next one is scheduled for this Friday (14 September @ 6:30PM) at Dunstable Police Station. With apologies for the short notice, I would be happy if one or two Caddington Parish Councillors were willing and able to attend; I expect to be there myself.

Planning

Whilst not in Caddington, the Slip End Retirement Village proposals are very close to the parish boundary. This application is listed to go before the Development Management Committee on Wednesday of this week. I do not have an update on Caddington Oaks (land off Dunstable Road, My Folly & behind Scout Hut) but there is a possibility that it will be before the committee as part of the October cycle; that is, exactly four weeks on from this Wednesday. I will keep the Parish Council updated as to whether or not it is listed but wanted to flag this up in advance as I think it is important that someone from the PC attends the meeting when this application is considered.

The Lea Bank Energy Plant has attracted some publicity; these are proposals for a combined heat & power facility located in the parish of Hyde. As a significant proposal, it is attracting strong opinions both for and against. At this moment in time, I would just like to re-iterate that there is NOT yet a planning application lodged with the local authority (and Caddington will be updated and able to comment if/when one is submitted). A lot of the information currently circulating is speculative; public concern is understandable and acknowledged but meaningful discussion on the benefits versus harm of the proposals cannot take place before actual plans have been submitted.

Heathfield Centre Discussions continue. There are discussions about funding applications which could then influence the detail of any proposals brought forward but (1) we are several steps away from drawing up proposals, not least because funding issues would be key to whether CBC sells on the site or brings forward something of their own and (2) the message that Caddington wants a community hall on that site and the aspirations of the Neighbourhood Plan (which, as it is now approved, is a legal planning document) remain core to any proposals that may emerge. Fostering & adoption I will not enter into detail on a written report other than to say CBC is very much trying to promote & support fostering & adoption. If anyone has any interest, please make contact and I can point them in the direction of further information. Cllr K Collins”

**9. DISCUSS SITING OF ANOTHER (3RD) DEFIBRILLATOR AT THE CLUB, MANOR RD**

Cllr Fitzsimmons stated that the Club wanted to have a defibrillator on site due to the large number of sporting and other well-attended events there all year round.

The reason for placing the second one in Mancroft Rd (when Highways are able to make the electrical connection) is that it is furthest by road point in the village from the current only one at the Co-op.

It was agreed to be a good idea to site one at the Club. Club and parish council agreed to fund the defibrillator (Club) and its housing/box (PC). Chairman, Cllr Russell to attend Club meeting this week and express PC support.

**10. VILLAGE GREEN ISSUES;**

Discuss parking prevention methods for Green – council had been aware of parking problems on the Green by workers vans over the last year since the raised table was put in making it easier for them to park there. The parking problem especially from Virgin Media and BT recently had been excessive. Formally PC had agreed to placing a physical barrier such as a row of bollards but **it was agreed** in the first instance signs ordering no unauthorised parking on the green be placed and monitor their effectiveness. **Clerk to buy no parking signs for the Green**.

Discuss Village Green Officer role – it was noted that Cllr A Palmer gets all phone calls to deal with illegal parking or other issues on the Green. He is happy to continue in the role but is often out of the village when illegal incursions occur. **It was agreed** that when the by-laws are formally legal documents that all councillors be issued with them and will therefore be able to confront illegal parkers on the Green

Noted amended By-laws now submitted to BATPC (and to be ratified by Secretary of State)

**11. TO AGREE REPLACEMENT GRITTER PURCHASE**

**Gritter** replacement – Council have agreed to buy new gritter with Caddington contributing 2/3 and Slip End 1/3 of cost. 2 options - Snowex sp3000 would be the best @ £5500 - Or a straight replacement with a new Bulk Pro 1875 @ £3295 would be adequate. **Agreed to buy Bulk Pro at £3295**. Clerk to inform Slip End for their contribution.

We also have zero reserve of salt – agreed purchase supply of salt for winter. Currently reserves are stored in open at Heathfield, which was not ideal. Agreed in future, to be stored under cover at Village Garden Services depot. It was noted that VGS has stored numerous benches, a marquee, and play and other equipment at their depot. Clerk to talk to VGS regarding costs and including on contract rent for any storage space we use.

**12. DISCUSS POTENTIAL NEW GRIT BINS**

At junction of Chaul End Rd and Caddington Woods there is a slope that is difficult to get up when icy, and the same applies t Crosslands (turn left off Mancroft and at the first bend going up the hill). **It was agreed** Clerk asks CBC to place grit bins near these locations if possible**,** and **r**equest CBC fill all bins.

**13. DISCUSS REVISED PLANS FOR STREET LIGHT – FOLLY LANE, AFTER MEETING WITH CBC**

Cllrs. Tomlin and Bean met with various CBC officers again regarding the on-going siting discussions regarding the Folly Lane light. At the meeting their Lighting Officer offered to site 2 lights but needed up to £6000 to do so (including trenching work and columns).

Cllr Bean had again asked Tingdene to make a contribution – they had previously indicated the could do the job for less. Cllr Bean stated he had spoken to them so many times without luck but this time thinks he may be getting somewhere. **Agreed** Cllr Bean to continue discussions and report back - **Clerk to Agenda**

**14. DISCUSS FURTHER POTENTIAL IMPROVEMENTS TO PLAY AREAS** – see report in item 4. Seeking quotes – **Agenda next meeting**

**15. DISCUSS VIRGIN MEDIA WORKS ON THE GREEN AND OFFER OF COMPENSATION OF £3000**

Clerk reported that Lawyers had advised that the offer from Virgin of £3000 was probably as good as we could expect bearing in mind the support that broadband was receiving from Central Government, and the fact the work was done and the village now connected. To pursue any more compensation through the courts would more likely than not not be successful and would incur potentially significant costs. **Agreed to accept offer of £3000**. **Further agreed:** Clerk asks for joint meeting with BT and Virgin to discuss liability for damage to our electric cable.

**16. ACCEPT AND APPROVE COMPLETED 2016-17 ANNUAL RETURN CERTIFICATE FROM EXTERNAL AUDITORS -** No issues were highlighted by Auditor. The external auditor report, certificate and notice of conclusion of audit were published on the website and noticeboard.

**17. DISCUSS PARISH COUNCIL CALENDARS FOR CHRISTMAS 2018**

It was agreed to use photographs again, of which there are very many, with old photos alongside more modern ones in the same location on each month’s page. Clerk to ask Data Protection Officer about legality of keeping addresses of recipients. Residents to help distribute. Next year consider photography competition/ art group contributions.

*(Item 18 discussed under Police earlier in meeting)*

**19. HIGHWAYS REPORT**

Cllr Tomlin reported that a walkabout had taken place with Highway Officer Emma Kines;

* rotten bollards in Hyde Rd to be replaced
* Mancroft Rd humps differ from planned ones – Emma Kines to seek reasons why
* Elm Ave park footpath to be edged, tarmaced and widened slightly
* Chaul End traffic calming ineffective – Highways assessing site
* Railing to be placed outside Town and Country to stop illegal parking and make it safer to cross
* 30mph sign to be moved in Dunstable Rd at village edge, to slow traffic coming round bend
* Mancroft Rd phone box for defib. Agreed to be connected with electric from the street light
* Caddington Watch volunteers cut brambles in footpaths due to lack of action from CBC.
* Match funding requests need to be in by March
* Five Oaks – some bollards are rotten, may replace with railings
* Request more bollards where cars park on pavement in Five Oaks
* Request parking enforcement put tickets on illegal vehicles on verge and Green.

**20. PLANNING**

Committee discussed several important plans including one at Heron farm waste disposal, where machines crush aggregate. Plan was to raise height of materials to 5 metres. Concern from residents re. noise, length of hours of machine use and of dust pollution. Asked Environmental Health to undertake noise and dust monitoring.

Noted that Planning no longer send all documents for every planning application, although these are needed and referred to by committee. **Agreed** to buy a council laser printer to print off planning documents.

**21. RECEIVE GENERAL CORRESPONDENCE**

* *CBC – road works road closure 2 days in December (dates tba) for surface dressing whole length of Mancroft Rd, Aley Green*
* *CBC – road works night-time 8pm – 6am, road closure A5183 22nd-25th October (from south of Manshead turn toward Kensworth turn – by Pack Horse)*
* *Consultant DLP – advice and help to issue a Housing Needs questionnaire to all residents in support of forthcoming planning application Mancroft Rd (requirement under point H5 of CBC emerging Local Plan)*
* *Police Crime commissioner annual conference - Thursday, 13 September from 18:00 to 20:00 at Chicksands*

**22.TO AUTHORISE ACCOUNTS FOR PAYMENT AND INSTRUCT TWO AUTHORISED BANK SIGNATORIES TO SIGN CHEQUES –** the following accounts approved and cheques were duly signed

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Cheque** | **Payable to:** | **Payment Details** | Grand Total |
| 01/09/18 | SO | ASK Accounting Services | Payroll service | £25.56 |
| 01/09/18 | STO | John Dudley | Allotment secretary payment Sept 18 | £45.00 |
| 28/09/18 | STO | A Whiting | Clerk salary Sept 2018 | £1,267.78 |
| 28/09/18 | STO | Darren Hunter | Parish Warden Salary Sept 18 | £549.12 |
| 10/09/18 | 106029 | Mazars | External Audit | £480.00 |
| 30/08/18 | dd | O2 | PC phone | £26.40 |
| 30/09/18 | dd | O2 | PC phone | £26.40 |
| 10/09/18 | 106030 | Beds Pension Fund | Pension Sept 18 | £444.98 |
| 10/09/18 | 106031 | HMRC | Tax/NI Sept. 18 | £315.71 |
| 10/09/18 | 106032 | Affordable Companies | Neighbourhood Plan printing | £474.00 |
| 10/09/18 | 106033 | Village Garden Services | Paint, watering July, warden cover | £662.39 |
| 10/09/18 | 106034 | Village Garden Services | Warden cover, watering Aug. Rospa - various safety removals, jet wash MUGA, pond maintenance, skip | £2,640.22 |
| 10/09/18 | 106035 | Community Heartbeat Trust | PADS Defib. | £87.60 |
| 10/09/18 | 106036 | CBC | Election admin expenses | £88.07 |
| 10/09/18 | 106037 | A Whiting | Office allow Aug-Sept, mileage, internet | £137.00 |
| 10/09/18 | 106038 | A Whiting | Print ink (black & Multi packs), phone protective cover, 100 stamps | £139.20 |
| 10/09/18 | 106039 | James Macpherson | CCTV Rushmore park | £1,560.00 |
| 10/09/18 | 106040 | James Macpherson | CCTV Manor Rd | £2,388.00 |
|  |  |  | **Page Total** | £11,357.43 |

***Public participation***

*Christmas light switch on will be Sunday 2nd December*

*Defibrillator training will occur when the new machines are installed.*

*The proposed Incinerator – East Hyde -* ***next agenda***

*Meeting Closed at 10.25pm*

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