

**MINUTES OF THE MEETING OF THE PARISH COUNCIL**

**HELD ON MONDAY 13th MARCH 2017**

Present: Parish Councillors: M Russell (Chair), M Tomlin, B Fitzsimmons, P Smith, M. Morland, L Skelton, C Smith, A Palmer, H Palmer, Ward Councillors K Collins & R Stay, Locum Clerk A Whiting, 11 members of public

**PUBLIC PARTICIPATION**

1. There seems to be a problem with timing for the pedestrian crossing by the Co-op. Clerk to inform Highways.
2. The fence owned by Tingdene along Chaul End Rd (between 71 and ‘Winchfield’) is leaning over the public footpath. Clerk to inform Highways

**1. APOLOGIES FOR ABSENCE** - Apologies received from Cllr S Eacope

**2. DECLARATIONS OF INTEREST -** Cllr M Russell declared an interest in payments – item 16

**3. APPROVAL OF MINUTES**

**It was RESOLVED** the minutes of 13th February 2017 were a correct record and signed by the Chairman

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

(4)Church tree work has been done.

OSCAR road safety vehicle booked for the day of the parish consultation. Cllr Tomlin has also arranged for other groups such as Fire and Police to attend.

Spring Clean was a washout with the severely heavy rainfall preventing the clean up. However, a team from Highways were there and unblocked a number of drain gullies around the junction of Manor Rd and Dunstable Rd and buy the shops where flooding had been occurring. They also cut trees and bushes affected by the storm, which were overhanging the road in Little Green Lane, and did potholing work. Spring clean day needs to be rearranged.

(6) Cllr Fitzsimmons stated that the Defibrillator Training had not taken place as planned due to the unforeseen issue that the trainer could not make it. However, Cllr Fitzsimmons had undertaken first aid training for all those in attendance.

(8) Clerk is gathering play equipment information /scheme ideas which can be discussed at the Open day consultation.

**5. CHAIRMAN’S ADDRESS**

Cllr Russell did a successful talk to the Cubs regarding the work of the Parish Council. Part of the talk the Cubs themselves acted out a role play of a Parish Council meeting, which they enjoyed. Cllr Morland reported that in Rita Timms absence the Cub wanted to thank Mark Russell for his talk, which was much appreciated.

A resident had asked Cllr Russell where she could hold a charity stall – the disused brick bus shelter is weather proof and it was agreed could be a suitable place.

Met with Recreation club who would like a Defibrillator here – Cllr Fitzsimmons to talk to club.

**6. CENTRAL BEDFORDSHIRE COUNCIL REPORT**

Cllr Collins reported that he had spoke to Inspector Clarke (Police) re. the recent spate of burglaries and as well as the police session at Heathfield on Thursday they will be door knocking to talk to residents and reassure them and offer advice to prevent burglaries.

Planning – the barn application at Stathams has been granted by Planning. It was noted this was not the first time we have had retrospective applications for this general area (AONB adjacent to the A5). Kensworth are very upset about developments there due to the impact on their village which is about a mile or so from the area.

Traffic Management Committee – Mancroft Rd scheme approved and will be done this year.

The work on traffic calming at Chaul End/Dunstable Rd/Luton Rd junctions will start 1st April and is due to last 8 weeks. Work will be co-ordinated in 3 chunks so not all roads will have to be closed at the same time.

Due to retirement of Maurice Jones Highways have a new person overseeing the contract.

**7.NEIGHBOURHOOD PLAN** – Nothing to report.

**8. HEATHFIELD CENTRE UPDATE**

Cllr Fitzsimmons reported that he had attended his first meeting with Heathfield Friends and they are joining BRCC (who can hep advise on planning issues amongst other things. It is noted that closure date reported by CBC facilities officer as 1st April 2018 is not set in stone.

Heathfield Friends and the Parish Council do not want to see the centre close prematurely and then see it left dormant for a period of time.

**9. POLICE REPORT**

BURGLARY IN A BUILDING OTHER THAN A DWELLING

13/2/2017 12:00

DUNSTABLE ROAD CADDINGTON LUTON

BURGLARY IN A BUILDING OTHER THAN A DWELLING - ATTEMPTED

10/2/2017 22:10

LUTON ROAD CADDINGTON LUTON

BURGLARY IN A DWELLING

03/2/2017 10:00

FOLLY LANE CADDINGTON LUTON

04/2/2017 10:00

MANOR ROAD CADDINGTON LUTON

06/2/2017 12:00

MILLFIELD LANE CADDINGTON LUTON

BURGLARY IN A DWELLING - ATTEMPTED

12/2/2017 21:26

COLLINGS WELLS CLOSE CADDINGTON LUTON

22/2/2017 15:30

ELM AVENUE CADDINGTON LUTON

INTERFERENCE WITH MOTOR VEHICLE

26/2/2017 03:40

MANCROFT ROAD CADDINGTON LUTON

OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE

09/2/2017 09:45

DUNSTABLE ROAD CADDINGTON LUTON

PUBLIC ORDER - FEAR OR PROVOCATION OF VIOLENCE (POA 1986 S. 4)

17/2/2017 07:15

MANOR ROAD CADDINGTON LUTON

THEFT FROM MOTOR VEHICLE

17/2/2017 18:30

THE CRESCENT CADDINGTON LUTON

THEFT FROM SHOPS AND STALLS

17/2/2017 07:15

MANOR ROAD CADDINGTON LUTON

Also, recent burglaries in Five Oaks and Heathfield Close

It is most likely the case that the spike in burglaries is caused by one set of perpetrators.

A functioning in-house CCTV system, would probably have identified the vehicle being used.

**10. RECEIVE UPDATE FROM CADDINGTON WATCH**

Members of Caddington Watch, would like to sit down with Parish and County Councillors to discuss measures that can be taken. It would be advantageous to include the Parish's nominated local Police representatives.

An open session run by the Police, has been organized for members of the public on **Thursday 16 March at the Heathfield Centre. (12:00 - 14:00)**

In attendance will be:

The local Policing team, Inspector Anita Clarke, crime reduction team

The Police team will also be going door-to-door, giving security advice and listening to concerns.

Cllr Tomlin reported he had met with the school re. anti-social parking at school drop off and pick up times. Police are willing to train parking volunteers to Street Watch standards to enable them to patrol parking. CBC do “Junior Traffic Safety” training for pupils. The school do not want children to help patrol parking but they are looking at the Caretaker taking training.

Cllr Russell exploring getting 4 signs directing cars to park at Heathfield.

There were concerns about lack of disabled parking space and also parking on crossing by the Co-op. The new PCSO for the area has been informed and he is due to inspect the area and advise drivers who are parked badly etc.

Street Watch

Six new volunteers signed-up and getting out and about more frequently.

Two Street Watch-liveried mountain bikes to arrive this week, with two volunteers waiting to get started.

Speed Watch

Suspended whilst there is so much construction activity on our local roads.

Speed Watch volunteers are generally Street Watchers and Street Watch takes precedence.

**11. HIGHWAYS REPORT**

Cllr Tomlin reported:

Potholes at Chaul End Rd by Brick Kiln Farm have been reported a number of times. They were temporary repaired by Highways filling in with stones but sadly the repairs have not lasted long.

Note 1st April road closure at junctions Chaul End Rd/Dunstable Rd/Luton Rd/Manor Rd (adjacent to Green).

Blocked drain Dunstable Rd/Mancoft Rd.

Folly Lane light – awaiting plan of cable run and location for Tingdene, then should proceed.

Due to health issues Cllr Tomlin is standing down as Highways representative. Cllr Russell thanked him for all his hard work for the numerous issues he has personally worked for and ensured happen in the village. Due to the amount of work concerned it is thought 2 councillors might share the Highways responsibility in the future.

**12. TO DISCUSS GRANT APPLICATIONS**

It was agreed to award the following and invite recipients to the Annual Meeting of 10th April to collect their cheques:

Collings Wells Memorial Hall – Replacement Fire door. £500

Caddington Scout Group – 3 noticeboards. £70.29

Caddington Gardening Club – Projector stand and laser pointer. £43.04

There had been an application from Caddington Pre School for I-pads and wifi devices totalling £1000. It was agreed to ask them to attend the next meeting to explain their application to help council understand the need.

It was also agreed that in the future Grant applicants are invited to the meeting in case any input is required by them to inform the council to make decision on grant awards.

1. **PARISH OPEN DAY CONSULTATION**

The Clerk offered to collate, type and do any other work for the working groups to ensure the literature for the Open Day is complete. Open Day is on 22nd April. Noted there is only one more meeting before this event.

Clerk to talk to John Waller at Heathfield to determine the requirements with regard to number of tables etc. needed.

**14. RECEIVE REPORT /MINUTES FROM PLANNING COMMITTEE**

The agreed Minutes of 13th February 2017 were circulated to Councillors.

It was agreed to invite Kensworth Parish Council to the next Planning Committee to discuss the developments in A5 area (raised under item 6).

Note: Brick Kiln Farm application was passed on appeal with conditions, 13 Heathfield is going to appeal.

1. **RECEIVE GENERAL CORRESPONDENCE** – *for information only*
2. Gardening Club have asked if they can bring a vehicle onto the Green to load/unload when they have their stall at the end of the month. Answer: Yes, as long as they park elsewhere during the day. Clerk to send them the relevant form.
3. Notice and letter that will go to all residents from Kelly contractors re. road closure 1st April – noted.

**16. AUTHORISE PAYMENTS WITH TWO AUTHORISED BANK SIGNATORIES TO SIGN CHEQUES**

**It WAS RESOLVED** to authorise the following accounts for payment & authorise signatories to sign cheques

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque** | **Payable to:** | **Payment Details** | **Grand Total** |
| 105835 | John Dudley | Allotment secretary payment | £45.00 |
| STO | ASK Accounting Services | Payroll service | £39.50 |
| 105836 | Village Garden Services | Supply & Instal bin, seat, r/about seat | £435.00 |
| 105837 | Village Garden Services | Grounds Maint Feb '17 | £608.62 |
| 105838 | Village Garden Services | Warden holiday cover | £207.65 |
| 105839 | Village Garden Services | Gritting  | £129.29 |
| 105840 | Beds Assc Town & Parrish Councils | Affiliation fee 2017-18 | £794.00 |
| 105841 | High Elms Tree Surgery | Tree work All saints church | £900.00 |
| 105842 | Goodfellers Commercial Ltd | Tree work Pond | £180.00 |
| 105843 | A Whiting | Cleaning equipment for village Spring Clean | £14.02 |
| 105844 | A Whiting | Clerk salary FEB 17 | £1,270.23 |
| 105845 | HMRC | PAYE/NI FEB17 | £320.19 |
| 105846 | A Whiting | Office allowance and mileage | £71.50 |
| STO | Darren Hunter | Parish Warden Salary | £500.59 |
| DD | DCS | Telephone line | 11.09 |
|  |  | **Page Total** | **£5,526.68** |

1. **APPOINTMENT OF CLERK**

It was noted there had been one applicant, the current Locum Clerk, and he is to become the Clerk on a permanent basis from 1st April 2017. Contract is drafted and will be signed by Clerk and Chairman, and from April the council will be liable by law to enrole Clerk in the Pension Scheme.

**PUBLIC PARTICIPATION**

1. Persons in hall wished to support the appointment of the Clerk to a permanent role.
2. Kellys have installed a stench pipe, which is very unsightly in Chaul End Rd. Suggest it could be painted or disguised. Concern also that there working practices (often blocking the road) need addressing. Clerk to inform Highways
3. Heathfield Centre for Open Day Consultation – Clerk to contact John Waller to discuss arrangements/layout etc. of hall for the event.
4. There are 6 more Streetwatch volunteers – it was agreed to purchase 8 hi-vis coats for them and 2 spares for the future

Meeting Closed at 9:15pm

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