

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13th NOVEMBER 2017**

Present: Parish Councillors: M Tomlin (Vice Chair), A Palmer, H Palmer, M Morland, L Skelton, P Smith, C Smith, Ward Councillors K Collins, R Stay, Clerk A Whiting, 18 members of public

**Public Questions**

* Concern re. allotments fire on Bonfire night was high and caused concern to local residents who did not know about it. Clerk spoken to Allotments Secretary and in future applications to hold fires would need to be with the council 6 weeks prior, to give time for the council to consider it. Also, local residents whose properties are near the allotments (Dunstable Rd and Folly Lane) should be leafleted before the event so they are made aware.
* Crossing by Co-op timings seem to be wrong. Clerk has already reported this to Highways CBC.
* Waste bin outside Co-op needs attention. Clerk to investigate.
* CBC Consultations – it was noted that unless people have access to computers they may not know about consultations. Clerk to request that any consultation material be displayed in local shops.
* Luton Rd footpath, from Samms Farm to M1 is very overgrown – Clerk to report to Highways
* St George’s Fun Day have funds over and would like to talk to the Council about having a village sign on the Green. **Next Agenda (Dec17)**
* Chaul End Rd – There are potholes again at Brick Kiln Farm - Highways CBC are seeking to put kerbing there to be paid for by the owner who removed the vegetation alongside the road.
* Entrance splay to Redrow seems to be insufficient. This was investigated by Highways and Police and they are asking Redrow to clear a better splay to improve site line there.

**1. APOLOGIES FOR ABSENCE** - Apologies received from Cllr M Russell

**2. DECLARATIONS OF INTEREST –** Cllr Tomlin & Cllr Morland – Payments, item 21

**3. APPROVAL OF MINUTES - It was RESOLVED** minutes of 9th October 2017 were a correct record and signed by the Chairman.

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

**Trees** – Clerk met CBC Tree Officer re. work to trees / hedges in Churchyard and Green and to seek permission. Tree works application form completed. Quotes from Tree Surgeons sought. On tonight’s agenda.

**Christmas lights** Electrafit fitted 24 new white spotlights ready for Christmas light switch on. They have replaced underground cable that was causing the lights to trip out last year & a second cable that BT damaged

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

Virgin media –claim for compensation re. trenches dug without permission – offer of £1000 from Virgin Media. Cllr A Palmer noted that although permission was given for one box, there were now 5 boxes on the Green as well as trenches dug illegally and suggested Council should be seeking £60,000-£70,000 compensation. Agreed Cllr Palmer and Clerk draft email to Virgin.

BT Openreach - looking into the claim for compensation re. trenches dug across middle of Green and for damage to our lights cable. Request meeting. Cllr Palmer and Russell to meet BT rep. next Monday.

**Planning** – Clerk has forwarded letter to Planning re. Local Plan and how our Neighbourhood Plan informs it (at end of October). Awaiting reply.

**Parks** - Clerk and Cllr Palmer met with parks equipment suppliers for schemes and quotes – on agenda for this evening. Clerk exploring funding schemes to help pay for it.

**Folly Lane light** – being scheduled soon as soon as payment received from PC/grant.

1. **RECEIVE APPLICATIONS TO BECOME COUNCILLOR & CO-OPT SUITABLE APPLICANT TO PARISH COUNCIL**

The deadline for calling an election had passed without one being called by the public and one application had been received – Council considered his application and Roy Catford was co-opted onto the council. Cllr Catford joined the table and signed the Declaration of Acceptance of Office of Councillor.

**6. TO RECEIVE CHAIRMAN’S ADDRESS**

Vice Chair Tomlin welcomed Roy Catford to the Council. He thanked everyone who helped on Armistice Day and Remembrance Day service. Mayor of Oststeinbek, Jürgen Hettwer was in attendance. There were positive remarks made about the clearance of trees from the Churchyard enabling better view and more room for all in attendance. Thanks to Revd. O’Neill for the service and especially to Cllr Morland for organising the events. Cllr Morland added he wanted to thank to all organisations and individuals involved, Streetwatch in particular for their help in the parade.

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

Clerk reported CBC Officer J Welch had stated that CBC still involved in discussions about a Medical Facility. Cllr Stay added that CBC confirms that a new Community Hall would be part of redevelopment of the site. If a medical centre could be accommodated without impairing the community facility then that option could be explored but there are other possible sites a new medical centre could go and they should be explored also. It has been made clear to officer Welch that there must be a plan for development before the site is closed.

Cllr Fitzsimmons asked if a temporary building could be placed on site so that some of the organisations who use the site currently could continue there. It was agreed that the Council write (through CBC Cllrs) to CBC to request that a temporary building be placed on the site when Heathfield is closed for such a purpose.

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

Cllr A Palmer reported 3 applications were considered at the last meeting, with no objection to them. Committee are still concerned that when we do object that our comments are over-ruled.

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

Cllr Collins reported that due to the Government’s new standard methodology for housing need there was a need to get the local plan in before the end of March. (The new government methodology would push up the new housing figures to 2500 per year in CBC area). This means the Planning Dept. have a shorter timescale to get the plan through Scrutiny (expected 8th Jan.,) Executive (9th Jan.) and out to consultation.

Cllr Palmer asked if this means there would be no further consultation on Gypsy and Traveller sites before then? Cllr Collins will look into this but it is thought not.

Cllr Stay – there is a consultation on Local Governance, where council may change their boundaries and number of councillors etc. if they desire.

Cllr Palmer asked if the Care Home on edge of Dunstable had closed. It had closed but expected to reopen soon.

Cllr Stay added his congratulations to Cllr Morland for a successful Remembrance Day event.

Cllr Stay asked on behalf of Highways if the Council wanted to stick to their decision that the old brick bus shelter be kept. Councillors were strongly of the opinion that visibility at the junction, since the raised table was put in, was good and the traffic slower, so there was not a hazard and would not to wish to see it removed, as per their decision on all previous occasions it had been discussed. The intention is to install community noticeboards there. It was queried why Highways had not brought this up when the raised table was being installed.

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

Planning has reviewed comments / objections and the plan is now with the examiner. If they are in agreement will go to referendum, hopefully after Christmas. If passes it will become part of planning law.

Cllr Tomlin asked is there a plan to put a traveller site next to the new tip at Thorn turn? Answer: No. Cllr Collins added that the tip is awaiting connected of essential services and is ready to open when those works complete.

**11. DISCUSS QUOTES AND PROJECTS FOR NEW PARKS EQUIPMENT**

Clerk and Cllr A Palmer had met with equipment manufacturers – at this stage only one quote and plan was received from Kompan of approx.. £23,000, featuring a range of new equipment, which included much ‘inclusive’ equipment suitable for all ages and abilities. Clerk exploring a number of grants (Lottery, Angus Brewer, BIFFA, Airport LLA, Tesco, Sainsbury). Will liaise with Toddlers group if necessary to apply for any of these, which exclude PCs from applying. It was agreed that companies are also asked for an item of equipment for the Edgecote Close park in case we qualify for funds greater than £23,000. **It was agreed** council earmark £10,000 contribution to the equipment.

**12. DISCUSS QUOTES FOR WORKS ON HEDGE & TREES AT CHURCHYARD AND GREEN**

4 quotes were received. It was agreed to accept quote from Treedom Treecare for £1375 inc. VAT

**13. DISCUSS REVIEWING GROUND MAINTENANCE CONTRACT**

Clerk stated that he had drafted a list of duties but needed to consult Cllr Russell to ensure what else needed to go into the revised specification. Cllr Russell was not in attendance and so item was deferred to next meeting.

**14. DISCUSS CHRISTMAS LIGHTS SWITCH ON EVENT**

It was agreed that the lights switch on will be Sunday 3rd December – switch on time 6.00pm. Villager of the Year Rita Tims to perform the switch on. Event to start at 4.30pm for refreshments, carols etc.

Council marquee to be used, Rita Tims to provide refreshments stall & Mulled wine (Cllr Skelton to assist with acquiring food), A Santa was required and a Santa Suit. It was noted the decorative lights for the small tree possibly needed renewal. Clerk to liaise with Cllr Russell. School choir to perform carols.

1. **REPORT FROM BEDFORDSHIRE POLICE -** Crime figures;

|  |  |
| --- | --- |
| **Crime Type** | **Number** |
| BURGLARY RESIDENTIAL - DWELLING | 2 |
| HARASSMENT - (PFHA SECTION (4)) PUTTING PEOPLE IN FEAR OF VIOLENCE | 2 |
| COMMON ASSAULT | 2 |
| UNAUTHORISED TAKING OF MOTOR VEHICLE | 1 |
| STATE BASED: DRUGS - CLASS B CANNABIS - POSSESSION OF A CONTROLLED DRUG | 1 |
| SEXUAL | 1 |
| THEFT FROM SHOPS AND STALLS | 1 |
| BURGLARY RESIDENTIAL - (GARAGE/SHED/VACANT PROPERTY/COMMUNAL) | 1 |
| THEFT OF MOTOR VEHICLE | 1 |
| CRIMINAL DAMAGE - TO OTHER BUILDINGS | 1 |
| DANGEROUS DRIVING (RTA 1988 SECTION 2, RTA 1991 S. 2) | 1 |
| INTERFERENCE WITH MOTOR VEHICLE | 1 |
| ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47) | 1 |
| SENDING LETTERS ETC WITH INTENT TO CAUSE DISTRESS OR ANXIETY | 1 |
| **Grand Total** | **17** |

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

Regular Street & Speed Watches continue, continuing to monitor car-parking at CVS, presented to Caddington Cubs on ‘Home Security’, assisted Caddington Village School at the Fireworks Display, assisted with road closures on Remembrance Day

1. **RECEIVE A HIGHWAYS REPORT**

Nothing additional to report other than what has already been discussed.

1. **DISCUSS MATCH FUNDING – 30MPH LIMIT AND ROAD TREATMENT, DUNSTABLE RD**

It was agreed after some discussion that the priority is to get the 30mph speed limit extended in Dunstable Rd to around the corner past the junction of Millfield Lane. Also, that signage and markings should be improved at this and other trouble spots in Dunstable Rd such as near Bury Farm entrance.

1. **DISCUSS REPAIR/REPLACEMENT OF NOTICEBOARD BY SHOPS**

The noticeboard needs refurbishing or replacing. Cllr Tomlin to start by approaching his carpenter contact to see if he can do the work. It was further agreed to ask if he could quote for noticeboards and signage for the Information Centre (to be housed in the brick shelter in Luton Rd).

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

A family representative of former residents Mr and Mrs Thorogood had repeated his request to place a bench on the Green in their memory. It was agreed that Council would propose putting the bench within the Brick Information shelter on the edge of the Green if the family agreed.

A resident of Folly Lane wished to point out to the council that Folly Lane is a Bridleway. Noted

Clerk has been pursuing Virgin Media to try and get them to lay cable to Chaul End Village. Progress has been slow but Clerk will continue to chase.

1. **PAYMENTS -** The following cheques were authorised and 2 signatories signed cheques;

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque** | **Payable to:** | **Payment Details** | Grand Total |
| SO | ASK Accounting Services | Payroll service |  £23.70  |
| STO | John Dudley | Allotments management - Nov17 |  £45.00  |
| STO | Darren Hunter | Parish Warden Salary  |  £523.03  |
| STO | A Whiting | Salary Oct 17 |  £1,219.97  |
| DD | Castle Water | Waste Water - allotments |  £100.94  |
| 105922 | Caloo Ltd | Hand grips for exercise equip. |  £74.04  |
| DD | Affinity Water | Allotments clean water |  £318.72  |
| 105923 | M Morland | Wreath postage to Germany |  £10.50  |
| 105924 | Affordable Companies Ltd | Wreaths centre print |  £30.00  |
| 105925 | A Whiting | Mileage, office allow., IT/phone, Brush |  £140.94  |
| 105926 | Central Bedfordshire Council | Street Light and assoc. work, Folly Lane |  £4,089.94  |
| 105927 | Slip End Parish Council | Local Plan printing costs |  £277.46  |
| 105928 | Village Garden Services | Install Dome at Park |  £59.40  |
| 105929 | Village Garden Services | Grounds Maintenance Oct17 |  £608.62  |
| 105930 | Electrafit Ltd | Supply & Fit 24 white spotlights |  £1,427.70  |
| 105931 | Electrafit Ltd | Locate faults, Renew cable in Green |  £1,136.45  |
| 105932 | Electrafit Ltd | Testing for faults on Green |  £78.60  |
| 105933 | HMRC | Tax/NI Nov17 |  £299.67  |
| 105934 | Beds Pension Fund | Pension Nov17 |  £412.32  |
| 105935 | Fawns Recreational | Replacement Dome - slide in Park |  £157.92  |
| 105936 | R Shrimplin | Local Plan consultancy | 1596.00 |
| 105937 | Affordable Companies | Calendars | 1452.00 |
| 105938 | M Tomlin | Chair Allow. Hosting Oststeinbek Rep | 538.55 |
| 105939 | Monkey Systems | Custom Photo ID cards/holders | 150.00 |
|   |   | Page Total |  £14771.47  |

**Public Participation**:

Is it true need to show ID when taking items to tip. Answer No. Concern that if ID is required it might lead to more fly tipping from unscrupulous persons from outside CBC area.

Request for gate on Recreation ground. Cllr Palmer explained it had been explored before but not possible due to access issues.

Noted that by the brick shelter in Luton Rd the road signage states Bus Stop. It was noted that community groups and school children still used the shelter for pick-ups for coaches.

Dead Cherry tree behind 15 Chaul End Rd – it is thought this is a highways tree – inform Highways CBC

Local Plan – will changes in timescale mean our comments are still going to be taken into account. Answer: Yes.

Manor Court Open Day is on Monday Dec. 4th 11am-3pm. There are proposals to turn it into a “Village Hub”

Meeting Closed at 9.45pm

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