Present: Parish Councillors M Tomlin (Chair), V Malone, A Palmer, H Palmer, A Goodyear, S Smith, R Catford, M Mackey, B Fitzsimmons, Clerk M Whiting, CBC Ward Cllr K Collins, 23 members of public

**Public participation:**

Lamppost on Dunstable Road near Scout hut is still out. Fix my street ref 376256 advises CBC engineers inspected and found fault with power supply. Escalated to electricity provider on 24th November with 28day timescale. Clerk to chase.

What is happening with Heathfield Close verges? Clerk obtaining quotes for solutions to submit to CBC Highways.

When will Elm Avenue potholes be repaired? Cllr Tomlin aware these have been marked up for temporary repair and possible resurfacing of road planned for future. Will also report bollard near Chaul End build out.

Can St Georges group please borrow marquee for village event? Permission granted.

**1. APOLOGIES FOR ABSENCE**

Apologies received and accepted from Parish Cllr M Russell (holiday) & Ward Cllr E Perry (unwell)

**2. DECLARATIONS OF INTEREST**

No declarations of interest made.

**3. APPROVAL OF MINUTES**

**It was RESOLVED** that the minutes of the meeting held on 9th January 2023 were a correct record and signed by the Chairman.

**4. PROGRESS UPDATE FROM LAST MEETING**

Items to be discussed under agenda.

**5. CADDINGTON WATCH & POLICE**

Clerk circulated Police crime data spreadsheets link to Cllrs. 19 offences reported in January, 27 since last meeting.

Cllr Fitzsimmons read out full crime statistic report from CaddWatch which had been forwarded to all Councillors.

Speedwatch are carrying out weekly checks in various locations.

**6. CENTRAL BEDFORDSHIRE COUNCIL**

Ward Cllr Collins reported the following:

Thanks to CaSeBuG for their efforts with bus services.

Recommend sending road closure application to CBC as soon as possible for Coronation event. Clerk advised submitted.

CBC are currently not promoting Inspired Villages planning application but processing and consulting as they usually do with all applications.

Beechwoods Special Area of Conservation (SAC) and CBC contribution amounts towards Strategic Alternative Natural Greenspace (SANG) is being calculated. When agreed, will be able to release applications including land behind the scout hut.

Budget will be debated at the end of this month. CBC are not proposing to increase and will use reserves if required.

Thanked Cllr Tomlin for help with highways issues. Peter Orchard has been appointed Principal Highways Officer and is currently being brought up to speed including Chaul End Road measures. Cllr Collins well aware of parish council desires for Chaul End Road including speed tables and crossing near Collings Wells Close. Chaul End Road is currently unclassified. Looking to reclassify roads to assist with funding and increased highways enforcement powers. This will also assist with HGV restriction signage at entrance points. Parish Council will be consulted with any proposals.

Voter ID will apply to May elections. Expects Electoral services department to use Heathfield as polling station.

**7. CASEBUG**

A website has been created for the Caddington and Slip End Bus users Group (CaSeBuG) and has been put forward for publication in the village magazine along with the 230 bus service timetable, route map, and a Luton Interchange connectivity chart.

The group will publish its aims of ‘’Monitoring, promoting and enhancing public transport with the Caddington and Slip End environs’’ on their new website.

The group has met, and been introduced to our local MP, the Central Bedfordshire Senior Public Transport Officer; and a Slip End Parish Councillor to further the aims of the group. Would also appreciate a Caddington Councillor joining.

The group will begin a review of the 232 service in conjunction with Central Bedfordshire Senior Public Transport Officer to seek enhancements of the service and also support the new 230 service that seems to be enthusiastically endorsed.

Member of CaSeBuG had personally funded printing of 500 x 8page and 1000 x 4page bus timetable from October and December at a total cost of £495.

**AGREED** to contribute £250 towards costs as acknowledgement and thanks towards their assistance with Caddington bus travel. CaSeBuG will submit a grant application form to fund future requirements.

**8. HEATHFIELD**

Cllr Fitzsimmons advised Heathfield Centre group met with New Vista Homes and agreed plans with a few modifications. Looking to square off the building which would require removal of an ash & apple tree.

Also requested external storage for use by the parish council, Christmas float and amateur dramatics group. Proposed 3 quantity 3m x 4m steel sheds with apex roofs (containers not advised due to conservation area)

**9. VILLAGE MAGAZINE**

Heathfield Centre group have produced February issue and circulated short extract to Councillors. Should be finalised end of this week and expected to be approx.. 32pages, including a centre spread bus timetable and map. Will be distributed by volunteers and a weblink available from parish council website.

**10. KING’S CORONATION EVENT**

Cllr Malone advised event on Saturday 6th May is progressing well with local bands and caterers booked.

ICE first aid can provide 2 responders on 6th May for £300. **AGREED** to book and parish council to fund.

**AGREED** to fund children’s train at a cost of £400 to enable organiser to provide free rides.

**AGREED** to order £25 + VAT ‘Purple Guide’ subscription for event health, safety and welfare guidance on event planning.

Clerk sent Traffic Regulation Order request on 9th Feb to CBC for Hyde Road closure from Luton Road to Meadow Way.

Event risk assessment has been started and Coronation working group are meeting Tuesday 7th March.

**11. RUSHMORE LEASE**

We have now completed all end of tenancy obligations at Rushmore Park.

Diocese solicitors Debenhams Ottaway have submitted invoice for previous works in 2021. Our solicitor advised to pay.

EDF disconnected the CCTV column as scheduled on 17th January. Mini one plant hire went to remove column on 19th January & found that the main electricity supply was still live! Mini One invoice for additional work approved for payment.

**12. HERITAGE GREENWAY**

CBC consulting on creation of Heritage Greenway in Caddington. Details forwarded to Councillors 31st January.

No comment.

**13. TREES**

Replacement village green Rowan tree has been ordered by Goode family directly with Majestic Trees. Planting has been scheduled for 31st March.

TGB Treecare felled dangerous lime tree & invoice listed for approval. Stump removal additional £450 + VAT.

**AGREED** to request stump removal ASAP.

Legal duty to replant trees removed from a Conservation Area under Section 213 (1) of Town & Country Planning Act.

Majestic Trees have quoted £343.30 + VAT for a replacement Lime Tree (*Tilia x europaea ‘Pallida’*) standard form (16-18cms girth, height 400-450cms). **AGREED** to order from Majestic Trees for planting as soon as possible.

Majestic Trees have also been sent a photo of the village green Christmas tree and hope to inspect shortly.

**AGREED** to appoint Terry Buxton as Caddington Tree Warden and to request visually check all parish council owned trees referencing the professional arboriculture report from RGS in February 2021.

RGS arboriculture recommend next inspection February 2024.

**13. PLANNING**

[CB/23/00133/RM](http://plantech.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acolnetcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeResultDetail&TheSystemkey=632321) Land at Cotswold Farm Business Park, Millfield Lane, Caddington, Luton, LU1 4AJ  
Reserved Matters: following Outline Application CB/18/04602/OUT

Officers decision.

[CB/23/00416/VOC](http://plantech.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acolnetcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeResultDetail&TheSystemkey=632604) Caddington Sports Club, Manor Road, Caddington, Luton, LU1 4HH

Variation of condition number 4 of planning permission CB/22/01698/FULL (Removal of old and erection of a new sporting safety mesh fencing) - rather than installing gates, propose to continue the fencing in line with rest of fence

No comment.

Clerk to enquire if disused sub station could be removed as this would then allow access to back of fence route for walkers.

CB/19/04321/FULL Planning appeal for Land North of Eversholt Beeches, Watling Street, Caddington, LU6 3QP

Hearing will take place 18th April 10am Rufus Centre, Flitwick. 10/2 Email forwarded to all Councillors.

**14. CORRESPONDENCE**

CBC town and parish council session 7th February 2023 via MS Teams 6-7pm covering Waste Reduction Volunteers, Waste prevention and recycling – 24/1 Fwd Cllrs

Bedfordshire, Luton and Milton Keynes Health and Care Partnership Digital Strategy survey extended closing date to Sunday 12 February 2023 – 24/1 Fwd Cllrs

CBC **last chance to have say on budget plans by 24 January – 20/1 Fwd Cllrs**

CBC six week consultation on two new planning guidance documents, Design Guide SPD & Housing Policy Technical Guidance Supplementary Planning Document. Consultations end Wednesday 1st March 2023 – 17/1 Fwd Cllrs

Houghton Regis Neighbourhood Plan Consultation final draft consultation closing 6th March 2023 – 16/1 Fwd Cllrs

Luton Borough Council Article 4 Direction – 26/1 Fwd Cllrs

[CBC new grant scheme to help voluntary sector –](https://www.caddington.com/news/central-bedfordshire-council-launches-new-grant-scheme-to-help-voluntary-sector/) 2/2 Fwd Cllrs & groups & added to website

**CPRE Bedfordshire Newsletter February 2023 – 2/2 fwd Cllrs**

CBC Town & Parish Council February 2023 bulletin – 2/2 Fwd Cllrs

**SLCC Consultation on revising the National Policy Planning Policy Framework (NPPF)** deadline 2nd **March 2023** – link sent to planning committee

**15. AUTHORISATION OF PAYMENTS**

**It was RESOLVED** by full councilto authorise the following accounts for online payment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Payment** | **Payable to:** | **Payment Details** | **Total** |
| 01/02/2023 | SO | Staff Costs | Salaries, PAYE, Pension | £4,583.83 |
| 01/02/2023 | SO | Village Garden Services | Ground maintenance | £ 801.74 |
| 01/02/2023 | SO | John Dudley | Allotment management | £ 45.00 |
| 13/02/2023 | Transfer | Andrew Shaw Computer Services | Windows 365 & Virus checker monthly sub | £ 19.26 |
| 13/02/2023 | Transfer | Andrew Shaw Computer Services | Clerk old laptop set up & microsoft licence for handover | £ 82.49 |
| 13/02/2023 | Transfer | Village Garden Services | Parish Warden Cover January | £ 1,248.00 |
| 13/02/2023 | Transfer | Village Garden Services | Reduce old tree stump growth on green near wood shelter | £ 96.00 |
| 13/02/2023 | Transfer | SLCC | Pre-order Clerk Manual 2023 | £ 52.30 |
| 13/02/2023 | Transfer | Fawns Playtime | Elm Ave park replacement play equipment part | £ 273.60 |
| 13/02/2023 | Transfer | TGB Treecare Ltd | Emergency tree felling village green/Luton Road | £ 1,440.00 |
| 13/02/2023 | Transfer | Mini One Plant Hire | Additional hours at Rushmore Park due to EDF | £ 1,200.00 |
| 13/02/2023 | Transfer | BATPC | New Clerk finance training | £ 60.00 |
| 13/02/2023 | Transfer | Debenhams Ottaway | Rushmore outstanding Diocese solicitor fees | £ 696.00 |
| 13/02/2023 | Transfer | Nicholas Markwell | Reimburse bus timetable printing costs | £ 250.00 |
| 27/02/2023 | SO | James Macpherson | CCTV service contract | £ 200.00 |
| 27/02/2023 | DD | O2 | Clerk & Warden phones | £ 61.24 |
| 27/02/2023 | DD | Castle Water | Allotment Water | £ 46.21 |
|  |  |  | **Total** | **£11,155.67** |
|  |  |  |  |  |

**Public participation:**

Do Heritage greenway footpath proposals pass through Chaul End dog training land? No, plans are to rear of land.

Request fun fair avoid visiting village green on 23rd April so as not to clash with St Georges event. Clerk to advise contact.

What is happening with Chaul End scrapyard?No further update from Planning Inspector.

***RESOLVED*** *to exclude members of the public and press due to staffing confidentiality*

**16. STAFFING UPDATE**

Parish Warden currently on holiday pay and hopes to return to work on 10th March.

Clerk interviews have been held. **AGREED** to offer position to Linda Heartfield.

*Meeting Closed at 8:33pm*