

# CHALGRAVE PARISH COUNCIL

MRS. L. J. SMITH  
CLERK TO THE COUNCIL  
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4 HOME FARM  
TEBWORTH  
LEIGHTON BUZZARD  
BEDFORDSHIRE LU7 9QD

Dear Councillor,  
THE NEXT MEETING OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON  
**TUESDAY, DECEMBER 16<sup>th</sup>, 2014 at 7.30pm** AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

## AGENDA

1. APOLOGIES FOR ABSENCE
2. SPECIFIC DECLARATIONS OF INTEREST
3. OPEN FORUM
4. TO AMEND AND SIGN MINUTES OF NOVEMBER 18<sup>th</sup>, 2014 MEETING
5. REPORT FROM ALL SAINTS CHURCH, CHALGRAVE
6. POLICE MATTERS
7. REPORT from WARD COUNCILLOR MARK VERSALLION
8. MATTERS ARISING FROM NOVEMBER 18<sup>th</sup>, 2014 MINUTES
9. POINTS RAISED from OCTOBER/NOVEMBER 2014 CORRESPONDENCE
10. NOVEMBER/DECEMBER CORRESPONDENCE RECEIVED
11. TO DISCUSS SERVICING of the VEHICLE ACTIVATED SIGNS
12. ACCOUNTS-a) Cheques for Signature
13. TO DISCUSS THE PRECEPT REQUIREMENT FOR 2015/2016
14. COMMITTEE REPORTS
15. ITEMS FOR INCLUSION ON THE NEXT AGENDA
16. TIME AND DATE OF NEXT MEETING

**MINUTES** of the Meeting of Chalgrave Parish Council held on Tuesday, November 18<sup>th</sup>, 2014 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

**Present:** Cllr. K. Green; Cllr. R. Mence; Cllr P. Parry (Chairman); Cllr. M. Wells; Cllr. P. Whitton; Mrs. L. Smith-Clerk.

Public present: 0

**Committees**

<b>Planning</b>	Cllr Hampson-Chair 877149	Cllr Osborn 0776862150	
<b>Footpaths</b>	Cllr Green-Chair 874107		
<b>Website</b>	Cllr Green 874107	Cllr Wells 877098	Mr S Gatward
<b>Traffic Calming</b>	Cllr Wells 877098		

**Responsibilities**

Cllr Mence	Parish Plan	Street lights	Buses	874516
Cllr Osborn	Highways liaison	Grass cutting	Police Liaison	07768621850
Cllr Parry	Highways liaison			07831605600
Cllr Whitton	Fly tipping			07808174843

**1. APOLOGIES**

Cllr. D. Hampson; Cllr D. Osborn; Ward Cllr. M. Versallion.

**2. SPECIFIC DECLARATIONS OF INTEREST**

None.

**3. MINUTES OF PREVIOUS MEETING**

The minutes of the October 21<sup>st</sup>, 2014 meeting were amended, approved by the council and signed as correct by the chairman.

**4. OPEN FORUM**

**a) Footpaths Committee Meeting.**

- i. At a recent Footpaths Committee meeting members were allocated a specific set of footpaths in order to report back to CBC and landowners about damage to stiles etc.
- ii. Strimmers will be handed back to CBC. Slashers will be requested instead.
- iii. In Spring the committee will discuss the idea of a Treasure Hunt in an effort to find younger volunteers.

**5. REPORT FROM ALL SAINTS CHURCH, CHALGRAVE**

No report this month.

**6. POLICE MATTERS**

**Budget.** The PC has received details of the 2015/16 budget for Bedfordshire Police. In correspondence.

**7. REPORT FROM CLLR VERSALLION**

Cllr Versallion informed the PC, via email, that he has called in the Tilsworth solar farm application. The Chalgrave Manor solar farm will be determined by the planning officers before Christmas.

**8. MATTERS ARISING FROM SEPTEMBER 15<sup>TH</sup>, 2014 MINUTES**

- a) **Police Officer Numbers.** The letter sent to PCC Olly Martins regarding police officer numbers has been acknowledged. Ongoing. Cllr Green commented that 800,000 crimes are

not recorded by the police according to a recent newspaper article and BBC report. It was agreed to write to the PCC to ask what his views were in light of these reports.  
**Clerk**

- b) **Jenny Volp; Development Manager Highways Agency (HA)** Ms Volp has confirmed that funding will be available to implement the buff coloured road surface and appropriate signage at the A5/C193 junction. Completion will be in the financial year 15/16.
- c) **Overgrown Trees; 23 Toddington Road, Tebworth.** CBC has given the owners 14 days from October 1<sup>st</sup>, 2014 to respond to the request for them to cut back the tree. Clerk to follow up with HW Technician. Ongoing.  
**Clerk**
- d) **Film Club Grant.** Ongoing.
- e) **20mph through Tebworth.** Flitton and Greenfield has had a 20mph limit installed. Cllr Wells will speak to one of his contacts on Flitton and Greenfield PC for information on how they achieved the limit.  
**MW**  
20mph zones can be applied for through CBC's Local Transport Plan matched funding. Details in correspondence.
- f) **Digital Safety Cameras.** Cllr Wells reported that applications closed in June 2014. He commented that the costs were also prohibitive for a small parish council.
- g) **Tebworth Road, Wingfield.** Recent pipework has left the verge looking unsightly. Cllr Parry has contacted CBC to ask if it is working with the contractors to rectify the damage. Cllr Hampson reported that the surface of the A5120 had been damaged where the pipe has been laid under the road. Cllr Wells will contact HW again. Ongoing.  
**MW**
- h) **CBC: Consultation on Budget 2015.** Cllr Parry has replied on behalf of the PC.
- i) **Blind Summit; Toddington Road/Leighton Road.** The PC's request for Blind Summit signs has been passed on to the Transportation Team. Ongoing.
- j) **Signage.** Some road signs have been repaired on Hockliffe Road. Ongoing.
- k) **Vehicle Activated Signs.** Some bulbs on the Vehicle Activated Sign (VAS) on Toddington Road are not working. Cllr Whitton has contacted Swarco and one of their engineers has checked the sign. Swarco can carry out annual maintenance for £300 approximately. The clerk will find out when the signs were put up. Cllr Whitton will find out how much a new sign costs. Ongoing. **PW;**  
**Clerk**
- l) Tree overhanging the VAS on Hockliffe Road. Cllr Whitton has cut this back.
- m) **Defibrillator.** Cllr Mence has volunteered to be the main contact for the scheme should the PC go ahead. Installation will cost £200 approximately and training £150. Maintenance will be £129 per year. The unit is guaranteed for 7 years. Cllrs present were undecided so they agreed to ask all members for their opinions, for or against. Should the majority vote yes Cllr Green will fill in the Memorandum of Understanding form and return to CBC by December 2<sup>nd</sup>, 2014.  
**KG**
- n) **Council Tax Support Grant CTSG).** Andrew Selous MP has written to the Leader of CBC regarding CBC not passing down the CTSG to parish councils. Ongoing.
- o) **CBC-Dog Control Orders.** New orders came into effect on October 19<sup>th</sup>, 2014. Information will be included in the next Chalgrave News.
- p) **Houghton Regis North 2.** CBC has not submitted an application for this development yet. DCLG has made a note of Chalgrave PC's objections and suggested to Cllr Green that it makes enquiries from CBC.
- q) **Chalgrave Manor Solar Farm.** Cllr Parry confirmed that affected parishes including Chalgrave receiving s106 money because of this development is possible.

## **9. POINTS RAISED on SEPTEMBER/OCTOBER 2014 CORRESPONDENCE**

**Speed Limits.** Cllr Green asked if Toddington Road and Hockliffe Road were considered to be strategic roads. If not he sees no reason to stop pressing for a 20mph limit, particularly

because the Local Transport Plan has identified three priority locations in Tebworth and Wingfield.

#### **10. OCTOBER/NOVEMBER 2014 CORRESPONDENCE RECEIVED**

- a) **Dept. of Communities and Local Councils (DCLG)**. Consultation on Planning and Travellers. Includes a definition of ‘Traveller’. Should a Traveller moves into a permanent home the same planning rules will apply as those of the settled community. Cllr Parry will respond to the consultation which ends on 23/11/14.  
**PP**
- b) **CBC; Land north of Luton & Sundon Rail Freight Interchange; Draft Framework Plan.** Comments on the plans are being sought. Consultation ends 15/12/14. Cllr Green will attend the public exhibition.  
**KG**
- c) **CBC; LTP Rural Match Funding Guidelines.** Applications by 15/01/15. In correspondence. See item 8e)
- d) **CBC; Salt Bag Scheme 2014/15.** CBC is repeating last year’s Salt Bag Initiative. The first request is due by December 5<sup>th</sup>.
- e) **BATPC; Bedfordshire Bugle.** November 2014 newsletter. In correspondence.
- f) **London Green Belt Council AGM** to be held on 19/11/14 at the Palace of Westminster. Details of the launch of a map of London Green Belt is now available plus a template letter to MPs which is intended to remind them of the launch and that Green Belt is going to be an important issue for their constituents in the General Election. In correspondence.
- g) **CPRE;** Fieldwork. Winter 2014 magazine. In correspondence.
- h) **CPRE;** Countryside Voice. Winter 2014 magazine. In correspondence.
- i) **Clerks and Councils Direct.** November 2014 magazine. In correspondence.
- j) **BRCC.** 2014 Year Book. In correspondence.
- k) **Bedfordshire Age UK.** Voice magazine. Autumn edition in correspondence.
- l) **War Memorials Trust**-Bulletin. November 2014 magazine. In correspondence
- m) **Girlguiding Bedfordshire.** Magazine. In correspondence

#### **11. ACCOUNTS**

- a) **Bank Mandate.** Ongoing.
- b) **Cheques for Signature.** The following cheques for the **current account** have been approved and signed:

<u>Chq No:</u>	<u>Payee</u>		<u>£</u>
911	Chalgrave Memorial Hall	Poppy Day wreath	17.00
912	HMRC	PAYE 3 <sup>rd</sup> quarter	72.20
913	HMRC	PAYE 2 <sup>nd</sup> quarter	144.60
914	Lesley Smith	Clerk’s salary + expenses; Oct/Nov 2014	397.28
915	Ladywell Accountancy Services	PAYE 2014/15	31.00
		<b>Total</b>	<b>662.08</b>

- c) **Estimated Budget 2015/16.** The clerk distributed copies of the budget for the next financial year for consideration. Precept to be confirmed at the December PC meeting.

#### **12. TRAFFIC CALMING REPORT-Cllr Wells**

- a) **Police Speed Sign.** A calibrated sign which records data has been delivered to Toddington PC for the exclusive use by Toddington and Chalgrave PCs.
- b) **Speed Checks.** Cllr Wells will try to carry out a speed check next week.  
**MW**

#### **13. PLANNING REPORT**

- a) **Planning Applications.**

<u>Application No.</u>	<u>Site</u>	<u>Proposal</u>	<u>Parish Council Comments</u>	<u>CBC Decision</u>
CB/14/01663	Hill Cottage, Hockliffe Road	2 storey front extension and alterations to main roof	No objections	Appeal turned down by the Planning Inspector
CB/14/03816	Ivy Farm, Tebworth	Single storey side extension, 1st floor rear facing window insertion, side facing single & double door insertion.	No objections	Application withdrawn

#### **14. HIGHWAYS**

- a) **Parkview Lane.** The Area Steward has responded to a request by the PC for a long term resolution to the problem and more frequent gully cleaning. Nothing is planned on the forward four year programme. Gullies are only cleaned once every three years in line with CBC policy. Additional cleaning can be arranged through the area teams. However the Area Steward advised waiting until after leaf fall is complete for this year. It was **agreed** that Cllr Parry sends very strong letter to CBC regarding the infrequency of gully cleaning as the pipes silt up. Ongoing.  
**PP**
- b) **Resurfacing.** The Tebworth boundary on Hockliffe Road and the top of The Lane have been resurfaced recently.
- c) **'Walkabout'.** A localised 'walkabout' with the Area Technician has been arranged for December 4<sup>th</sup> to review the recent work and to find out if 15 tonnes of excess tarmac was left over from the resurfacing. **PP;**  
**Clerk**
- d) **Hill Close.** Cllr Wells mentioned that the junction of Tebworth Road and Hill Close flooded after this week's rain which could be dangerous if it froze in colder weather. To be raised at the 'walkabout'.
- e) **Hockliffe Road.** The white lines have faded. To be raised at the 'walkabout'.
- f) **Town and Parish Council Customer Satisfaction Survey 2013/14.** To be submitted by the end of November. Cllr Parry will complete.  
**PP**
- g) **Fly tipping.**
- i. The front end of a car has been dumped on Chalgrave Road. A bath and foam mattress have also been dumped. Cllr Whitton will report to CBC.  
**PW**
  - ii. The hedge cutters have hit a road sign close to Chalgrave Church and it is now facing the wrong way. Cllr Whitton will try to reposition it.  
**PW**

#### **15. WEBSITE**

**Meeting.** A meeting was postponed until next week. Facebook will be included on the new website.

#### **16. ITEMS FOR INCLUSION ON NEXT AGENDA**

2014/15 Budget; VAS servicing; Committee reports.

#### **17. DATE AND TIME OF NEXT MEETING**

Tuesday, December 16<sup>th</sup>, 2014 at 7.30pm.

Meeting closed at 9.09pm.

Signed by Chairman..... Dated.....