

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, APRIL 15th, 2014 at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. TO AMEND AND SIGN MINUTES OF MARCH 18th, 2014 MEETING
4. SPECIFIC DECLARATIONS OF INTEREST
5. POLICE MATTERS
6. REPORT from WARD COUNCILLOR MARK VERSALLION
7. MATTERS ARISING FROM MARCH 18th, 2014 MINUTES
8. POINTS RAISED from FEBRUARY/MARCH 2014 CORRESPONDENCE
9. MARCH/APRIL 2014 CORRESPONDENCE RECEIVED
10. ACCOUNTS-a) Cheques for Signature
11. PREPARATION FOR AUDIT-TO APPROVE END OF YEAR ACCOUNTS
12. FILM CLUB GRANT
13. TO DISCUSS MILLENNIUM and COMMUNITY AWARD NOMINATIONS
14. TO DISCUSS TEBWORTH POND
15. TRAFFIC CALMING REPORT
16. PLANNING REPORT
17. HIGHWAYS REPORT
18. WEBSITE REPORT
19. TO FINALISE ARRANGEMENTS for the 2014 PARISH ASSEMBLY
20. ITEMS FOR INCLUSION ON THE NEXT AGENDA
21. TIME AND DATE OF NEXT MEETING

MINUTES of the Meeting of Chalgrave Parish Council held on Tuesday, March 18th, 2014 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr. K. Green; Cllr. D. Hampson; Cllr. R. Mence; Cllr D Osborn; Cllr Parry (Chairman); Cllr. M. Wells; Clerk.

Public present: 1

Committees

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

1. APOLOGIES FOR ABSENCE

Ward Cllr. M. Versallion

2. MINUTES OF PREVIOUS MEETING

The minutes of the February 18th, 2014 meeting were amended, approved and signed as correct by the chairman.

3. SPECIFIC DECLARATIONS OF INTEREST

Cllr Wells declared a prejudicial interest. He owns Chalgrave IT Solutions Ltd re. item 6l)

4. POLICE MATTERS

a) Crime figures: February 18th-March 17th-2014

Crime Type	Number	Details
Domestic burglary	1	No details available yet
Burglary-other	3	No details available yet

b) Anti-social behaviour. No incidents reported between February 18th and March 17th, 2014.

c) Increase in Crime. Cllr Green expressed concern that crime was increasing locally particularly with relation to farm buildings. It was **agreed** to write to PCC Olly Martins, copy Sergeant Rivers, to voice the PC's concern about the increases.
Clerk

d) Rural Services Network-Crimestoppers Initiative. National crime-fighting charity Crimestoppers has launched a social media campaign again rural crime. In correspondence.

5. REPORT from WARD COUNCILLOR MARK VERSALLION

Houghton Regis North 1 (HRN1). The first half of East of Leighton-Linslade development was approved by CBC on February 28th, 2014.

6. MATTERS ARISING FROM FEBRUARY 18TH, 2014 MINUTES

a) Speed Watch. Cllrs Wells and Green are attending a Community Speedwatch meeting at Police Headquarters in Kempston on the evening of March 19th, 2014. Speedwatch training takes place next Wednesday, March 26th.

MW; KG

b) Council Tax Support Grant (CTSG). Brandon Lewis MP, Parliamentary Under Secretary of State DCLG, has written to the leaders of local authorities stating that it was the

Government's intention that the element of localised Council Tax Support funding allocated to the LAs, which reflects reductions in town and parish council tax bases, should be passed down to those councils. Letter in correspondence.

c) London Green Belt Council (LGBC): Notes 166-January 2014. Cllr Green has received a letter from Cedric Hoptroff of CPRE relating to Cllr Green's response to the All Party Parliamentary Group on the Green Belt. In correspondence.

d) Accident; Junction C193/A5. The clerk has contacted Cllr Shadbolt, Chairman of Hockliffe PC. Cllr Shadbolt has informed the PC that it is still under discussion by the Highways Agency. Ongoing.

e) Overgrown Leylandii are blocking the light to bungalows in St Mary's Close. Cllr Osborn has spoken to the owners of the trees who have said they are willing to cut them back a little bit. Ongoing.

f) Road Signs around the parish are dirty. HW has been set details of the signs requiring cleaning and their locations. Ongoing.

g) Scots Pine: Hockliffe Road. The Tree and Landscape Officer has confirmed that the tree is covered by Town and Country Planning Act 1990 section 211 because it is in a conservation area.

h) Overgrown Trees; 23 Toddington Road, Tebworth. The PC has requested the owner/letting agent, via the tenant, to cut back the trees. No reply so far. Ongoing.

i) Signatories to the Chalgrave PC Bank Account. Cllr Wells is looking into the process for adding extra signatories to the PC account. Ongoing.

MW

j) Litter Collection around the parish is carried out every fortnight although Cllr Osborn is not convinced that this is occurring. Cllr Parry asked members to observe any litter collection activity due to take place on Thursday March 20th. Cllr Osborn reported that some lorries, including Fred Sherwood, are travelling through Tebworth loaded and covered but coming back uncovered. Cllr Parry is willing to phone the companies involved. Truckwatch will form part of Speedwatch.

PP

k) Local Area Transport Plan. It was **agreed** to write to CBC to ask what it had achieved on the Plan to date. No response yet. Ongoing.

l) Portable External Hard Drive.

m) Cllr Wells has quoted £77.50 + VAT. This includes set up, installation of software and set up of a backup schedule. The members **agreed to spend this amount. Cllr Wells will order. The hard drive. Ongoing.**

MW

n) Highways is making slow but steady progress in addressing issues around the parish.

o) Drains

i. The clerk will contact HW asking for the gulleys to be cleared. Due to the recent heavy rains silt is building up in them.

Clerk

ii. Cllr Osborn reported that the drain outside The Grand Chapel, Toddington Road, has sunk again. Clerk to report to HW.

Clerk

7. POINTS RAISED on JANUARY/FEBRUARY 2014 CORRESPONDENCE

None.

8. FEBRUARY/MARCH 2014 CORRESPONDENCE RECEIVED

a) London Green Belt Council: March 2014 Meeting. Minutes in correspondence.

b) CBC; Dog Control Orders. Consultation with town and parish councils. Closes April 30th, 2014. In correspondence.

c) Clerks and Councils Direct. March 2014 edition in correspondence.

d) BATPC; Bedfordshire Bugle. March 2014 newsletter distributed to cllrs

9. ACCOUNTS

a) **Cheques for Signature.** The following cheques have been approved and signed:

<u>Chq No:</u>	<u>Payee</u>		<u>£</u>
879	BCPC	Membership 2014	40.00
880	Harlington Parish Council	Hall hire-GAPP meeting 26/2/2014	8.25
881	Lesley Smith	Clerk's salary + expenses Feb'13/Mar'14	412.94
882	Lesley Smith	GAPP Salary Apr '13/Mar'14	456.50
		Total	917.69

b) **Internal Auditor.** It was **agreed** to ask Mr. David Hyde to carry out this financial year's internal audit.
Clerk

10. TEBWORTH POND

Cllr Hampson had a site meeting on Friday, February 21st, 2014 with a representative from AES Europe, a company specialising in pond clearance. She briefly explained the proposals put forward by the representative as follows:

- i. Take samples of silt for analysis-cost = £200 approximately
- ii. Result of analysis will determine the cost of removing the silt, cheapest being non-hazardous, most expensive hazardous
- iii. The company has given a rough estimate of £15,000 to carry out all the work to the pond. This includes cutting back some of the trees
- iv. One application of Siltex. Further maintenance can be carried out by residents

Cllr Hampson will contact alternative contractors for more quotes. Once received and a decision made as how to proceed, grants will be applied for. Members thanked Cllr Hampson for all her hard work. Cllr Parry said that there would probably have to be traffic lights by the pond while the work is being carried out. Ongoing.

DH

11. MILLENNIUM and COMMUNITY AWARDS

Awaiting applications.

12. MEETINGS ATTENDED

All relevant minutes in correspondence.

13. TRAFFIC CALMING REPORT

Already discussed in 6a)

14. PLANNING

a) **Solar Farm.** Cllr Hampson briefly explained some of the features of a typical solar farm. E.g. approximately 3 metres at their highest point; land can be grazed by sheep etc.

15. HIGHWAYS

a) **Hedge, Chalgrave Road.** The hedge close to The Old Vicarage has been cut back.

b) **Potholes** on Chalgrave Road and Featherbed Lane have been repaired

c) **Footway alongside 4 Hockliffe Road, Tebworth.** The PC **agreed** to write to Sarah and Winston thanking them for clearing the footway and cutting back the hedge by their property. The clerk will contact HW to find out when repair work will be carried out on this stretch of footway.

Clerk

Other HW issues have been discussed elsewhere in the minutes.

16. WEBSITE

Cllr Green wants to hold another committee meeting. He asked members to let him know of any additions or comments that were required to be added. The Memorial Hall hiring charges and the West Trust application form were requested.

KG

17. PARISH ASSEMBLY 2014

a) Date: Tuesday April 22nd, 2014

b) Format as previous years.

c) Catering. Cllr Hampson will purchase the food and Cllr Parry the beverages **DH;**
PP

d) Publicity. Cllr Parry will print leaflets to be distributed to households one week before the event. Flyers will be put on the noticeboards and in the pubs. **PP; All**

e) Organisations. The clerk will contact the parish organisations and other individuals inviting them to attend or to send a report if they cannot.
Clerk

18. ITEMS FOR INCLUSION ON NEXT AGENDA

Parish Assembly; Millennium and Community awards; Film Club grant.

19. DATE AND TIME OF NEXT MEETING

Tuesday, April 15th, 2014 at 7.30pm.

Meeting closed at 9.00pm.

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