

CHALGRAVE PARISH COUNCIL

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4 HOME FARM
TEBWORTH
LEIGHTON BUZZARD
BEDFORDSHIRE LU7 9QD

Dear Councillor,
THE ANNUAL MEETING OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON
TUESDAY, MAY 20th, 2014 at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. TO ELECT CHAIRMAN and VICE-CHAIRMAN
3. CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE FORM
4. TO ELECT COMMITTEES CHAIRMEN: a) Planning b)Footpaths c) Traffic Calming d)Website
5. OPEN FORUM
6. TO AMEND AND SIGN MINUTES OF APRIL 15th, 2014 MEETING
7. SPECIFIC DECLARATIONS OF INTEREST
8. POLICE MATTERS
9. REPORT from WARD COUNCILLOR MARK VERSALLION
- 10.MATTERS ARISING FROM APRIL 15th, 2014 MINUTES
- 11.POINTS RAISED from MARCH/APRIL 2014 CORRESPONDENCE
- 12.APRIL/MAY 2014 CORRESPONDENCE RECEIVED
- 13.PARISH ASSEMBLY DEBRIEF
- 14.ACCOUNTS-a) Cheques for Signature
- 15.PREPARATION FOR AUDIT-TO APPPROVE END OF YEAR ACCOUNTS
- 16.TO DISCUSS ALLOCATION OF 2014 GRANTS
- 17.FILM CLUB GRANT
- 18.TO DISCUSS COMMEMMORATIVE TREE for JOE INZANI
- 19.TO DISCUSS MILLENNIUM and COMMUNITY AWARD NOMINATIONS
- 20.TO DISCUSS TEBWORTH POND
- 21.TRAFFIC CALMING REPORT
- 22.PLANNING REPORT
- 23.HIGHWAYS REPORT
- 24.WEBSITE REPORT
- 25.ITEMS FOR INCLUSION ON THE NEXT AGENDA
- 26.TIME AND DATE OF NEXT MEETING

MINUTES of the Meeting of Chalgrave Parish Council held on Tuesday, April 15th, 2014 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr. K. Green; Cllr. D. Hampson; Cllr D Osborn; Cllr P Parry (Chairman); Cllr. M. Wells; Ward Cllr. M. Versallion; Clerk.

Public present: 3

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

Cllr. R. Mence.

2. MINUTES OF PREVIOUS MEETING

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

3. SPECIFIC DECLARATIONS OF INTEREST

None.

4. REPORT from WARD COUNCILLOR MARK VERSALLION

- a) **Houghton Regis North 1 (HRN1).** HRN1 was approved by CBC on February 28th, 2014.
- b) **Houghton Regis North 2 (HRN2).** The plans for HRN2 were submitted to CBC on April 15th, 2014. This includes the A5-M1 link road. Construction is due to begin in Spring 2014 and completed in 2016. Housing and the road will be built concurrently.
- c) **East of Leighton-Linslade Development.** The first stage, Clipstone Brook, involving construction of 2,500 houses was approved by CBC on February 28th, 2014. One condition stipulated was that construction traffic should not go through local villages.
- d) **Miletree Road, Heath & Reach: Gypsy and Traveller Site.** The Planning Inspectorate is coming back to CBC to rehear the application i.e. the original ruling by Eric Pickles giving the Travellers 2 years' temporary permission has been overturned as they have been inactive for 6 months
- e) **CBC Gypsy and Traveller Local Plan.** Hopefully the Dept. of Communities and Local Government will approve the Plan in December 2014. Cllr Parry questioned why there were two sets of planning laws, one for Gypsy and Travellers and one for the settled community, an issue recently brought up in the House of Commons.

5. PLANNING

Brought forward due to presence of residents directly affected by the application below.

a) Planning Applications

<u>Application No.</u>	<u>Site</u>	<u>Proposal</u>	<u>Parish Council Comments</u>	<u>CBC Decision</u>
CB/14/00942	New Farm Yard, Tebworth Road, Wingfield	Existing building to be demolished & replaced with a	See below	Awaiting decision

		single storey 3 bedroom dwelling		
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In principle Chalgrave Parish Council has no objection to a single storey building on this site. However we would raise the following points:

1. The address of the applicant is incorrect. The address given is New Farm which is one of two properties adjacent to the site. As this has been given as the address of the applicant the residents of New Farm have not been notified of this application.
2. The plans state that the new building would be within the 60% increase allowed. The parish council is uncertain how this figure is calculated as the footprint appears to be in excess of 100% larger than the existing building.
3. There is a "Right of Way" noted on the plans. The parish council would like further details as to what this is and why it is required.
4. One of the issues raised is that of privacy for the new building. The plans omit a number of windows in both adjacent buildings which would further reduce the level of privacy.
5. The plans also appear inaccurate regarding the dropped kerbs which are not as shown on the plans as can be seen on the photographs accompanying the plans.
6. There is a mention of a 2 metre belt of land at the front of the building to be taken over by CBC. The reason for this is unclear as there is no corresponding space to the front of either of the adjacent properties.
7. With reference to point 6 amendments to Section 31(6) of the Highways Act 1980 which took effect on October 1st, 2013 suggest that this could not be done anyway.

Chalgrave Parish Council would like these points to be considered when Central Bedfordshire Council makes its decision on this application.

- b) **Solar Farm Development Consultation.** Comments by May 7th, 2014. In correspondence.

6. **MATTERS ARISING FROM MARCH 18TH, 2014 MINUTES**

- a) **Increase in Crime.** The PC has written to PCC Olly Martins, copy Sergeant Rivers, expressing concern that crime was increasing locally particularly with relation to farm buildings. Ongoing. Clerk to follow up.
Clerk
- a) **Council Tax Support Grant (CTSG).** 17 local authorities, including CBC, are refusing to pass on the grant to parish and town councils.
- b) **Accident; Junction C193/A5.** The clerk previously contacted Cllr Shadbolt, Chairman of Hockliffe PC about the junction. At the time Cllr Shadbolt informed the PC that it was still under discussion by the Highways Agency. Ongoing. Clerk to follow up.
Clerk
- c) **Overgrown Leylandii** are blocking the light to bungalows in St Mary's Close. The PC is expecting a letter from the one of the residents of St Mary's Close regarding the trees. Ongoing.
- d) **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. Cllr Parry will speak to the current residents. Ongoing.
PP
- e) **Road Signs** around the parish are dirty. Ongoing. HW have stated that cleaning of signs is not a priority unless it is a safety critical sign-warning sign. Ongoing.
- f) **Signatories to the Chalgrave PC Bank Account.** Cllr Wells is looking into the process for adding extra signatories to the PC account. Ongoing.
MW
- g) **Litter Collection** around the parish is carried out every fortnight although Cllr Osborn reported that litter had not been collected along The Lane, Tebworth. It was **agreed** that the clerk contacts CBC accordingly and also to ask what evidence it has that the

contractors are carrying out the required collections.

Clerk

- h) **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. Clerk to follow up. Ongoing.

Clerk

- i) **Portable External Hard Drive.** Cllr Wells has quoted £77.50 + VAT. This includes set up, installation of software and set up of a backup schedule. Ongoing.

MW

- j) **Drains.** Cllr Osborn reported that the drain outside The Grand Chapel, Toddington Road, has been repaired.

7. POINTS RAISED on FEBRUARY/MARCH 2014 CORRESPONDENCE

- a) **CBC; Dog Control Orders.** Consultation with town and parish councils. Closes April 30th, 2014. Cllr Parry will complete.

PP

- b) **CTSG-NALC** Cllr Parry pointed out that the NALC's chairman's recommendation to government to consider introducing statutory guidance or funding town and parish councils was only advisory.

- c) **Police Reports.** Contrary to a statement by a PCSO at the recent Bedfordshire Councils Planning Consortium meeting Cllr Green believes this PC receives less information on the reports. The clerk will compare the Rural Beat Officers' crime figures from past reports to the current figures. It was also **agreed** request the percentage increases in the different categories of crime and for more information on crimes within the parish.

Clerk

8. MARCH/APRIL 2014 CORRESPONDENCE RECEIVED

- a) **Came & Company: Parish Matters.** Spring 2014 magazine. Contains information on sharing assets. In correspondence.

Clerk

- b) **Funding.** List of available funding in correspondence.

- c) **CBC: New Design Guide for New Homes.** Statement from Cllr Nigel Young, CBC Executive Member for Regeneration, in correspondence.

- d) **CBC: Improving Journeys.** CBC have agreed to spend almost £800,000 on schemes to improve roads, cycle paths, pedestrian crossings and public transport. Information in correspondence.

- e) **Planning Inspectorate.** Further update on the Woodside Link proposals. In correspondence.

- f) **NALC: Local councils' Help for Village Halls.** Legal Topic note 21 in correspondence.

9. ACCOUNTS

- a) **Cheques for Signature.** The following cheque has been approved and signed:

Chq No:	Payee		£
883	HMRC	Clerk's PAYE	72.20
		Total	72.20

- b) **Printer.** The PC **agreed** to pay £30 towards the cost of a new printer for the clerk. The balance to be shared between Hulcote and Salford PC and the clerk.

- c) **Chalgrave Sports Club** has requested a grant for 2014.

10. APPROVAL OF END OF YEAR ACCOUNTS

Awaiting latest bank statements. Deferred until the May meeting.

11. FILM CLUB GRANT

£1,795.27 still remains from the original £3,000 grant. Cllr Parry asked members to suggest ideas for using the money. On agenda for the May meeting.
All

12. MILLENNIUM and COMMUNITY AWARDS

a) Awaiting **nominations.**

b) **Memorial.** Mrs Bernadette Inzani has requested a permanent memorial to her late husband Joe Inzani. Renaming the Community Award as the Joe Inzani Award or planting a commemorative tree have been suggested. On agenda for the May meeting.

13. TEBWORTH POND

Cllr Hampson is arranging a site meeting with another contractor to obtain a 2nd quote. Ongoing.

DH

14. TRAFFIC CALMING REPORT

Cllrs Green and Wells recently attended a meeting at the Kempston Police Headquarters. Cllrs Wells, Parry, Hampson and Green later received training on Speed Watch. Of the four sites that the cllrs wanted to carry out Speed Watch only Toddington Road adjacent to number 32 was approved as it has a suitable footway and clear vision in both directions. The police are keen to support Speed Watch.

15. HIGHWAYS

a) **Church Lane.** Cllr Osborn reported that the road surface was bad beyond the section which was repaired a few months ago.

b) **The Lane, Tebworth.** The clerk will follow up on when the top of The Lane will be repaired.

Clerk

c) **Grass Cutting.** The grass verges opposite Woodlands and The Woodyard, in front of St Mary's close and by the cricket pitch have not been cut. The latter could be due to daffodil bulbs being planted there.

16. WEBSITE

Cllr Green wants to hold another committee meeting. He asked for Cllr Parry's Parish Assembly Chairman's report to put on the site.

17. PARISH ASSEMBLY 2014

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

18. ITEMS FOR INCLUSION ON NEXT AGENDA

Election of chairman and vice-Chairman; Millennium and Community awards; Grants; Film Club grant.

19. DATE AND TIME OF NEXT MEETING

Tuesday, May 20th, 2014 at 7.30pm.

Meeting closed at 9.13pm.

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

