

CHALGRAVE PARISH COUNCIL

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4 HOME FARM
TEBWORTH
LEIGHTON BUZZARD
BEDFORDSHIRE LU7 9QD

THE NEXT MEETING OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON
TUESDAY, OCTOBER 20th, 2015 at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. CO-OPTION OF PARISH COUNCILLOR
4. TO AMEND AND SIGN MINUTES OF SEPTEMBER 22nd, 2015 MEETING
5. SPECIFIC DECLARATIONS OF INTEREST
6. POLICE MATTERS
7. REPORT from WARD COUNCILLOR MARK VERSALLION
8. REPORT FROM ALL SAINTS CHURCH, CHALGRAVE
9. MATTERS ARISING FROM SEPTEMBER 22nd, 2015 MINUTES
10. POINTS RAISED from JULY/AUGUST/SEPTEMBER 2015 CORRESPONDENCE
11. JULY/AUGUST/SEPTEMBER 2015 CORRESPONDENCE RECEIVED
12. ACCOUNTS a) Cheques for signature
13. TO DISCUSS PROGRESS ON TEBWORTH POND
14. COMMITTEE REPORTS
15. HIGHWAYS ISSUES
16. ITEMS FOR INCLUSION ON THE NEXT AGENDA
17. TIME AND DATE OF NEXT MEETING

MINUTES of the Meeting of Chalgrave Parish Council held on Tuesday, September 22nd, 2015 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr. K. Green; Cllr B Jackson; Cllr D Osborn; Cllr Parry (Chairman); Cllr. M. Wells; Cllr P Whitton; Mr S Calder; Mr R Mence; PCSO H Retallack; Clerk.

Public present: 0

Committees

Planning	Cllr Hampson-Chair	877149	Cllr Osborn	07768621850	
Footpaths	Cllr Green-Chair	874107	Cllr Jackson	877617	
Website	Cllr Green	874107	Cllr Wells	877098	Mr S Gatward
Traffic Calming	Cllr Wells-Chair	877098			

Responsibilities

Cllr Osborn	Highways liaison	Grass cutting	Police Liaison	07768621850
Cllr Parry	Highways liaison			07831605600
Cllr Whitton	Fly tipping	Buses		07808174843

Cllr Parry welcomed Cllr Jackson on to the Parish Council.

1. APOLOGIES FOR ABSENCE

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

2. SPECIFIC DECLARATIONS OF INTEREST

Cllr Osborn declared a prejudicial interest regarding Tebworth Pond.

3. MINUTES OF PREVIOUS MEETING

The minutes of the July 21st, 2015 meeting were approved and signed as correct by the chairman.

4. POLICE MATTERS

a) Crime Figures: July 1st-August 30th, 2015.

Crime Type	No:	Location	Date	Details
Theft of a motor vehicle	1	Wingfield Road, Tebworth	July 2015	This was a van containing tools. No details available
Theft from a motor vehicle	1	No details given to the PC	August 2015	No details given to the PC

Cllr Green commented that local crimes are not appearing on Ringmaster. PCSO Retallack will find out if two other vehicle crimes were reported as they did not appear on RM. The PC **agreed** to write to PCC Olly Martins regarding this lack of information.

Clerk

b) **PCC Olly Martins: Police and Crime Plan for Community Safety in Bedfordshire.** Mr Martins has asked for views on what people want from policing. He has set out 14 commitments aimed to protect communities. In correspondence.

c) **Special Constables.** Mr Martins has set Bedfordshire Police the objective of doubling the number of Special Constables to 500 by 2017.

5. REPORT from WARD COUNCILLOR MARK VERSALLION

None this month.

6. REPORT FROM ALL SAINTS CHURCH: Mr Steve Calder.

a) **Store Lock.** The lock was damaged during an attempted break-in. The mechanism was removed and replaced by a blacksmith and new padlocks were purchased, all costing a total of £300.

b) **Disabled Ramp and Toilet.** Ramps are being installed at both ends of the church. The toilet will be installed in the vestry, which will be moved upstairs eventually. The estimated cost is £80,000.

- c) **Harvest Festival** will be on Toddington village green on October 3rd, 2015. Both St Georges Church and Chalgrave Church will be involved.
- d) **Afternoon Teas.** Chalgrave Church hosted afternoon tea and cakes on Sunday, September 13th, 2015. Over 50 people attended and the teas, raffle and jam sales raised over £300.
- e) **PCC Meetings.** A meeting was held on September 16th. Cllr Osborn attended. Advertising, paying for an organist for both St Georges and Chalgrave Church and forming a choir were discussed. Cllr Wells will attend the November 2nd meeting.
MW

7. **MATTERS ARISING FROM JULY 21st, 2015 MINUTES**

- a) **Defibrillator-Vilage Response Team.** Mr Roger Mence, the Project Leader, requested relevant information from Community Heartbeat and he briefly explained the procedure for setting up a Village Emergency Telephone System (VETS) response team. It costs £35 to set up and £100 per year for the basic VETS service from Community Heartbeat. The PC **agreed** to look into setting up the basic VETS. Information plus a request for volunteers will be put in the Chalgrave News and flyers will be distributed to parish households. Cllr Parry to prepare the flyer. Volunteers to contact Cllr Jackson. Cllr Wells will investigate whether a VETS could be set up cheaper.
PP; BJ; MW
- b) **Houghton Regis North 2 (HRN2).**
 - i. CPRE has stated that CBC cannot use Green Belt land for development unless its Development Plan has been approved, which is not the case at present.
 - ii. The PC is awaiting a response from the Secretary of State for Communities and Local Government on its request to call in the application for HRN2. Clerk to follow up.
Clerk
 - iii. The PC **agreed** to write to CPRE supporting its statement on the Community Infrastructure Levy (CIL).
Clerk
- c) **20mph Speed Limit.** The PC will invite Paul Salmon, the Senior Transport and Traffic Manager CBC, to a site meeting to discuss the feasibility of a 20mph limit, the possibility of 40mph buffer zones either side of Tebworth and a Stop sign to replace the Give Way sign at the junction of Chalgrave Road and Toddington Road.
Clerk
- d) **Boundary Gates.** Painting the boundary gates and refurbishment of the noticeboards ongoing.
- e) **Revised bus timetables.** Cllr Whitton will contact Harlington Helping Hands to find out more about its voluntary transport service. Paul Dodge, the Public Transport Manager CBC, has informed Cllr Whitton that he is going to cancel the Saturday service. The current cost per journey for a Tebworth resident is currently £6. Mr Dodge is trying to reduce the cost to under £3. Cllr Green pointed out that the current cost is reduced when averaged out with urban services.
PW
- f) **Sunken Drain opposite The Meadows, Wingfield.** Highways has raised an order for the drain to be repaired. Ongoing.
- g) **Blocked Drain.** Cllr Green has reported a blocked drain opposite Buttercup Farm, Hockliffe Road. Ongoing.
- h) **Grass Verge near The Grand Chapel, Toddington Road.** The large bush containing brambles has been cut down.
- i) **Chalgrave Memorial Hall; Asbestos-Possible Health Hazard.** Cllr Green asked if the PC was referring the matter back to the Memorial Hall Committee. Cllr Parry said that this was the case in June 2015. Cllr Green thought the hall committee had sent a letter in June asking the PC to contact CBC regarding a possible health hazard. The PC, apart from Cllr Green, **agreed** not to contact CBC at this time. Cllr Green will voice his concern to the Memorial Hall Committee which may approach the PC again to contact CBC.
KG
- j) **White Lines on Roads.** Cllr Parry informed the PC that there is no government policy on white lines. He will discuss with Paul Salmon at the site meeting (see 7c).
PP
- k) **Dog Bin.**
 - i. The clerk has contacted CBC to ask for another dog bin to be installed further down The Lane, Tebworth. CBC replied and asked whether another bin was necessary and suggested that the current bin be emptied more frequently. The PC **agreed** it wanted another bin at the bottom of The Lane and also for

the current bin to be emptied more frequently.

Clerk

- ii. Cllr Jackson suggested putting a dog bin near the footpaths close to Chalgrave Road as these are used frequently by dog walkers. She will investigate a suitable site for a bin.

BJ

8. POINTS RAISED on JULY/AUGUST 2015 CORRESPONDENCE

- a) **Tall Hedge.** A tall hedge in a neighbouring garden, recently purchased by new owners, is adversely affecting a garden in St. Mary's Close. Cllr Green will deliver a Welcome Leaflet to the new owners and ask for the hedge to be cut back.

KG

JULY/AUGUST/SEPTEMBER 2015 CORRESPONDENCE RECEIVED

- a) **Chalgrave News.** The Chalgrave News has informed the PC that it will not require a grant for 2015 as its finances are currently healthy due to good profit from the Quiz Night, Chalgrave Games and printing costs not going up. The News thanked the PC for its consideration of a grant and asked that it could apply for one in the future should it be necessary.
- b) **HW-CBC. New layout over M1.** Details of Luton Road, Chalton road closure from 25-28th September 2015 and new layout over the M1 as part of the new A5-M1 link road in correspondence.
- c) **CPRE PC Green Belt Common Interest Group.** An initial meeting will be held in October 2015 at Harlington Parish Hall. Date to be arranged. Cllrs Green and Parry plan to attend. **KG;**
PP
- d) **Hollytree Cottage. App CB/TCA/0295.** CBC Arboricultural Team has confirmed that the tree requested to be reduced by one third is ash.
- e) **CBC Town and PC Conference.** Agenda for September 23rd, 2015 meeting in correspondence. No one can attend this meeting.
- f) **BATPC.** Annual Report and Accounts 2014-15 in correspondence.
- g) **BATPC.** Training Programme Autumn 2015 in correspondence.
- h) **NALC Transparency Fund.** Application Form in correspondence.
- i) **Bedfordshire Bugle.** September 2015 newsletter in correspondence.
- j) **Caddington Neighbourhood Plan Consultation.** In correspondence.
- k) **MK Plan-BCPC Meeting-September 3rd, 2015.** PowerPoint presentation in correspondence.
- l) **CBC Ethical Governance Presentation: August 12th, 2015.** PowerPoint presentation in correspondence.
- m) **CPRE Countryside Voice.** Summer 2015 magazine in correspondence.
- n) **CPRE Fieldwork.** Summer 2015 magazine in correspondence.
- o) **Public Sector Executive magazine.** In correspondence.
- p) **Clerks and Councils Direct.** September 2015 magazine in correspondence.
- q) **Local Council Review.** Autumn 2015 magazine in correspondence.
- r) **Girl Guiding: Bedfordshire edition.** In correspondence.
- s) **CBC Website.** CBC is setting up a new website. People have been invited to the Dunstable council offices on September 29th or to Chicksands council offices on October 2nd to give input on the new site.

9. ACCOUNTS

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

<u>Chq No:</u>	<u>Payee</u>	<u>Description</u>	<u>Amount £</u>
951	R J Osborn & Son	Clearance of Tebworth Pond	3600.00
952	Lesley Smith	Clerk's salary +expenses. Aug/Sept 2015	382.42
953	HMRC	PAYE 3 rd quarter	166.40
		Total	4148.82

10. GRASS VERGE NEXT TO WOODLANDS

Cllr Osborn explained that the trees and bushes had become overgrown on the bend between Woodlands and 51 Wingfield Road, Tebworth consequently reducing visibility. Clerk to follow up on previous report to HW.

Clerk

The PC also discussed growth overhanging the footway opposite Woodland and The Woodyard. Cllr Osborn will ask the landowner to cut it back.

DO

11. COMMITTEE REPORTS

a) Planning.

i. Planning Applications.

<u>Application No.</u>	<u>Site</u>	<u>Proposal</u>	<u>Parish Council Comments</u>	<u>CBC Decision</u>
CB/15/02941	Pavillion, Sports Ground, Hill Close, Wingfield	Replacement of old clubhouse with a new log cabin building	No objections	To be decided
CB/TRE/15/00279	1 Chalgrave Road, Tebworth	Works to trees subject to a Tree Preservation Order	No comments. PC to leave for the CBC Arboriculture. Team to determine	To be decided
CB/TCA/15/00295	Holly Tree Cottage, Hockliffe Road, Tebworth	Reduction of large tree by 1/3 as it is overhanging the house Tree in the conservation area.	No comments. PC to leave for the CBC Arboriculture Team to determine.	To be decided

ii. Michael Stonnell: CPRE Bedfordshire and Chairman Sundon PC. Objections to CBC's Community Infrastructure Levy and Planning Obligations Strategy plus other items in correspondence.

iii. CBC: Policy on Travellers' Sites in correspondence.

iv. Tebworth Pond.

- The pond has been dredged and the surrounding area cleared. The pond is gradually filling up with water. Rushes have been left between the road and the pond to act as a filter. The PC will ask for volunteers to help tidy up the site and carry out new planting. Cllr Jackson volunteered to organise a work party. **BJ**
- Cllr Parry commented that there would be a health and safety issue once the pond was full so the provision of a lifebelt needs to be considered.
- It was **agreed** to write to the residents living next door to the pond to thank them for maintaining the area around the pond. It was also **agreed** to write to the owner of the field adjoining the pond and the owner of the land surrounding the pond for their co-operation.

Clerk

b) Traffic Calming.

Nothing to report this month.

c) Footpaths

- Meeting. The minutes of a recent meeting in correspondence.
- Stiles. Cllr Green reported that many stiles are in poor condition and should be kept in decent order by the landowners.
- Footpaths between Hockliffe and Tebworth. Cllr Green has spoken to the Hockliffe Footpaths representative and the CBC Footpaths Officer regarding Hockliffe walkers wandering over a Chalgrave landowner's land.
- Definitive Map of FPs. Chalgrave has defined every FP within the parish. Many parishes have not done this.
- Permissive Footpaths. The PC **agreed** that the FPs Committee could discuss the idea of permissive footpaths between FP 31 and FP 9 on land adjoining Toddington Road with the CBC Footpaths Officer, Michelle Flynn.
- Reinstatement of Footpath. The PC also **agreed** that the committee could pursue reinstating a FP between the end of The Lane and Battlesden.
- Cut Stock Wire. Someone has cut away the wire under one of the stiles on FP 3_potentially allowing livestock through.

d) Website

- Meeting. Cllr Green suggested holding another meeting soon.

- ii. PC Members' Information. Information from some members of their roles within the PC is still required. Ongoing.

All

12. HIGHWAYS ISSUES

- a) **Area Steward's HW Report on Chalgrave Parish.** Following a recent examination of HW issues in the parish the Area Steward has submitted a detailed report to the PC. In correspondence. He will carry out repair and maintenance work when funding permits.

13. ITEMS FOR INCLUSION ON NEXT AGENDA

Accounts; Pond

14. DATE AND TIME OF NEXT MEETING

Tuesday, October 20th, 2015 at 7.30pm.

Meeting closed at 21.13

Signed by Chairman.....

Dated.....