

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, NOVEMBER 17th, 2015 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 OCTOBER 20th, 2015 MEETING
4. SPECIFIC DECLARATIONS OF INTEREST
5. POLICE MATTERS
6. REPORT from WARD COUNCILLOR MARK VERSALLION
7. REPORT FROM ALL SAINTS CHURCH, CHALGRAVE
8. MATTERS ARISING FROM OCTOBER 20th, 2015 MINUTES
9. POINTS RAISED from AUGUST/SEPTEMBER 2015 CORRESPONDENCE
10. SEPTEMBER/OCTOBER 2015 CORRESPONDENCE RECEIVED
11. ACCOUNTS a) Cheques for signature
12. TO DISCUSS PROGRESS ON TEBWORTH POND
13. COMMITTEE REPORTS
14. HIGHWAYS ISSUES
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, October 20th, 2015 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr. Ken Green; Cllr. Debbie Hampson; Cllr. Barbara Jackson; Cllr. Daniel Osborn; Cllr. Phil Parry (Chairman); Cllr. Mike Wells; Cllr Paul Whitton; Lesley Smith-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 |

1. APOLOGIES FOR ABSENCE

Ward Cllr. M. Versallion; PCSO H. Retallack; Mr. S. Calder.

2. CO-OPTION OF NEW PARISH COUNCILLOR

Barbara Jackson left the room whilst the voting for a co-opted parish councillor was carried out.

A vacancy on the Parish Council arose after the May 2015 election as there were only six candidates and the full council requires seven members. The position was duly advertised in June 2015 and four people applied. A new member was voted for informally in July but, due to oversight, a formal vote was not taken at the following meeting which was held on September 22nd, 2015. In order to rectify this error the proper voting procedure was carried out at the October 2015 meeting. Barbara Jackson was duly elected onto the parish council by a **unanimous vote**.

3. SPECIFIC DECLARATIONS OF INTEREST

Cllr Osborn declared a prejudicial interest regarding Tebworth Pond.

Cllr Green declared a prejudicial interest regarding the Memorial Hall-minute 8h)

4. MINUTES OF PREVIOUS MEETING

The minutes of the September 22nd, 2015 meeting were approved and signed as correct by the chairman.

5. POLICE MATTERS

a) Crime Figures: September 1st-September 30th, 2015

No crimes or anti-social behaviour reported in September.

b) Ringmaster; Chief Constable Boutcher. The Chief Constable has asked people via Ringmaster to petition the government to increase funding for Bedfordshire Police. Bedfordshire Police have 169 officers per 100,000 of the population compared to the national average of 232. The PC **agreed** to send a letter of support to the Chief Constable. It was also **agreed** put the petition on the notice boards for people to sign. **Clerk**

6. REPORT from WARD COUNCILLOR MARK VERSALLION

No report this month

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

- a) **Toddington Village Harvest Show** was held on October 3rd at St. George's Church and supported by Chalgrave Church. Over £600 was raised for the Bishop's Harvest Appeal.
- b) **Harvest Festival** was held on Sunday October 5th.

- c) **Church Access.** The PCC is working with the church architect, the diocese and Historic England regarding plans to improve disabled access into the church and install a new toilet and vestry under the tower. Hopefully work will begin in spring 2016.
- d) **Future of All Saints.** 7,000 new homes are due to be built north of Houghton Regis and up to the A5-M1 link road. Mr Calder anticipates that the church will have a significant part to play serving the needs of the new community which is both exciting and challenging.
- e) **Baptisms, Weddings and Funerals.** Several baptisms took place over the summer of both children and adults. There were fewer weddings but six are booked for next year. Two funerals were held recently.
- f) **Remembrance Sunday Service** is on November 8th, 2015 at 3pm at Chalgrave Memorial Hall.
- g) **Christmas Services.** Preparations are ongoing. Carols by Candlelight will be on Saturday, December 19th, 2015
- h) **Correction to the September Report.** A new organist is being sought for St. George's Church, Toddington, not All Saints. However the organist will be available to play at All Saints on the two Sundays that the current organist is not available.

8. **MATTERS ARISING FROM SEPTEMBER 22nd, 2015 MINUTES**

- a) **Defibrillator-Village Response Team.** Cllr Jackson has produced leaflets to distribute to parish households. Cllrs Jackson and Parry to deliver them. Cllr Wells found a slightly cheaper system than VETS but it is less sophisticated. It was **unanimously agreed** to use the VETS system. Volunteers to contact Cllr Jackson. **BJ;**
PP
- b) **Houghton Regis North 2 (HRN2).** The PC has received replies to its letters sent to the Secretary of State in March, July and August 2015 asking for the planning application to be called in. The Secretary of State will not call in the application. In his reply he states that the decision should be made by Central Bedfordshire Council. Cllr Green commented that there will be a shortfall in funding for the A5-M1 link road because developers cannot build on Green Belt land until CBC's Development Strategy has been approved. He will be attending the first CPRE Parish Council meeting on October 27th, 2015.
KG
- c) **20mph Speed Limit.** Cllrs Parry, Wells and the clerk met with Paul Salmon, the Senior Transport and Traffic Manager CBC, on October 8th, 2015 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. Mr Salmon wants to make all the signage clearer at that junction. He will request the Area Team to carry out the work as soon as possible. He said that there will be a 7.5 tonne weight limit through Tebworth once the link road is completed. Work is on track and due to be finished by early 2017. The A5120 will be downgraded to the B5120 and the Woburn Road from Hockliffe will be downgraded to the B5704. Speed limits are being reviewed as a whole around this area and the 40mph and 20mph limits could be introduced as part of the weight restriction.
Cllr Parry asked Mr Salmon for clarification on CBC's white line policy. Mr Salmon will respond by email.
- d) **Boundary Gates.** The boundary gates have been painted. Refurbishment of the noticeboards is 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. Ongoing.
PW
- f) **Sunken Drain opposite The Meadows, Wingfield.** Highways has raised an order for the drain to be repaired. Clerk to follow up. Ongoing.
Clerk
- g) **Blocked Drain.** Cllr Green has reported a blocked drain opposite Buttercup Farm, Hockliffe Road. HW has informed the PC that it is low priority but will be cleared in the future. Ongoing.
- h) **Chalgrave Memorial Hall; Asbestos-Possible Health Hazard.** *Cllr Green has declared a prejudicial interest. He stayed in the room. He did not vote.*
The PC has received another letter from the chairman of the Memorial Hall Committee. He asked the PC to approach CBC's Health and Safety Executive for its view and possible investigation. The PC **unanimously agreed** to write to CBC asking it what its policy was on asbestos roofing. Cllr Wells will investigate about any such policy online before the letter is sent. **MW;**
Clerk
- i) **Dog Bin.**
 - i. Contrary to a previous request to CBC the PC decided against installing another dog bin further down The Lane, Tebworth. The PC **agreed** that the clerk should cancel its request for another bin but to

confirm its previous request to empty 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 is awaiting a response from the landowner of a possible site.

BJ

- j) **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 has asked the residents to cut back the hedge.

k) Grass Verge Next To Woodlands.

- i. The trees and bushes have become overgrown on the bend between Woodlands and 51 Wingfield Road, Tebworth. HW has agreed to cut them back. Clerk to find out when.

Clerk

- ii. Growth is overhanging the footway opposite Woodland and The Woodyard. Cllr Osborn has asked the resident to cut it back.

9. POINTS RAISED on JULY/AUGUST/SEPTEMBER 2015 CORRESPONDENCE

- a) **Transparency Fund.** The PC cannot apply because the deadline for purchasing equipment in order to comply with the Transparency Code was April 2015 and the PC already had use of a computer and printer.

10. SEPTEMBER/OCTOBER 2015 CORRESPONDENCE RECEIVED

- a) **London Green Belt Council-Permitted Development Rights.** The Council has forwarded a Government press release announcing that:

- i. Temporary permitted development rights to convert offices to dwellings, which were due to cease on May 30th, 2016, will now be made permanent.
- ii. The permitted development right will be extended to light industrial units and launderettes
- iii. It will be possible not just to convert buildings to housing but to demolish them and build new homes. In correspondence.

- b) **Rural Services Network-Local Plans.** Councils must produce Local Plans for new homes by 2017 otherwise the government will produce them instead. In correspondence.

- c) **Town and Parish Council Conference; November 11th, 2015.** Invitation for PC representatives to attend. Cllr Parry will attend.

PP

- d) **Amey: A5 Closures.** Information on closures due to take place for 10 weeks from October 28th, 2015. Copies distributed to the cllrs. Information to be put on the notice boards and in the pubs. **PP; MW;**

Clerk

- e) **CBC Highways; Temporary Road Closures.**

- i. A6 Luton Road, Streatley. Sunday 8th and Sunday 15th, 2015 between 0800 and 1800 hrs.
- ii. Luton Road, Toddington. December 16th-December 18th, 2015 between 0900 and 1700 hrs

- f) **BATPC.** Training Programme Autumn 2015 in correspondence.

- g) **Public Sector Executive.** Magazine in correspondence.

- h) **CPRE.** Neighbourhood Plan and Transport resource packs in correspondence.

11. ACCOUNTS

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

| Chq No: | Payee | Description | Amount £ |
|---------|-------|----------------------------|--------------|
| 954 | CPRE | Annual subscription 2015 | 36.00 |
| 955 | BDO | External audit fee 2014/15 | 36.00 |
| | | Total | 72.00 |

- b) **Closure of External Audit.** The audit is now complete. One issue was brought to the attention of the PC. The cost of the defibrillator to the PC should have been entered on its asset register not its full replacement cost.

12. TEBWORTH POND

Cllr Jackson recently visited the Gravel Pit pond in Tring which is the headquarters of the Beds, Bucks and Oxon Wildlife Trust (BBOWT). They advised that Tebworth Pond should be left for a year in order to settle down now that it has been dredged. Wildlife should not be introduced and planting around the edge should

be carried out in February. Cllr Jackson will email the timetable to the other cllrs and clerk. It was **unanimously agreed** to put an article in the Chalgrave News informing people that the pond has not been abandoned and the PC has received advice from BBOWT. It will also ask for volunteers to help with planting etc.

BJ

Cllr Whitton will liaise with Cllr Jackson regarding the planting.

BJ;

PW

Thank you letters to be sent to Mr Robert Dolemore and Mr Chris Hunt for allowing access onto their land in order for the work to be carried out.

Clerk

Find out if there are any legal requirements for signs and life buoys etc by public ponds.

Clerk

13. COMMITTEE REPORTS

a) Planning.

Nothing to report this month.

b) Traffic Calming.

- i. Speed Watches. Three were carried out in October.
- ii. Meeting with Paul Salmon (see 8c). Cllr Wells was pleased with this meeting.
- iii. Volunteers. Cllr Wells thanked all the volunteers who participate in Speed Watch.

c) Footpaths

- i. Permissive Footpaths and Reinstatement of Footpath. Cllr Green has written to the CBC Footpaths Officer on both matters: Permissive Footpath between FP 31 and FP 9 and reinstating a FP between the end of The Lane and Battlesden. He will circulate a draft letter to be sent from the PC to the landowner regarding the Permissive Footpath.

KG

- ii. Footpath Survey. Cllr Green has sent the final survey of Chalgrave's footpaths to the rest of the Footpaths Committee for approval before sending it to the Footpaths Officer.

d) Website

- i. Meeting. Meeting to be arranged.
- ii. PC Members' Information. Information from some members of their roles within the PC is still required. Ongoing.

All

14. HIGHWAYS ISSUES

Already discussed.

15. ITEMS FOR INCLUSION ON NEXT AGENDA

Standard items.

16. DATE AND TIME OF NEXT MEETING

Tuesday, November 17th, 2015 at 7.30pm.

Meeting closed at 21.04

Signed by Chairman.....

Dated.....