

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, APRIL 19th, 2016 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 APPROVE MINUTES OF MARCH 22nd, 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 MARCH 22nd, 2015 MINUTES**
- 9. POINTS RAISED from FEBRUARY/MARCH 2016 CORRESPONDENCE**
- 10. MARCH/APRIL 2016 CORRESPONDENCE RECEIVED**
- 11. ACCOUNTS a) Cheques for signature b) grants**
- 12. TO DISCUSS PROGRESS ON TEBWORTH POND**
- 13. TO FINALISE PREPARATIONS for the PARISH ASSEMBLY**
- 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, March 22nd, 2016 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

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

Public present: 0

Committees

| | | | | |
|--------------------|-------------------|--------|--------------|-------------|
| Planning | CllrHampson-Chair | 877149 | Cllr Osborn | 07768621850 |
| Footpaths | Cllr Green-Chair | 874107 | Cllr Jackson | 877617 |
| Website | Cllr Green | 874107 | Cllr Wells | 877098 |
| Speed Watch | 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 Jackson | Tebworth Pond | Defibrillator | | 877617 |

1. APOLOGIES FOR ABSENCE

Ward Cllr Mark Versallion; Mr. S. Calder-All Saints Church; Cllr. Daniel Osborn.

2. SPECIFIC DECLARATIONS OF INTEREST

Cllrs Parry and Wells declared a prejudicial interest in Chalgrave Sports Club, item 10b)

3. MINUTES OF FEBRUARY 16th, 2016 MEETING

The minutes of the February 16th, 2016 meeting were approved and signed as correct by the chairman.

4. POLICE MATTERS

a) Crime Figures: February 1st-February 29th, 2016

No figures available for February 2016

- b) PCC Olly Martins: Consultation on use of Drones in Policing.** Bedfordshire Police are carrying out a survey on the use of drones. The police are proposing using this technology to support officers with tasks like collecting evidence after major incidents e.g. traffic accidents, airport security and searching for wanted or missing people.

5. REPORT from WARD COUNCILLOR MARK VERSALLION

No report this month.

6. REPORT FROM ALL SAINTS CHURCH

- a) Church Roof.** Nothing new to report. Ongoing

b) Services for Holy Week and Easter

- Thursday, March 24th (Maundy Thursday) at 7pm: Sender Meal & Eucharist at St George's, Toddington
- Friday, March 25th (Good Friday) at 11am: Churches Together march of witness through Toddington from Randall Drive
- Friday, March 25th (Good Friday) at 2pm: Stations of the Cross at St Georges
- Sunday, March 27th (Easter Sunday) at 5.30am: Dawn Celebrations at All Saints including lighting of the new fire and traditional Liturgy followed by Champagne breakfast
- Sunday, March 27th, at 9 30am: Eucharist at St Georges

- c) Easter Lilies.** Invitation to provide flowers for the church to remember a loved one this Easter by leaving details and a donation at the back of the church.

- d) **Food Bank.** During lent supplies of toiletries and washing powder / liquid are being collected for people who use the church's food bank. Items can be left in a box at back of church.

7. MATTERS ARISING FROM FEBRUARY 16th, 2015 MINUTES

- a) **Church Roof Repair.** In January the PC wrote to English Heritage and Saint Albans Diocese to ask if covering the roof with an alternative to lead could be considered. The Diocese has responded saying that turn coated stainless steel is being considered.
- b) **Defibrillator-Village Response Team.** Cllr Jackson has contacted Community Heartbeat with possible dates for training. Ongoing. **BJ**
- c) **20mph Speed Limit.** Clerk to follow up on CBC's white line policy again. **Clerk**
- d) **Noticeboards.** Refurbishment of the noticeboards is ongoing. Cllr Parry will contact the contractor. **PP**
- e) **Grass Verge Next To Woodlands.** The trees and bushes have become overgrown on the bend between Woodlands and 51 Wingfield Road, Tebworth. Before the New Year HW agreed to cut them back. Clerk to follow up again. **Clerk**
- f) **Flawed Housing Targets.** Unfortunately Cllr Green could not attend the meeting held by the Green Belt Parishes Group on March 2nd due to unforeseen circumstances. Clerk to ask for the minutes of the meeting. **Clerk**
- g) **CBC: Local Transport Plan Rural Match Fund & Bidding Guidelines.** The PC wrote to CBC stating that the scheme is unfair to small PCs as they would have to contribute 50% of the costs, which would represent a large proportion of their small precepts. No response so far. Clerk to follow up again. **Clerk**
- h) **Drain Opposite The Meadows.** HW has asked the area team to investigate the progress of the works order and to inspect the issue again. Still no action. Clerk to follow up again. Ongoing. **Clerk**
- i) **NPPF-LGBC.** The London Green Belt Council has drafted a response to the government's consultation paper on the National Planning Policy Framework. Cllr Green will also respond to the consultation on behalf of the PC. Cllr Green's response in correspondence. **KG**
- j) **Bedfordshire Fire and Rescue Service.** Response on behalf of the PC to the consultation has been sent.
- k) **Wildlife Trusts-Local Sites Partnership.** Laura Downton, Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire, has agreed to attend the Parish Assembly.

8. POINTS RAISED on JANUARY/FEBRUARY 2016 CORRESPONDENCE

- a) **Smaller Authorities' Audit Appointments (SAAA) 2016.** The PC opted to stay with the SAAA arrangements for external auditors.
- b) **WW1 Centenary Art Commissions.** The PC agreed not to send an expression of interest to host a poppy display in 2017.
- c) **Parish Council Websites** need to publish the Parish Council accounts in order to comply with the Transparency Code. Clerk to send to the Chalgrave PC website. **Clerk**
- d) **CBC Budget Plans 2016 Consultation.** CBC received 1,200 responses, which the PC thought was a small number. Cllr Parry and the clerk will respond accordingly. **PP; Clerk**
- e) **CBC Local Plan.** Cllr Green commented that the draft Local Plan does not mention the Green Belt. Cllr Parry will send comments to that effect on behalf of the PC. **PP**
- f) **Anglian Water** is launching a campaign called 'Pollution Watch'. Cllr Whitton volunteered to liaise on behalf of the PC. Clerk to contact Anglian Water. **PW**

9. FEBRUARY/MARCH 2016 CORRESPONDENCE RECEIVED

- a) **CBC: Environmental Framework Consultation.** Development of environmental policies as part of the Local Plan. Consultation ends April 19th, 2016. Cllr Parry will respond on behalf of the PC. **PP**
- b) **Town and Parish Council Conference: April 5th, 2016.** Cllr Green hopes to attend. **KG**
- c) **CBC Private Sector housing Assistance Policy.** CBC is reviewing its policy. A consultation is running from March 21st-May 6th, 2016. In correspondence.
- d) **Stanbridge Focus Group.** Minutes of the March 2nd, 2016 meeting plus accompanying documents. In correspondence. The next meeting is on April 19th, 2016
- e) **Bedfordshire Councils Planning Consortium.** Agenda for March 24th, 2016 meeting and the minutes of the February 4th, 2016 meeting. In correspondence. No one can attend the meeting.
- f) **Letter from Resident** about the damage to grass verges caused as a result of the road closure by Anglian Water. In correspondence.

- g) **CBC: Temporary Road Closure-Sundon Road, Chalton.** From Friday 20.00 hrs to Monday 06.00 hrs during April-December 2016. In correspondence.
- h) **London Green Belt Council.** Minutes of a meeting held on March 3rd, 2016. In correspondence.
- i) **CBC: Chairman's Civic Service.** Invitation to the service on May 1st, 2016. In correspondence.
- j) **Magpas Air Ambulance.** Request for a grant. In correspondence.
- k) **Tower Mint Ltd.** Commemorative medals to celebrate the Queen's 90th birthday for sale. The PC agreed to find out how many children up to and including 18 year olds for the next meeting. The clerk will collate the numbers. **Clerk**
Cllr Parry proposed, seconded by Cllr Jackson that medals will be given to children living in the parish up to and including 18 year olds.

5 votes for: 1 abstention

10. 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> |
|----------------|-------------------------|-----------------------------------|-----------------|
| 968 | Lesley Smith | Clerk's salary + expenses | 432.82 |
| 969 | HMRC | PAYE (Clerk) | 166.20 |
| 970 | Chalgrave Memorial Hall | Remainder 2014 grant + 2015 grant | 948.84 |
| 971 | Chalgrave Sports Club | 2015 grant | 350.00 |
| Total | | | 1897.86 |

- b) **Chalgrave Sports Club.**

Cllrs Parry and Wells declared a prejudicial interest-members of the Sports Club Committee.

The club has requested a grant for 2016. To be considered with other applications at a future meeting.

- c) **Accounts to Date**

The clerk presented the accounts to date. £409.50 remains in the GAPP account. The PC agreed to divide £109.50 between the parish councils that belonged to GAPP and hold back £300. **Clerk**

11. TEBWORTH POND

- i. After consideration Mr Tim Buckingham decided he could not build a decking area for the pond. Cllr Jackson is contacting two other contractors suggested by Mr Buckingham.
- ii. Mr Roger Fenwick has levelled the area closest to the road. Cllr Osborn has suggested putting top soil and railway sleepers on this area.
- iii. There will be another site meeting on April 9th, 2016 at 2pm.

12. PREPARATIONS FOR THE PARISH ASSEMBLY

- a) **Date and time.** Tuesday, April 26th, 2016 at 7.30pm*
- b) **Guests.** *Andrew Selous MP is unable to attend that evening. If possible the clerk will try to find a date when he can attend. **Clerk**
- c) **Food and drink.** Cllr Hampson will order the food. Cllr Parry will purchase drinks. **DH; PP**
- d) **Format** will be the same as last year.

13. COMMITTEE REPORTS

- a) **Planning.**

Planning Applications

| <u>Application No.</u> | <u>Address</u> | <u>Proposed work</u> | <u>PC comments</u> | <u>CBC decision</u> |
|------------------------|-----------------------------|---|--|---------------------|
| 16/00107 | 94 Wingfield Road, Tebworth | Demolition of existing conservatory. Erection of a two & a single storey extensions | No objections subject to any from the neighbours | To be decided |
| TRE/16/00081 | 1 Chalgrave Road, Tebworth | Work to trees subject to tree preservation order TPO 10/1977 A1 | No objections as long as compliant with CBC policy | To be decided |

b) Speedwatch

- i. Speed Watches. Three speedwatches were carried out in March.
- ii. Hand Gesture. Cllr Wells previously reported that a company van driver had made an offensive hand gesture to one of the Speedwatch teams. Cllr Wells contacted the Transport Manager of the company who will speak to the driver.
- iii. Salcote Project-Community Initiatives. Cllrs Jackson, Wells and Parry attended an event held in Maulden on Saturday February 20th, 2016. Information in correspondence.
- iv. Vehicle Activated Sign. The sign on Toddington Road appears to be working properly now.

c) Footpaths

- i. Permissive Footpath. Cllr Parry has drafted a letter to the two landowners requesting the installation of a permissive footpath on their land from 51 Toddington Road to footpath 9. Clerk to send with accompanying maps. **Clerk**

d) Website

- i. Cllr Green is still awaiting some cllrs' details for the website.
- ii. Cllr Wells will give Cllr Parry access to the site in order for him to upload updates. **MW; PP**

14. HIGHWAYS ISSUES

- i. Faulty Lamp. Column 001 at St Mary's Close is still not repaired. Clerk to report to HW. **Clerk**
- ii. Church Lane: Potholes. These have been reported but they have not been repaired yet and a parishioner has recently complained about them. Clerk to follow up again. **Clerk**
The Lane, Tebworth. The clerk has contacted CBC which has confirmed that there is no official footway between 2 and 12 The Lane.
- iii. Featherbed Lane. There is a problem with lorries going down the lane. Cllr Wells informed the council that the lane is shown as New Barn Lane on the Ordnance Survey map. He has contacted OS and they will amend. It was agreed to ask CBC for a 'No through road' sign at the lane's junction with Lords Hill and to ask them if there is a reason why the name has changed. **Clerk**

15. ITEMS FOR INCLUSION ON NEXT AGENDA

None.

16. DATE AND TIME OF NEXT MEETING

Tuesday, April 19th, 2016 at 7.30pm.

Meeting closed at 21.06

Signed by Chairman.....

Dated.....