

CHALGRAVE PARISH COUNCIL

MRS. L. J. SMITH
CLERK TO THE COUNCIL
Tel: 01525 874716
email: chalgravepc@btinternet.com

4 HOME FARM
TEBWORTH
LEIGHTON BUZZARD
BEDFORDSHIRE LU7 9QD

THE **ANNUAL MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON
TUESDAY, MAY 16th, 2017 at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
 1. TO ELECT CHAIRMAN and VICE-CHAIRMAN
 2. CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE FORM
 3. TO ELECT COMMITTEES CHAIRMEN: a) Planning b)Footpaths c)Speed Watch d)Website
4. OPEN FORUM
5. TO AMEND, APPROVE AND SIGN MINUTES OF APRIL 18th, 2017 MEETING
6. SPECIFIC DECLARATIONS OF INTEREST
7. POLICE MATTERS
8. REPORT from WARD COUNCILLOR MARK VERSALLION
9. REPORT from ALL SAINTS CHURCH, CHALGRAVE
- 10.MATTERS ARISING FROM APRIL 18th, 2017 MINUTES
- 11.POINTS RAISED from MARCH/APRIL 2017 CORRESPONDENCE
- 12.APRIL/MAY 2017 CORRESPONDENCE RECEIVED
- 13.ACCOUNTS-a) Cheques for Signature
- 14.TO APPROVE the ANNUAL RETURN
- 15.TO DISCUSS EMERGENCY PLANNING
- 16.HIGHWAYS ISSUES
- 17.COMMITTEE REPORTS
- 18.ITEMS FOR INCLUSION ON THE NEXT AGENDA
- 19.TIME AND DATE OF NEXT MEETING

MINUTES of the Meeting of Chalgrave Parish Council held on Monday, April 18th, 2017 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr. Ken Green; Cllr. Barbara Jackson; Cllr. Debbie Levy; Cllr. Kevin Ludgate; Cllr. Phil Parry; Cllr Mike Wells; Lesley Smith-Clerk; Mr. Steve Calder-All Saints Church.

Public present: 0

Committees

Planning	Cllr Levy-Chair	877149	
Footpaths	Cllr Green-Chair	874107	Cllr Jackson 877617
Website	Cllr Green	874107	Cllr Wells 877098
Speed Watch	Cllr Wells-Chair	877098	

Responsibilities

Cllr Parry	Highways liaison			07831605600
Cllr Ludgate	Police liaison			07768606968
Cllr Whitton	Fly tipping	Buses	Pond	07808174843
Cllr Jackson	Tebworth Pond	Defibrillator		877617

1. APOLOGIES FOR ABSENCE

Cllr Paul Whitton; Ward Cllr Mark Versallion.

2. MINUTES OF APRIL 18th, 2017 MEETING

The minutes of the March 13th, 2017 meeting were approved and signed as correct by the chairman.

3. SPECIFIC DECLARATIONS OF INTEREST

Cllrs Parry and Wells declared a prejudicial interest in item 11: Grants.

Cllr Green declared a prejudicial interest in item 11: Grants.

4. POLICE MATTERS

a) Crime Statistics

<u>Date and Time</u>	<u>Location</u>	<u>Incident</u>	<u>Police Action</u>
January 2017	On or near Sports Ground, Wingfield	Anti-social behaviour	No details provided for anti-social behaviour
March 12 th , 2017; 14.00 hours	Hockliffe Road, Tebworth	Public Order offence: causing intentional harassment, alarm or distress	No details provided

b) Bedfordshire Police: On the Record. Monthly newsletter in correspondence.

5. REPORT FROM WARD COUNCILLOR VERSALLION

No report this month.

6. REPORT FROM ALL SAINTS CHURCH

7. MATTERS ARISING FROM MARCH 13th, 2017 MINUTES

a) **Street Lamp, Toddington Road.** Unfortunately the lamp was not connected to the electricity supply on March 20th as scheduled. It has been rescheduled for the week beginning April 30th, 2017. Ongoing.

b) **Vehicle Activated Sign (VAS); Toddington Road.**

Several weeks ago the clerk asked HW to repair the sign. The PC still has not received a response despite several requests for one. **Cllr Green proposed, seconded by Cllr Parry** that the clerk writes to James

Jamieson Leader Central Bedfordshire Council to complain about the lack of responses to letters sent to them. **All agreed.** **Clerk**

c) Featherbed Lane.

- i. Cllr Wells has suggested to the owner of Chalgrave Manor Farm that he puts his post code on the Chalgrave Manor Farm sign.
- ii. The Give Way sign at the junction of the lane and the A5120 is now the right way round.

d) Wingfield Festival of Britain Sign. Signs of the Times removed the sign shortly before the end of last year and have repaired it. Cllrs Parry and Wells will re-install it. Ongoing. **PP; MW**

e) Parish Council Computer. The PC has received a Transparency Code grant of £1421.17 to purchase a new computer plus a scanner/printer. The grant also includes payment for the extra hours the clerk has worked setting up the Transparency Code.

Fly Tipping. The PC recently wrote to CBC suggesting that fly tipping would reduce significantly if commercial land fill costs were removed. CBC has responded saying that they recognise the issue of fly tipping and its impact on the local environment. CBC's new waste site at Thorn Turn will be installing a weigh bridge and will be taking commercial waste. The government dictates that there is a cost of £98 per tonne for landfill and CBC cannot pick up the cost of this on behalf of businesses without decimating the waste budget. Cllr Budge Wells is bringing forward a campaign to target fly tipping on behalf of the council.

f) Bus Services. There will be a change of the Dial-a Ride route 74 from May 7th, 2017. The new time table is in the bus shelters.

g) Overflowing Gully. The gully at the corner of Toddington Road and Wingfield Road has recently been jetted. However the contractor thinks that the pipe is blocked or it could be broken. HW will investigate. Ongoing.

h) Tebworth Pond. Land Registry application in progress.

i) Superfast Broadband. Cllr Wells said that superfast broadband can be ordered now.

8. POINTS RAISED on FEBRUARY/MARCH 2017 CORRESPONDENCE

Rural Land Use. Cllr Green proposed, seconded by Cllr Wells that the PC writes to Andrew Selous MP to support the CPRE's call for a more strategic approach to rural land use and the countryside. **All agreed.** **Clerk**

9. MARCH/APRIL 2017 CORRESPONDENCE RECEIVED

a) CBC: 20mph Speed Limit for Stanbridge. Notification of the proposal for a 20mph by Stanbridge Lower School. In correspondence.

b) CBC: Parking Strategy Consultation. Consultation ends June 16th, 2017. In correspondence.

c) CPRE AGM. Monday, May 15th, 2017, 6.30pm Stratton Upper School, Biggleswade SG18 8JB. Trustees' report 2016 in correspondence.

d) CBC: Woodside Link Road. Notification that that Woodside Link Road is now open. In correspondence.

e) Wandsworth Morning Advertiser. Wandsworth Council has removed permitted development rights from 120 pubs and bars by issuing a blanket Article 4 on them. This means that any change of use or development of a pub would need council approval. The PC will find out more about Article 4. **KG**

f) Streetworks-CBC. Notification of a temporary closure of Luton Road, Chalton on May 22nd, 2017, 9.30am-4.00pm due to the official opening of the A5-M1 Link road. In correspondence.

g) CBC: Draft Community Plan and feedback form for Chalgrave and neighbouring parishes in correspondence.

h) Came & Company Insurance. Spring 2017 newsletter in correspondence.

i) London Luton Airport. Community Engagement-Annual Report 2016. In correspondence.

j) CPRE: Countryside Voice. Spring 2017 magazine in correspondence.

k) Leighton Buzzard Library Theatre. May/June /July 2017 programme in correspondence.

l) Public Sector Executive. April/May 2017 magazine in correspondence.

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>
1011	Land Registry	Application fee-Tebworth Pond	30.00
1012	Chalgrave Memorial Hall	Hall hire; April 2016-March 2017	198.75
1013	Lesley Smith	Clerk's overtime; set up of Transparency Code	839.52
1014	Void		0.00

1015	BATPC	Affiliation fee2017/18	105.00
		Total	1173.27

End of Year Accounts were presented to the PC. £12,795.29 remained in the Chalgrave accounts on March 31st, 2017. This includes unpresented cheques on that date totalling £415.06. Therefore the net balance was £12,280.23 on March 31st, 2017.

Internal Audit. The PC **agreed** that Mr. David Hyde should carry out the internal audit for 2016/17. **Clerk**

11. ALLOCATION OF ANNUAL GRANTS 2017

Cllrs Parry and Wells declared a prejudicial interest-members of the Sports Club Committee. They did not vote.

Cllr Green declared a prejudicial interest in Chalgrave Memorial Hall. He did not vote.

After discussion it was **agreed unanimously** to award the following grants for 2017 as budgeted for at the Precept meeting in December 2015:

- **Chalgrave Memorial Hall:** £500, subject to the PC seeing the hall's accounts for 2016/17.
- **All Saints Church:** £350 for maintenance of the graveyard.
- **Chalgrave Sports Club:** £350, subject to the PC seeing the Sports Club's accounts for 2016/17.
- **Senior Citizens' Committee:** Awaiting response from the chairman as to whether they need a grant this year
- **Millennium Award and Community Awards:** £40 each.
- **Chalgrave News:** The PC recognizes the importance of The News to the community and will consider a donation if the magazine needs financial help. However The News should be independent of the PC and not receive regular grants.

12. EMERGENCY PLANNING

Formulation of an Emergency Plan ongoing. Cllr Jackson and Cllr Levy will prepare it. However this will take time. **BJ; DL**

13. HIGHWAYS ISSUES

- a) **HW Helpdesk.** At a previous PC meeting Cllr Green said that a parishioner had been told by CBC HW that a highways problem had not been reported. However the PC had reported the issue several times. The PC sent a strong letter to the Leader of CBC, James Jamieson, with a copy to the Executive Member for Community Services, Ian Dalgarno, about this. There has been no response to this letter. Cllr Parry will speak to Ward Cllr Versallion about this issue. **PP**
- b) **Parish 'Walkabout'.** Arrange a 'Walkabout' with Rob Porter, the Highways Officer for this area. **Clerk**
- c) **Kerb outside 7 Toddington Road.** Cllr Green commented that the damaged kerb outside the property had only been replaced with tarmac. To be followed up with the Highways Officer during the 'walkabout'.
- d) **Chalgrave Road Potholes.** A gentleman from Oxford damaged his tyre and wheel when he hit a large pothole on Chalgrave Road. The clerk has given him the contact details for HW. The clerk has also notified HW.

14. COMMITTEE REPORTS

a) Planning

i. Applications

Application No.	Address	Proposed work	PC comments	CBC decision
16/04498	A5 Salvage Works. Watling Street	Demolition of existing dwelling, workshop & ancillary storage sheds, removal of mobile home, removal of hardstanding. Erection of 12 dwellings, formation of new access etc.	Concern about access in and out of the site. 12 houses not adding significantly to housing stock & is not a good argument by developers. No affordable homes.	To be decided

16/04674	Land adjacent 50 Tebworth Road, Wingfield	Erection of a one and a half storey dwelling with double garage	As before	Refused. Now gone to appeal
17/01421/LB	30 The Lane, Tebworth	Alterations to openings on NE and SW elevations; relocation of kitchen, utility, study & toilet with internal alterations	No objections	To be decided

- ii. Lane Farm. Cllrs previously **agreed** to write to Cllr Versallion to ask him to follow up on the procedure of CBC's Planning Department regarding this application. No response has been received yet. Ongoing.
- iii. Pond Farm. The clerk contacted the Case Officer about the recent development at Pond Farm. Current government legislation automatically allows development of an agricultural building (Town and Country Planning Order 2015.) Because of this the parish council did not receive a hard copy of the application. The Order is part of the government's drive to increase housing stock. The applicant will be free to sell the dwelling once it is complete.

b) Speedwatch

- Speedwatches due to be carried out in April or May
- Cllr Wells will make an appointment with the Team Leader Traffic Management (CBC) to discuss permanent speed signs for the parish. **MW**

c) Footpaths

- i. Stiles. A letter was sent to a landowner asking him to repair some stiles on his land that are in a very bad state of repair. The landowner has replied saying the stiles will be repaired by the end of April 2017. Ongoing.
- ii. A landowner is replacing a stile with a kissing gate on FP 12.
- iii. Cllr Green is planning to inspect all the stiles in the coming month

d) Website

Facebook advertisements are appearing on the website without permission. Cllr Wells is going to ask the business concerned to stop doing it. **MW**

15. ITEMS FOR INCLUSION ON NEXT AGENDA

Elections; Annual Return 2016/17

16. DATE AND TIME OF NEXT MEETING

Tuesday, May 16th, 2017 at 7.30pm.

Meeting closed at 20.51

Signed by Chairman.....

Dated.....