

# **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 **NEXT MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON TUESDAY, JUNE 20<sup>th</sup>, 2017 at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

## **AGENDA**

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. TO AMEND, APPROVE AND SIGN MINUTES OF MAY 16<sup>th</sup>, 2017 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 MAY 16<sup>th</sup>, 2017 MINUTES
9. POINTS RAISED from APRIL/MAY 2017 CORRESPONDENCE
10. MAY/JUNE 2017 CORRESPONDENCE RECEIVED
11. ACCOUNTS-a) Cheques for Signature
12. TO APPROVE MILLENNIUM and COMMUNITY AWARDS 2016
13. HIGHWAYS ISSUES
14. COMMITTEE REPORTS
15. ITEMS FOR INCLUSION ON THE NEXT AGENDA
16. TIME AND DATE OF NEXT MEETING

**MINUTES** of the Annual Meeting of Chalgrave Parish Council held on Tuesday, May 16<sup>th</sup>, 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. Paul Whitton; Lesley Smith-Clerk.

**Public present:** 1

#### **Committees**

<b>Planning</b>	Cllr Levy-Chair	877149	
<b>Footpaths</b>	Cllr Green-Chair	874107	Cllr Jackson 877617
<b>Website</b>	Cllr Green	874107	Cllr Wells 877098
<b>Speed Watch</b>	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 Mike Wells.

#### **2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN.**

- a) The current chairman, Cllr Parry, stepped down. Cllr Green took the chair pro-tem.
- b) **Nominations for Chairman.** Cllr Whitton nominated Cllr Parry. This was seconded by Cllr Levy. The vote was unanimous. Therefore Cllr Parry is duly elected as Chairman.
- c) **Nominations for Vice-Chairman.** Cllr Jackson nominated Cllr Green. This was seconded by Cllr Levy. The vote was unanimous. Therefore Cllr Green is duly elected as Vice-Chairman.

#### **3. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Parry signed his Declaration of Acceptance of Office form. The clerk counter-signed.

#### **4. ELECTION OF COMMITTEES CHAIRMEN.**

- a) **Planning.** Cllr Green nominated Cllr Levy. This was seconded by Cllr Parry. The vote was unanimous. Therefore Cllr Levy remains as Chairman of the Planning Committee.
- b) **Footpaths.** Cllr Whitton nominated Cllr Green. This was seconded by Cllr Parry. The vote was unanimous. Therefore Cllr Green remains as Chairman of the Footpaths Committee.
- c) **Speed Watch.** Cllr Levy nominated Cllr Wells. This was seconded by Cllr Green. The vote was unanimous. Therefore Cllr Wells remains as Chairman of the Speed Watch Committee.
- d) **Website.** Cllr Parry nominated Cllr Wells. This was seconded by Cllr Jackson. The vote was unanimous. Therefore Cllr Wells becomes Chairman of the Website Committee.

#### **5. MINUTES OF MAY 16<sup>th</sup>, 2017 MEETING**

The minutes of the April 18<sup>th</sup>, 2017 meeting were approved and signed as correct by the chairman.

#### **6. SPECIFIC DECLARATIONS OF INTEREST**

Cllrs Parry and Wells declared a prejudicial interest in item 13b): Grants.

Cllr Green declared a prejudicial interest in item 13b): Grants.

Cllr Whitton declared a prejudicial interest in item 13b): Planning application for Ivy Farm.

## **7. POLICE MATTERS**

### **a) Crime Statistics**

<b><u>Date and Time</u></b>	<b><u>Location</u></b>	<b><u>Incident</u></b>	<b><u>Police Action</u></b>
April 7 <sup>th</sup> , 2017, 18.00	Toddington Road, Tebworth	Burglary-Dwelling	No details provided
April 11 <sup>th</sup> , 2017; 11.00 hours	A5120, Chalgrave	Burglary-Dwelling	No details provided

### **b) Bedfordshire Police: Community Newsletter for Rural Communities.** Issue 2 in correspondence.

### **c) Crime Reports.** Cllr Green proposed, seconded by Cllr Jackson that the clerk requests more up to date, numbers and fuller reports of crimes committed in our area. **All agreed.**

## **8. REPORT FROM WARD COUNCILLOR VERSALLION**

With reference to a conversation with Cllr Versallion at the Parish Assembly Cllr Parry will draft a letter to James Jamieson Leader Central Bedfordshire Council to complain about the lack of responses to letters sent to them from the PC. **PP**

## **9. REPORT FROM ALL SAINTS CHURCH**

No report this month

## **10. MATTERS ARISING FROM APRIL 18<sup>th</sup>, 2017 MINUTES**

### **a) Street Lamp, Toddington Road.** The lamp remains unconnected to the electricity supply although this was scheduled for the week beginning April 30<sup>th</sup>, 2017. Clerk to contact CBC and UK PowerNetworks again Ongoing. **Clerk**

### **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. Ongoing.

### **c) Featherbed Lane.** Featherbed Lane was named as such according to the February 1996 PC minutes.

### **d) Wingfield Festival of Britain Sign.** Signs of the Times is due to reinstall it this Friday Ongoing.

### **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. In progress.

### **f) Rural Land Use.** The PC wrote to Andrew Selous MP asking to support the CPRE's call for a more strategic approach to rural land use and the countryside. Mr Selous has responded saying that a long term approach to rural land use 'sounds very sensible'. In correspondence.

### **g) Wandsworth Morning Advertiser: Article 4.** 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. Cllr Green proposed, seconded by Cllr Parry that the PC writes to CBC asking it to invoke Article 4. All agreed. **Clerk**

### **h) Parish 'Walkabout'.** Clerk to arrange a 'Walkabout' with Rob Porter, the Highways Officer for this area. **Clerk**

## **11. POINTS RAISED on MARCH/APRIL 2017 CORRESPONDENCE**

**Community Plan.** Cllr Green commented that there had only been one meeting about the Plan and no review has been published. He described it as a 'lightweight document'. He will draft a letter, which includes these comments, to CBC. **KG**

## **12. APRIL/MAY 2017 CORRESPONDENCE RECEIVED**

### **a) CBC: LGSS Law.**

i. In November 2016 Code of Conduct complaints against four parish councillors were submitted to Central Bedfordshire Council (CBC) by a resident. These complaints were investigated by CBC's lawyers LGSS Law, an Independent Person and CBC's Monitoring Officer. The Independent Person concluded that there had been no breaches of the Code of Conduct in all four cases.

ii. Letter from LGSS apologising for the delay in dealing with the Code of Conduct complaint against some of the parish councillors.

- b) **Land Registry.** Land Registry has sent the PC a Notice of Objection made by a resident in response to the PC's application for adverse possession of The Pond, Tebworth. After discussion it was agreed that the PC will go ahead with the application and offer to negotiate with the objector. Clerk to send Land Registry the relevant form by May 23<sup>rd</sup>, 2017. Clerk also to enquire as to what the grounds for the objection were. **Clerk**
- c) **Toddington PC: 7.5 Tonne Limit.** HW has informed Toddington PC that 7.5 tonne limit signs have begun to be put up in the village and they will be putting up the signs in other villages too, including Tebworth.
- d) **CBC: 5 Year Land Supply.** CBC can now demonstrate that it has exceeded the required 5 year land supply to 5.76 years. However it warns that this will be scrutinized by developers and is likely to go to appeal. In correspondence.
- e) **CBC: Draft Local Plan.** The draft Plan will be put before the Executive Committee on June 6<sup>th</sup>, 2017 Subject to approval a public consultation will follow.
- f) **Carillion.** Invitation for two representatives to attend the official opening of the A5-M1 link road.  
**Toddington Parish Council: Recreation Portfolio Review.** Invitation to an event on May 24<sup>th</sup>, 2017, 7.30pm at Toddington Village Hall. Cllr Jackson will attend. **BJ**
- g) **London Luton Airport Noise Team.**
- Invitation to attend a surgery on May 23<sup>rd</sup>, 2017, 4pm-7pm at Astral Park Sports and Community Centre, Johnson Drive, Leighton Buzzard LU7 4AY
  - Noise Monitoring Schedule April 2017
  - Inform Newsletter
- h) **London Green Belt Council.** Response to the government's Housing White Paper Consultation. In correspondence.
- i) **NALC: Policy Consultation-Parkrun.** DCLG has published a consultation on conserving the free use of public parks. Consultation ends June 28<sup>th</sup>, 2017. In correspondence.
- j) **MAGPAS Air Ambulance.** Request for donation. In correspondence.
- k) **Bedfordshire Bugle.** May 2017 newsletter in correspondence.
- l) **Clerks and Councils Direct.** May 2017 magazine in correspondence.
- m) **War Memorials Trust; Bulletin.** May 2017 magazine in correspondence.
- n) **Go Guiding.** May 2017 magazine in correspondence.

### 13. ACCOUNTS

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

Chq No:	Payee	Description	Amount £
1016	Came & Company	Annual insurance	432.07
1017	MW Agri Ltd	Chalgrave Memorial Hall-grass cutting	60.00
1018	Cllr Levy	Parish Assembly 2017; catering	52.00
1019	Cllr Parry	Parish Assembly 2017; beverages	60.35
1020	Lesley Smith	Clerk's overtime; set up of Transparency Code	399.46
1021	HMRC	Clerk's PAYE; 1 <sup>st</sup> quarter	84.60
1022	All Saints Church Chalgrave	Grant 2017	350.00
1023	David Hyde	Internal Audit 2016/17 fee	35.90
<b>Total</b>			<b>1474.38</b>

- b) **Allocation Of Annual Grants 2017**

*Cllrs Parry declared a prejudicial interest-members of the Sports Club Committee. He 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 2016:

- **Chalgrave Memorial Hall:** £500.
- **Chalgrave Sports Club:** £350.

### 14. EXTERNAL AUDIT ANNUAL RETURN 2016/17

- Section 1, Annual Governance Statement of the Annual return 2016/17, was completed by the PC and signed by the chairman and clerk.
- Section 2, Accounting statements, 2016/17, was signed by the chairman.

### 15. EMERGENCY PLANNING

Formulation of an Emergency Plan ongoing. A public meeting is to be arranged. In progress.

BJ; DL

### 16. HIGHWAYS ISSUES

- a) Hedge opposite 74 Wingfield Road needs cutting back.
- b) Toddington Road. There is a large pothole just beyond the derestriction sign leaving Tebworth in the Toddington direction. Report to HW. Clerk
- c) Toddington Road Setts. Some setts are loose. Report to HW. Clerk
- d) Hedge; New Farm, Tebworth Road. A resident has complained that it needs cutting back. Cllr Parry will ask Cllr Wells to speak to the resident again about it. PP; MW
- e) Car Parked on Pavement at Ivy Farm, Toddington Road, Tebworth. Cllr Parry will drop a polite note to the residents asking them not to park on the pavement. PP

### 17. 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
17/02266	34. Tebworth Road, Wingfield	Erection of new detached garage	No objections There is no notice of planning application outside the property	To be decided
17/01933	Ivy Farm, Toddington Road, Tebworth	Conversion of redundant agricultural buildings to 4 new 2 bedroom dwellings	See below*	To be decided

\*

1. Concerned about proposed new drive to the development being built on Green Belt.
2. Buildings claimed to be redundant but they are used by the farmer for dipping and shearing sheep.
3. The buildings are within the conservation area of Tebworth.
4. The farm would be without any farm buildings if should they be converted. If the farm was sold as a farm new barns would have to be built.

- 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.

**b) Speedwatch**

No report this month.

**c) Footpaths**

- i. Stiles. Cllr Green has cut back around a number of stiles and he will continue to complete the rest. He has also taken pictures of every stile within the parish. Ongoing. **KG**
- ii. Cllr Green is contacting two landowners about stiles that need repair on their land. **KG**
- iii. Footpaths Committee is non-existent at the moment. Cllr Green asked the cllrs to keep him updated of any footpaths issues they might come across. **All**

**d) Website**

No report this month.

**18. ITEMS FOR INCLUSION ON NEXT AGENDA**

Millennium and Community Awards

**19. DATE AND TIME OF NEXT MEETING**

Tuesday, June 20<sup>th</sup>, 2017 at 7.30pm.

Apologies in advance from Cllr Levy.

Meeting closed at 21.02

Signed by Chairman.....

Dated.....