

# CHALGRAVE PARISH COUNCIL

MRS. L. J. SMITH  
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4 HOME FARM  
TEBWORTH  
LEIGHTON BUZZARD  
BEDFORDSHIRE LU7 9QD

THE **ANNUAL MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **TUESDAY, MAY 18<sup>th</sup>, 2021** at 7.30pm.

It is uncertain at the moment whether Central Government will allow parish councils to continue remote meetings or whether they will be required to hold face to face meetings after May 7<sup>th</sup>, 2021. Confirmation either way to follow as soon as possible before the meeting.

Lesley Smith, Clerk to the Council

## AGENDA

1. APOLOGIES FOR ABSENCE
2. TO ELECT CHAIRMAN and VICE-CHAIRMAN
3. CHAIRMAN TO SIGN DECLARATION of ACCEPTANCE of OFFICE FORM
4. TO ELECT COMMITTEE CHAIRMEN: a) Planning: b) Footpaths: c) Speed Watch:  
d) Website
5. OPEN FORUM
6. TO APPROVE MINUTES OF APRIL 20<sup>TH</sup>, 2021 MEETING
7. SPECIFIC DECLARATIONS OF INTEREST
8. POLICE MATTERS
9. REPORT from WARD COUNCILLOR MARK VERSALLION
10. REPORT from ALL SAINTS CHURCH, CHALGRAVE
11. MATTERS ARISING FROM APRIL 20<sup>TH</sup>, 2021 MINUTES
12. POINTS RAISED from MARCH/APRIL 2021 CORRESPONDENCE
13. APRIL/MAY 2021 CORRESPONDENCE RECEIVED
14. TO DISCUSS and APPROVE the EMAIL POLICY FOR CHALGRAVE PC
15. EMERGENCY PLAN
16. ACCOUNTS-a) Cheques for Signature
17. TO APPROVE the ANNUAL RETURN 2020/21
18. TO APPROVE 2021 GRANTS
19. HIGHWAYS ISSUES
20. COMMITTEE REPORTS
21. ITEMS FOR INCLUSION ON THE NEXT AGENDA
22. TIME AND DATE OF NEXT MEETING

**MINUTES** of the remote meeting of Chalgrave Parish Council held on Tuesday, April 20<sup>th</sup>, 2021 at 7.30pm.

**Present:** Cllr Jan Day; Cllr Ken Green; Cllr Debbie Levy; Cllr K Ludgate; Cllr Frances Masters; Cllr Phil Parry (Chair); Cllr Peter Warburton; Lesley Smith-Clerk

Guest: Mrs Barbara Jackson: Chalgrave Emergency Plan Coordinator

**Public present:** 7

### Committees

<b>Planning</b>	Cllr Levy-Chair 07931408697		
<b>Rights of Way</b>	Cllr Green-Chair 874107	Cllr Levy 07931408697	Cllr Warburton 07941624419
<b>Website</b>	Cllr Warburton 07941624419		
<b>Speed Watch</b>	Mike Wells-Chair 877098	Cllr Levy 07931408697	

### Responsibilities

Cllr Parry	Highways liaison	07831 605600
Cllr Ludgate	Police liaison	07885 375363
Cllr Masters	Fly tipping	07530 803903

### Groups

<b>Pond</b>	Barbara Jackson 07960445492	Cllr Day 875921
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#### **1. APOLOGIES FOR ABSENCE**

None

#### **2. SPECIFIC DECLARATIONS OF INTEREST**

- i. Cllrs Parry and Levy declared a prejudicial interest-Chalgrave Sports Club
- ii. Cllrs Day and Masters are on the editorial team of The Chalgrave News.

#### **3. POLICE MATTERS**

##### **a) Reported Crime. 2 crimes reported in March 2021:**

Date	Location	Crime	Other details
27/03/2021	Wingfield Road, Tebworth	Theft of a motor vehicle	None
27/03/2021	Toddington Road, Tebworth	Criminal damage-residential	None

##### **b) Police and Crime Commissioner (PCC). April 2021 newsletter in correspondence.**

##### **c) Police and Crime Commissioner's Office (OPCC)-Violence Exploitation Reduction Unit (VERU). The OPCC has launched a fund of £28,000 to support projects in Bedfordshire that would improve locations for young people. Information in correspondence.**

#### **4. MINUTES OF MARCH 16<sup>th</sup>, 2021 MEETING**

*Cllrs Parry and Levy have declared a prejudicial interest-Chalgrave Sports Club. They did not vote on 4a)*

- a) Cllr Green proposed, and Cllr Day seconded, adding the Chalgrave Sports Club statement and the landlords' statement regarding the termination of tenancy of the sports field to the March 16<sup>th</sup>, 2021 minutes. The PC **resolved** to add the amendments to the minutes. **Clerk**
- b) An amendment was made to the website minute.  
The March 16<sup>th</sup>, 2021 were then approved and signed as correct by the chairman.

#### **5. CHALGRAVE CHURCH REPORT**

No report this month

**Contacts.** Revs Linda and Nigel are keen to offer care and support or just for a chat or a prayer. Contact 01525 714442; [revdchalgrave@gmail.com](mailto:revdchalgrave@gmail.com); [nwashy2@gmail.com](mailto:nwashy2@gmail.com)

## **6. MATTERS ARISING FROM FEBRUARY 16<sup>th</sup>, 2020 MINUTES**

- a) **PCC Election.** A leaflet from one of the candidates, Festus Akinbusoye, was put into correspondence.
- b) **Hockliffe Road Speed Sign.** The PC will continue to press for a new sign. Ongoing.
- c) **Lords Hill Roundabout.** Ongoing.
- d) **Festival of Britain Tebworth Sign.** Repair of the damaged concrete post is progressing.
- e) **Tebworth Pond**
  - i. Cllr Day will check on the new saplings which have been planted around the pond.
  - ii. Cllr Day hopes to get a work party together soon.
  - iii. The clerk received a telephone call from Anglian Water about the amount of mains water they directed into the pond when a mains water pipe burst by Ivy Farm. Anglian Water said the incident should not cause any environmental damage to the pond but to contact them again if the PC had any further concerns.
- f) **NALC: Update on Remote Meetings.** Without further action from the government all councils must return to face-to-face meetings after May 7<sup>th</sup>, 2021. NALC and a number of national bodies have challenged this decision in court in order to press the government for an extension beyond this date.
- g) **Louise Ashmore** retired at the end of March 2021 as County Officer at BATPC. She has sent a letter of thanks to The PC for contributing towards her leaving present. In correspondence.

## **7. POINTS RAISED on FEBRUARY/MARCH 2021 CORRESPONDENCE**

None at present.

## **8. MARCH/APRIL 2021 CORRESPONDENCE RECEIVED**

- a) **CBC: Local Plan-Proposed Main Modifications Consultation-March 2021.** Consultation ends on May 5<sup>th</sup>, 2021. Details in correspondence.
- b) **CBC: Town and Parish Council Covid-19 Update.** April briefing in correspondence.
- c) **Richard Wenham-Leader CBC.** A message to encourage people to shop local. In correspondence.
- d) **Keep Britain Tidy** has launched its 2021 Great British Spring Clean campaign. Information in correspondence.
- e) **Bedfordshire Lieutenancy.** Press Release about the Duke of Edinburgh 1921-2021 in correspondence.
- f) **CBC: Changes to School Transport Policies.** Consultation ends on April 22<sup>nd</sup>, 2021. Cllr Parry will respond on behalf of the PC. **PP**
- g) **BHIB.** Information on how to hold safe face to face council meetings after May 7<sup>th</sup>, 2021. In correspondence.
- h) **CPRE.** Countryside Voices and Fieldwork Spring 2021 magazines in correspondence.
- i) **NALC** is running an online course on May 26<sup>th</sup> on how to involve young people in local councils. Information in correspondence. Cllr Masters asked if there was a badge a Scout could be awarded relating to local government.

## **9. EMAIL POLICY for CHALGRAVE PC**

The clerk has drafted and circulated an email policy for the PC to consider. Cllr Levy agreed that it was a good idea for cllrs to have a dedicated email address for council business. The clerk is looking into obtaining a .gov.uk domain. On agenda for next meeting. **Clerk**

## **10. CHALGRAVE COMMUNITY EMERGENCY PLAN**

Barbara Jackson is currently updating the Plan.

## **11. 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>
1096	M W Agri Ltd	Grass cutting at Tebworth Pond	19.20
		<b>Total</b>	<b>19.20</b>

- b) **End of Year Accounts 2020/21** The clerk had sent the cllrs the end of year accounts 2020/21 prior to tonight's meeting. Cllr Warburton asked the clerk to send him the 2020 accounts for comparison. **Clerk**
- c) **Online Banking.** Application for online banking is ongoing. **Clerk**
- d) **PAYE Service.** The clerk has received a quote of £120 per annum for providing a PAYE service for the PC. The PC has accepted another quote of £48 per annum and the clerk has contacted the accountant to accept this quote. Progressing.

e) **Bank Statements; 01/04/2021**

- i. Current Account: £5,763.73
- ii. Reserve account: £5,785.15

**12. HIGHWAYS ISSUES**

- a) **Pothole and Poor Road Surface outside The Grand Chapel, Tebworth.** This was reported to HW in March. HW has inspected the area and has informed the PC that no repair is necessary at the moment. Cllr Parry will contact HW again to report otherwise. **PP**
- b) **Parkview Lane Flooding.** Cllr Parry will follow up with HW on any progress. **PP**
- c) **Parking by Woodlands.** A resident said that parking on the corner of Woodlands and Wingfield Road is blocking visibility when turning right out of Woodlands. Cllr Parry will write something relevant for the next edition of the Chalgrave News. He will also put notes on windscreens of offending vehicles. **PP**
- d) **The Lane, Tebworth.** Cllr Warburton commented that the potholes were awful. Some potholes have been repaired from the junction with Toddington Road as far as 51 The Lane. HW is due to patch and surface dress from there down to Spinney Farm in the summer. Ongoing
- e) **Potholes.** Report potholes near Park Farm and EM Golf to HW. **Clerk**
- f) **Driveway between Nos 78 & 80 Wingfield Road** is in poor condition It is due to be resurfaced this spring. Follow up with CBC Housing and HW. **Clerk**
- g) **Parking in Tebworth.** A resident has raised the issue of worsening parking along Wingfield Road and along The Lane. Cllr Parry asked for ideas for a possible solution. Cllr Day suggested 106 money should be used to provide parking.

**13. COMMITTEE REPORTS**

a) **Planning**

i. **Applications**

Application No.	Address	Proposed work	PC comments	CBC decision
20/03856	<u>Chalgrave Manor Farm, Chalgrave</u>	Installation of Solar panels & inverter stations; Distribution Network Operator (DNO) building; erection of boundary fencing & CCTV cameras; connection to existing electricity grid; formation of temporary construction compound.	Comments submitted to Planning	Awaiting decision
21/00217/VOC	<u>New Farm Dairy, Wingfield</u>	Existing building to be demolished and replaced with a single storey 3-bedroom dwelling. Variation of condition #15 of planning application 18/00203 Dwelling to be set back 1 metre; revised internal layout and amendments to external openings; amendments to proposed garage structure	Moving the building back a further 1 metre will overlook and block out light from neighbour's kitchen window. No objections to increase in size of garage.	Awaiting decision
21/00546	<u>College Farm, Chalgrave Road, Chalgrave</u>	Replacement of existing barn structures with 2 attached barn-style residential buildings	Concerned about the number of barn conversions taking place in the parish	Awaiting decision
21/00743/LB	<u>1 Chalgrave Road, Tebworth</u>	Conversion of Grade 2 stable block for ancillary use	No objections	Awaiting decision
21/01569/SCN	<u>Land adjacent to Tebworth</u>	Proposed solar farm & battery storage facilities	Object. Proposed site on Green Belt land; several proposed solar farms within a concentrated area	Consultation period. Ends 28/4/21

- ii. Tebworth Solar Farm. The PC agreed to invite Enso Energy to a meeting, possibly a public one. Contact Alpaca Communications, which works on behalf of Enso Energy. **Clerk**
- iii. The Queen's Head. CBC's Enforcement Officer has visited the premises and given a deadline for retrospective planning permission to be submitted.
- iv. The clerk contacted Trinity Hall Farm to ask if the large crane is going to be removed. Awaiting reply. Ongoing.

**b) Rights of Way (ROW)**

- i. Waymark Posts are being installed. A site survey has to be carried out now.
- ii. Finger Posts. Five are broken. The footpaths Officer has ordered new ones. Ongoing.
- iii. Stiles. A stile on FP7 is really in really bad condition. Three kissing gates have been ordered but they have not been installed yet.
- iv. Icknield Way. Cllr Warburton asked that the footpath across land belonging to College Farm is cut. Contact College Farm. **Clerk**

**c) Speed Watch.**

Cllr Parry will ask Mike Wells if Speed Watch can be resumed.

**PP**

**d) Website**

The Tebworth Solar Farm application details have been uploaded to the website.

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

Grants; Email policy; Annual Return 2020/21; Parish community meeting

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

Tuesday, May 18<sup>th</sup>, 2021 at 7.30pm.

Meeting closed at 21.16

Signed by Chairman..... Date.....