

CHALGRAVE PARISH COUNCIL

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THE **NEXT MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **TUESDAY, JUNE 22nd, 2021** at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. TO APPROVE MINUTES OF MAY 18TH, 2021 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 18TH, 2021 MINUTES
9. POINTS RAISED from APRIL/MAY 2021 CORRESPONDENCE
10. MAY/JUNE 2021 CORRESPONDENCE RECEIVED
11. TO DISCUSS and APPROVE the EMAIL POLICY FOR CHALGRAVE PC
12. TO DISCUSS CBC'S TREE PLANTING SCHEME
13. TO DISCUSS HOLDING A COMMUNITY MEETING LATER THIS YEAR
14. EMERGENCY PLAN
15. ACCOUNTS-a) Cheques for Signature
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 Tuesday, May 18th, 2021 at 7.30pm.

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

Public present: 4

Committees

Planning	Cllr Levy-Chair 07931408697		
Rights of Way	Cllr Green-Chair 874107	Cllr Levy 07931408697	Cllr Warburton 07941624419
Website	Cllr Warburton 07941624419		
Speed Watch		Cllr Levy 07931408697	

Responsibilities

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

Groups

Pond	Barbara Jackson 07960445492	Cllr Day 875921
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1. APOLOGIES FOR ABSENCE

Cllr Levy; Ward Cllr Mark Versallion; Rev Linda Washington.

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 Ludgate nominated Cllr Parry. This was seconded by Cllr Warburton. **The vote was unanimous.** *By majority vote Cllr Parry is duly elected as Chairman. *amendment agreed and approved at June 22nd, 2021 meeting.**
- c) **Nominations for Vice-Chairman. Cllr Parry nominated Cllr Green. This was seconded by Cllr Ludgate. 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 Chairman's Office form after the meeting and the clerk counter-signed.

4. ELECTION OF COMMITTEES CHAIRMEN.

- a) **Planning. Cllr Green nominated Cllr Levy. This was seconded by Cllr Warburton. The vote was unanimous. Therefore Cllr Levy remains as Chairman of the Planning Committee.**
- b) **Rights of Way. Cllr Parry nominated Cllr Green. This was seconded by Cllr Day. The vote was unanimous. Therefore Cllr Green remains as Chairman of the Rights of Way Committee.**
- c) **Website. Cllr Green nominated Cllr Warburton. This was seconded by Cllr Parry. The vote was unanimous. Therefore Cllr Warburton remains as Chairman of the Website Committee.**
- d) **Speed Watch. Pending.**

5. MINUTES OF APRIL 20th, 2021 MEETING

The minutes of the April 20th, 2021 meeting were approved and signed as correct by the chairman.

6. SPECIFIC DECLARATIONS OF INTEREST

- i. Cllr Parry declared a prejudicial interest-Chalgrave Sports Club
- ii. Cllrs Day and Masters are on the editorial team of The Chalgrave News
- iii. Cllr Green is on the Memorial Hall Committee

7. POLICE MATTERS

- a) **Office of the Police and Crime Commissioner (OPCC).**
- i. The OPCC would like the new PCC to attend a PC meeting this year. Details in correspondence

- ii. May newsletter in correspondence.

8. REPORT FROM WARD COUNCILLOR VERSALLION

No report this month.

9. CHALGRAVE CHURCH REPORT

The Rev Linda Washington sent a report the evening of the PC meeting. A summary of the main points follows:

- a) **Youth Group.** The group met at the church this evening for a circular walk. The group met in the grounds in March and April for activities and a picnic.
- b) **Sunday Morning Services** have resumed on a regular basis. The service at Chalgrave Church is 9.30am
- c) **Recorded Zoom Services** have ceased as most people can now worship inside the church. The 6pm online service Upper Room service will continue.
- d) Annual Parochial Church Meeting was held after the morning service on May 9th, 2021
- e) **Social and Fund-Raising Activities** are still on hold but hope to resume later in the year.
- f) **Potholes** on Church Lane have been filled in.
- g) **Churchyard Benches.** Two benches have been stolen from the churchyard. One has been found and returned. The other is still missing.
- h) **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; nwashy2@gmail.com

10. MATTERS ARISING FROM APRIL 20th, 2021 MINUTES

- a) **Minutes of March 16th, 2021 Meeting.** The PC should be informed of any changes to the minutes. All minutes should be posted on the notice boards and on the website.
- b) **Hockliffe Road Speed Sign.** The PC will continue to press for a new sign and ask for speed strips across the road which will monitor the speed and frequency of traffic. Ongoing. **Clerk**
- c) **Lords Hill Roundabout.** Ongoing.
- d) **Festival of Britain Tebworth Sign.** Cllr Green and Mr Roger Fenwick have begun to replace the damaged concrete post. Progressing. **KG; RF**
- e) **Tebworth Pond**
 - i. Some of the new saplings, which have been planted around the pond, have failed.
 - ii. The moorhens have returned and nested.
 - iii. Cllr Parry will deliver a welcome leaflet to the new residents of Pond Cottage and introduce himself on behalf of the PC. **PP**
- f) **NALC: Update on Remote Meetings.** Without further action from the government all councils had to return to face-to-face meetings after May 7th, 2021. NALC. A number of national bodies have challenged this decision in court in order to press the government for an extension beyond this date. The PC has heard nothing further from NALC on this matter.
- 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.
- h) **Parkview Lane Flooding.** The PC has followed up with HW on any progress to resolve the issue. Information collated by Cllr Day is in correspondence. Ongoing.

11. POINTS RAISED on MARCH/APRIL 2021 CORRESPONDENCE

Keep Britain Tidy Campaign.

- i. Cllr Warburton volunteered to organise groups if there is interest in the scheme. He will lead. McDonalds was mentioned as a source of litter dumped on Hockliffe, Toddington and Chalgrave Roads. Contact McDonalds requesting them to carry out litter picks in these locations. **Clerk**
- ii. People have approached Cllr Day about fly tipping. **Cllr Green proposed, seconded by Cllr Masters** that the PC writes to CBC and Andrew Selous MP to press central government to take more action. **All agreed. PP; Clerk**

12. APRIL/MAY 2021 CORRESPONDENCE RECEIVED

- a) **Andrew Selous MP.**
 - i. **Solar Panels on Industrial Buildings.** Mr Selous wrote to The Minister of State for Housing, Communities and Local Government on the PC's behalf about this issue which was raised at the April 20th, 2021 Parish Assembly. Rt. Hon. Christopher Pincher MP's response is in correspondence.
 - ii. **Barn Conversions.** Mr Selous wrote to Mr Pincher citing the concerns of the PC about the number of barn conversions being applied for in Chalgrave Parish. Mr Pincher's response is in correspondence.
- b) **Highways England.** Notification of M1 junctions 13 to 16 overnight closures in correspondence.
- c) **CBC: M1-A6** business case has been approved. Information in correspondence.

- d) **Power for People: Local Electricity Bill.** Information about Power for People's attempt to have the Bill adopted as a Ballot Bill. In correspondence.
- e) **CPRE: Campaigns Update** in correspondence.
- f) **Lord Lieutenant Bedfordshire: Queen's Award for Voluntary Service.** Nominations for 2022 are open until September 15th, 2021. Information in correspondence.
- g) **Clerks and Councils Direct.** May 2021 magazine in correspondence.

13. EMAIL POLICY for CHALGRAVE PC

The clerk has drafted and circulated an email policy for the PC to consider. Deferred until June meeting.

14. CHALGRAVE COMMUNITY EMERGENCY PLAN

Barbara Jackson has bought new pads for the defibrillator.

15. ACCOUNTS

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

Chq No:	Payee	Description	Amount £
1097	Community Heartbeat	Defibrillator pads	51.60
1098	M G Agri Ltd	Grass cutting at Tebworth Pond	19.20
1099	Came & Company	Annual insurance	497.44
1100	BATPC	Affiliation fee 21/22	108.00
		Total	676.24

- b) **PAYE Service.** The PC previously accepted a quote of £48 a year from an accountant. Unfortunately the accountant has pulled out of the arrangement. The PC has received another quote from Clear Methods of £9.25 a month by direct debit and £9.75 if paying by cheque. The PC accepted this quote. Progressing. **Clerk**
- c) **Bank Statements; 01/05/2021**
 - i. Current Account: £13,098.33
 - ii. Reserve account: £5,785.20

16. PREPARATIONS FOR AUDIT 2020/21

- a) **External Audit Annual Return 2020/21**
 - i. Section 1, Annual Governance Statement of the Annual return 2020/21, was completed by the PC and signed by the chairman and clerk.
 - ii. Section 2, Accounting statements, 2020/21, was approved by the PC and signed by the chairman.
 - iii. The Certificate of Exemption (from a limited assurance review) was signed by the chairman.
 - iv. Clerk to send cllrs the list of PC assets. **Clerk**

17. GRANTS

The PC has received requests for a grant from Chalgrave Memorial Hall, Chalgrave Church, Senior Citizens Committee and The Chalgrave News. The cllrs would like to see last year's accounts from all four before deciding. Deferred until next meeting. Circulate the 2019 and 2020 grants to members. **Clerk**

18. HIGHWAYS ISSUES

- a) **Driveway between Nos 78 & 80 Wingfield Road** is in poor condition and was due to be resurfaced this spring but no action as yet. Arrange a site meeting with HW. **Clerk**
- b) **Pothole and Poor Road Surface outside The Grand Chapel, Tebworth.** Work has been scheduled for this area. Ongoing.
- c) **The Lane, Tebworth.** Potholes have been patched.
- d) **Potholes.** The pothole outside EM Golf has been marked up for repair. Ongoing.

19. 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.	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 Set dwelling back 1 metre; revised internal layout & amendments to external openings; amendments to proposed garage structure	Moving the building back will overlook and block out light from neighbour's kitchen window. No objections to increase in size of garage.	Granted
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	Granted
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	Pre application advice released
21/01379	<u>Trinity Hall Farm, A5</u>	Silage storage	Request that trees are planted around the perimeter of the area to soften outlook	Awaiting decision
TRE/21/00122	<u>Willow Tree opposite 3 Parkview Lane</u>	reduce the canopy by up to 4 metres and remove a large deadwood branch.	No objections	Granted

- ii. Tebworth Solar Farm. Invite Enso Energy to a PC meeting followed by a public meeting. Contact Alpaca Communications, which works on behalf of Enso Energy, to arrange. **Clerk**
- iii. The clerk contacted Trinity Hall Farm to ask if the large crane is going to be removed. The PC received a response which said that they were reviewing their options and they would keep us updated.

b) Rights of Way (ROW)

- i. Waymark Posts are being installed down Featherbed Lane.
- ii. New Finger Posts. Broken posts are being replaced. There are markers where they should go. Ongoing.
- iii. Stiles. A stile on FP7 is really in really bad condition. Cllr Green is following. **KG**

c) Website

Cllr Warburton will upload details of the Keep Britain Tidy campaign. **PW**

d) Speed Watch.

Cllr Parry will ask Mike Wells if he wishes to continue as Speed Watch coordinator. **PP**

20. ITEMS FOR INCLUSION ON NEXT AGENDA

Grants; email policy; trees; Parish community meeting

21. DATE AND TIME OF NEXT MEETING

Tuesday, June 22nd, 2021 at 7.30pm.

Meeting closed at 20.59

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