

CHALGRAVE PARISH COUNCIL

MRS. L. J. SMITH
CLERK TO THE 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, JUNE 20th, 2023** 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 16th, 2023 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 16th, 2023 MINUTES
9. POINTS RAISED from APRIL/MAY 2023 CORRESPONDENCE
10. EMERGENCY PLAN-Report and update
11. MAY/JUNE 2023 CORRESPONDENCE RECEIVED
12. TO PREPARE FOR CO-OPTION
13. TO APPROVE ANNUAL RETURN 2022/23
14. ACCOUNTS-a) To approve online payments
15. HIGHWAYS ISSUES
16. COMMITTEE REPORTS
17. ITEMS FOR INCLUSION ON THE NEXT AGENDA
18. TIME AND DATE OF NEXT MEETING

MINUTES of the annual meeting of Chalgrave Parish Council held on Tuesday, May 16th, 2023 at 7.30pm.

Present: Cllr Harvey Greenwood; Cllr Kevin Ludgate; Cllr Phil Parry (Chair); Cllr Peter Warburton; Ward Cllr Mark Versallion; Lesley Smith-Clerk.

Public present: 0

Committees

| | | | |
|----------------------|------------------|--------------|-----------------------------|
| Planning | Cllr Warburton | 07941 624419 | |
| Rights of Way | Cllr Green-Chair | 874107 | Cllr Warburton 07941 624419 |
| Website | Cllr Warburton | 07941 624419 | |
| Speed Watch | Cllr Parry | 07831 605600 | |

Responsibilities

| | | | |
|--------------|------------------|--------------|-----------------------------|
| Cllr Parry | Highways liaison | 07831 605600 | |
| Cllr Ludgate | Police liaison | 07885 375363 | Cllr Greenwood 07932 326274 |

Volunteers

| | | |
|------|---------|-----------------|
| Pond | Jan Day | Barbara Jackson |
|------|---------|-----------------|

1. APOLOGIES FOR ABSENCE

Cllr Ken Green

2. ELECTION OF CHAIR AND VICE-CHAIR.

- a) The current chair, Cllr Parry, stepped down. Cllr Warburton took the chair pro-tem.
- b) **Nominations for Chair.** Cllr Ludgate nominated Cllr Parry. This was seconded by Cllr Greenwood. The vote was unanimous. Therefore Cllr Parry is duly elected as Chair.
- c) **Nominations for Vice-Chair.** Cllr Parry nominated Cllr Green. This was seconded by Cllr Greenwood. The vote was unanimous. Therefore Cllr Green is duly elected as Vice-Chair.

3. DECLARATION OF ACCEPTANCE OF OFFICE

- i. Cllr Parry signed his Declaration of Acceptance of Chair's Office form and the clerk counter-signed.
- ii. Cllrs signed their Declaration of Acceptance of Office forms.

4. ELECTION OF COMMITTEES CHAIRS.

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

5. MINUTES OF APRIL 18th, 2023 MEETING

The minutes of the April 18th, 2023 meeting were approved by the council and signed as correct by the chair.

6. SPECIFIC DECLARATIONS OF INTEREST

None.

7. POLICE MATTERS

- a) **Reported Crime.** Two crimes were reported during April.

| <u>Date</u> | <u>Location</u> | <u>Crime</u> | <u>Other details</u> |
|-------------|-----------------|--------------|----------------------|
| 16/04/23 | Undisclosed | Sexual | None |
| 16/04/23 | Undisclosed | Blackmail | None |

- b) **Office of the Police and Crime Commissioner.** April 2023 newsletter in correspondence.
- c) **Parish Council Meetings.** Request from Chief Inspector-Central Community Policing for dates of this year's PC meetings in order to arrange police to attend.
- d) **Beds Alert.**
- i. Emergency Services access terminals are being installed in key locations in Bedfordshire. The first one was installed in Leighton Buzzard library. Information in correspondence.
 - ii. Request to report suspected cannabis factories in residential areas. Information in correspondence.

8. **REPORT FROM CHALGRAVE CHURCH**

No report this month.

Contact. Rev. Linda is keen to offer care and support or just for a chat or a prayer. Contact 01525 714442; revdchalgrave@gmail.com

9. **MATTERS ARISING FROM APRIL 18th, 2023 MINUTES**

- a) **Invitation from PCC.** Chalgrave Speed Watch, along with other community Watch schemes were invited to a meeting at Kempston Police Headquarters on April 25th, 2023. Cllr Parry and Lesley Smith attended.
- b) **Chalgrave Manor and Tebworth Solar Farms.**
- i. Silvia Collins, Ward Cllr for Toddington. Informed the PC that the Chalgrave Manor Solar Farm (CB/22/04302/FULL) application received approval again at the Development Management Committee meeting on April 19th, 2023. It had been deferred whilst waiting for Natural England's response to the consultation. They subsequently replied with no objection. Information in correspondence.
 - ii. The PC will introduce the Memorial Hall Committee to Enso, the developer for Tebworth Solar Farm. The Committee are hoping to secure some funding for the new playground. **PP; Clerk**
- c) **McDonald's Hockliffe.**
- i. Cllrs Parry & Warburton to arrange a meeting with them about a possible combined litter pick. Ongoing. **PP; PW**
 - ii. Cllr Warburton organized a litter pick for April 30th, 2023. 18 bags of rubbish were collected. The ditches are the main problem.
 - iii. CBC are likely to prosecute 2 people for fly tipping on Chalgrave Road.
- d) **Grass Verges and Rewilding.**
- i. The PC has asked CBC's Environment Team to come and talk to us. Meeting to be arranged. Progressing. **Clerk**
 - ii. Cllr Ludgate will investigate whether landowners have to cut back hedges that overhang HW land. Report the overgrown hedge at the corner of Chalgrave Road and the B5120 to HW as a hazard as it restricts visibility at the junction. **Clerk**
 - iii. Information about CBC's tree planting scheme in correspondence. There have been complaints about the newly planted trees on Wingfield Road and other locations. Contact CBC-we were not consulted and some of the trees are planted close to utility cables. **Clerk**
- e) **Parkview Lane.** Continue to monitor flooding.
- f) **Coronation of King Charles 111.** Commemorative mugs have been given to children of the parish who are under 18. Remaining mugs are on sale for £4.50 each. Contact the clerk or parish cllrs if interested.
- g) **Community Award.** The PC has received a nomination for this year's Community Award. To be circulated to the cllrs. **Clerk**

10. **REPORT FROM Cllr MARK VERSALLION**

- a) **Elections.** Cllr Versallion said he was honoured to be re-elected and will continue to work as hard as he can. The Conservatives have lost control of CBC. It is likely that the Independents will be in control. An official announcement will be made on May 25th, 2023.
- b) **Potholes and Grass Cutting.** CBC now has a contract with Milestone Infrastructure for HW maintenance. HW is beginning to fill in vacant posts within CBC.

- c) **Housebuilding.** In answer to a question from Cllr Warburton, Cllr Versallion said that a call for sites is commencing. However, the government may ease up on housebuilding targets if population growth decreases.

11. POINTS RAISED on MARCH/APRIL 2023 CORRESPONDENCE

Cllr Green suggested completing the Neighbourhood Watch survey.

12. CHALGRAVE COMMUNITY EMERGENCY PLAN

The defibrillator was recently removed from the cabinet. It was not used and was returned to the cabinet.

13. APRIL/MAY 2023 CORRESPONDENCE RECEIVED

- a) **Neighbourhood Watch-Our News.** May 2023 newsletter in correspondence.
 b) **NALC Bulletins.** April 21 and April 28, 2023 editions in correspondence.
 c) **Clerks and Councils Direct.** May 2023 magazine in correspondence.

14. ANNUAL GOVERNANCE STATEMENT 2022/23

- i. The clerk presented the Internal Audit Report 2022/23 to the cllrs.
 ii. Section 1, Annual Governance Statement of the Annual return 2022/23, was completed by the PC and signed by the chairman and clerk.

15. GRANTS

After discussion the following grants and awards for 2023 were approved by the cllrs:

| | |
|-----------------------|---------|
| Memorial Hall | £550.00 |
| All Saints Church | £400.00 |
| Senior Citizens | £375.00 |
| Millennium Award 2023 | £50.00 |
| Community Award 2023 | £50.00 |

Clerk

16. ACCOUNTS

- a) **Online Banking.** The PC has approved the following online payments:

| | Payee | Description | Amount £ |
|---|--|-------------------------------------|---------------|
| 1 | BHIB | Annual insurance | 513.99 |
| 2 | M W Agri | Grass cutting-pond area; April 2023 | 26.40 |
| 3 | Beds Association of Town & Parish Councils | Annual affiliation fee | 114.00 |
| | | Total | 654.39 |

- b) **Also paid.**

| | | | |
|----------------|------------------------|------------------------------|-------|
| Standing Order | Chalgrave IT Solutions | Computer monitoring-May 2023 | £5.00 |
|----------------|------------------------|------------------------------|-------|

- c) **Bank Statements; 05/05/2023**

- i. Current Account: £10,355.44
 ii. Reserve account: £6,232.35

- d) **Broken Wingfield Sign.** The PC has received a quote of £935.36 +VAT from Signs of the Times (SOTT) to make and install a new sign. Cllr Parry will contact SOTT to see if it can be repaired. The clerk will find out whether the PC's insurance will cover the cost of a new sign.
PP; Clerk

17. HIGHWAYS ISSUES

- a) **Chalgrave Road Closure.** The road will be closed from June 19th-August 18th, 2023 in order to install a high voltage power cable and ducting. The PC has asked HW not to divert traffic down Tebworth/Wingfield Road.
 b) **Dislodged Manhole Cover, St Mary's Close, Tebworth.** The cover has been reported to Housing Repairs. Ongoing.
 c) **Verge opposite the Queen's Head.** The PC will speak to CBC Environmental Services as to whether the verge can be tidied up. It was suggested that volunteers could do this. Ongoing.

18. COMMITTEE REPORTS

a) Planning

Applications

| Application No. | Address | Proposed work | PC comments | CBC decision |
|-------------------------------------|----------------------------------|---|------------------------|---------------------|
| 21/05629 Variation of conditions | Pond Farm, Hill Close, Wingfield | Change cladding on 1 st floor to red brick; reduce height of rear elevation & add skylight | No objections | Not yet decided |
| 22/04307 | Land at Sundon | Development of new sports facility | No objections | To be decided |
| 23/01322 | 21 Hockliffe Road | New application for extensions to the main house and the annexe | No objections | Consultation period |
| 23/00852 | Ivy Farm Barns. Plot 2 | Variation of condition 19 of planning permission CB/19/02342/FULL | Object. | To be decided |
| 23/00967/DOC | 30 The Lane, Tebworth | Discharge of condition 2 and 3 against planning permission 21/05332/LB Listed Building | No documents available | To be decided. |
| TRE/23/00187 | 1 Chalgrave Road, Tebworth | Works to trees protected by tree preservation orders | No objections | Consultation period |
| 23/01211 | 53 Wingfield Road, Tebworth | Single storey side extension | No objections | Consultation period |
| 23/01386 | 9 Woodlands, Tebworth | Part single/part double rear extension. Partial garage conversion | No objections | Consultation period |

b) Rights of Way (ROW)

CLlr Green has approached Trinity Hall Farm to cut footpath 17. Ongoing

c) Website

No update this month.

d) Speed Watch.

Speed Watch will be out at the end of May.

e) Tebworth Pond.

No update this month

19. DATE AND TIME OF NEXT MEETING

Tuesday, June 20th, 2023

Apologies from CLlr Green in advance.

Meeting closed at 20.56pm

Signed by Chairman.....

Date.....