

CHALGRAVE PARISH COUNCIL

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4 HOME FARM
TEBWORTH
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THE **NEXT MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **TUESDAY, JUNE 18th, 2024** 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 21st, 2024 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 21st, 2024 MINUTES
9. POINTS RAISED from APRIL/MAY 2024 CORRESPONDENCE
- 10.MAY/JUNE 2024 CORRESPONDENCE RECEIVED
- 11.EMERGENCY PLAN-Report and update.
- 12.TO DISCUSS the MILLENNIUM and COMMUNITY AWARDS 2024
- 13.ACCOUNTS-to approve online payments
- 14.HIGHWAYS ISSUES
- 15.COMMITTEE REPORTS
- 16.ITEMS FOR INCLUSION ON THE NEXT AGENDA
- 17.TIME AND DATE OF NEXT MEETING

MINUTES of the annual meeting of Chalgrave Parish Council held on Tuesday, May 21st, 2024 at 7.30pm.

Present: Cllr Harvey Greenwood; Cllr Ken Green; Cllr Vicky Hydes; Cllr Phil Parry (Chair); Cllr Jane Spiers; Cllr Peter Warburton; Lesley Smith-Clerk; Rev. Linda Washington.

Public present: 1

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 Greenwood	Police liaison	07932 326274

Volunteers

Defibrillator	Barbara Jackson
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1. APOLOGIES FOR ABSENCE

Ward Cllr Mark Versallion.

2. ELECTION OF CHAIR AND VICE-CHAIR.

- a) The current chair, Cllr Parry, stepped down. Cllr Green took the chair pro-tem.
- b) **Nominations for Chair.** Cllr Parry nominated himself. 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

Cllr Parry signed his Declaration of Acceptance of Chair's Office form and the clerk counter-signed.

4. ELECTION OF COMMITTEES CHAIRS.

- a) **Planning.** Cllr Green nominated Cllr Warburton. This was seconded by Cllr Parry. 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 Greenwood. The vote was unanimous. Therefore Cllr Green remains as Chair of the Rights of Way Committee.
- c) **Website.** Cllr Green nominated Cllr Warburton. This was seconded by Cllr Hydes. The vote was unanimous. Therefore Cllr Warburton remains as Chair of the Website Committee.
- d) **Speed Watch.** Cllr Green 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 16th, 2024 MEETING

The minutes of April 16th, 2024 meeting were amended, approved by the council and signed as correct by the chair.

6. SPECIFIC DECLARATIONS OF INTEREST

Cllr Spiers declared a prejudicial interest in item 16, Grants. She is on the Memorial Hall Committee.

7. POLICE MATTERS

- a) **Reported Crime.** Two crimes were reported during April 2024 and beginning of May 2024

Date	Location	Crime	Other details
09/04/24	Undisclosed	Blackmail	None
20/04/24	Hill Close, Wingfield	Assault without injury	None
27/04/24	Chalgrave	Burglary: Business and Community	None

02/05/24	Watling Street	Arson not endangering life	None
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- b) **Neighbourhood Watch.** Cllr Greenwood has contacted Neighbourhood Watch to find out more information. Awaiting reply.
- c) **Watch Scheme.** Cllrs Greenwood and Parry will attend the next Watch Scheme meeting later this month.
- d) **Police Survey.** Bedfordshire Police is consulting on road safety and online reporting services. Cllr Greenwood will fill in the survey on behalf of the PC. **HG**
- e) **Police and Crime Commissioners.**
 - i. Festus Akinbusoye has circulated a farewell letter after leaving his role as Police and Crime Commissioner. Letter in correspondence.
 - ii. John Tizard is the new Police and Crime Commissioner. His introductory letter is in correspondence.

8. **REPORT FROM WARD CLLR VERSALLION**

No report this month.

9. **REPORT FROM CHALGRAVE CHURCH.**

- a) **Church Grounds.** Currently maintenance of the grounds is causing concern. Rev Washington said that any help would be gratefully received.
- b) **Pop Up Tearooms** remain very popular. It could be present at the Chalgrave Games on July 13th, 2024.
- c) **Bishop's Visit.** The Bishop visited the church three weeks ago. The meeting took place in the Lady Chapel.
- d) **Sunday Services.** Morning services have resumed in the church.
- e) **Cleaning.** Now the restoration work is completed a clean-up of the church has begun. The glass window will also be cleaned.

10. **MATTERS ARISING FROM MAY 21st, 2024 MINUTES**

- a) **Lords Hill Roundabout.** The PC recently contacted National Highways to report that there have been several accidents on the roundabout when turning left from the Toddington direction onto the bypass. National Highways has responded and they say that they are investigating and collecting data to see if traffic calming is required. Ask National Highways for an update on progress. **Clerk**
- b) **Chalgrave Manor and Tebworth Solar Farms.**
 - i. **Tebworth Solar Farm.** The PC agreed to contact the developers to complain about the poor state of Chalgrave Road and the inconvenience caused by the number of temporary traffic lights in Tebworth. **Clerk**
- c) **CBC Tree Planting Scheme.** Information in correspondence.
- d) **CBC Biodiversity Initiatives.** The PC sent an expression of interest to CBC for their No Mow May campaign. Cllr Green pointed out that other councils have said that they have saved money by carrying out less cuts of the verges throughout the year. The PC **agreed** to ask CBC if they would investigate this claim. **Clerk**
- e) **Leisure and Play Facilities.** Cllr Hydes recently met with the chairs of the Memorial Hall Committee to discuss what facilities residents would like in the parish. She suggested having a table at the Village Games to find out people's views. Cllr Parry pointed out that the PC has no land and so any project would be up to the Memorial Hall rather than the PC. Cllr Hydes volunteered to find out more for the June PC meeting. **VH**

11. **POINTS RAISED on MARCH/APRIL 2024 CORRESPONDENCE**

- a) **CBC; Potholes.** Cllr Green said that, contrary to CBC's recent report that potholes were being repaired faster and more cost effectively, the PC keeps reporting potholes within the parish but nothing gets done. Contact CBC accordingly. **Clerk**
- b) **CBC Tree Planting Scheme.** Cllr Green asked if trees were available for private land.
- c) **CBC-Everything OK?** Cllr Hydes asked if the link to the 'Everything OK?' mental health support could be put on the website and in the Chalgrave News. Clerk to do. **Clerk**
- d) **Neighbourhood Watch; Lonliness Awareness Week.** 10-16th June, 2024. Cllr Hydes asked if the link to the information could be sent to the Pop-up Tearoom organisers. Cllr Spiers has taken note. **JS**

12. **APRIL/MAY 2024 CORRESPONDENCE RECEIVED**

- a) **Chalgrave Road.** Query from a resident asking whether anything can be done about the poor state of the road because of the construction traffic for the solar farm. The PC **agreed** to contact the agents for the solar farm. **Clerk**
- b) **National Highways.** Details of M1 overnight closures from 28-30 May, 2024. In correspondence.

c) CBC.

- i. Strategic Plan 2024-2027 in correspondence.
- ii. Local Transport Plan. Survey for town and parish councils available online.
- iii. Library of Things. Information on community led green lending scheme in correspondence.
- iv. World Bee Day 2024. CBC has installed bug hotels in order to support wildlife and increase biodiversity. Information in correspondence.

d) The Rural Bulletin. Extract on rural housing needs in correspondence.

e) Public Sector Executive Online. Article on stronger planning powers for councils. In correspondence.

f) Bedfordshire Fire and Rescue Service. Notification of its new digital communications platform in correspondence.

g) London Green Belt Council. Response to Labour's announcement on housing and planning. In correspondence.

h) Power for People. Report on progress on community-owned and run renewable energy schemes. In correspondence.

i) Greensand Trust: Impact 6 is available online at www.greensandacademytrust.co.uk

j) British Regional Transport Association. Questionnaire and membership form in correspondence.

k) Clerks and Councils Direct. May 2024 magazine in correspondence.

13. CHALGRAVE COMMUNITY EMERGENCY PLAN

Defibrillator and Bleed Kit Cabinet. The PC has **agreed** to buy a new combined and bleed kit cabinet and a bleed kit. The PC also **agreed** to pay £355 to connect the cabinet to the electricity supply. Progressing. **Clerk**

14. ANNUAL GOVERNANCE STATEMENT 2023/24

- i. The clerk presented the Internal Audit Report 2023/24 to the cllrs.
- ii. Section 1, Annual Governance Statement of the Annual return 2023/24, was completed by the PC and signed by the chair and clerk.

15. ACCOUNTING STATEMENTS 2023/24

- i. Section 2, Accounting statements, 2023/2024, were approved by the PC and signed by the chair.
- ii. The Certificate of Exemption (from a limited assurance review) was signed by the chair.

16. GRANTS

After discussion the Chalgrave Memorial Hall Committee was awarded a grant of £550 plus £355 for connecting the new defibrillator cabinet to the electricity supply. The vote was carried by 4 votes and 1 abstention.

Memorial Hall £550.00 + £355.00 = £905.00

Cllr Spiers declared a prejudicial interest and did not vote as she is on the Memorial Hall Committee.

The rest of the grants were discussed and approved by full council as follows:

All Saints Church	£500.00
Senior Citizens	£400.00
Millennium Award 2024	£50.00
Community Award 2024	£50.00
Charity donation 2024	£100.00

17. ACCOUNTS

a) Online Banking. The following online payments were made during April and up to and including May 21st, 2024.

	<u>Payee</u>	<u>Description</u>	<u>Amount £</u>
1	M W Agri	Grass cutting-March 2024	23.10
2	Phil Parry	Parish Assembly catering	133.57
3	Gary Francis	Noticeboard repair	200.00
4	Lesley Smith	Clerk's salary + expenses; March & April 2024	535.98

5	M W Agri Ltd	Grass cutting-April 2024	27.72
		Total	920.37

b) The PC approved the following payments

	<u>Payee</u>	<u>Description</u>	<u>Amount £</u>
1	BATPC	Annual affiliation fee	122.00
2	Clear Councils	Annual insurance	523.46
3	Turtle Defibrillators	Bleed kit	107.98
4	Risk Assessment Products	Defibrillator cabinet	563.75
		Total	1317.19

c) Also paid.

Standing Order	Chalgrave IT Solutions	Computer monitoring-May 2024	5.00
DD	Clear Methods	Payroll service April2024	10.25

d) Income.

- i. Interest on Reserve account-April 2024 £8.31

e) Bank Statements; 16/05/2024

- i. Current Account: £10,340.23
ii. Reserve account: £6,344.58

18. HIGHWAYS ISSUES

- a) **Fly Tipping.** There was fly tipping on Tebworth Road today. The registration of the offending vehicle was recorded on dash cam and reported to CBC. Fly tipping can also be reported to the police if there is evidence of it taking place.

- b) **Potholes.** Check all below have been reported:

- i. Toddington Road by the Queen's Head.
ii. Lords Hill near the junction with Tebworth Road.
iii. Opposite Foxley, 102 Tebworth Road, Wingfield
iv. Outside 50 Tebworth Road, Wingfield.

Clerk

- c) **The Lane, Tebworth** is in a poor state of repair. Chase HW again to repair the potholes and clear the blocked drains.

- d) **St Mary's Close.** Report the damaged manhole cover on the corner of St Mary's Close, Tebworth again. **Clerk**

- e) **Hockliffe Road.**

- i. Several weeks ago the PC asked HW to cut back the vegetation, which is growing over the footway. Chase again. **Clerk**
ii. There is a large pothole on the left-hand side of the road heading towards the A5. Cllr Parry will investigate. **Clerk**

- f) **The Lane: HW Boundaries.** Follow up on where the HW boundaries are for the whole of The Lane. **Clerk**

19. COMMITTEE REPORTS

- a) **Planning**

- i. **Applications**

Application No.	Address	Proposed work	PC comments	CBC decision
22/04307	Land at Sundon	Development of new sports facility	No objections	To be decided
23/03990/DOC	Chalgrave Manor Solar Farm	Discharge of conditions 13, 15,16, 17 and 19 against application 22/04302	Object. Removes requirement to encourage, protect and maintain biodiversity	To be decided
24/00734	2 Home Farm, Toddington Road, Tebworth	Erection of conservatory at rear of property	No objections	Granted

24/00744	Trinity Hall Farm, Watling Street.	Expansion of the anaerobic digestion plant to include additional infrastructure & an increase in feedstock.	Object. Huge increase in footprint; visual impact; inappropriate development within Green Belt.	To be decided
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- ii. Trinity Hall Farm Crane. Trinity Hall Farm has been served an enforcement notice to remove the crane. The crane is still there. Cllr Warburton will chase. Ongoing. **PW**

b) Rights of Way (ROW)

- i. An enforcement notice has been served on Trinity Hall Farm for not cutting FP 17. Ongoing.
- ii. College Farm has not cut FP 22.

c) Website

- i. The information on All Saints Church has been updated.
- ii. Cllr Warburton has drafted an article on Tebworth Solar Farm for the Chalgrave News. It has been circulated to the cllrs for their comments.

d) Speed Watch.

- i. Two Speed Watches will be carried out in June.
- ii. Leaflets have been delivered to all the residents of The Lane, Tebworth asking them to keep their speed under 30mph on The Lane. A separate note will be delivered to all Chalgrave households at a later date.

20. ITEMS FOR INCLUSION ON NEXT AGENDA

Millennium and Community Awards.

21. DATE AND TIME OF NEXT MEETING

Tuesday, June 18th, 2024, 7.30pm.

Meeting closed at 21.15pm

Signed by Chair.....

Date.....