



# PARISH OF RENHOLD



**Minutes of RENHOLD PARISH COUNCIL meeting held on Tuesday 23<sup>rd</sup> January 2024 at 7.00pm at Renhold Village Hall, Wilden Road**

**IN ATTENDANCE:** Parish Councillors Mrs. Dean, Mrs. Brunsten, Mr. Warwicker, Mrs. Roberts, Mrs. Cardinale, Mrs. Gribble (Chair), the Clerk, and five members of the public were present.

Item	Minutes of discussions and resolutions	Actions and Responsibility
1	<p><b>WELCOME BY CHAIR, APOLOGIES FOR ABSENCE, DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST FOR THE MEETING TO BE MADE</b></p> <p>Cllr. Gribble welcomed all to the meeting, thanking everyone for attending. No Parish Councillor apologies received as all present. The Council had a moment of reflection to remember Rod Jones who sadly passed away recently.</p> <p>NG and JR on the Neighbourhood Plan Working Group declaration noted, no further declarations of interest received for the meeting.</p>	
2	<p><b>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</b></p> <p>Fly tipping positive feedback with thanks given for swift action taken by the local authority given there has been a number of incidents in recent weeks along Ravensden Road. It was noted that thanks are passed back to the team for their hard work by Councillors as well.</p> <p>Traffic counters have appeared in the local area along the roadside with cameras noted as well, Cllr. Gribble will ask Andrew Prigmore who is collating this information.</p> <p><i>The Chair reconvened the meeting at this point</i></p>	Cllr. Gribble
3.1	<p><b>PLANNING AND DEVELOPMENT</b> - for full Council to agree responses to:</p> <p>It was noted that information had been shared with all Councillors ahead of the meeting regarding applications and some Councillors had undertaken a site visit to some of the applications.</p> <p>a) <b>APPLICATION NO:- 23/02759/LBC</b> Changes to fenestration and replacement window at 67 Church End - the Council reviewed the application, it was unanimously agreed to respond with no comment, resolution passed.</p> <p>b) <b>APPLICATION NO:- 23/02650/FUL</b> Two storey front extension and single storey front extension to garage 74 Ravensden Road - the Council reviewed the application, it was unanimously agreed to respond with no comment, resolution passed.</p> <p>c) <b>Local Plan Inspector letter notification of Plan being unsound</b> – Bedford Borough Council are expected to make an update on the next steps by March 2024 which is expected to take into account the recent Universal Studios theme park announcement at the former Stewartby brickwork site.</p>	
3.2	<p><b>Planning and Development: to consider Applications and agree responses to Applications received after the publication of the agenda if applicable – none received.</b></p>	
3.3	<p><b>NEIGHBOURHOOD PLAN WORKING GROUP REPORT</b></p> <p>Meeting had taken place the preceding evening, report read to all present.</p> <p>The Renhold Neighbourhood Dark Skies policy had been uploaded to website.</p> <p>Budget items latest for the Working Group was awaiting clarification regarding if consultancy fees can come from Groundworks budget which would then inform the final budget</p>	

	allocation expected for 2024/25 with a discussion on this to understand likely costs over the coming year in terms of financial support possibly needed from the Parish Council. NPWG members voting rights at Parish Council meetings, clarification given following communications on this matter that the Clerk had followed up.	
4.	<p><b>BEDFORD BOROUGH COUNCILLOR REPORT</b></p> <p>Cllr. Gribble reported community litter pick has been looked into to possibly reinvent Community Street Champions in the area. Gully maintenance was raised following the highways walkaround recent visit, this to be requested once a year with the local authority to have the gullies cleared, so a request has been sent in to the Borough Council for the whole village to be done. Cllr. Gribble was pleased to report that the Orbit flooding situation from surface water run off, after discussions with Orbit they have agreed to start work on replacing the French drain with a more purposeful pipe which is great and work is due to be completed in approximately the next four weeks.</p> <p>There had also been follow up by Cllr. Gribble regarding the widening of the pavement near the traffic lights at Church End which has been requested to be programmed into the local authority work plan as well ongoing liaison for an improved safer walking route from Spires estate to Langlands Road which is also being pursued.</p>	
5.	<p><b>PARISH COUNCIL VACANCIES to include ability to co-opt</b></p> <p>Awareness has again continued to be raised of the current vacancies through different platforms, unfortunately still no one had come forward for the three vacancies and Cllr. Gribble had continued to be follow up with the previous two individuals who had expressed an interest.</p>	
6.	<p><b>FEEDBACK FROM MEETINGS COUNCILLORS HAVE ATTENDED</b></p> <p>Police meeting to discuss highways safety in the parish, had taken place with PC Napoli in early January. Parish Councillors Brunsden, Dean, Warwicker, Gribble, Roberts, along with Community Speed Watch Coordinator Keith Herkes and the Clerk met with PC Napoli at Riseley Police Station on 10<sup>th</sup> January, the main items covered included:</p> <ul style="list-style-type: none"> <li>speeding data produced from the Parish Council speed indicator devices located throughout the village was discussed, seeking an understanding of how the police review this data. It was detailed that the Police do this through a traffic management system called Athena that then generates the speeding hot spots for the police to target with speed checks.</li> <li>discussion followed on the Renhold speed data, It was agreed at the meeting with the police that the speed data continued to be shared with them which Athena would continue to process. The data summary from the Green End rotated speed indicator device had not flagged as a hot spot on the Police system. It was agreed that all data generated from the Parish Council speed indicator devices would also continue to be placed on the Parish Council website. A report summary of this meeting also to be placed on the website</li> <li>the location in the village that had been flagged as a hot spot area, was discussed with police agreeing to support with periodic speed checks in Renhold based on the speed indicator device data including looking into a further possible additional location within the hot spot area that could be used for carrying out speed checks – Community Speedwatch Coordinator to share details of suggested location with PC Napoli</li> <li>it was asked for clarity to aid understanding of the management and flow of average camera speed data by police on to the local authority as there had been a delay in his data being received on by the Parish Council. It was detailed this is managed by a central police department – Community Speedwatch Coordinator to follow up with direct police contact in this departments</li> <li>Parish Council feedback from engagement with local MP Richard Fuller on improving highways safety talked through, it was detailed that the local community police team wish to continue to support improving highways safety in Renhold and across all their local parishes</li> <li>clarity was sought on police involvement with speed limit extension requests when</li> </ul>	<p>Cllr. Warwicker/ Clerk</p> <p>Community Speedwatch</p> <p>Community Speedwatch</p>

	<p>the local authority consult on them, this is not an item the local community policing team are notified of</p> <ul style="list-style-type: none"> <li>• understanding the police resources available relating to enforcement of Traffic Regulation Orders as well as commercial weight restrictions in situ in Renhold with suggestion of using volunteer time to support with processing the follow up work generated, as well as offering volunteer time to do this. Appropriate safe access by a volunteer to the police database would be an item that would need clarifying to be followed up.</li> <li>• clarity sought on unlit vehicles parked overnight on the roadside, unless it is causing a noticeably dangerous hazard to the highway, it would not be for the police to take any follow up action</li> <li>• it was asked what is the best ways to report incidents, share information and suspicious activity to the local police team, this is always encouraged by the police team to be fed into them. Information to be placed in next Magazine and shared across usual platforms on how this could be done.</li> </ul> <p>The Parish Council were grateful to have such a productive meeting with the local Police who continue to be supportive of improving highways safety and helping keep the local community safe as well, with a number of actions being followed up by all parties.</p> <p>Cllr. Roberts and Brunsden had attended an Orbit site visit to look at potential defibrillator location, feeding back it was a helpful meeting to have Orbit representatives present including the new point of contact for the area, as well as a representative from the Sports Pavillion. It was felt the best location for a defibrillator unit would be place the defibrillator to the right of the front door, this will make it visible to the wider public and not round the back where it would not be in plain sight. A sign round by the back door to indicate its position was suggested, for those coming from the opposite direction, with the proposed location also easy to run an electric supply to it.</p> <p>Clerk outlined that follow up action had been taken with the Community AED Grant Team trying to seek full funding that had not been accessible, but had managed to secured matched funding between meetings for three Mindray C1A Fully Automatic Defibrillator &amp; External Heated Cabinet with keypad partially funded each of £750.00, so funding in total of £2,250.00 with the Parish Council unanimously agreeing to match fund the remaining half of £2,250.00. The Clerk to action the funding being secured by accepting the quote, it was agreed one device to be located at Fiona Way Sports Pavilion, with one in Cranbourne Gardens, and one in the Spires, the locations to be finalised.</p> <p>BATPC Councillor training the Chairmanship course to be attended by Cllrs. Gribble and Warwicker next week.</p> <p>Councillors Roberts, Gribble, and Brunsden booked to attend the CPRE Planning workshop in early February.</p> <p>East West Rail Stakeholders Group latest meeting due to be held had been postponed it was noted.</p> <p>Village Hall Management Committee meeting, noted that an individual who had come forward expressing an interest in joining and becoming a Village Hall Trustee had now been linked with the Trustees.</p> <p>The highways walkround with Borough Council Officer and Borough Councillor Jim Weir Deputy Mayor &amp; Portfolio Holder for Environment, Highways &amp; Transport actions update given included: Wilden Road surfacing down to Salph End work had been rescheduled to be early February. A summary report to be done by Cllr. Gribble to go on the Parish Council website. Additional items raised also were white markings had been placed in Green End seeking if these were related to forthcoming footway improvement works. It was noted the pile of earth is still on the verge outside the first bungalow as you enter the village from the bypass. With there also being some redundant work signs in Green End.</p>	<p>Clerk to liaise</p> <p>Clerk</p> <p>Clerk Cllrs. Gribble/Warwicker Cllrs. Roberts/Gribble /Brunsden</p> <p>Cllr. Gribble</p>
<p><b>7.</b> <b>a)</b></p>	<p><b>FINANCE MATTERS TO INCLUDE</b></p> <p><b>Quotations to be considered and agreed –</b></p> <p>Bedford Borough Council had been asked to please clean the War memorial kindly free of charge. At the same time the village entrance gates and two bus shelters to be cleaned, Bedford Borough were due to send quotes for the work, awaiting these still.</p> <p>Cllr. Roberts had followed up with local workman on the village sign post staining which to be</p>	

	<p>added to the handyman job list along with quotation for the four noticeboards to be installed, the bench at Green End bus shelter once suitable bench option found, plus testimonial to be sought. Clerk detailed that quote collation is ongoing, with Cllrs. Gribble and Warwicker offering to meet the handyman to show them the noticeboard locations.</p> <p>The Council agreed the noticeboard font and lettering option which Clerk to feedback that would then mean delivery of the boards would take place shortly.</p> <p>All Councillors had received copy of the grass cutting quotations, it was noted that Worboys did not include the additional cut at Water End that the Agriplant quote does. The costs considered were £2952.74 and £2865 per annum excluding VAT it was unanimously agreed to award the contract for 2024 to Agriplant, resolution passed. Feedback to be given.</p> <p>At this point of the meeting the NALC salary pay award was discussed, noting the national agreement made. The Parish Clerk employment based on NALC model salary scale and the financial implication of the pay award back dated it was noted would be £104 for the whole financial year due to be paid at the end of the financial year. The Council unanimously agreed to accept the salary pay award, resolution passed.</p> <p>The administration support to the Council, the current net charges from Backlight Ltd were discussed, with a the costs from 1st April 2024 talked through, it was unanimously agreed to contonue with the services of Backlight Ltd for 2024, resolution passed.</p> <p>Bill Peet quotation for the 2024 season ahead had been shared with all ahead of the meeting, Councillors discussed and agreed unanimously to accept the quote for £1780.20 plus VAT, resolution pased, Clerk to feedback.</p> <p><b>b) Invoices to be paid</b>  Agri Plant hedge cutting work £1260.00  Backlight Ltd Administration service December £677.66  Wave water charges £42.04  Bill Peet and Son maintenance work grass and War Memorial £2161.89  CPRE Planning Workshop invoice £150.00  Councillors unanimously agreed to resolve the above items for payment. Resolution passed.  RNPWG Remembrance Flower grant donation paid in error to AQ should have gone to Church it was noted, this would be corrected with the outstanding NPWG expense due to AQ that is due to be presented for reimbursement shortly.</p> <p><b>c) Financial monitoring</b>  It was noted there were no comments or concerns received on the latest financial monitoring as all inline with expectations for this point in the financial year.</p> <p><b>d) Budget considerations and agreement for 2024/25 to include funding opportunities for village projects</b> - at this point of the meeting Councillors reviewed a number of supporting documents, including the draft budget plan, which was worked through in depth with consideration of the main focus areas of expenditure for the Council in the coming year. Clerk to update. It was unanimously agreed to approve the budget for 2024/25, resolution passed.</p> <p><b>e) Precept considerations and agreement for 2024/25</b> - The Borough Council had advised of a change in tax base within the parish for 2024/25. The Council considered different options, being mindful of wishing to move forwards with continuing to progress a number of improvements for the parish. It was unanimously agreed by those present to request a precept level of £24,694. Resolution passed. Clerk to submit.</p> <p><b>f) Consideration of adoption of Privacy policy, Subject Access Request policy, Data Protection impact assessment, GDPR Contact Privacy notice, GDPR Statement &amp; CCTV Policy documents</b> - these document had been shared ahead of the meeting to all, thanks was given to Cllr. Warwicker who had been working on these. It was unanimously agreed to approve them and adopt them, resolution passed. Documents to be uploaded on the Parish Council website as well.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Wariwcker/ Clerk</p> <p>Clerk to action</p> <p>Cllr. Warwicker</p>
8.	<p><b>MINUTES OF THE LAST MEETING</b>  The Council unanimously agreed to sign as a true and accurate record, the Chair signed the minutes from 30<sup>th</sup> November.  Matters arising were:</p>	Clerk/Gribble

	<ul style="list-style-type: none"> <li>▪ To arrange meeting with Sports Field Trustees after publication of GI Survey for which still waiting, so remains ongoing.</li> <li>▪ Payment of accounts issued</li> <li>▪ Clerk to review the drafted document to guide the neighbouring property owners through the process of responding to a planning application, whether it be for permitted development, planning enforcement or any other type of development. This item is on hold, remains on hold, will be revisited.</li> <li>▪ JP communication regarding Jubilee celebrations to be reviewed and a thanks to be shared with the parish.</li> <li>▪ Awaiting copies of BFARe minutes to come through</li> <li>▪ Contact will be made with the Church End barn owner to outline the decommission of noticeboard once a new board and location has been agreed.</li> <li>▪ To arrange an invite to the local MP for the Cranbourne Gardens development, Cllr. Gribble had sent invite.</li> <li>▪ It was agreed to explore options regarding the tree work at the War Memorial, Cllr. Gribble to follow up with landowner.</li> <li>▪ This item relating to the surfacing work being re-programmed in for Church End and Wilden Road as the scheme should not be lost as a result of the pipe replacement work. This clarification had been confirmed by the Anglian Water representative as being placed on hold to allow settlement of the works before resurfacing. Complete?</li> <li>▪ The VAS data continues to be downloaded monthly, Cllr. Warwicker again thanked for all his efforts on this.</li> <li>▪ Remain awaiting coronation items agreed to spend up to £300 excluding VAT for a commemorative item for the children, awaiting invoice for the purchase from the school.</li> <li>▪ As agreed, Parish Council to fund the hire of the hall for a future Coffee with a Cop event ahead of a Parish Council meeting.</li> <li>▪ Bank signatory work remains ongoing.</li> <li>▪ Anglian Water direct debit had been set up but not taking payment, this is being looked at by the Clerk, with mandate resent.</li> <li>▪ Orbit communications still awaiting communication poster from Christian which would then be displayed as a further way residents could access information on how best to engage with Orbit. The noticeboard at Aspire had been taken forwards .</li> <li>▪ Bin request for Water End followed up with Bedford Borough Council Officer.</li> <li>▪ Work on a village asset application for The Polhill Arms was ongoing, it was agreed that this to be followed up to check the stage of the application and support offered with this.</li> <li>▪ BBC Chief Executive was going to take forwards request for planning training including information on enforcement for Councillors to receive in the near future.</li> <li>▪ The community safety camera quotation options had shared with all Councillors ahead of the meeting, Cllr. Gribble confirmed a Ward Fund allocation towards the project of £1,000 it was noted. Councillors reviewed the different quotations, being mindful of the £1,000 towards the project from the Borough Councillor Ward Fund, it was unanimously agreed to purchase as per the quotation from Locked and Secure Ltd at a cost of £4960.00 plus VAT. The location of the camera is currently being finalised with ongoing communications on this.</li> <li>▪ A sim card will need to be purchased for the community safety camera device which Cllr. Warwicker will follow up. Adjacent landowner will be asked to cut back hedges nearby to make the camera more visibility.</li> <li>▪ AgriPlant had carried out the hedge maintenance work with information placed on the Council website in advance.</li> </ul>	<p>Ongoing</p> <p>On hold</p> <p>Ongoing</p> <p>Monitor Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
9.	<b>CORRESPONDENCE AND INFORMATION RECEIVED</b>	

NALC Events Bulletin emails  
 BBC Planning weekly list email  
 CPRE update emails  
 Bank statements  
 Crime statistics - forwarded to all  
 ERTA Voluntary Transport email  
 BBC Weekly Licensing list – Clerk has checked  
 CPRE latest newsletter  
 Renhold Magazine article submission and communications  
 VAS summary data information – shared by Cllr. Warwickerto local stakeholders  
 East West Rail representatives Group information – shared  
 Various communications with website developer  
 Weekly List of Meetings communication from Bedford Borough Council  
 Communications regarding request for meeting with local Police – actioned  
 Healthy Workplace Bulletin: November 2023  
 Healthy Workplace Bulletin: December 2024  
 BBC Officer follow up regarding resident communication regarding bin request for Water End  
 Greenbarnes Ltd communication regarding new noticeboard order – agenda item  
 Renhold Village Hall Trustees communications – responded to  
 Renhold Village Hall booking communications – actioned  
 Jobs for handyman communications – agenda item  
 NBB Recycled Furniture promotional emails  
 BBC Officer communications regarding grass cutting maps for the parish – responded to  
 Renhold Neighbourhood Plan Working Group communications regarding accounts and Working Group report – followed up  
 CPRE Planning Workshop 2024 communications – circulated  
 Borough Councillor Ward Fund application - two projects communications  
 Resident communication regarding trees on telephone cabled – responded to  
 Contractor communications regarding hedge maintenance copied into  
 Copied into grants available for charities regarding solar panel installation  
 Renhold Magazine mail out enquiry communication – responded to  
 NPWG members voting rights at meeting clarification communications – responded to  
 Copied into communication with residents regarding CCTV Community Safety Camera for Water End  
 Greenbarnes order communications  
 Invoice RPC 008 from Bill Peet & Son – agenda item  
 Bedfordshire Police Office of the Police and Crime Commissioner for Bedfordshire Newsletter - November 2023 - circulated  
 Copies of AgriPlant insurance and license certifications received  
 Orbit site meeting to discuss location of defibrillator feedback – agenda item  
 Reminder to Submit Your ERN [Contact Ref: 72437362]  
 ARW LTD - RENHOLD PC - GRASS CUTTING QUOTATION 2024 SEASON - agenda item  
 Meeting at Riseley Police Station communications  
 BBC BACS remittance rural grant monies received £25,000  
 Parish Council and rural community grants information – circulated  
 CPRE Thank you for your booking. Understanding Planning Workshop 2024  
 BBC Draft Trees and Development Supplementary Planning Document Consultation – circulated  
 Bedfordshire Police Call for public questions to leaders of Bedfordshire’s criminal justice system – circulated  
 Speed Watch Activity report for November and Renhold year to date  
 Resident communication on reported damaged sign repaired promptly  
 EWR Co Bedfordshire Local Representatives Group – Meeting #13 follow-up  
 Resident communication regarding Top End property copied into – NG responded to  
 Councillor meeting date clarity – responded to  
 Bank details requested for payment of Village Magazine – actioned  
 Bank details requested for payment of All Saints Church floor trustees meeting – actioned  
 BBC Streetworks communications regarding the community safety cameras at Water End  
 NPWG copied into Your Application for Technical Support - Neighbourhood Planning

Programme notifications  
GDPR policy communications  
Resident communication on behalf of Green End residents regarding Green End SID – responded to and shared with all Councillors  
BBC Officer communication regarding community safety camera installation – responded to Officer  
BBC Planning Parish Consultation letter for 23/02650/FUL - agenda item  
Bill Peet and Son quotation for 2024 – agenda item  
Planning Parish Consultation letter for 23/02759/LBC - agenda item  
Alex Ash Gardening services promotional email regarding garden services  
Happy New Year communications between Councillors copied into  
National Highways Upcoming road closures A421 both directions, 12-15 January  
Borough Councillor NG communications with BBC Officer regarding 30mph sign down thanks to the local authority  
Crime Statistics for December 2023  
Communications regarding vexatious communications to the Parish Council – future agenda item  
BATPC Chairmanship 1: 31/01 course payment confirmed  
New Homecare provider expression to wishing to advertise – signposted to Renhold Magazine  
BBC Parish & Town Council Network - next meeting – circulated  
BBC Temporary Road Closure Wilden Road and Church End Renhold 23 – 112 – circulated  
Black Cat grant scheme communications regarding potential application  
Borough Councillor NG H3003 Norse Road drainage works communication  
Cloud Next Newsletter - January 2024  
Councillor communication regarding flooding in Renhold and gully clearing to go on the January meeting agenda – actioned  
Speed Watch Activity for 2023  
JR apologies for the April Parish Council meeting  
Copied into Ravensden Road bar chart data information shared with local Police following highways safety meeting  
Resident request for information relating to the average speed cameras – responded to  
Resident communication regarding Renhold Charity Cottages – responded to  
BBC Register of Interest forms communication – responded to  
Councillor communication sharing that has reported vehicle which has not moved this year from the layby at Water End to Highways Helpdesk  
BBC Home Upgrade Grade Phase 2 (HUG2) Promotion Support – circulated  
Crime Statistics January 2024 - circulated  
Councillor clarity on meeting dates – responded to  
BBC communication copied into 20231124 Carriageway Resurfacing Works in Your Ward – Wilden Road, Renhold  
BBC Highways grass verges Renhold communication - circulated  
BATPC Finance Training Programme - Updated Jan - March 24 – circulated  
BATPC New Communications and Data Compliance Training Programme, Jan-May 24 - circulated  
Councillor communications regarding expenses claiming  
DHSC - £1m Community Defibrillator Scheme - Limited Units Remaining – actioned  
Bedfordshire Police Bedfordshire Business Conference 2024 – circulated  
Councillor communications regarding trees in Green End – followed up, actioned with BBC Officer who is visiting  
Copied into communication regarding site promoter relating to land at Renhold, Green Lane  
Cloud Next Email Update  
Quote - DHSC Defibrillator Information - agenda item  
Bedford Radio advertisement request – forwarded on to Renhold Magazine

**Planning application decisions to be noted:**

23/02085/FUL Demolition of existing conservatory and erection of a single storey rear extension and internal modifications at 17 Embla Close – Permitted  
23/02021/TPO T1 - Ash - Crown lift to 4 metres to allow vehicle access at Wentworth House

Ravensden Road – Permitted

23/01835/FUL Two storey side extension to replace an existing single storey extension and two storey rear extension. Front extension to accommodate new porch entrance. Installation of new windows and doors to external fenestrations. Erection of a new car port to replace existing car port and proposed driveway at 50 Green End – Permitted

23/01622/LDE Certificate to confirm that the parking and driveway on site has been in place and in use for more than 10 years at 33 Ravensden Road - Decided Certificate Issued

<b>10</b>	<b>Close of Meeting</b> The next meeting to be confirmed, expected to be Thursday 29 <sup>th</sup> February 2024 at 7pm at the Village Hall. Meeting closed at 9.05pm. Future items to be policy document reviews including complaints.	
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