



**Minutes of RENHOLD PARISH COUNCIL ANNUAL meeting held on Thursday 15<sup>th</sup> May 2025 at 7.00pm at Renhold Village Hall, Wilden Road**

**IN ATTENDANCE:** Parish Councillors Mrs. Dean, Mrs. Roberts Mrs. Brunsden, Mr. Warwicker, Mr. Rayner, Mrs. Gribble (Chair), the Clerk, and no members of the public were present.

Item	Minutes of discussions and resolutions	Actions and Responsibility
1	<p><b>ELECTION OF CHAIR</b></p> <p>Proposed by Cllr. Dean that Cllr. Gribble be elected as Chair, Cllr. Warwicker seconded proposal. All Councillors present voted and unanimously agreed, Cllr. Gribble be elected as Chair. Resolution passed. Cllr.Gribble completed the Declaration of Acceptance of Office.</p>	
2	<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. Parish Councillor apologies received and accepted from Mrs. Cardinale.</p> <p>SB declared an interest in planning application for 82 Hookhams Lane, no new declarations of interest received for the meeting.</p> <p>Councillors annual reminder to ensure Register of Interest forms are up to date. Councillors reviewed the Code of Conduct. Councillors unanimously agreed to approve the document, resolution passed. All Councillors present signed the document and then be placed on the Parish Council website.</p> <p><i>The Chair adjourned the meeting at this point</i></p>	Clerk to action
3	<p><b>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</b></p> <p>No public statements received.</p> <p><i>The Chair reconvened the meeting at this point</i></p>	
4.1	<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:- 25/00894/FUL</b> Erection of double garage with hobby room over to front of property at 82 Hookhams Lane – SB declared an interest and took no part in the discussion or vote. The Council reviewed the application, it was unanimously agreed to object and raise concern that this application if granted would set a precedent for a structure in front of the building line which would be out of keeping with the existing street scene. Councillors were also concerned that the structure is proposed to be built in materials that do not match the main dwelling house so this will cause the structure to look further out of place.</p> <p>b) <b>APPLICATION NO:- 25/00845/FUL</b> Render and insulation to existing walls at Grasmere 68 Hookhams Lane - the Council reviewed the application, it was unanimously agreed to object to the application and express continued frustration and deep concern over the considerable changes taking place at this property which will make it totally out of keeping with the street scene. The multiple applications at this site with the dwelling constantly changing make it very challenging to fully understand and appreciate the cumulative impact of all the proposals.</p>	<p>Clerk to action</p> <p>Clerk to action</p>

4.2	<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> <p>24/01253/FUL Erection of ancillary residential outbuilding and equestrian storage at Dairy Farm Cottage St Neots Road planning appeal noted.</p>	
4.3	<p><b>Renhold Neighbourhood Plan Working Group report</b></p> <p>Working Group report circulated, grateful thanks expressed by the Council to the Group for their continued work on preparing the Plan, which is having final updates inserted before being ready to share with Parish Council as full final draft expected at next meeting.</p>	
5.	<p><b>ELECTION OF VICE CHAIR, appointment of PARISH COUNCIL REPRESENTATIVES, asset management review and PARISH COUNCIL VACANCIES to include ability to co-opt</b></p> <p>Proposed by Cllr. Gribble that Cllr. Warwicker be elected as Vice Chair, Cllr. Brunsdon seconded proposal. All Councillors present voted and unanimously agreed Cllr. Warwicker be elected as Vice Chair. Resolution passed. Cllr. Warwicker completed the Declaration of Acceptance of Office.</p> <p>It was unanimously agreed to continue with the current management of planning applications, with Councillors Dean, Brunsdon and Roberts to review the planning applications as a Planning Working Group, ahead of applications coming to the full Council. Resolution passed. Terms of Reference document agreed to remain unchanged, resolution passed.</p> <p>It was unanimously agreed to elect Margaret Dean as the Charity Trustee representatives. Resolution passed. Clerk to check with individual who is not a Councillor if they wish to remain as a Charity Trustee representative on behalf of the Parish Council.</p> <p>Neighbourhood Plan Working Group re-appointment was unanimously agreed, resolution passed.</p> <p>In regards to the Parish Councillor vacancies, it was noted that there remain vacancies that can be filled by co-option.</p> <p>Asset management discussion, agreed that format to remain unchanged with a frequency of twice a year for whole parish by Councillors.</p>	Clerk to action
6.	<p><b>BEDFORD BOROUGH COUNCILLOR REPORT</b></p> <p>Bulky Waste collection service Cllr. Gribble had followed up request, with confirmation extension to the length of time the service visits the parish, noted unable to have a later start time.</p> <p>Norse Road average speed camera data had been shared for April, noted that data for the whole parish expected to be available shortly.</p> <p>Ward Fund update on silver birch replacement with a different species in Green End to be secured through the Ward Fund, this is with the Borough Council Officer and will include care for two years, awaiting to be planted, no update.</p> <p>Green End dog waste bin being better positioned and bin request for Water End for across the roundabout in the layby at Water End which is to be installed, this has been chased.</p> <p>Traffic flow through the parish discussed previously with the most recent traffic flow counts to be checked, agreed follow up was to ask local authority for data, Andy Prigmore had been contacted.</p> <p>Monitor Ravensden Road entrance gate, and associated work including markings, work being carried out by local authority, had been chased various times, the gates had also been chased. It was noted the sunken section of the road along Ravensden Road remains an issue, Cllr. Gribble has reported.</p> <p>Orbit home walkround follow up items had been pursued.</p> <p>Summary of Universal Studios and Local Plan 2024 update was shared.</p> <p>The bridleway at the top of Markham Rise needs to be revisited by the local authority as there are some issues at present. There was a Councillor request for a walkround of Cranbourne Gardens to look at local issues, Cllr. Gribble to follow up.</p> <p>The Hookhams Lane verge damage due to building work continues to be monitored.</p>	<p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Cllr. Gribble</p>
7.	<p><b>COMMUNITY MATTERS</b></p> <p>Annual electors meeting, date agreed by those present, Clerk to arrange.</p> <p>Cllr. Warwicker shared the latest regarding the community safety camera, new device waiting</p>	Clerk to action

	<p>to be installed, with regular contact with supplier being pursued.</p> <p>Defibrillator delivery of units expected shortly, Clerk to share the what three words location for the installation to take place. The training event, it was agreed to have in person and an online event to enable them to most accessible, Clerk to feedback to Community Heartbeat.</p>	<p>Monitor</p> <p>Clerk to action</p>
<p><b>8.</b></p> <p><b>a)</b></p> <p><b>b)</b></p> <p><b>c)</b></p> <p><b>d)</b></p> <p><b>e)</b></p>	<p><b>FINANCE MATTERS TO INCLUDE</b></p> <p><b>Grant applications for consideration - Renhold Churchyard - awaiting completed application.</b></p> <p><b>Quotations to be considered and agreed – insurance premium no price increase, it was unanimously agreed to continue with Zurich as the Council insurance provider, resolution passed.</b></p> <p>Speed Indicator Device, Council discussion on repair follow up for Ravensden Road device, Council felt alternative device to be explored, Clerk to obtain costs from new supplier. Cllr. Warwicker would continue to push the manufacturer for the unit to be repaired. Council noted that there might need to be rotation of a device from other village location to Ravensden Road, the Council agreed in principle to the expenditure to enable this to happen which was expected to be under £200.00, resolution passed.</p> <p>Council unanimously agreed expenditure up to £100.00 to enable purchase of remembrance roses for the War Memorial in light of the forthcoming celebration, resolution passed.</p> <p>Feedback to resident organising planting to be followed up.</p> <p>Memorial plaque on the bench on the Green, remains ongoing.</p> <p><b>Internal audit report</b></p> <p>Clerk had shared the report which raised no matters arising, Councillors reviewed the documents from the auditor Michelle Riches and were pleased with the report, no action to be taken.</p> <p><b>Annual Governance and Accountability Return 2024/25 Section 1 and 2</b></p> <p>All Councillors had received the full transaction information for the financial year, bank reconciliation, copy of bank statements, completed Annual Return, financial analysis, and asset register also circulated. It was unanimously agreed by all present, resolution made to approve Section 1 and Section 2 of the Annual Return, form to be signed by Chair and Clerk. Clerk to make external audit submission.</p> <p><b>Invoices to be paid</b></p> <p>Backlight Ltd Administration service April £753.48</p> <p>Renhold Chapel April meeting room hire £30.00</p> <p>Michelle Riches internal audit £150.00</p> <p>JCB Printing NP printing £11.20</p> <p>Zurich Municipal Insurance renewal £459.00</p> <p>British Legion Dday wreath £25.00</p> <p>Three SIM card payment £9.40 direct debit</p> <p>Councillors unanimously agreed to resolve the above items for payment and the ongoing Three direct debit. Resolution passed.</p> <p>It was noted that first half of parish precept and CIL payment had been received by the Council.</p>	<p>Future Item</p> <p>Clerk to action</p> <p>Cllr. Warwicker/ Clerk Cllr. Gribble</p> <p>Clerk</p> <p>Clerk to action</p> <p>Clerk to action</p>

9.	<p><b>MINUTES OF THE LAST MEETING</b></p> <p>The Council unanimously agreed to sign as a true and accurate record, the Chair signed the minutes from 3<sup>rd</sup> April.</p> <p>Matters arising were:</p> <ul style="list-style-type: none"> <li>▪ Payment of accounts issued</li> <li>▪ Planning comments submitted</li> <li>▪ JP communication regarding Jubilee celebrations edit actioned on Parish Council website.</li> <li>▪ Awaiting copies of BFARe minutes to come through, having recently chased with Ward Councillor for Wyboston.</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>▪ Bank signatory work remains ongoing.</li> <li>▪ The additional location highlighted to the police during the January meeting in the village that had been flagged within a hot spot area, that could be used for carrying out speed checks – Community Speedwatch Coordinator to share details of suggested location with PC Napoli, this had been actioned.</li> <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>▪ The highways walkround with Borough Council Officer and Borough Councillor Jim Weir Deputy Mayor &amp; Portfolio Holder for Environment, Highways &amp; Transport summary report to be done by Cllr. Gribble to go on the Parish Council website.</li> <li>▪ Additional items raised during the highways walkround were: white markings had been placed in Green End seeking if these were related to forthcoming footway improvement works.</li> <li>▪ Asset management document to be drafted.</li> <li>▪ Code of Conduct document uploaded to website, redacted signature version ongoing, awaiting June absent Councillors signatures on document. Superseded.</li> <li>▪ Further reminder for all Councillors to insert their email signature as previously agreed.</li> <li>▪ Highways Officer in attendance at previous meeting, had followed up overhanging vegetation along St Neots Road, it was noted landowner had been contacted to clear the area. The items raised from the Deputy Mayor visit walkround items, these included items in Green End had not had 30mph painted on the floor, Officer was chased.</li> <li>▪ Clerk had sent communication to local ambulance service regarding the defibrillator matter previously raised, remains unchanged, acknowledgment received, awaiting full response, has been chased. Therefore, drafted policy document work remains on hold it was noted.</li> <li>▪ Making the Church End area by the school a red way could also be explored as a further solution. Idling car cards to be followed up by Cllr. Gribble.</li> </ul>	<p>Ongoing</p> <p>Monitor</p> <p>Cllr. Gribble</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Cllr. Brunsden</p> <p>Ongoing</p> <p>Monitor</p> <p>Monitor</p> <p>Cllr. Gribble</p>
10.	<p><b>CORRESPONDENCE AND INFORMATION RECEIVED</b></p> <p>NALC Events Bulletin emails</p> <p>BBC Planning weekly list email</p> <p>CPRE update emails</p> <p>Bank statements</p> <p>Crime statistics - forwarded to all</p> <p>ERTA Voluntary Transport email</p> <p>BBC Weekly Licensing list – Clerk has checked</p> <p>CPRE latest newsletter</p> <p>Renhold Magazine article submission and communications</p> <p>Various communications with website developer</p>	

FC apologies for the May Parish Council meeting – noted  
 NBB Recycled Furniture promotional emails  
 Communication with contractor regarding CCTV Community Safety Camera for Water End copied into  
 Internal auditor communications for 2024/25 audit arrangements – agenda item  
 Your Zurich Parish policy is due for renewal – circulated, agenda item  
 NPWG May Parish Council report – circulated, agenda item  
 BBC Rural Bulky Waste Collection communications – responded to, circulated  
 BBC BACS remittance – first half of precept  
 BBC CIL transfer letter - noted  
 Parish and Town Council Network: Meeting Minutes and Details of Next Meeting - circulated  
 BBC Planning Appeal Consultation letter - circulated, noted  
 Resident communication regarding remembrance roses – circulated, agenda item  
 BBC Parish and Town Council Update  
 Resident communication regarding planning enforcement matter in Top End  
 Grass cutting maintenance contractor communications  
 Bedford African Event  
 Three Your bill's ready communication invoice – agenda item  
 National Highways UPDATE Important roadworks information: A421- Noise barrier replacement  
 BBC Emergency Road Closure Church End Renhold 2025 - 020  
 Resident contact regarding Path Improvement Works - Inaccurate PC website insertion - noted  
 Borough Councillor NG visit of Flood Officer to Renhold copied into  
 BRCC Renhold Housing Needs Survey  
 Staploe Parish Neighbourhood Plan Consultation consultation  
 Bedford & Milton Keynes Waterway Trust Annual Partner Conference  
 Upcoming Closures - Black Cat Area  
 Borough Councillor NG change in train services over Easter weekend  
 Resident communication regarding Ravensden Road Speed Indicator Device – responded to  
 Resident communication regarding Ravensden Road Speed Indicator Device – responded to  
 Councillor update on asset management Green End  
 BBC Letter about Decision of Planning Application 24/02117/FUL  
 BBC New Rights of Way Inspector communication  
 National Highways UPDATE Important roadworks information: A421 Marston Moretaine- pump station replacement  
 Borough Councillor resident communication regarding new tree in Green End  
 Richard Fuller MP communication regarding question relating to Neighbourhood Plan – followed up and responded to  
 BBC Planning Parish Consultation letter for 25/00845/FUL - circulated, agenda item  
 JCB Printing invoice – agenda item  
 Copied into Renhold Neighbourhood Plan- Renhold Sports Club communications  
 National Highways A428 Legacy Funding  
 BRCC Renhold Good Neighbours Scheme communication – responded to  
 Data Protection fee - direct debit due to be collected ICO:00019903648  
 BBC Planning Parish Consultation letter for 25/00894/FUL – circulated, agenda item  
 Renhold Village Hall - Hallmaster Email Verification - actioned  
 BBC Temporary Road Closure Wilden Road Renhold 25 -017 Add  
 2025.04.14 RNPWG update April report for PC – circulated, agenda item  
 Resident communication regarding Grass Verge from 62 Green End to Renhold white gates – responded to  
 BBC Planning Parish Consultation letter for 25/00897/FUL - agenda item, circulated  
 Resident communication regarding traffic and speeds along Ravensden Road – responded to

**Planning application decisions to be noted:**

25/00490/S73A Single storey rear extension and infill development to existing entrance/undercroft (Development commenced) at 15 Home Close – Permitted  
 25/00383/FUL Single storey side/rear extension and conversion of existing garage at 5 Brook Lane – Permitted



	24/02141/LDP Certificate to confirm that the details submitted do not require planning permission (Render and Insulation) at Grasmere 68 Hookhams Lane - Certificate Refused 24/02117/FUL Single storey front extension at Grasmere 68 Hookhams Lane - Permitted	
11	<b>Close of Meeting</b> The next meeting to be Thursday 19 <sup>th</sup> June 2025 at 7pm at the Village Hall. Meeting closed at 8.00pm.	