



# PARISH OF RENHOLD



## Minutes of RENHOLD PARISH COUNCIL meeting

held on Thursday 10<sup>th</sup> February 2022 at 7.00pm at the Chapter House, Church End, Renhold.

**IN ATTENDANCE:** Parish Councillors Mrs. Brunsdon, Mrs. Dean, Mrs Gribble, Mr. Mclver (Vice Chair), Mrs. Quince (Chair), Mr. Warwicker, Borough Councillor Moon, the Clerk and six members of the public were present.

<u>Item</u>	<u>Minutes of discussions and resolutions</u>	<u>Actions and Responsibility</u>
1	<p><b>WELCOME BY THE CHAIR AND APOLOGIES FOR ABSENCE TO BE RECEIVED</b> Parish Councillor Mr. Polhill and Borough Councillors Martin-Moran-Bryant, Caswell, McHugh had sent apologies which were accepted. It was noted that Councillor Moon would be arriving late.</p>	Noted
2	<p><b>DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST FOR THE MEETING TO BE MADE</b> Cllr Mclver declared an interest as RFO in Council payments, and Cllr. Quince was a payee for an item under payments, so neither would vote on that item. No other declarations were received for the meeting. <i>The Chair adjourned the meeting at this point</i></p>	
3	<p><b>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</b> A resident asked for an update on the Parish Council website and when it would be accessible for residents to view. Cllr. Mclver to ensure it is set to public view. A resident raised meeting venue clarity and asked to join the circulation list. A Councillor raised a request for dog waste bins by footpath in Woodfield Lane and by the church. Evidence to be collated then a request to be made to Borough Officer James Lynch. A Councillor raised a request for the Polhill Arms to be registered as a community asset as it has designated community value. This to be a future agenda item. <i>The Chair reconvened the meeting at this point.</i></p>	<p>Cllr Mclver to action Clerk to action Cllr. Gribble to action  Clerk to action</p>
4	<p><b>PLANNING AND DEVELOPMENT</b></p> <p>a) <b>APPLICATION NO: 22/00161/TPO T50 Walnut - To remove deadwood, reduce by approx. 20% and re-shape to suit at Top End Farm Cottage, 1A Top End -</b> Members of the Planning Committee had visited the site. Having viewed the tree from the back garden, it was clear that parts of the tree are dying back, so the plan is to prune about 20% to balance the tree's appearance and to preserve its longevity. It was recommended the Council has no objection to the application. Unanimously agreed. Resolution passed.</p> <p>b) <b>APPLICATION NO: 21/03333/MAR All reserved matters except Access for the erection of 50 dwellings with associated landscaping, open space, vehicular access and parking provision. Discharge of conditions 6 (Construction Management Plan) and 7 (Management and Maintenance of Streets and Paths) pursuant to Outline Permission 21/00014/MAO at Land North Of School Lane Roxton -</b> Cllr Quince visited this alone as it was unclear as to whether Renhold's inclusion as a consultee was a typo. Cllr Quince had rung the Local Authority to query and emailed the Parish Council Chair at Roxton prior to the site visit and neither party had responded, which is very disappointing. It was recommended by the Committee to the Council that they have no comment to make on his application. Resolution passed, as it is not a contiguous parish and has no bearing on Renhold. Unanimously agreed.</p> <p>c) <b>Bedford Borough Local Development Scheme update –</b> Information had been circulated to Councillors and to residents via circulation list to note that the Local Development Scheme has been updated and it can be viewed on the Borough Council's website. Whilst the Local Plan Review Draft Plan took place as programmed during Summer 2021, the number of responses and time needed to complete all necessary technical and evidence base work</p>	<p>Clerk to submit          Clerk to submit</p>

	<p>means that a change to the timetable is required. Executive will now consider the next Local Plan report on 27<sup>th</sup> April 2022. This change to the timetable will not affect the submission of the plan by the deadline set in adopted policy (January 2023). The Local Plan Review timetable forms Appendix 5 of the Local Development Scheme. Progress on the development briefs for Ford End Road, Bedford and South of the River, Bedford also remain affected by delays to the timetable for decision making on the East West Rail project.</p>	Noted
5	<p><b>PARISH COUNCILLOR VACANCIES</b></p> <p>Information regarding The Spires Ward vacancy was included in the latest edition of the Village Magazine and a specific leaflet drop to 550 houses encouraging interested individuals from the ward to come forward had been completed. Sadly, to date, no one has come forward. It was confirmed the Parish Council now has the ability to co-opt any individual they wish to fill this vacancy.</p> <p>After numerous communications sent to the Democratic and Electoral Services Manager and Statutory Scrutiny Officer regarding the Renhold North Ward vacancy, requesting a telephone call to discuss the letter to be sent to the ten electorates who called for an election, it took several frustrating weeks for this to progress in any way. The Clerk spoke to the Officer and immediately followed up in writing with the wish of the Parish Council to send a letter to the ten electors outlining the sequence of events, and requesting a copy of the letter sent. The Parish Council has never received a copy of the communication sent by the Borough Council. The Clerk was advised by Borough Councillor Moon that on receipt of the communication from the Borough Council to the ten electors, an elector had immediately contacted him to advise that they had hand delivered the request for an election, and could provide evidence of a WhatsApp message that they communicated to another elector that the request had been delivered, with the date shown on the message. They could also describe the person who took the request and that they had asked for a receipt/proof of delivery, but were not given one due to the Covid procedures being followed at Borough Hall at the time. The elector had also expressed concern to Borough Councillor Moon over the content of the communication, as it was not clear how this matter was being taken forwards and what the resolution was to be.</p> <p>Further dialogue then followed between the Democratic and Electoral Services Manager and Statutory Scrutiny Officer, Borough Councillor Moon, the Clerk and the Monitoring Officer in terms of next steps. The Clerk requested confirmation of the statutory power and copy of the legislation that would enable a call for election to be re-advertised for the Renhold North vacancy.</p> <p>Borough Councillor Moon continued to follow this up seeking to have this information confirmed. Councillor Moon, having been provided with a copy of the communication sent from the Democratic and Electoral Services Manager and Statutory Scrutiny Officer to the Renhold elector who had delivered the call for election, alerted the Clerk to another matter that had come to light.</p> <p>In the Democratic and Electoral Services Manager and Statutory Scrutiny Officer communication, it also stated that only nine of the ten electors who had requested an election were legally able to do so, as one of the electors was not qualified to do so. This new, but vital information, therefore means there was no valid call for election made. There has continued to be more follow up communications on this matter. The most recent communication from the Borough Council had been shared with all Parish Councillors to reassure them that that co-opting for this vacancy is the next step forward.</p> <p>Councillors discussed next steps and agreed that both vacancies and the ability to co-opt be advertised through the usual platforms available to the Parish Council.</p> <p>The Council also agreed that a formal complaint should be made using the Borough Council's Complaints Procedure regarding the poor advice and the unnecessary time that has been taken on this matter which has resulted in significant loss of human resources by Renhold Parish Council.</p>	<p>Clerk to action</p> <p>Clerk to pursue</p>
6	<p><b>EAST WEST RAIL</b></p> <p>It was agreed that Cllr Gribble would be the Parish Council representative on the recently formed Local Representatives East West Rail Group for Bedfordshire. The Clerk to register Cllr Gribble. It was noted that the first meeting had already been postponed. Cllr. Gribble outlined the questions that would be asked during the meeting.</p> <p>A reminder was given about the 'Save Our Greenfields Walk' planned to take place on 13<sup>th</sup> February at midday. All welcome. Thanks were noted to the Village Hall Management</p>	Clerk to arrange

	<p>Committee who were opening up the hall for refreshments. The event had been advertised throughout the local area.</p> <p>A combined Parish Council letter from BFARe had been sent to the Prime Minister outlining the local concerns. Richard Fuller MP had sent cover letter to accompany this.</p>	Noted
7	<p><b>NEIGHBOURHOOD PLAN WORKING GROUP UPDATE</b></p> <p>Work on various elements of the Neighbourhood Plan relating to the Green Infrastructure Plan, the Local Green Space Designation and the Housing Needs Assessment continues. The GIP has undergone further analysis by Bedfordshire Rural Community Charity and from this has emerged the embryonic LGS assessment, which indicates those 'green' areas within the Parish that are worthy of protecting for the future. A total of seven sites will now be studied and a proposal to the Borough Council will be made for their adoption. Work has also now started on the Green Gaps Policy and the Neighbourhood Plan Vision and Objectives are being refined in preparation for the next resident survey.</p>	Noted
8	<p><b>REVIEW OF STANDING ORDERS</b></p> <p>Thanks again to Cllr. McIver and a resident who have continued to work on the review of the document. As agreed at the previous meeting, the document had been circulated for further review. It was unanimously agreed by all present to remove Appendix 1 and to adopt the Standing Orders document. Resolution passed. The document to be uploaded to the Parish Council website.</p>	Cllr McIver to arrange
9	<p><b>UPDATE ON POLICE ACTIVITY</b></p> <p>Cllr Quince attended the recent Police priority setting meeting. A copy of the feedback from the meeting had been shared via various platforms in the village, setting out the Speeding Priority Final Update including the visits carried out. The new priority for February to April 2022 will be relating to Motor Vehicles – Crime and Anti-social use. Cllr. Quince followed up to ask about the feedback and date for speeding checks in Renhold within the last priority time frame. The data from the two surveys done had been shared by Sergeant Killick. It was also noted the Police were in action carrying out speed checks in Hookhams Lane on 9<sup>th</sup> February and also in Ravensden Road. It was noted that the Police continue to receive the monthly VAS data generated from the Parish Council devices. The Police have also been in the parish accompanying Parking Enforcement Officers at the school recently.</p> <p>A new PCSO 7013 Stephen Tarabella has taken over the areas that PCSO Chloe Dymock covered. Stephen will be working with PC Craig Bond which includes Renhold.</p> <p>Between meetings, the Clerk had received information from the Police Traffic Collision Team who have been helpful with information about the Average Speed Camera data. All fines are paid directly to Her Majesty's Courts and Tribunals Service via the Fixed Penalty Office and on to Central Government. Any surplus from course payments is paid to the relevant OPCC's fund. The Police do not 'make money' out of cameras and associated fines. Annual figures are published (also on each force's internet pages) which show a camera breakdown on the number of tickets which attend Speeding Awareness Courses, fines or court appearance. The Average Speed Camera data received from the Police is sent via the Borough Council Officer. Clerk to find out why no data was received for January.</p>	Clerk to enquire
10	<p><b>BEDFORD BOROUGH COUNCIL CONSULTATION FOR EXTRA POWERS FOR COUNCIL TO ENFORCE ON THE ROADS</b></p> <p>Councillors had received supporting information regarding the consultation. It was agreed that the Parish Council support the powers being proposed, welcoming all measures that will improve highways safety. The Council supports measures that would enable action to be taken against HGV illegal movements along Hookhams Lane. It was felt that it would also be helpful to ensure that Traffic Regulation Order enforcement powers are included, so that the TRO in Renhold could be enforced more regularly. Clerk to feedback.</p> <p>The Clerk had requested Speed Enforcement data from the Local Authority. The information received had been shared with Councillors. Councillors felt it would be helpful if speed checks could be carried out during the peak traffic flow times as well as during the early morning and late evening when the highest speeds are often recorded. Clerk to ask the Borough Council and Sergeant Killick.</p> <p>There was an offer of assistance from a resident with the collation of the VAS unit data, Cllr. Warwicker to liaise.</p> <p>It was noted that the faded road markings and no clear line painting at the Ravensden Road junction onwards have been reported again.</p>	<p>Clerk to action</p> <p>Clerk to request Cllr. Warwicker to follow up</p> <p>Noted</p>

<p>11</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p><b>FINANCE MATTERS TO INCLUDE</b></p> <p><b>Quotations to be considered and agreed</b></p> <p>The Councillors unanimously agreed to fund the printing and lamination of the posters for the ‘Save Our Greenfields’ walk and the fliers for the meeting with Richard Fuller MP which is taking place on March 17<sup>th</sup> at the Village Hall.</p> <p>Cllr. Gribble was asked to follow up the reseeding quote for the work that is needed in Becher Close.</p> <p>The Clerk is arranging quotations for the village maintenance for the next meeting.</p> <p>A quote for a repair to a bin at Cranbourne Garden had been quoted by the Borough Council for £125.00. It was unanimously agreed to accept the quote to enable the work to go ahead.</p> <p>The Parish Council is working with the school in a Jubilee poster design competition. It was unanimously agreed to fund the printing cost of the children’s letters. Resolution passed.</p> <p><b>Invoices to be paid</b></p> <p>N.B. Cllr Mclver declared an interest in this item as RFO so did not vote on this item, neither did Cllr. Quince.</p> <p>Backlight Ltd Administration service January £619.63</p> <p>E Barnicoat January salary £57.37</p> <p>JCB Printing Village Magazine stapling January £50.00</p> <p>JCB Printing New Councillor flyers £29.00</p> <p>Wave Business water charges £14.45</p> <p>Renhold Village Hall January meeting hire £39.00</p> <p>Renhold Church Chapter House February meeting hire £30.00</p> <p>Bill Peet and Son various maintenance work total including VAT £1876.26</p> <p>Breakdown net costs were outlined to those present</p> <p>Amanda Quince laminating pouches £11.99</p> <p>Councillors unanimously agreed to resolve the above items for payment. Resolution passed.</p> <p>Renhold Village Hall were offering to provide the hire of the hall for the meeting with Richard Fuller MP at a charge of £25.00. They had also offered to provide refreshments for the ‘Save Our Greenfields’ walk. Councillors unanimously agreed to approve payment for the hire to enable the booking to be secured and thanked the Management Committee for supporting the village.</p> <p><b>Budget monitoring latest review 2021/22</b></p> <p>Review of Council expenditure to date for financial year 2021/22. Councillors had received an updated transaction report for the financial year to date. No matters arising.</p>	<p>Cllr. Gribble to action</p> <p>Clerk ongoing</p> <p>Clerk to action</p> <p>Cllr. Quince to monitor</p> <p>Clerk to action</p> <p>Clerk to action</p>
<p>12</p> <p>a)</p> <p>b)</p>	<p><b>MINUTES OF THE LAST MEETING</b></p> <p><b>To review and consider any matters arising and resolve to sign as a true and accurate record.</b></p> <p>It was resolved to approve the minutes of full Parish Council Meetings on 5<sup>th</sup> January. Minutes to be signed by the Chair as a true and accurate record.</p> <p><b>Matters arising were:</b></p> <ul style="list-style-type: none"> <li>▪ Council planning comments submitted</li> <li>▪ Further improvements required to the Aspire noticeboard before the Council will consider taking it on. Following Cllr. Rayner resignation, Clerk has linked with Orbit individual managing this. This item is ongoing</li> <li>▪ Cllr. Polhill to be asked to review the Polhill Fountain and Top End notice board on a monthly basis – on hold</li> <li>▪ Cllr. Quince will arrange a meeting with the Sports Field Trustees and the Village Hall Management Committee once GI Survey is published – still awaiting BedsRCC feedback</li> <li>▪ Cllrs. Quince and Gribble will arrange next steps regarding wildflower areas following publication of GI Survey. This has been included as part of budget consideration, and Bugs and Bees will be followed up</li> <li>▪ Clerk setting Cllr. Mclver up as an online user. Latest request form completed, to be signed then returned to bank</li> <li>▪ .gov.uk website – Borough Councillors’ Ward Fund. Still awaiting release of Ward Fund monies for the project. Ongoing communications</li> <li>▪ VAS data circulation completed. Cllr. Warwicker thanked</li> <li>▪ Payment of accounts issued</li> <li>▪ Approved meeting minutes signed</li> <li>▪ Cllr Moon had been following up the concern that the traffic lights at Church End are</li> </ul>	<p>Chair to sign</p> <p>Clerk to monitor</p> <p>Cllr. Polhill</p> <p>Cllr. Quince</p> <p>Cllrs. Quince and Gribble</p> <p>Clerk</p> <p>Clerk monitoring</p>

	<p>faulty on a regular and recurring basis. Engineers have visited. Situation is being monitored.</p> <ul style="list-style-type: none"> <li>▪ To follow up with Richard Fuller MP about the cash from the Average Speed Cameras going to Central Government and not more locally as the Local Authority and Parish Council had funded the safety measures. Clerk update provided on this</li> <li>▪ Letters to the Churchyard maintenance and Village Magazine giving feedback to their recent donations</li> <li>▪ The downpipe continuing to flow straight on to the footpath at Church End by the barn, as a significant Health and Safety issue has been taken forward. Letter was sent to occupier. Officers pursued. Resident response shared. Repair fixed now.</li> <li>▪ Concerns communicated to Anglian Water regarding the numerous issues in the Parish with the water supply and constant repairs; Cllr. Gribble continues to monitor</li> <li>▪ East West Rail work will be a future agenda item</li> <li>▪ December average speed camera data circulated</li> <li>▪ Thanks to Cllr. Rayner – ongoing</li> <li>▪ Council planning guidance document on PC website</li> <li>▪ Standing Orders agenda item completed</li> <li>▪ Budget update and precept submission completed</li> <li>▪ Planting license information to Cllr. Gribble completed</li> <li>▪ VAS signs ordered. Wording for signage confirmed. Signs will follow units. Highways installing poles. VAS units delivered</li> <li>▪ Bedford Borough Council Overview &amp; Scrutiny Committee Work Programme Consultation for 2022/23 – future agenda item</li> <li>▪ Resident communication regarding bus service 27. Cllr Moon gave an update on this</li> </ul>	<p>Cllr. Moon</p> <p>Clerk</p> <p>Clerk</p> <p>Noted</p> <p>Cllr. Gribble</p> <p>Cllr. McIver</p> <p>Clerk</p>
13	<p><b>CORRESPONDENCE AND INFORMATION RECEIVED</b></p> <p>NALC Events Bulletin emails</p> <p>Age Partnership email promoting services</p> <p>BBC Planning weekly list email</p> <p>Village newsletter copy</p> <p>Online playgrounds promotional information</p> <p>BRCC e-bulletin newsletter</p> <p>CPRE update emails</p> <p>Bank statements</p> <p>Crime statistics - forwarded to all</p> <p>ERTA Voluntary Transport email</p> <p>Beds Police newsletter</p> <p>BBC Weekly Licensing list</p> <p>BBC letter acknowledging receipt of planning comments</p> <p>Renhold Parish VAS data summary for January 2022 - circulated</p> <p>Parish and Town Council Network Meeting information</p> <p>Borough Council Ward Fund Officer communications</p> <p>Sergeant Killick engagement in Renhold's speeding issues various communications</p> <p>December average speed camera data – circulated</p> <p>Further Morelock communications regarding additional VAS units</p> <p>Various BBC Officer and Inspector communications regarding VAS highways poles installation</p> <p>BBC Monitoring Officer communications regarding Councillor vacancy notice</p> <p>CPRE latest newsletter</p> <p>Resident communication with Parish Council regarding Ravensden Road VAS location – responded to</p> <p>Councillor Moon communication regarding the Councillor vacancy</p> <p>Sergeant Killick feedback from Priority Setting Meeting held in January 2022 – circulated</p> <p>BBC Council Tax Parish Precept 2022-23 confirmation of submission - circulated</p> <p>New PCSO information - shared</p> <p>BBC Agenda for Rural Affairs Committee, Tuesday, 25th January, 2022, 6.30 pm</p> <p>Review of Planning at Bedford Borough Council reminder to submit comments - completed</p> <p>Street Trading (new application), outside of town centre, ALL CONSENT STREETS</p> <p>Minutes for Standards Committee, Thursday, 16th December, 2021, 5.30 pm</p> <p>Confirm your email address - Government Gateway communications</p> <p>Harrold Neighbourhood Development Plan 'Made'</p>	

	<p>Join your EWR Local Representatives Group - circulated  Bedford Borough Local Development Scheme – circulated  BATPC Office - Enquiry re Any Available Office Space  Odell Neighbourhood Plan  Advertising the New Anne Robson Trust Pre-bereavement Helpline – circulated  Decision sheet for Rural Affairs Committee, Tuesday, 25th January, 2022, 6.30 pm  BATPC 2022-23 Affiliation Fees information  New Community Policing Priority information – circulated  HMRC PAYE activation code  NALC policy Consultation Briefing - OFCOM Postal Regulation Consultation  Extra Powers for Council to Enforce On Our Roads - Have Your Say on Moving Traffic Offences – agenda item  Great Barford Neighbourhood Development Plan ‘Made’  Welcome back to the Gallagher Communities Newsletter  Bedford Borough Council Overview &amp; Scrutiny Committee Work Programme Consultation for 2022/23 – circulated  Richard Fuller MP visit communications  Copied into communication regarding radar speed gun in Hookhams Lane 9/02/22  Roll Up banners printing  Save Our Greenfields Walk information – shared  Neighbourhood Plan Working Group communications  BATPC Finance training – circulated  Councillor McHugh apologies for the meeting  Councillor Moon running later for the meeting  Great Water Meadows Licensing team feedback – see below  Communication about repair to Cranbourne Garden bin reported to Borough Council  Parish Council asset inspection  National Highways - Important roadworks information - A421 Lower Shelton to Marston Moretaine: noise barrier  BBC Officer communications regarding Church End barn owner feedback – circulated  Mayor's Climate Change Fund  BBC Licensing Team communications regarding Great Water Meadow event - circulated</p> <p><b>Planning application decisions to be noted:</b>  21/03258/LDP Certificate to confirm that the details submitted do not require planning permission (Loft conversion) at Grasmere 68 Hookhams Lane - Certificate Refused  21/03245/FUL Single storey extension to side and alterations to reposition boundary wall at 41 Maskell Drive – Refused  21/03257/HPN Prior notification for single storey rear extension(s) between 4 and 8 metres depth at Grasmere 68 Hookhams Lane – Refused  21/03175/FUL Two storey rear/side extension at 30 Church End – Permitted  21/03136/LDP Certificate to confirm that the details submitted do not require planning permission (Proposed loft conversion with roof lights to front roof slope) at 2 Flamville Road - Certificate Issued  21/02120/FUL Two storey front extension at 14 Wilden Road – Refused  21/00654/LDE Lawful use of site for commercial/works premises principally comprising the storage of materials and vans and ancillary office at 25 Top End - Certificate Issued</p>	
14	<p><b>Close of Meeting</b>  Next meeting to be held at 7:00 pm on Wednesday 16<sup>th</sup> March 2022 to be held at Renhold Chapel, Woodfield Lane. The Meeting closed at 9:15pm</p>	