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Minutes of **ANNUAL GENERAL MEETING of RENHOLD PARISH COUNCIL** held on **Thursday 5th May 2016** at 7.30pm in the Main Hall of Renhold Village Hall.

PRESENT:- Parish Councillors, Mr. Gregory, Mrs. Quince, Mr. Gurney, Mr. Harrison, Mrs. Dean, Mrs. Brunsdon, Mr. Polhill, Borough Councillor Sheryl Corp, the Clerk Mrs. Barnicoat and nine members of the public.

1. ELECTION OF CHAIRMAN: - Proposed by Cllr. Gurney that Cllr. Slater be re-elected as Chairman, Cllr. Dean seconded proposal, all Councillors present voted and unanimously agreed Cllr. Slater be elected as Chairman, resolution passed.

Agreed

Cllr. Slater to complete the Declaration of Acceptance of Office. In the absence of Cllr. Slater, a Vice Chair to be elected.

5. ELECTION OF VICE CHAIRMAN

Cllr. Dean proposed that Cllr. Harrison be elected as Vice Chairman, seconded by Cllr. Gurney, unanimously agreed, resolution passed.

Agreed

Cllr. Harrison signed the Declaration of Acceptance of Office.

2. WELCOME AND APOLOGIES FOR ABSENCE TO BE RECEIVED: - Cllr. Harrison welcomed everyone to the meeting and thanked everyone for attending; Parish Councillor Mr. Slater, Borough Councillors Jade Uko, Anthony Forth and Stephen Moon had sent apologies for absence, these were accepted.

3. DECLARATION OF PERSONAL AND PREJUDICIAL INTERESTS:-

Cllr. Dean declared an interest in part of the discussions within agenda item relating to item 11. b). There were no further declarations of interest received.

The Chairman adjourned the meeting for the next item.

4. OPEN FORUM: -

Items raised included clarification sought on the installation of the additional yellow lining at Church End, the Clerk is chasing more information on this.

There was a question on a property in the parish, which the Parish Council noted was not an area within their jurisdiction, it was a civil matter.

A resident detailed they supported the average speed cameras for the village being installed and asked if there were any plans for installation of cameras in Hookhams Lane. It was detailed that unfortunately there is no further funding available from the local authority. There have been Speedwatch data collection sessions carried out recently, and issues with verge parking should be reported to the Borough Council. It was asked if there could be a small build out possibly along Hookhams Lane to slow motorists down, the Clerk to seek clarification on this with the Highways Officer.

5. ELECTION OF COUNCILLORS TO ORGANISATIONS TO REPRESENT THE PARISH COUNCIL AND REVIEW OF COUNCIL WORKING GROUPS AND COMMITTEES : -

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It was unanimously agreed that Cllr. Slater continue as the Village Hall Management Committee representative. The Clerk to notify the Committee Secretary.

Cllrs. Gurney and Dean are currently members of the Charity Cottages Trust, it was agreed by all that this was adequate, and unanimously agreed that both Councillors to continue, resolution passed. Clerk to contact the Clerk to the Trustees.

Cllr. Quince expressed an interest in becoming a school governor, this was noted and would be fed back at the forthcoming meeting with the school to be discussed under item 10.

Those present agreed that a Highways and Finance Committee be appointed, with the Highways Committee membership to be: AG, MD, SH, AG and AQ. The Finance Committee to be IS, AG, MD and SH, this committee structure was agreed. It was also unanimously agreed to elect to continue with the Website Working Group, it was noted that Cllr. Harrison is unable to commit to the group fully so it was asked if another member of the Parish Council would come forward, this item to be carried forward.

6. PARISH COUNCILLOR VACANCY:-

The notice is due to be published it was noted.

7. MINUTES OF THE LAST MEETING:-

The minutes of the meeting held on 7th March had been circulated. The minutes were approved, unanimously agreed, resolution passed and signed by the Chair as a true and accurate record.

8. MATTERS ARISING:-

The Clerk reported that Paul Vann would be invited to the next Parish Council meeting due to the large amount of business to be transacted at this meeting.

The Clerk had received the grass contractors public liability certificate.

The Water End sign had now been located at the correct place.

All other items to be covered during the meeting.

9. BOROUGH COUNCILLORS REPORT: - The Borough Councillor report from Sheryl Corp detailed the next phase of the broadband roll out expected within the parish, as well as alerting those present to public consultation on school transport, Dog Control Orders and a future consultation on moving to fortnightly waste collections. There was information that Sandy will be a station on the East West Rail link.

Cllr. Harrison reported that is attending a meeting shortly in capacity as a Neighbourhood Watch Coordinator on public space protection orders, so if there was any useful information he would feedback at a future point and whether this is something that could be extended to other parts of the village.

10. HIGHWAYS MATTERS WITHIN THE VILLAGE: -

There had been thanks received from residents regarding the new double yellow lines installed along Maskell Drive.

Now the average speed cameras are installed the Parish Council are pursuing receipt of the first set of live data. It had been fed back that some of the adjoining street lights to light the cameras are particularly bright so the Clerk to feed this back to the Highways Officer and see what could be done to rectify this problem.

Between meetings there had been a number of communications relating to concerns over the future funding of school transport and how this would impact negatively on transport to the school with an estimate of further increased pupil journeys being needed with the withdrawal of the funding for

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the children from the Norse Road estates to have free access to a mini bus. As a result there has been a meeting arranged with a number of Borough Officers, as well as the Lower School in attendance to discuss school transport, it was agreed to send a representative from the Parish Council to this meeting (SH to attend). It was agreed that the reconfiguration of the staff car park and Cllr Quine's expression of interest in becoming a governor would also be shared at this forthcoming meeting. It was noted that as part of the school expansion and the associated planning process the school would need to review its travel plan as part of this process.

11. PLANNING AND DEVELOPMENT: -

- a) 16/00200/M73 variation of condition applied relating to 13/00526/MAF the boundary treatment, lighting and wheel washing at land North of Norse Road - the Parish Council have no comments to make on this application.
- b) 16/00988/FUL alternative access serving development of two dwellings at 39A and 39 Hookhams Lane – Cllr. Dean declared an interest in this application and took no part in the discussion. The Council had no objection to this application.
- c) 16/00958/S73WM and 16/00959/S73WM variation of conditions of previous planning application to extend the timescale for the completion of permitted infill, at land at Dairy Farm, Willington Quarry- - the Council had no objection to these applications.
- d) 16/00728/LBC single storey side/rear extension at The Cottage, 59 Top End – Cllr. Polhill declared an interest in this item and took no part in the discussions. The Council had no objection to this application
- e) 16/01071/FUL single storey rear/side extension, front porch extension, erection of a detached summer house, erection of detached garage at 15 Hookhams Lane - - the Council had no objection to this application as long as there are no concerns raised by 1 Home Close.
- f) 16/01095/FUL two storey side and rear extension and single storey side extension at 65 Ravensden Road – Cllr. Gurney declared an interest in this item and took no part in the discussion. The Council had no objection to this application.
- g) 16/00614/FUL single storey side extension and first floor Juliet balcony on front elevation - the Council objected to this application due to it being clear over development of the site as it is not in keeping with the street scene and would have an over bearing impact on the neighbouring property, as well as being different to the other properties in this small cul de sac road.
- h) 16/01042/FUL single storey front, side and rear extension and pitched roof to existing garage at 20 Hookhams Lane - the Council objected to this application as it is over development and will impact negatively on the street scene as it will change the front building line for the surrounding houses so will be out of keeping.
- i) To consider how to gather whether there is any local interest to undertake a neighbourhood plan - with the recent information from the Borough Council that the Local Plan had now been delayed and would cover till 2035, it was felt that it would be best to maintain a watching brief in regards to the aspect of planning. It was noted residents had been updated on the change of timescales through an article in the village magazine.
- j) Other planning matters of interest such as notice of any decisions between meetings including the The Horseshoes application decision notice – it was noted that the 21 Embla Close planning application had gone back to the Planning Committee for a second time and approval had been granted. In regards to the Three Horseshoes application this decision is still pending. There had been two planning appeals the Parish Council had been notified of regarding applications 15/02924/FUL and 15/02014/FUL.

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12. VILLAGE MATTERS:

It was discussed the latest information from the Working Group, work is ongoing on the launch of the website, with Councillors giving thanks to those individuals working on the site, in particular to Ian McIver who has worked very hard. It is expected the launch of the village website will be at the end of the month. The Council were aware that it is important for a link to be maintained between the Parish Council and the Working Group.

There had been a number of communications received between meetings from the police which the Clerk had forwarded to all. There was a meeting invite for a Council representative to attend to hear about the new structure for rural policing, the meeting on 13th June did clash with the next Parish Council, however, it was felt important to have representation at this meeting. It was agreed that Cllr. Harrison would attend and the Clerk to arrange.

There had been a communication from a resident between meetings expressing concerns regarding nuisance games being played, the Clerk had responded detailing if the issue was becoming problematic to report to the non emergency police number. Councillors suggested that it may be worth having a no ball game sign erected in the vicinity, the Clerk to feed back.

It was noted that the bin insert has been stolen from the bus shelter at Church End, the Borough Council are aware of this.

It was asked if there could be any bollards placed against the front wall of properties on the corner at Church End to act as a further deterrent, the Clerk to look into.

13. FINANCE MATTERS: -

The following outstanding invoices were presented (it was noted that all contained within budget):

Barnicoat Ltd clerking service April £557.36

A R Worboys Ltd grass cutting £116.28

Came and Company insurance renewal £832.37

It was unanimously agreed by all those present to pay the invoices presented, resolution passed. It was then considered whether to make a contribution to the following organisations, of which it was agreed to donate:

CPRE membership £29.00

MagPas request for financial support for the air ambulance service £25.00 donation.

It was noted that receipt of the first half of the precept had been received.

The Council reviewed the full year end analysis of budget against actual and noted there were no areas of overspending.

The year end accounts had been circulated to all Councillors prior to the meeting, including: receipts and payments for the year, asset register, supporting statement, cash book and bank reconciliation as well as a copy of the Annual Return sections 1 and 2. The Councillors took the opportunity to look through the accounts in details and view the bank statements, it was unanimously agreed to sign off the accounts presented for 2015/16 as a true and accurate record, resolution passed. Therefore Section 1 and 2 of the Annual return were completed by the Chair and Clerk and the Supporting Statement and the bank reconciliation documents were also signed.

The year end accounts it was agreed to be forwarded to the internal auditor, it was noted the quotes for this work were £85, or £135. The Council agreed to appoint Julie Betts as internal auditor at a fee of £85.00.

The Council approved the asset register for 2016/17 with no changes.

The Council completed a change of address form for the bank accounts.

14. ANNUAL REPORT 15-16:-

This document had been collated, the Clerk needed to clarify a few figures ahead of it being sent for printing. The Clerk to check with the magazine Editor the current print run to ensure there is enough copies of the report produced.

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15 QUALITY STATUS APPLICATION UPDATE:-

There had been no feedback to date.

16. CORRESPONDANCE AND INFORMATION RECEIVED: -

BBC Current Roadwork Bulletin (Renhold not included)

NALC Events Bulletin emails

Age Partnership email promoting services

Lloyds bank statements

BBC Planning weekly list email

Major Roadwork's bulletin list

Village newsletter copy

Online playgrounds promotional information

Communications regarding average speed cameras

Resident communications regarding village website and the Working Group update

BBC letter notifying us the 21 Embla Close application has been granted at the Planning Committee

Bus shelter promotional information

CPRE newsletters and information

A R Worboys public liability certificate

Officer communication regarding litter bin replacement

Water Lane sign-again been incorrectly installed noted and reported to highways, this has been corrected now

To note there is change to the timescale for the Local Plan 2032

BATPC email on audits for smaller authorities

BBC email with agenda for Rural Affairs Committee meeting

BBC Clerks Champions meeting minutes

BATPC Training Programme

BATPC email regarding housing and planning bill

Gladson brochure

BBC Parish and Town Conference Network meeting reminder

BBC Rural Bulky Waste service information – circulated and newsletter

BATPC confirmation that Local Government Act 1972 s 137 allowance for the financial year 2016-17 will be £7.42

PCC want to attend PC meetings in March

Came and Company Spring newsletter

BRCC possible play area management course

Notice of designated neighbourhood plan areas in the Borough

Circulation of new correspondence address for the PC to lots of contacts

BATPC Financial Briefing

BATPC Governance and Accountability statement

BDO LLP audit pack for 2015/16 received

Feedback from Gill Cowie regarding a meeting with Officers

Display of election notices for PCC vote on 5th May request for help from BBC

Healthcare Review email update

BBC email regarding the review of the Borough website

Letter from VHMC regarding hire of hall timings to be submitted and appointment of representative

Notification of appeal to 15/02924/FUL application for replacement of existing warehouse with a new detached dwelling

MagPas request for financial support for the air ambulance service

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Local Council Review magazine
Lloyds Bank change of address form
Aon insurance information
Letter from Fisher German about development in rural north Bedfordshire
Letter notifying there has been an appeal made regarding 15/02014/FUL for demolition of existing outbuilding and erection of one detached dwelling at 29 Top End
BATPC Bugle
Copied into an email from Mrs Ferguson regarding the school transport public consultation that is ongoing
Resident enquiries regarding the May meeting still going ahead on election day
Resident enquiry regarding bulky waste service
Resident raising concerns regarding children playing in Becher Close
Some communications regarding local policing and in invite to an event
BBC email regarding consultation updates
BATPC Transparency fund information
Apologies from Ian McIver for not being at the meeting
Communications regarding the posting of Councillor vacancy notice
Advertising enquiry for the village magazine
Enquiry regarding the use of the playing field for a charity event
Various communications regarding Pilgrims Rest changes to the appearance of the land and trees
Resident thanking for the installation of the double yellow lines on Maskell Drive
BATPC Employment briefing
BBC email regarding best opportunities in addressing the Planning Committee
Email from IS regarding 65 Ravensden Road

17. FUTURE AGENDA ITEMS: -

Matters that arose during meeting to be included.

17. DATE OF NEXT MEETING: - on 13th June 2016 at 7.30pm

Meeting closed at 9.50pm

Signed

Dated