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Minutes of **ANNUAL GENERAL MEETING of RENHOLD PARISH COUNCIL** held on **Thursday 16th May 2019** at 7.30pm in Renhold Baptist Chapel.

PRESENT: Parish Councillors, Mrs. Quince, Mr. Cook. Mr McIver, Mr. Warwicker, Mr. Rayner, Mrs. Brunsten, Borough Councillors Phillippa Martin-Moran-Bryant, Tim Creswell, Christine McHugh, the Clerk Mrs. Barnicoat and six members of the public.

1. ELECTION OF CHAIRMAN: - Proposed by Cllr. Brunsten that Cllr. Quince be elected as Chair, Cllr. Warwicker seconded proposal. All Councillors present voted and unanimously agreed Cllr. Quince be elected as Chair. Resolution passed. Cllr. Quince completed the Declaration of Acceptance of Office.

2. WELCOME AND APOLOGIES FOR ABSENCE TO BE RECEIVED: - Apologies from Borough Councillor Stephen Moon accepted.

3. DECLARATIONS, ACCEPTANCE OF OFFICE AND REGISTER OF INTEREST FORMS TO BE COMPLETED. PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED FOR THE MEETING: The forms had been circulated and were now completed. Clerk to submit forms to Monitoring Officer. No declarations of interest received for the meeting.

The Chair adjourned the meeting for the next item.

4. OPEN FORUM: -

The Chair of the Bedford Town FA Youth Development detailed the latest news regarding the future use of the Sports Pavilion at Fiona Way and his wish for it to be integrated into the community. Parking concerns outside the Polhill Arms on the bend and verge ways were raised. Resident gave detailed plans to start a Garden Club up and asked if there about any financial assistance available. Clerk to send on information. Comments received regarding the grass cutting in the parish.

The Chair reconvened the meeting for the next item.

5. BOROUGH COUNCILLOR REPORT: -

The Goldington Ward Councillors said they would each attend alternate meetings. The Great Barford Ward Councillors had sent a report, which was circulated.

6. COUNCILLOR TRAINING AVAILABLE, COUNCIL POLICY DOCUMENTS AND PARISH COUNCILLOR VACANCY PROCESS:

Proposed by Cllr. Warwicker that Margaret Dean be co-opted as a Councillor, seconded by Cllr. Brunsten.

Proposed by Cllr. McIver that Julian Polhill be co-opted as a Councillor, seconded by Cllr. Cook.

It was unanimously agreed to co-opt both to the Parish Council. Resolution passed. Acceptance of Office completed and Register of Interest forms to be completed and returned.

Councillors signed up to various training through BATPC. Clerk to check with the local authority when and where planning training would be delivered.

Council Policy documents to start being reviewed at future meetings.

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7. REVIEW OF COUNCIL STRUCTURE TO INCLUDE, WORKING GROUP, COMMITTEES, NOMINATION OF REPRESENTATIVES TO OUTSIDE ORGANISATIONS, FORMAT OF COUNCIL MEETINGS AND PARISH ELECTORS' MEETING DATE TO BE AGREED: -

Election of Vice Chair. Cllr. Quince proposed Cllr. Cook be elected as Vice Chair, seconded by Cllr. Rayner, unanimously agreed, resolution passed.

It was unanimously agreed to elect Margaret Dean and Albert Gurney as the Charity Trustee representatives.

The Clerk to respond to the letter from the Village Hall Management Committee regarding their Annual General Meeting and to seek clarity on the nomination for Parish Council representative.

It was agreed that Cllr. Rayner would be nominated as the Parish Council representative on the school governing body, with Cllr. Rayner and Quince sharing the liaison role.

It was agreed to hold an electors' meeting in September. Clerk to arrange.

Future Parish Council Meetings to alternate between three locations: the Village Hall, Chapel and Sports Pavilion at Fiona Way. Clerk to arrange.

The Clerk to circulate links to other Parish Council websites. Councillors to submit a brief profile summary for inclusion on the website and possibly for the magazine. The Clerk to place an extra item on the next agenda, so that Councillors can bring ideas to move the new Parish Council forward.

8. MINUTES OF THE LAST MEETING:-

The minutes of 26th February and 17th April unanimously agreed, and signed by the Chair as a true and accurate record.

The Clerk to now make the minutes a priority after every meeting.

9. MATTERS ARISING:

- Community litter pick event is being pursued with the school.
- On going discussion with local authority re 'Children playing' signs at Cranbourne Gardens
- Odin Close play area fence repaired.
- Parish Council's annual report was circulated.
- Application had been made to Ward Fund for dog bin opposite Boff House
- Remembrance memorial bench ordered.
- Landowner permission for new bench at Cranbourne Gardens is ongoing.
- Grass cutting and the green maintenance confirmed for the year ahead.
- Clerk to follow up the litter bin enquiry for a dual purpose bin along Hookhams Lane.
- All other items to be covered during the meeting.

10. HIGHWAYS MATTERS WITHIN THE VILLAGE: -

The commissioned feasibility study for traffic calming along Hookhams Lane had been received. Clerk to circulate to all Councillors. All Councillors to review in detail and a list of questions to be collated and sent to the Officer.

Clerk to check if the school crossing consultation is starting shortly.

11. PLANNING AND DEVELOPMENT: -

a) 19/00210/LBC Timber clad box to cover electrical services box to be in keeping with the existing listed building at Church Farm Barn, Church End – the amendment showed the Parish Council comments had been taken on board. The Council had no objection to the revision.

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However, the Clerk to highlight that there is now a down pipe leading directly to a footway at this location

b) Other planning matters to include application decisions –

18/02565/FUL erection of new dwelling with detached garage at land to rear of Wentworth House, Ravensden Road – local authority awaiting an ecological report so yet to be determined.

18/02496/MAF demolition of one dwelling and erection of 14 dwellings at 27 Hookhams Lane and land adjacent – new Officer in charge. Clerk is monitoring.

18/02692/OUT Outline application for the erection of 2 dwellings with all matters reserved except access at Land Adjoining 56 Top End – refused.

19/00066/FUL erection of three detached houses with detached garages and parking at former Three Horseshoes site – Officer is waiting for revised plans to be submitted.

19/00392/FUL Erection of annexe with basement on residential garden land at Greenacres 6A Green End – approved

19/00384/FUL replacement garage with single storey side/rear extension and single storey rear extension at 8 Home Close – approved.

12) FINANCE MATTERS TO INCLUDE: -

The latest transaction report was circulated. It was agreed to add Cllr. Warwicker as a signatory and remove Albert Gurney's name. Clerk to arrange.

ICO registration renewed.

a) Invoices to be paid

Barnicoat Ltd clerking service April invoice £742.70

Renhold Chapel donation for the use of the facility as a venue £25.00

BATPC Councillor Training £120.00

A R Worboys grass cutting £560.40

DJ Doors and Electrical Services Ltd Chapel doors £6,802.78

E Barnicoat reimbursement of ICO registration fee £40.00

Came and Company Parish Council insurance renewal £897.68

It was unanimously agreed to pay the above cheques.

b) **Year end drafted accounts for 2018/19** – circulated to all, full transaction information, bank reconciliation, copy of bank statements, receipt and payments analysis. All present confirmed agreement for the accounts to be audited.

c) **Internal audit process** – the Clerk to arrange this.

d) **Financial analysis of budget against expenditure to date for 2019/20** – circulated. No items of concern.

13. VILLAGE MATTERS:-

Cllrs McIveer and Polhill to attend the next Town and Parish Network meeting. The impact of the over payment of the parish precept to be brought up at this meeting.

Communication from a resident regarding the accounts of a local organisation. It was agreed the Clerk to respond that it is not for the Parish Council to pass financial information on.

It was agreed Cllr. Quince to respond to a resident communication regarding meeting minutes.

Water End issues with drugs, fly-tipping, broadband and anti-social behaviour were discussed.

Concerns to be reported to the police and local authority. CCTV as a deterrent to be investigated.

Cllrs. Rayner and Warwicker to attend the next police priority meeting.

14. CORRESPONDENCE AND INFORMATION RECEIVED:

NALC Events Bulletin emails

Age Partnership email promoting services

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BBC Planning weekly list email
Village newsletter copy
Online playgrounds promotional information
BBC letter acknowledging receipt of planning comments
BRCC e-bulletin newsletter
CPRE update emails
Bank statements
Crime statistics
ERTA Voluntary Transport email
Village newsletter deadline email
Clerks and Councils Direct magazine
Beds Police newsletter
Beds Bugle
CPRE magazine and newsletter
Update on Local Plan and Secretary of State hearings
BATPC Training Courses information
Officer communication regarding Hookhams Lane commissioned highways work
Officer communication regarding signage request for children playing signs in Cranbourne Gardens
Officer communication on the reported littering issues by the bridleway at the Polhill Arms
Littering and fly-tipping at bridleway by Polhill Arms reported to Borough Council
Report of Hookhams Lane overgrown hedge sent to Highways Helpdesk
Continued communications regarding the school and bus parking
BBC Bulky Waste terms and conditions received
BBC Parish elections information communications
HAGS promotional information
Insurance Zurich information received
CPRE Membership details
Magazine request for new Parish Councillors' contact details
Magazine communication regarding publishing of their accounts
Resident communication regarding the village magazine accounts
Officer communication regarding damaged fencing to play area near Odin Close
Parish Council insurance renewal quotations
BBC Town & Parish Council Elections 2019 - Register of Interests
Confirmation Renhold Chapel had been awarded the Rural Grant grant monies
RC copied PC into communication with Mayor on topic of Renhold Primary School highway safety
Resident communication regarding published draft meeting minutes
Response sent to resident regarding publishing of draft meeting minutes
Cllr Moon communication regarding the rubble at the former Three Horsehoes site
BATPC DoT consultation on Vehicle Operator Licensing System
Concern over 60 Hookhams Lane layby parking
BATPC guidance on overpayment of precept
BATPC Briefing document about housing need
Bedfordshire Police wins second award of £1m from the Home Office to help tackle serious violence and knife crime
Beds Police date changed. Annual Parish Council Roadshow to now be on 1st October
BBC information on overpayment of parish precept
Resident communication regarding tree rubbish along Ravensden Road
BBC receipt of precept payment
BATPC Briefing on CIL

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Data Protection fee reminder to renew ICO:00011641024
P&TC Network Notes of 6 March meeting
BATPC Smaller authorities' presentation 2019
BBC Uncontested election poll information
Bedford Borough Local Plan 2030 new site submitted
BATPC New Code of Audit Practice consultation
BATPC Governance & Accountability for Smaller Authorities in England
BBC Minutes for Standards Committee, Tuesday, 26th March, 2019
Neighbourhood Planning 2019 Updates and Grant Funding Opportunities
External auditors Renhold Parish Council AGAR 2018/19 REVISED AGAR
NHS Long Term Plan
MP Meeting Broadband Follow Up
UK Power Networks Storm Gareth information
BBC Parish Council Election Recharges
New Facebook page for North Bedfordshire Community Policing
East/West Rail Consultation Bedford to Cambridge - CPRE Bedfordshire preferred route

15. FUTURE AGENDA ITEMS: -
Ideas for the new Parish Council to move forward.

16. DATE OF NEXT MEETING: to be Thursday 20th June 2019 at 7.30pm at Renhold Village Hall.
Meeting closed at 10.25pm

Signed

Dated