

04.12.19

Minutes of **MEETING of RENHOLD PARISH COUNCIL** held on **Wednesday 4<sup>th</sup> December 2019** at 7.30pm at Renhold Village Hall

**PRESENT:-** Parish Councillors: Mrs. Quince (Chair), Mr. Cook (Vice Chair), Mrs. Dean, Mr McIver, Mr. Warwicker, Mrs. Brunsdon, Mrs. Gribble, the Clerk Mrs. Barnicoat and five members of the public.

**1. WELCOME AND APOLOGIES FOR ABSENCE TO BE RECEIVED:** - Borough Councillors Stephen Moon, Phillipa Martin Moran Bryant, Tim Creswell and Parish Councillor Mr. Rayner and Mr. Polhill, had sent apologies, which were accepted.

**2. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED FOR THE MEETING:** - Cllrs. Dean and Warwicker declared an interest in the Gardening Club's application for financial assistance. No further declarations of interest received for the meeting.

The Chair adjourned the meeting for the next item.

**3. OPEN FORUM: -**

Concern raised regarding the rain water next to the footpath at Church End, the down pipe is flowing straight onto the verge and the drain is blocked. This be reported again as the area keeps freezing and is dangerous; particularly for churchgoers and school parents and children. Concern continues over the lack of planning enforcement in this area, the utility box on a listing building remains visible. This to be followed up.

Concern to be reported about the two drains on the bridge by the traffic lights at Church End that are blocked.

Reports of overgrown hedge on the path between Brickfield Road and Polhill Arms, Cllr. Gribble has reported to UK Power Networks.

Enquiry regarding Bedford Town Football Club and the new pavilion in Fiona Way opening.

Overgrown hedges in Cranbourne Gardens reported as an ongoing issue. Clerk to organise letters to the properties concerned.

Follow up for timescale of dual waste bin repair that was reported some time ago in Cranbourne Gardens, dog waste bin in Odin Close. The Clerk to collate these items with some other outstanding matters and seek support from the Borough Councillors to get these items actioned more promptly.

The Chair reconvened the meeting for the next item.

**4. PLANNING AND DEVELOPMENT: -**

a) Planning Committee feedback for 18/02496/MAF demolition of one dwelling and erection of 14 dwellings at 27 Hookhams Lane and Land Adjacent – the resident communication list had been kept updated. The application decision was deferred by the Planning Committee to allow members to undertake a site visit. Borough Councillor Moon, Parish Councillor Quince and resident Janet Goodman addressed the committee with their concerns. Awaiting information on the site visit. Strict guidelines have to be followed during a visit. It was agreed to circulate the date and time widely to encourage local residents to attend.

b) Update on 19/01974/MAO outline application with all matters reserved except access for up to 400 dwellings, land for a new primary school, open space, drainage, footpath improvements and

## 04.12.19

vehicular access via 25 Hookhams Lane to include consideration of engaging a planning consultant to represent the Parish Council for both the 28 and the 400 and to record thanks to those who have already helped with enabling residents to engage so fully in the consultation process. The Parish Council responses had been submitted and shared with residents via the website and circulation list. It was agreed that residents should be reminded that they can still respond to both applications. Clerk to follow up. The Highways Officer reports to these application were available and both sought further information from the applicant. These to be shared with residents.

The Council discussed the idea of seeking professional guidance with regards to these planning applications to support the Council with the strongest possible representation at Planning Committee meetings. It was unanimously agreed by those present that the Councillors should look into this and report back at the next meeting.

c) Update 19/02194/MAO outline application for the demolition of a dwelling and the erection of up to 28 dwellings with all matters reserved except for access at Land East Of Hookhams Lane – communication with the Officer had continued and there has been no further update as to when this application may go to Committee. Clerk to monitor.

Cll. McIver demonstrated the possibility of downloading the planning documents ahead of the meeting and then displaying them electronically using a 32 inch high definition screen (priced at £300) so that members of the public and Councillors could view them more easily. An alternative suggestion was to investigate the possible use of a projector and to arrange a demonstration, so that we could compare the two. The Council unanimously agreed in principle to approve expenditure of up to £300 for a suitable medium, once both options had been explored.

d) 19/02407/LBC replacement windows to modern kitchen extension at rear of the White House, 2 Woodfield Lane – the Parish Council reviewed the application and had no objection to the application.

e) 19/00200/FUL erection of 2 storey front extension to accommodate garage with room over, raising of bungalow roof and installation of dormer windows to all elevations to facilitate loft conversion at Elmleigh, 18 Wilden Road – further amended plans received. These were reviewed by the Parish Council, and there is considerable concern that the proposal is ahead of the building line of the garage belonging to the bungalow next door. This would set a precedent and would have significant impact on the street scene. The Council feel that the plans should be amended to follow the building line of the garage of the bungalow next door.

f) 19/02433/FUL two storey and single storey rear extension at 32A Church End – the Parish Council had no objection to this application.

g) 19/02560/FUL erection of detached garage at South End Barn, The Grain Store, Ravensden Road – the Parish Council have concerns regarding this structure and wish to object to this application. The building is significantly ahead of the building line, so it would change the street scene of the building and its setting and would set a precedent on this side of the road. In addition, by having such a structure which is standalone it raises concern over its potential to be developed further in the future. Therefore the Council ask that if the Officer is minded to approve the application, that a planning condition be applied to ensure this structure cannot be occupied for residential use.

h) Other planning matters to include application decisions -

18/02565/FUL application regarding land at rear of Wentworth House – notification this has gone to appeal. Further PC response sent.

19/00066/FUL - Condition 10 - Archaeology – partial discharge of condition 1 part i only permitted, for erection of three detached houses all with detached garages and parking - Land at Former Site Of The Three Horseshoes

19/02021/FUL Erection of front porch 22 Maskell Drive - refused

19/01962/FUL Two storey side extension 36 Church End - permitted

## 04.12.19

[19/00486/FUL Non Material Minor Amendment to remove two gable windows and add 2 skylights to rear roof elevation \(Single storey side extension and loft conversion with rear and front dormers and windows to the gables.\)](#) at 2 Appledine Way - permitted

[17/01327/FUL - Condition 3 - Privacy Screen \(Two storey side extension with balcony and single storey rear extension\)](#) at 54 Asgard Drive - permitted

17/03351/EIAWM: Condition 28 - provision of a noise attenuation bund on the north side of the internal access road. (Extraction of sand and gravel; installation of mineral processing plant; construction of a quarry access onto St Neots Road; installation of a temporary access road crossing the River Ouse; and restoration of extraction area partly using imported inert material.) Land Either Side Of Willington Lock St Neots Road - permitted

17/03351/EIAWM: Condition 26 - Scheme for the monitoring and control of noise from the operational site. (Extraction of sand and gravel; installation of mineral processing plant; construction of a quarry access onto St Neots Road; installation of a temporary access road crossing the River Ouse; and restoration of extraction area partly using imported inert material.) Land Either Side Of Willington Lock St Neots Road- permitted

19/00802/LBC Replacement windows The White House 2 Woodfield Lane - refused

19/00210/LBC Timber clad box to cover electrical services box to be in keeping with the existing building Church Farm Barn, Church End - permitted

18/03201/S73A [Change of use from holiday home/recreational chalet to a permanent residential dwelling \(Development already carried out\)](#) Plot B, Water Lane, - refused

It was raised that there had been a possible planning application for 67 Church End. Cllr. Cook declared an interest and took no part in the discussion. Clarity given on the right way to engage with the request to the local authority. Clerk to respond. Barn East Of 67 Church End Renhold Bedfordshire 19/02419/CPNQ – the Parish Council understand that this application has been received by the Borough Council. They kindly ask that the Officer considering the proposal is aware that there are currently a mating pair of barn owls residing in this barn, which as a protected species, must be safeguarded. Peter Wilkinson, a local expert, monitors/observes their movement so the Council feel that if such a change to residential is being proposed then actually a full application is needed so appropriate conditions can be applied such as ensuring there is a replacement nesting box. The Council also have concerns over having a vehicular access at this point onto Church End which has limited visibility splay and it is in very close proximity to the road narrowing and associated traffic lights. So again feel a full application is needed for this site.

The Parish Council considered the best management of planning within Council meetings. It was agreed that a Planning Committee meeting would only be called in exceptional circumstances. With a move to viewing plans electronically during meetings, and a small group of Councillors reviewing the applications ahead of the meeting with site visits, it was agreed that this is a more efficient way of managing lengthy applications.

**5. MINUTES OF THE LAST MEETING:-**It was resolved to approve the minutes of 17<sup>th</sup> October and 7<sup>th</sup> November, signed by the Chair as a true and accurate record.

### **MATTERS ARISING:-**

- Cranbourne Gardens ‘children playing’ signs reminder has been sent to local authority
- Wilden Road the local authority have confirmed that the installation of a dog waste bin is imminent
- Anti-social behaviour reports regarding Water End continue to be logged with the appropriate authorities
- Clerk is reviewing power of competency associated work
- Cranbourne Garden bench, reminder sent for permission request from local authority

**04.12.19**

- Council documents review agenda item
- Planning comments submitted
- Speed vehicle activated signage information agenda item
- Bench repairs update, quotation accepted, contractor notified
- Merchant Navy Day flag flown thank you
- Christmas Tree Festival idea explored, looking to be done for next year as short notice for this year
- War Memorial bench order/installation update
- Refurbishment of dedication plaque at water fountain options review, unanimously agreed to accept contractor option costing £210
- Thank you letter to be sent to individual who repaired water fountain wall and slab free of charge
- Thank you letter to be sent to Melvin Sturgess for cleaning the War Memorial ahead of the Remembrance Service
- JCB Printing and Simon Lawson to be thanked for promptly assisting the parish with alerting residents to the Hookhams Lane planning applications
- Wreath laid for remembrance
- Additional cut of the grass was carried ahead
- War Memorial area was tidied ahead of the service
- Overgrown hedge at Ravensden Road/Brookside is being taken forwards by the Local Authority who will seek to resolve this
- Churchyard grant letter feedback sent

All other items will be covered during the meeting.

**6. BOROUGH COUNCILLOR REPORT: -**

Report received and circulated.

**7. HIGHWAYS MATTERS WITHIN THE VILLAGE: -**

a) Update on Hookhams Lane traffic calming options, consultation for a safe pedestrian crossing at Church End and additional vehicle activated signage in the parish – very frustratingly there had been no response or feedback to any of the reminders sent to the Borough Council. Cllr. Quince to follow this up with Andy Prigmore and the Borough Councillors. Feedback had been received regarding the vehicle activated signs on Norse Road.

b) Consideration of forming a dark skies policy for parts of the parish – Cllr Bryant had circulated associated information following last meeting for Cllr. Gribble to consider. Document had been drafted, to be shared with Councillors. Discussion on neighbourhood plans, whether this is a way to safeguard the parish. Clerk to inquire with Bletsoe parish about their approach.

Other highways matter, resident communication regarding Traffic Regulation Order, agreed Clerk to feedback that it would be best to liaise directly with the Police.

**8. FEEDBACK FROM MEETINGS COUNCILLORS HAVE ATTENDED**

Borough Council Mini Planning Conference, Cllrs. McIver, Cook and Brunsden attended, presentation shared.

Bedfordshire Association of Town and Parish Councils Annual General Meeting, Cllr. Cook attended.

Police village surgery report circulated, Cllr. McIver attended. 8<sup>th</sup> January next police priority meeting, representation would be sent.

Councillors had been present at Borough Council Planning Committee meeting.

04.12.19

**9. VILLAGE MATTERS: -**

Asset inspection review undertaken. Identified items discussed. Items to be actioned: Top End vegetation brambles to be cut back by the noticeboard, bench at War Memorial needs checking, Church End glass in noticeboard needs reviewing, Church End vegetation at bus shelter to be reviewed. It was agreed that Clerk should liaise with Conservation Officer as noticeboard is fixed on to a listed building.

CCTV in Water End is continuing to be pursued.

**10. GDPR CONSIDERATION OF OPTIONS RELATING TO COUNCIL EMAILS AND UPDATE ON WEBSITE OPTIONS: -**

Cllr. McIver has been liaising with another local council, which is working on creating a statement for Councillors to sign to show commitment to GDPR. Clerk to link resident offering assistance and expertise in this area with Cllr. McIver. New website continues to be built. Thanks given to Cllr. McIver.

**11. FINANCE MATTERS TO INCLUDE: -**

The latest transaction report was circulated.

**a) Financial review for 2019/20** – circulated. No matters arising.

**b) Invoices:**

Barnicoat Ltd Clerking service October	£618.92
Barnicoat Ltd Clerking service November	£731.42
A R Worboys grass cutting	£190.80
JCB Printing recent leaflet production	£ 63.50
Amanda Quince reimbursement expenses	£ 93.98

It was resolved to pay the above cheques.

Given the increasing number of items arising between meetings that require expenditure to ensure items are progressed promptly, for example with the Hookhams Lane information literature, War Memorial preparation for remembrance, it was agreed that on the production of receipts that up to £250 be authorised for Cllr. Quince to be reimbursed for associated Parish Council expenditure per meeting. This would be reviewed in January as part of the budget review.

**c) Financial assistance application to be reviewed** – Renhold magazine application reviewed, considered, and unanimously agreed to award £1108 towards the publication of the magazine.

The Gardening Club application had been circulated. Cllrs. Dean and Warwicker declared an interest and took no part in the discussion. Cllr. Quince had sought guidance from BATPC. It was unanimously agreed to fund up to £25 for up to twelve meetings from January 2020 to December 2020, at a parish venue of their choice, with the Council making payment directly to the chosen parish venue.

The Sports Club application circulated and reviewed. Council resolved to send a letter asking for some further information.

**d) Financial Regulations review** – ongoing.

Councillor expenses form had been circulated.

**12. CORRESPONDENCE AND INFORMATION RECEIVED: -**

NALC Events Bulletin emails

Age Partnership email promoting services

BBC Planning weekly list email

Village newsletter copy

Online playgrounds promotional information

**04.12.19**

BBC letter acknowledging receipt of planning comments  
BRCC e-bulletin newsletter  
CPRE update emails  
Bank statements  
Crime statistics - forwarded to all  
ERTA Voluntary Transport email  
Beds Police newsletter  
Officer communications regarding Hookhams Lane commissioned highways work  
BBC Weekly Licensing list  
BBC letter acknowledging receipt of planning comments  
Continued communications regarding the school crossing  
Renhold Village Hall payment communications  
Communications regarding asset inspection of Parish Council items  
Project Involve, BBC and BATPC communications regarding the changes to the website hosting going forwards  
Financial assistance sought from Renhold Village Magazine  
Financial assistance sought from Renhold Gardening Club  
Communications with contractor regarding repairs needed at War Memorial and to bench by church  
Cranbourne Gardens bench location communications  
Communications regarding Cranbourne Gardens' highways signage request for children playing  
Resident copied PC into comments submitted to large Salph End proposals  
Clerks and Council Direct magazine  
BATPC Bugle  
Came & Company newsletter  
Borough Councillor dark skies information provided  
Borough Councillors verge and wildflower information provided  
Resident concern over the parking implications on Woodfield Lane during October PC meeting – responded  
Communications regarding an additional final cut of the village grass – actioned  
BBC Ravensden neighbourhood area allocation  
Mazaars payment communication  
Transporting Bedford 2020 information  
Communications regarding War Memorial tidy up ahead of remembrance service  
VE Day celebrations communications  
BBC Officer communications regarding anti-social behaviour at Water End  
BATPC Cemetery and Compliance course information  
Resident concern regarding overgrown footway 23 Ravensden Road – forwarded to Highways Helpdesk  
BATPC information on Purdah  
Village magazine article submitted  
Resident copied PC into submission of objection to Hookhams Lane planning application sent to the local authority – responded  
Resident concern over Traffic Regulation Order communication a contractor at their house received - responded  
BBC Over 70's programme information – forwarded to website  
Village Hall Management Committee communications regarding meeting on 7<sup>th</sup> November  
BBC Planning mini conference information  
BATPC Good Councillors Guide to Transport Planning

**04.12.19**

Renhold traffic light phasing communication from resident copied into that they sent to Highways Helpdesk  
Resident question on how to submit comments to planning applications – responded  
Woodfield Lane communications regarding hedge being overgrown  
Notification of land at Wentworth House going to appeal 18/02565/FUL  
Police camera sign Church End damaged  
Thank you for flying the Merchant Flag on Navy Day  
Photographs from residents of the Hookhams Lane application site to use in the PC’s response  
Resident concern regarding fly tipping in Hookhams Lane, which they have reported to the Local Authority  
Reported large pot hole adjacent to 29 Top End following resident concern  
Dog waste bin at Top End invoice from Bedford Borough Council  
Renhold Chapel thank you letter  
Residents added to the village circulation list

**13. DATE OF NEXT MEETING:** - To be held on 13<sup>th</sup> January 2020 starting 7pm, venue to be confirmed. Meeting closed at 9.45pm

Signed .....

Dated .....