



# PARISH OF RENHOLD



**Minutes of RENHOLD PARISH COUNCIL meeting held on Wednesday 14<sup>th</sup> June 2023 at 7.00pm at Renhold Village Hall, Wilden Road**

**IN ATTENDANCE:** Parish Councillors Mrs. Dean, Mrs. Roberts, Mr. Warwicker, the Clerk, and eight members of the public were present.

Item	Minutes of discussions and resolutions	Actions and Responsibility
1	<p><b>WELCOME BY CHAIR, APOLOGIES FOR ABSENCE, DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST FOR THE MEETING TO BE MADE</b></p> <p>In the absence of Cllr. Gribble, Cllr. Warwicker welcomed all to the meeting, thanking everyone for attending. Parish Councillor apologies received and accepted from Cllrs. Brunsdon, Cardinale, Liguori, and Cllr. Gribble to arrive late.</p> <p>No declarations of interest received for the meeting.</p> <p><i>The Chair adjourned the meeting at this point</i></p>	
2	<p><b>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</b></p> <p>It was reported the Community Speedwatch signage had recently been installed</p> <p><i>The Chair reconvened the meeting at this point</i></p>	
3.1	<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:- 23/01192/FUL</b> first floor rear extension at 23 Maskell Drive - the Council reviewed the application, it was unanimously agreed to respond with no objection, resolution passed.</p> <p>b) <b>APPLICATION NO:- : 23/01114/HPN</b> prior notification for single storey rear extension(s) between 4 and 8 metres depth at Grasmere 68 Hookhams Lane - the Council reviewed the application, it was noted that a resident had contacted the Council raising concern about this application. It was unanimously agreed to respond with an objection raising concern over the loss of the rear amenity space as the proposed full extension will encroach excessively into this area, resolution passed.</p> <p>c) <b>APPLICATION NO:- :23/01096/TPO</b> T1 - Large Ash - Crown reduce to previous points, approx 6-8m height reduction. G1 - Group of Ash - Reduce to approx 5m (leaving lower epicormic growth to encourage regeneration) due to signs of Ash Die Back at 11 Becher Close - the Council reviewed the application, it was unanimously agreed to respond with no objection, resolution passed.</p> <p>d) <b>APPLICATION NO:- : 23/01105/HPN</b> Prior notification for single storey rear extension(s) between 3 and 6 metres depth at 18 Becher Close- the Council reviewed the application, it was unanimously agreed to respond with no objection, resolution passed.</p> <p>e) <b>APPLICATION NO:- 22/02593/FUL</b> Formation of 2 parking spaces and associated landscaping in front garden area at Land At 14 Wilden Road – amended plans - the Council reviewed the application, it was unanimously agreed to respond with no objection, resolution passed.</p>	<p>Clerk to submit</p> <p>Clerk to submit</p> <p>Clerk to submit</p> <p>Clerk to submit</p> <p>Clerk to submit</p>
3.2	<p><b>Planning and Development: to consider Applications and agree responses to Applications</b></p>	

	received after the publication of the agenda if applicable – none received.	
3.3	<p><b>BEDFORD BOROUGH COUNCIL LOCAL PLAN EXAMINATION - Parish Council representation at public hearings latest</b></p> <p>A considerable amount of time continued to be taken to ensure representation at the public hearing sessions which started recently. Cllr. Gribble and the Clerk had been in attendance on behalf of the Parish Council at Mater 1 Procedure and legal requirements, Matter 4 Overall employment growth with Matter 5 Spatial strategy and distribution of growth and Matter 7 East of Bedford - Employment land allocations to include policy focus on EMP6 - Business Park, Land at Water End and St Neots Road coming up later on this week and next week.</p> <p>It was noted at the next meeting work would need to turn to the hearing statements for Block 2 covering:</p> <ul style="list-style-type: none"> <li>• Matter 13 Other Borough wide development management policies</li> <li>• Matter 15 Delivery and monitoring</li> </ul>	Future Item
4.	<p><b>EAST WEST RAIL FINAL ROUTE ANNOUNCEMENT PUBLIC CONSULTATION</b></p> <p>Cllr. Warwicker presented meeting summary of the East West Rail Local Representatives Group meeting held on 5<sup>th</sup> June which Cllrs. Warwicker, Gribble had attended along with Peter Norris. It was agreed the useful summary report to be placed on the Parish Council website. Attendance at the local drop in sessions were encouraged to enable residents to learn more about the final route announcement, the Parish Council had shared this information as usual on a range of different outlets. It was noted that there is no formal consultation at this stage, it is expected early in 2024.</p>	Cllr. Warwicker
5.	<p><b>PARISH COUNCIL VACANCIES to include ability to co-opt</b></p> <p>Awareness had continued to be raised of the current vacancies through different platforms, unfortunately no one had come forward.</p>	
6.	<p><b>Feedback from meetings Councillors have attended</b></p> <p>Cllr. Roberts summarised the recent site meeting held with Borough Cllrs. Gribble, and the representative from Grant Palmer. A number of different suggestions had been put forward but regrettably no solution had been found so the service would remain diverted until the road is reopened.</p> <p>Cllrs. Cardinale and Roberts were booked to attend the forthcoming BATPC new Councillor training, Cllrs. Warwicker and Gribble had expressed interest to the Chair training which Clerk had notified BATPC of.</p> <p>There had been some useful items from the annual electors meeting items which were outlined and were being followed up, it was agreed for the Parish Council to fund the hire of the hall for a future Coffee with a Cop event ahead of a Parish Council meeting. The average speed camera data not being received had been followed up and the Borough Council are not receiving the data from the Police it was detailed.</p> <p>Cllrs, Gribble, Warwicker and the Clerk had met with the website developer to raise some items and to continue to work through further improvements to the website.</p> <p>Cllr. Roberts was hoping to attend the next Police cluster meeting in July and a meeting with Orbit representative had also been booked in for July, all Councillors had been invited.</p> <p>Communications regarding a village facility had continued, it was agreed that advice is needed from BRCC on the matter so Clerk to arrange a meeting for all parties to be invited to.</p> <p>Some Councillors had attended the recent Neighbourhood Plan Working Group meeting it was noted.</p>	<p>Clerk to action</p> <p>Clerk to action</p>

<p><b>7</b></p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p>	<p><b>FINANCE MATTERS TO INCLUDE</b></p> <p><b>Quotations to be considered and agreed</b> – There had been communications with the grass cutting contractor to review Water End site, still awaiting confirmation of quote from Worboys still, alternative contractors had been contacted and due to visit the site shortly. Community safety cameras – discussion on covert cameras options potentially, with no lighting and how these could be funded. Cllr. Warwicker was following up directly in the first instance with the local authority so await outcome of those discussions. There had also been a bin request for Water End it was noted. Defibrillator consideration – it was noted that devices at the Village Hall, Chapel and Polhill Arms, it was agreed to raise the matter at the forthcoming Orbit walkround and it to be checked if Fiona Way have one. Website – quotation for the support to continue at a cost of £1296.00, it was unanimously agreed to approve to continue with Robbie Bays as a good working relationship has been established and regular dialogue enables updates to be made promptly.</p> <p><b>Invoices to be paid</b> Backlight Ltd Administration service May £677.66 A R Worboys grass cutting SI12009 £218.94 Michelle Riches internal audit £135.00 Zurich insurance renewal £459.00 Defib Store Polhill Arms grant £442.80 Bedfordshire Police Bobby Van donation £100.00 Councillors unanimously agreed to resolve the above items for payment. Resolution passed.</p> <p><b>Online banking access</b> Previous agreement was once MW, FC and GL confirmed as being added that then AQ to be removed then electronic banking authority will then be proceeded with given Council had unanimously agreed to also appoint GL as a signatory to the Parish Council account. There has been no changes made to the account even after the mandate was submitted a long time ago, however, online access management was outlined and payments are able to processed electronically with appropriate segregation of duties it was noted.</p> <p><b>Internal audit report</b> Clerk had shared the report with raised no matters arising, Councillors reviewed the documents and were pleased with the report, no action to be taken.</p> <p><b>Annual Governance and Accountability Return 2022/23 Section 1 and 2</b> Now the Annual Governance internal review has been carried out, there is confirmation that the presented document is a true and accurate reflection of the Council position. 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 agreed, resolution made to approve Section 1 and Section 2 of the Annual Return, form to be signed. Clerk to make external audit submission and to arrange for the audited items to be placed on Council website.</p>	<p>Future Item</p> <p>Cllr. Warwicker</p> <p>Clerk to action</p> <p>Clerk to action</p> <p>Clerk to action</p> <p>Clerk to action</p>
<p><b>8</b></p>	<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 16<sup>th</sup> May. Matters arising were:</p> <ul style="list-style-type: none"> <li>▪ Council planning comments submitted</li> <li>▪ To arrange meeting with Sports Field Trustees after publication of GI Survey for which we are still waiting remains ongoing.</li> <li>▪ Following the Clerk sharing a copy of the application made by Great Denham Parish Council for a community asset. Work on a village asset application for The Polhill Arms was ongoing, Clerk had shared information with IM, NG had offered to look at this in due course.</li> </ul>	<p>Monitor</p> <p>Monitor</p>

	<ul style="list-style-type: none"> <li>▪ Councillors to be given support with new email addresses, MW is set up, JR is as well and Clerk is using more frequently.</li> <li>▪ Payment of accounts issued</li> <li>▪ Request had been sent previously to ask Borough Councillor Martin-Moran-Bryant if Parish Councillor training on permitted developments is something the local authority could assist with. Borough Officer had replied, seeking clarity on what would be useful. Feedback has been provided by the Clerk on this. Follow up had been chased previously and Borough Officers are looking to engage with a suitable training provider for this. To note that the local authority have issues a helpful guide to using the online Planning System, to be shared more widely through various platforms by the Clerk, this is ongoing. Borough Council will be offering planning training for Councillors following the forthcoming elections so it is hoped this important aspect will be covered.</li> <li>▪ Clerk to review the drafted document to guide the neighbouring property owners through the process of responding to a planning application, whether it be for permitted development, planning enforcement or any other type of development. This item is on hold, remains on hold, will be revisited.</li> <li>▪ The contractor has been chased again for a quote for the grass seeding needed at Becher Close. Cllr. Gribble to follow up by checking with BBC Officer to get this moving forwards.</li> <li>▪ JP communication regarding Jubilee celebrations to be reviewed and a thanks to be shared with the parish.</li> <li>▪ Awaiting copies of BFARe minutes to come through</li> <li>▪ BBC Officer had been asked if application for ASC was completed in light of new policy by the local authority would that strengthen outcome for Ravensden Road ASC application, this request has been chased again April and May.</li> <li>▪ Request sent from the Parish Council asking for the 30mph sign in Ravensden Road to the village boundary, as discussed during the VAS site visit with the Borough Council Highways Office, had been followed up again chased April and May.</li> <li>▪ Contact will be made with the Church End barn owner to outline the decommission of noticeboard once a new board and location has been agreed.</li> <li>▪ Council policy update agreed at last meeting, revised document Complaints Policy to be uploaded to website.</li> <li>▪ It was noted that the Church are arranging for a board which they wish to be a standalone Church board. Council continue to look for a board for Parish Council items to mark the coronation</li> <li>▪ Cllr. Dean to check with resident if refurbishment of board at Post Office remains ongoing.</li> <li>▪ To arrange an invite to the local MP for the Cranbourne Gardens development, this to be followed up.</li> <li>▪ Coronation event ideas and thoughts the Council to spend up to £350 on bulb planting to be sourced locally, local authority to be asked also if any forthcoming bulb giveaways. Wood carving to be asked for the village sign to mark the occasion.</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>▪ Clerk to share recycled bench options with Councillors for a replacement, noting the memorial plaque has been retained, and then once a preferred bench is agreed application to be made to the Mayor's Community fund. It was noted the installation cost is covered in the Tim Wallinger quotation accepted.</li> <li>▪ Laptop had been purchased, Parish Council update to asset register had been acted.</li> <li>▪ Information on a new website launched by Bedford Borough Council, called Best Start with information for families regarding 0-5 year old children activities and support, to be shared on the village circulation list.</li> <li>▪ Anti social behaviour on Spires to be monitored. In light of recent communications from residents the suggestion of highways and anti social behaviour representatives to be invited from Borough Council along with local Police to allow annual electors meeting in June to focus on these two local matters had been completed.</li> <li>▪ 23/00438/EIASCR Request for screening opinion in respect of the development of up</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Clerk</p> <p>Monitoring</p> <p>Monitoring</p> <p>Ongoing</p> <p>Clerk</p> <p>Ongoing</p> <p>Cllr Dean</p> <p>Ongoing</p> <p>Monitor</p> <p>Cllr Gribble</p> <p>Ongoing</p> <p>Ongoing</p>
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	<p>to 400 dwellings at Land At Abbey Fields West Of Elstow and 23/00439/EIASCR Request for screening opinion in respect of the development of up to 95,000sqm of commercial floorspace at Land At Pear Tree Farm Wilstead Road – Parish Council response submitted and noted both sites had been deemed to need EIAs.</p> <ul style="list-style-type: none"> <li>▪ Orbit visit to be arranged for end of May for ideas and initiatives going forwards to be talked through in more depth.</li> <li>▪ Awaiting communication poster from Christian which would then be displayed as a further way residents could access information on how best to engage with Orbit.</li> <li>▪ The noticeboard at Aspire changes to be made if the Parish Council wish, to be added to asset register.</li> <li>▪ Website development work is ongoing, updates and improvements continue to be worked on.</li> <li>▪ No further update on the Borough Councillors update awaiting regarding confirmation on when the surfacing work will now be programmed in for Church End and Wilden Road as the scheme should not be lost as a result of the pipe replacement work. This clarification had been confirmed by the Anglian Water representative as being placed on hold to allow settlement of the works before resurfacing. Borough Councillor agreed to follow up with the local authority, with Clerk sharing a copy of the communication which had been done. Still awaiting confirmation of the surfacing works.</li> <li>▪ The VAS data continues to be downloaded monthly, Cllr. Warwicker again thanked for all his efforts on this.</li> <li>▪ Anglian Water direct debit had been set up.</li> <li>▪ Financial Regulations document amendment made.</li> <li>▪ Bobby Van scheme to investigate the parish specific information to understand how many residents had benefited from the service in the last five years, Cllr. Dean liaising.</li> <li>▪ Application and grant award up to £505 for the replacement pads and battery, had been actioned.</li> <li>▪ Discussion on other suitable potential location(s) for a defibrillator to be a future agenda item had been covered at this meeting.</li> <li>▪ Current emails Clerk to check the messages are to be forwarded to an active address, this to be raised with website developer at next meeting.</li> <li>▪ Register of Interest forms completed by all new Councillors had been submitted to Monitoring Officer.</li> <li>▪ Community Speedwatch signs had now been installed.</li> <li>▪ Resident sought Parish Council opinion at May meeting on reduction of 30mph to 20mph on Home Close and highways signage in this area. Cllr. Liguori had made enquiries on process around speed limit changes and this had been fed back to the resident.</li> <li>▪ Clerk to circulate Terms of Reference document.</li> <li>▪ Feedback given that elect Margaret Dean remains Charity Trustee representatives.</li> <li>▪ Clerk had arranged the annual electors meeting venue and invited representatives.</li> <li>▪ East West Rail had been a focused agenda item for this meeting.</li> <li>▪ Remain awaiting coronation items agreed to spend up to £300 excluding VAT for a commemorative item for the children, awaiting invoice for the purchase from the school.</li> <li>▪ The Speed Indicator Device rotation had been actioned that the Green End SID rotation of £140 to enable two rotations with a summary of the data generation and sharing arrangements for the period was being actioned as well.</li> <li>▪ Zurich insurance cover had been secured.</li> <li>▪ Work was being done on reducing the size of the Village magazine editions from an electronic storage perspective and editions to be uploaded as agreed.</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Cllr. Gribble</p> <p>Cllr. Dean</p> <p>Clerk</p> <p>Ongoing</p> <p>Ongoing</p>
9	<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>	

Crime statistics - forwarded to all  
ERTA Voluntary Transport email  
Beds Police newsletter  
BBC Weekly Licensing list  
BBC letter acknowledging receipt of planning comments  
CPRE latest newsletter  
Renhold Magazine article submission and communications  
VAS summary data information – shared  
East West Rail representatives Group information – shared  
Various communications with website developer  
Anglian Water communications update on works to main  
BBC Local Plan communications regarding inspection – circulated  
Village Hall liaison regarding invoices  
Renhold bus service communications – responded to and circulated  
Councillor email communications regarding set up  
Renhold Magazine liaisons regarding uploading to the Parish Council website  
Bulky Waste service communications from Bedford Borough Council - circulated  
Village Hall Management Committee communications  
Resident copied communication to Parish Council regarding illegal HGV movements in parish  
Zurich Insurance policy communications  
Weekly List of Meetings communication from Bedford Borough Council  
ICO - Renewal confirmation ICO:00013300812  
Community Speedwatch sign delivery communications  
20 MPH Speed limits communications  
EWR Village banners communication from member of the public  
Resident communication regarding Item 9a parish Council meeting 16th May – response sent  
Planning enforcement communications with BBC Officer regarding a site in the parish – circulated  
BBC African Swine Flu in Pigs  
Parish Councillor communications and transparency communications  
Councillor contacted by member of the public about a planning matter shared with other Councillors  
East West Rail: Keeping You Connected - Route Update Announcement  
EWR Co Bedfordshire Representatives Group – Today’s Route Update Announcement: invitation to webinar and your next LRG meeting – forwarded  
Renhold bus service meeting communications with Grant Palmer  
Community groups invited to #ColourTheBorough with tulip bulb giveaway – circulated and actioned  
Renhold Parish Council (Bedford) - Zurich Insurance documents & invoice  
Gallagher Read our latest edition of Community Matters  
Renhold Parish Council proforma DefibStore communications and Polhill Arm  
Community Renewal Reminder – responded to  
Renhold - Updated Bulky Waste Collection Location – responded to  
Resident communication regarding meeting minutes – responded to  
Resident communication through Facebook – responded to  
Councillor communication regarding lack of Green End bulky waste collection  
Resident communication regarding lack of Green End bulky waste collection service  
New Councillor Induction Training BATPC – forwarded, actioned  
Renhold Neighbourhood Plan Working Group Accounts – responded to  
Renhold Neighbourhood Plan Working Group report – circulated  
Asset inspection reports communication  
BBC Riseley Neighbourhood Development Plan  
Resident concern regarding footpath Thor Drive – responded, actioned  
Bedford Local Plan Examination - Matter 5 Hearing sessions  
Renhold Parish Electors Meeting Invite - Monday 12th June at 7pm  
Councillor communication regarding absence – responded to  
Bedford BC Hearing Sessions - Matter 4

Church End incident communications  
 EWR Co Route Update Announcement- posters for our upcoming community drop-in events  
 Overflowing dog waste bin - Primrose Fields play area, Orbit Estate resident concern – followed up  
 BBC Turquoise Cluster Meeting police invite – circulated  
 Website development quote – circulated  
 Member of the public communication clarifying road works currently in the village – responded to  
 Community Safety Cameras and fly tipping Water End communications  
 Additional dog waste bin - The Spires Estate at end of recreational park/path request – responded to and followed up  
 Better Housing Better Health service information  
 Resident communication regarding issues in Water Lane – responded to  
 Aggressive dogs in Renhold communication – responded to

**Planning application decisions to be noted:**

23/00905/LDP Certificate to confirm that the details submitted do not require planning permission (Demolition of existing conservatory and the construction of a new single storey rear extension) at 85 Thor Drive - Certificate Issued

23/00837/HPU Prior notification for enlargement of a dwelling house by construction of additional storeys at Grasmere 68 Hookhams Lane – Refused

23/00500/PIP Permission in Principle for demolition of existing dwelling and erection of replacement dwelling and garage at 64 Wilden Road – Permitted

23/00463/TPO T1 Ash Reduce tree in height by 4 metres and in width by 2 to 3 metres, cutting back to viable growth points at 12 Becher Close – Permitted

23/00465/TPO T1a Ash Reduce tree in height by 4 metres and in width by 2 to 3 metres, cutting back to viable growth points at 13 Becher Close – Permitted

23/00447/LDE Certificate to confirm that existing domestic storage outbuilding did not require planning permission at Jackdaws 17 Brook Lane – Withdrawn

22/01818/FUL Single storey front and side extensions with pitched roof over existing garage block, first floor extension to bungalow to form 2-storey dwelling, rendering and cladding to all elevations at 32 Top End - Permitted

<b>10</b>	<p><b>Close of Meeting</b>          Next meeting to be 26<sup>th</sup> July 2023 at 7pm at Renhold Village Hall. The Meeting closed at 8.50pm.</p>	
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