



# PARISH OF RENHOLD



**Minutes of RENHOLD PARISH COUNCIL meeting held on Thursday 30<sup>th</sup> November 2023 at 7.00pm at Renhold Village Hall, Wilden Road**

**IN ATTENDANCE:** Parish Councillors Mrs. Dean, Mrs. Brunsden, Mr. Warwicker, Mrs. Roberts, Mrs. Gribble (Chair), the Clerk, and three 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>Cllr. Gribble welcomed all to the meeting, thanking everyone for attending. Parish Councillor apologies received from Cllr. Fiona Cardinale, these were accepted.</p> <p>NG and JR on the Neighbourhood Plan Working Group declaration noted, no further declarations of interest received for the meeting.</p>	
2	<p><b>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</b></p> <p>No public statements received.</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:- 23/02085/FUL</b> Demolition of existing conservatory and erection of a single storey rear extension and internal modifications at 17 Embla Close - <b>the Council reviewed the application, it was unanimously agreed to respond with no comment, resolution passed.</b></p> <p>b) <b>APPLICATION NO:- 23/02021/TPO</b> T1 - Ash - Crown lift to 4 metres to allow vehicle access at Wentworth House, Ravensden Road - <b>the Council reviewed the application, it was unanimously agreed to respond with no comment, resolution passed.</b></p> <p>c) <b>APPLICATION NO:- 22/01468/EIAWM</b> Environmental Impact Assessment WM Application Proposed extension and consolidation of mineral extraction and the importation of inert material at Willington Lock Quarry at Land South Of St Neots Road, Bedford Incl. Land To North East And West Of Existing Willington Lock Quarry Extraction Area, The Existing Willington Lock Quarry And Mineral Processing Plant Site - <b>the Council reviewed the application, it was unanimously agreed to respond with no comment, resolution passed.</b></p>	
3.2	<p><b>Planning and Development: to consider Applications and agree responses to Applications received after the publication of the agenda if applicable – none received.</b></p>	
3.3	<p><b>NEIGHBOURHOOD PLAN WORKING GROUP REPORT</b></p> <p>Report received for the meeting, and had been circulated. A copy of the Renhold Neighbourhood Dark Skies policy had been shared with all Councillors ahead of the meeting, with comments welcomed to be fed back. <i>JR and NG declared an interest in this item so took no part in the discussion or vote.</i> Councillors were asked to endorse the document, it was unanimously agreed to do this, resolution passed. It was requested that the policy document is uploaded to the website.</p> <p>The Clerk had allocated the Working Group budget within the separate financial spreadsheet at £1,000.</p>	To be arranged

	The Clerk had responded to a Freedom of Information email request received relating to the Neighbourhood Plan it was noted.	
4.	<p><b>BEDFORD BOROUGH COUNCILLOR REPORT</b></p> <p>Cllr. Gribble reported that the two applications for financial assistance to the Borough Council Ward Fund, seeking a donation of £1,000 to the community safety cameras at Water End being discussed during agenda item 7.a) and seeking a donation of £1,500 towards the four new replacement noticeboards being ordered for across the parish, had been successful. There has also been an allocation from the Church towards a disabled access ramp.</p> <p>Cllr. Gribble has invited the Chief Constable to attend a future meeting, as well as arranging a meeting with the Chief Inspector in addition to welcoming Highways Officer Andrew Prigmore and Mayor Tom Wotton also to a future Parish Council meeting.</p> <p>The Local Plan Inspector has found the document to be unsound with a briefing next week Cllr. Gribble will be attending, seeking clarity on the implication for the proposed Renhold employment site.</p> <p>Internal Drainage Board maintenance on the brook is being carried out along the stretch of Renhold it was noted next year.</p>	
5.	<p><b>PARISH COUNCIL VACANCIES to include ability to co-opt</b></p> <p>Awareness has again continued to be raised of the current vacancies through different platforms, unfortunately still no one had come forward for the three vacancies. There had been two individuals expressing an interest which Cllr. Gribble will follow up.</p> <p>Follow up had been sought on behalf of an interested person who had made an expression of interest to join the Parish Council, the Clerk had sought clarity with BATPC and feedback to Councillors that sadly it is indeed the case that a Councillor cannot legally take part in a Parish Council meeting remotely as things stand, meetings must take place in person only there is no exemption to this.</p>	Cllr. Gribble
6.	<p><b>FEEDBACK FROM MEETINGS COUNCILLORS HAVE ATTENDED</b></p> <p>Police meeting to discuss highways safety in the parish, this meeting to discuss highways safety in the parish had been confirmed for 26<sup>th</sup> October at 3pm, however, had to be postponed again regrettably due to limited Police attendance available. PC Napoli has reported there have been staff changes so a meeting is to be rearranged with the Officers recently put in post. This continues to be monitored.</p> <p>The Orbit walkround had taken place with a number of Councillors in attendance, the new Manager had been met, with it again being a productive meeting. These meetings are planned to continue every quarter with Fiona Way Pavillion representative to join a future meeting that is planned on Tuesday 5<sup>th</sup> to discuss possible siting of a defibrillator machine. Clerk to apply for a Ward Fund application for a defibrillator machine on behalf of the Parish Council at this location for up to around £1,000.</p> <p>BATPC Councillor training, MW and NG were booked to attend the Chairmanship course scheduled to take place in January.</p> <p>Village Hall Management Committee meeting, follow up support had been provided after the October Parish Council meeting with the interested members of the public being linked with the Trustees. Cllr. Cardinale had also attended the Trustee meeting along with the two members of the public who volunteered to support, a summary of the meeting notes relating to the promotion of the facility needing volunteers had been circulated. The Renhold Magazine had allocated some space to help raise awareness of the support needed and raise awareness of the facility. Following a circulation of the latest Parish Council items an individual had come forward expressing an interest in joining and becoming a Village Hall Trustee.</p> <p>The highways walkround with Borough Council Officer and Borough Councillor Jim Weir Deputy Mayor &amp; Portfolio Holder for Environment, Highways &amp; Transport had taken place after Cllr Weir's attendance at the last Parish Council meeting. It had been a positive meeting with a number of Councillors in attendance along with Borough Council Officer Rickie Dawes, with a large range of items covered with a full drive through of the village. Wilden Road surfacing down to Salph End had been postponed because of the drainage issues, and insufficient notice for the local businesses at an important time of year raised, resulting in a change to the date of the works taking place. Several over items were also covered on the village visit, patching work</p>	<p>Ongoing</p> <p>Clerk to action Cllrs. Gribble and Warwicker</p>

	<p>has been done in Vicarage Close plus issues on the multi use surface paths from the developments off Norse Road, were discussed in detail on how these could be improved. Plus extensions to the kurb to widen the path by the traffic lights at Church End also raised. A summary report to be done by Cllr. Gribble to go on the Parish Council website.</p> <p>Cllrs. Gribble, Brunsdon, Dean, Roberts expressed an interest in attending the CPRE Planning Workshop planned for February 2024, Clerk to arrange booking accordingly, CPRE membership renewal it was agreed at a cost of approximately £40.00.</p>	<p>Cllr. Gribble/ Clerk</p> <p>Clerk</p>
<p><b>7.</b> <b>a)</b></p>	<p><b>FINANCE MATTERS TO INCLUDE</b></p> <p><b>Quotations to be considered and agreed –</b></p> <p>The community safety camera quotation options had shared with all Councillors ahead of the meeting, Cllr. Gribble confirmed a Ward Fund allocation towards the project of £1,000 it was noted. Councillors reviewed the different quotations, being mindful of the £1,000 towards the project from the Borough Councillor Ward Fund, it was unanimously agreed to purchase as per the quotation from Locked and Secure Ltd at a cost of £4960.00 plus VAT. Cllr. Wariwcker to action.</p> <p>A sim card will need to be purchased for the community safety camera device which Cllr. Warwicker will follow up. Adjacent landowner will be asked to cut back hedges nearby to make the camera more visibility. Work also to be done on collating associated policy for the devices which Cllr. Warwicker is looking into.</p> <p>Bedford Borough Council had been agreed to please clean the War memorial kindly free of charge. At the same time the village entrance gates and two bus shelters to be cleaned, Bedford Borough were due to send quotes for the work, awaiting these.</p> <p>Cllr. Roberts had followed up with local workman on the village sign post staining which to be added to the handyman job list along with quotation for the four noticeboards to be installed, the bench at Green End bus shelter once suitable bench option found, plus testimonial to be sought. Clerk detailed that quote cllation is ongoing,</p> <p>Cllrs. Gribble and Warwicker had reviewed the various grass cutting areas and hedge maintenance in the parish. Councillors were aware of the Council’s Financial Regulations when reviewing two quotations for the work with quote deadline for existing contractor Clerk to remind them.</p> <p>It was agreed to look at the hedge maintenance work separately to the grass cutting, being mindful the hedge cutting work would need to be carried out promptly to miss the bird nesting season. It was agreed to have AgriPlant carry out the hedge work as a one off at a cost of £1050.00 plus VAT with this work to be carried out as soon as possible and suitable notice to be given to the parish.</p> <p><b>b) Grants for consideration</b></p> <p>Village Magazine application form circulated in advance of the meeting to all. Councillors discussed the information provided including supporting financial information, and unanimously agreed to award a donation of £1,560.32 with hoping the magazine will be more sustainable going forward, resolution passed.</p> <p>Renhold Churchyard application form circulated in advance of the meeting to all. Councillors discussed the information provided including supporting financial information, and unanimously agreed to award a donation of £1757.00, resolution passed</p> <p>Councillors acknowledged that both donation levels had increase, being mindful of the rising costs in the current climate and would monitor closely future applications.</p> <p><b>c) Invoices to be paid</b></p> <p>BATPC Good Councillor Guide books, three versions £14.47</p> <p>BATPC Chair training course fee £90.00</p> <p>Bedford Borough Council election recharges £137.19</p> <p>Backlight Ltd Administration service October £677.66</p> <p>Backlight Ltd Administration service November £677.66</p> <p>A R Worboys grass cutting SI2193 £218.94</p> <p>Renhold NPWG reimbursement associated expenses for Renhold Remembers £10.00</p> <p>Renhold Reading Group reimbursement associated expenses for Renhold Remembers £10.00</p> <p>Renhold WI reimbursement associated expenses for Renhold Remembers £10.00</p> <p>JCP Printing A3 Footpath path for Neighbourhood Plan £2.40</p>	<p>Cllr. Warwicker</p> <p>Cllr. Warwicker</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk to action</p> <p>Clerk to action</p> <p>Clerk to action</p>

<p>d)</p> <p>e)</p>	<p>JCB Printing Renhold Remembers posters £10.74 Greenbarnes Ltd new noticeboards £2985.36 N Gribble reimbursement for poppy wreath for remembrance to be arranged awaiting invoice or £25.00 donation to British Legion E Barnicoat reimbursement of noticeboard fixing kit £41.40 All Saints Church transfer of Bedford Borough Council grant awarded for Church floor work £25,000.00 <i>JR and SB declared an interest in payments so took no part in the vote.</i> Councillors unanimously agreed to resolve the above items for payment. Resolution passed.</p> <p><b>Financial monitoring</b> It was noted that BATPC had issued the NALC salary award which had been circulated to all Councillors that would need to be backdated and factored into budget workings when salary payment for 2023/24 is paid in March. There were no comments or concerns received on the latest financial monitoring as all inline with expectations for this point in the financial year.</p> <p><b>Initial budget considerations</b> Councillors reminded that focus of the next meeting would include setting the budget for the forthcoming financial year, ideas welcome for items to be considered, such as community safety cameras were put forwards. Being mindful of the rural England prosperity fund for active travel with the multi use path a potential project, cycle path Renhold to Great Barford, and also the A428 Caxton Gibbet legacy fund as potential funding opportunities for village projects.</p>	<p>Clerk to action</p> <p>Future Item</p>
<p>8.</p>	<p><b>MINUTES OF THE LAST MEETING</b> The Council unanimously agreed to sign as a true and accurate record, the Chair signed the minutes from 19<sup>th</sup> October. 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 still waiting, so remains ongoing.</li> <li>▪ Payment of accounts issued</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>▪ 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>▪ 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>▪ To arrange an invite to the local MP for the Cranbourne Gardens development, Cllr. Gribble had sent invite.</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>▪ 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. This had been raised on Cllr. Weir walkround.</li> <li>▪ The VAS data continues to be downloaded monthly, Cllr. Warwicker again thanked for all his efforts on this.</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</li> </ul>	<p>Clerk/Gribble</p> <p>Ongoing</p> <p>On hold</p> <p>Ongoing</p> <p>Monitor Cllr. Gribble Cllr. Gribble Cllr. Gribble Ongoing</p> <p>Ongoing</p> <p>Set a date? Ongoing Ongoing</p>

	<p>school.</p> <ul style="list-style-type: none"> <li>▪ As agreed, Parish Council to fund the hire of the hall for a future Coffee with a Cop event ahead of a Parish Council meeting.</li> <li>▪ Bank signatory work remains ongoing.</li> <li>▪ Anglian Water direct debit had been set up but not taking payment, this is being looked at by the Clerk.</li> <li>▪ Clerk sending out letters to identified households where vegetation is encroaching the footways in some parts of the village from private properties, asking them to kindly please cut back their hedge.</li> <li>▪ Cllr. Dean to check with resident if refurbishment of board at Post Office remains ongoing, the action closed.</li> <li>▪ Orbit communications still 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. The noticeboard at Aspire had been taken forwards .</li> <li>▪ Three Good Councillors Guide hard copies had been delivered and distributed</li> <li>▪ Bin request for Water End followed up with Bedford Borough Council Officer.</li> <li>▪ Ravensden Road hedgerow had been registered as a proposed location as part of the CPRE Hedgerow Hero communication recently received.</li> <li>▪ Bedford Borough Council Local Plan examination additional comments were submitted.</li> <li>▪ Work on a village asset application for The Polhill Arms was ongoing, it was agreed that this to be followed up to check the stage of the application and support offered with this.</li> <li>▪ BBC Chief Executive was going to take forwards request for planning training including information on enforcement for Councillors to receive in the near future.</li> <li>▪ Police Crime Commissioner annual meeting minutes received, circulated. Details also shared on the forthcoming Rural Crime meeting due to be held in Thurleigh next month. Cllr ?? to attend.</li> <li>▪ Parish Council assets including defibrillator discussion at the October meeting, Clerk had pursued and registered interest for accessing funding for three further units along the three Norse Road developments.</li> <li>▪ The Clerk had shared the bulky waste quotation price with Cllr Weir. Clerk had forgotten to share the £39 service Bedford Borough Council provide to take bulky waste items in the most recent magazine article so to reference in the next one.</li> <li>▪ Cllr. Gribble had arranged a wreath and it was laid at the village remembrance service</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Cllr. Gribble</p> <p>Monitor</p> <p>Ongoing</p>
<p>9.</p>	<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> <p>Crime statistics - forwarded to all</p> <p>ERTA Voluntary Transport email</p> <p>BBC Weekly Licensing list – Clerk has checked</p> <p>BBC letter acknowledging receipt of planning comments</p> <p>CPRE latest newsletter</p> <p>Renhold Magazine article submission and communications</p> <p>VAS summary data information – shared by Cllr. Warwickerto local stakeholders</p> <p>East West Rail representatives Group information – shared</p> <p>Various communications with website developer</p> <p>Weekly List of Meetings communication from Bedford Borough Council</p> <p>Communications regarding request for meeting with local Police – actioned</p> <p>Healthy Workplace Bulletin: October 2023</p> <p>BBC Officer follow up regarding resident communication regarding bin request for Water End – actioned</p> <p>EWR Co Bedfordshire Local Representatives Group – Action tracker and reminder of the next meeting</p> <p>Greenbarnes Ltd communication regarding new noticeboard order – actioned, agenda item</p> <p>Bedford Local Plan Examination - Consultation Programme Officer communication – acknowledgement received</p>	

Renhold Remembers grant application communication Renhold Neighbourhood Plan Working Group – agenda item  
Renhold Remembers grant application communication Renhold Reading Group – agenda item  
Renhold Remembers grant application communication Renhold WI – agenda item  
Renhold Village Hall Trustees communications – responded to  
Renhold Village Hall booking communications – actioned  
Jobs for handyman communications – agenda item  
BATPC Good Councillor Guide purchase communications – actioned  
BATPC Chair course booking follow up – actioned  
Copied into communications with South East Security regarding Water End site meeting to look at community safety camera options  
Orbit communications regarding November site walkround  
Renhold Parish Council grass cutting contract communications and proposed hedge maintenance work with AgriPlant  
NBB Recycled Furniture promotional emails  
Local Parish Council communication on Renhold speed cameras – responded to  
Borough Councillor Jim Weir communications to arrange site meeting – actioned  
BBC Planning Officer enforcement communications regarding a matter in Hookhams Lane – responded to  
BBC Officer communications requesting grass cutting maps for the parish – followed up  
Renhold Neighbourhood Plan Working Group communications regarding accounts and Working Group report – followed up  
Bedfordshire Police link to safety camera data for the county shared with resident after request received- actioned  
Festival of Britain Road Signs  
BATPC follow up question regarding remote access for an individual interested in joining the Council – actioned and fed back  
Resident information on Hookhams Lane traffic surveys being carried out – responded to  
Bedfordshire Police Culture Media and Sport Funding Opportunity information  
Copied into Borough Councillor Gribble communications with BBC Highways Officer following up highways site meeting items  
BBC Temporary Road Closure Wilden Road and Church End Wilden 2023 – 112 – circulated  
The Circuit free stickers for defibrillators  
BBC Greyfriars Bedford Development Brief Consultation  
New OPCC funding opportunities 2023/24 - Community Safety Fund – circulated  
EWR Co Community Conversations November/December 2023 – forwarded  
Renhold Neighbourhood Draft Dark Skies Policy – circulated, agenda item  
BBC Updated Five Year Supply of Deliverable Housing Sites statement – circulated  
BBC Temporary Road Closure High Street Great Barford 2023 - 093  
BBC Rural grant communications for All Saints Church floor work application – responded to  
The Department for Health £1 million Defibrillator Fund Now Open  
Magazine grant application – responded to, circulated, agenda item  
2023.11.13 RNPWG Update communications  
BBC Street Trading Consent Application - All Consent Streets Outside the Town Centre  
Resident communication regarding Green End SID - responded to  
Bedfordshire Police Safer Streets 5 - full details of approved projects  
Church yard grant application 2023 - – responded to, circulated, agenda item  
EWR Co Bedfordshire LRG - meeting date confirmation and invitation for the next meeting  
Freedom of information request received for copy of Housing Needs Survey – actioned, responded to  
Noticeboard fixing kit communications  
Copied into Renhold Parish Council - Solar CCTV Quote 18183 - Oct 2023 quotation – agenda item  
Footpath map of Renhold communications copied into  
Copied into Parish Council website matters and communications with members of the public regarding site questions  
Crime Statistics October 16th to 31st 2023 – circulated  
BBC Letter about Decision of Planning Application 23/00312/FUL - circulated  
Communications regarding remembrance wreath ordering

Friendly Reminder: Please Submit Your ERN As Part of Your Renewed Insurance Policy  
 Copied into communication from Ravensden Parish Council on who the Parish Council share their traffic data with  
 New OPCC funding opportunities 2023/24 – Cameras, Tickets and Collisions, Road Safety Fund – circulated  
 ARW LTD RENHOLD PC INV 2193 31.10.2023 – agenda item  
 BBC change of email address communication  
 Beds RCC AGM 2023 - Your Invitation – circulated  
 BBC Publication of Register of Electors  
 BATPC Local Government Services Pay Agreement 2023 - New Payscales – circulated  
 EWR Co Bedfordshire Local Representatives Group – Meeting #12 materials now available and meeting #13 details and poll  
 Crime Statistics Nov. 1st to 14th 2023 - circulated  
 National Highways Important roadwork information: A421 Noise barrier replacement - circulated  
 Village asset village sign communications  
 Aspire Dog Waste Bin Management communications copied into  
 CPRE Planning Workshop 2024 – circulated  
 BATPC New Councillor induction training session – circulated  
 CPRE Hedgerow Project - Expressions of interest confirmation copied into  
 Borough Councillor Jim Weor walk around notes copied into  
 Village Hall Trustees meeting notes copied into  
 BBC Monitoring Officer role update  
 Borough Councillor Ward Fund application - two projects communications

**Planning application decisions to be noted:**

23/02332/CWS 13/00526/MAF - S106 Compliance Check at Land North Of Norse Road - Response Sent  
 23/02069/FUL Single storey rear extension to link to garage and part conversion of garage to utility room. (Revised Scheme) at 14 Thor Drive – Permitted  
 23/00312/FUL Demolition of existing commercial unit and erection of 1 dwelling with garage and associated access works at 25 Top End – Refused  
 22/02593/FUL Formation of 2 parking spaces and associated landscaping in front garden area at Land At 14 Wilden Road - Permitted

10	<p><b>Close of Meeting</b>          The next meeting to be confirmed, expected to be Tuesday 23<sup>rd</sup> January 2024 at 7pm at the Village Hall. Meeting closed at 8.35pm.</p>	
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