



PARISH OF RENHOLD



Minutes of RENHOLD PARISH COUNCIL meeting held on Thursday 29th February 2024 at 7.00pm at Renhold Village Hall, Wilden Road

IN ATTENDANCE: Parish Councillors Mrs. Dean, Mrs. Brunsten, Mr. Warwicker, Mrs. Roberts, Mrs. Cardinale, Mrs. Gribble (Chair), the Clerk, and three members of the public were present.

Item	Minutes of discussions and resolutions	Actions and Responsibility
1	<p>WELCOME BY CHAIR, APOLOGIES FOR ABSENCE, DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST FOR THE MEETING TO BE MADE</p> <p>Cllr. Gribble welcomed all to the meeting, thanking everyone for attending. No Parish Councillor apologies received.</p> <p>No declarations of interest received for the meeting apart from Cllr. Gribble under finance 8. b).</p> <p><i>The Chair adjourned the meeting at this point</i></p>	
2	<p>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</p> <p>Green End ditch and gully clearing update requested by a resident, the issues have been reported to the local authority and continue to be pursued regularly. It was also reported that there have been run off issues experienced as well in the parish, with these issues being widespread Borough Councillor Gribble has requested a site meeting with the Internal Drainage Board so they can see the problem first hand. The Borough Councillor Jim Weir is being involved as well with the issues being experienced in the parish following the recent heavy rainfall. It as also noted that the Aspire development localised flooding appears to have improved since the recent remedial work which is pleasing.</p> <p><i>The Chair reconvened the meeting at this point</i></p>	
3.1	<p>PLANNING AND DEVELOPMENT - 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) APPLICATION NO:- 24/00218/S73 Variation of Condition Application Erection of farmhouse, including removal of condition 3 (agricultural occupancy) attached to BRDC/60/513 , to allow for occupation of the dwelling by persons other than those whose employment or latest employment is or was in agriculture at 100 Wilden Road - <i>the Council reviewed the application, it was unanimously agreed to have no comment on the application, resolution passed.</i></p> <p>b) APPLICATION NO:- 24/00182/FUL Replacement fencing at 33 Ravensden Road - <i>the Council reviewed the application, it was unanimously agreed to have no comment on the application proposal but it was noted the plans show a dropped kurb when there is not a drop in place, resolution passed.</i></p>	Clerk to action
3.2	<p>Planning and Development: to consider Applications and agree responses to Applications received after the publication of the agenda if applicable –</p> <p>24/00394/TPO T1 - Lombardy Poplar - Fell to ground level. T2 and T3 - Ash - reduce crown by 2- 2.5 metres all around at The Laurels 2 Ravensden Road – Councillors would review the application documents and site in due course for further consideration.</p> <p><i>Cllr. Cardinale arrived at this point of the meeting</i></p>	Councillors to follow up

4.	<p>BEDFORD BOROUGH COUNCILLOR REPORT</p> <p>Cllr. Gribble reported that the pavement work has started on Salph End which is pleasing although noted there is a gap which could have been covered by a small extension to the works which has been requested in feedback to the local authority. Pinchcut Hill highway was resurfaced which has been met with positive feedback. There has been concern received from the Spires regarding anti social behaviour with drug dealing being reported, this has been followed up with various organisations to seek support and will continue to be monitored.</p>	
5.	<p>PARISH COUNCIL VACANCIES to include ability to co-opt</p> <p>Awareness has again continued to be raised of the current vacancies through different platforms, Cllr. Gribble had continued to be follow up with the previous two individuals who had expressed an interest for one of the three vacancies.</p>	
6.	<p>COMMUNITY SPEEDWATCH PROPOSAL FOR CONSIDERATION</p> <p>Information had been shared ahead of the meeting with proposed recommendation for extension of 30mph limit on Ravensden Road consideration, which was discussed by Councillors. It was noted this is one of the items that had been covered with the local Police at the January meeting. It was unanimously agreed that this application be made to the local highways authority, Bedford Borough Council, on behalf of the Parish Council, resolution passed. It was supported that as a result funding options be explored if needed to enable this proposal to move forwards. Clerk to copy in Portfolio Holder Cllr Weir as well as the local Police to the request when it is made.</p>	Clerk to action
7.	<p>FEEDBACK FROM MEETINGS COUNCILLORS HAVE ATTENDED</p> <p>Cllrs. Brunsdon, Roberts and and Gribble had attended the CPRE Planning Workshop recently, reporting back it was very interactive, being a good course to attend.</p> <p>Cllrs. Warwicker and Gribble had attended the BATPC Chairmanship course recently giving feedback on its informative content.</p>	
8. a)	<p>FINANCE MATTERS TO INCLUDE</p> <p>Quotations to be considered and agreed –</p> <p>Bedford Borough Council had been asked 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 still. It was agreed to remove this action and the entrance gates to be reported through the Helpdesk, while the bus shelters are swept as part of the asset review schedule.</p> <p>The Clerk had collated a work list for Councillor input to enable quotation to be sought for the noticeboard and village sign works, it was agreed the document is agreeable and to be shared with local tradesman, Clerk and Cllr. Gribble to forward as an action.</p> <p>Feedback had been given to AgriPlant to award them the contract for the 2024 grass cutting season, however, they had needed to withdraw the offer of service for the year ahead. Councillors revisited the grass cutting quotations, it was noted that Worboys did not include the additional cut at Water End, the costs considered were £2952.74 excluding VAT it was unanimously agreed to award the contract for 2024 to A R Worboys Ltd for a one year period only, resolution passed. Feedback to be given with a clear instruction alongside Cllr. Gribble to do a walkround.</p> <p>Website support quotation received from Bays Media Ltd, circulated ahead of the meeting, it was unanimously agreed to continue with the support services for the next financial year, resolution passed. Clerk to feedback.</p> <p>Quotations had been explored for running a community event for a defibrillator training session to be held that residents could attend to learn more about use of the devices. Bedford Training, St John Ambulance and Community Heartbeat had provided package options ranging from £250.00 to £1250.00. It was agreed in principle to fund a training session with it to be arranged through Bedford Training Group or Community Heartbeat with asking them to facilitate and that the Village Hall main hall be booked as the venue, with the Parish Council agreeing to fund the cost of the facility hire as well, resolution passed. Work to be followed up on included sharing with Bedford Training Group and Community Heartbeat the types of devices, the hire of the hall costings to be confirmed plus to see if the Coffee</p>	<p>Clerk to follow up Clerk/Cllr. Gribble</p> <p>Clerk to action</p> <p>Clerk to feedback</p> <p>Clerk to action</p>

	<p>with Cop event could be held at the end of the training event, aiming for the event to held in early summer.</p> <p>b) Invoices to be paid Backlight Ltd Administration service January £677.66 Backlight Ltd Administration service February £677.66 RNPWG N Gribble reimbursement of expenses for AECOM visit £24.84 RNPWG K Herkes reimbursement of expenses for AECOM visit £10.00 RNPWG Remembrance Flower grant donation to be paid to Renhold All Saints Church £10.00 RNPWG reimbursement of expenses (accounting for £10 overpayment) A Quince £85.30 London Hearts defibrillator units (3) part donation £2250.00 Robbie Bays Ltd website support £1296.00 E Barnicoat Officer salary £1220.69 HMRC PAYE payments £389.23 <i>NG declared an interest in this item so took no part in the vote. Councillors unanimously agreed to resolve the above items for payment. Resolution passed.</i></p> <p>c) Financial monitoring It was noted 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>d) Document review The Code of Conduct, Standing Orders, Financial Regulations, asset register, internal audit controls, financial and general risk assessment documents with updates as highlighted had been shared with Councillors ahead of the meeting, feedback comments received. It was unanimously agreed to approve the Standing Orders, Financial Regulations, internal audit controls, financial and general risk assessment documents, resolution passed. The Code of Conduct document was for all Councillors to review, with this to be an annual May meeting agenda item it was agreed as an important reminder of this useful document. It was noted that NALC are due to shortly share a revised updated model Financial Regulation document so this will be a future item in the near future. There was discussion on the asset register which had been updated following Councillor feedback, the Clerk to update further and share the final version, Councillors unanimously agreed to approve the changes made, resolution passed. It was also agreed that there should be a Parish Council website review of documents, with archives to be taken forward with some of the older versions of documents and all policies to have a review due date. Cllr. Dean offered to review to look through the website.</p> <p>e) Review and consideration of adoption of Policy for dealing with Habitual or Vexatious Communications and Complaints – this document had been shared ahead of the meeting to all, thanks was given to Cllr. Warwicker who had been working on this. It was unanimously agreed to approve the document and adopt them, resolution passed. Documents to be uploaded on the Parish Council website as well.</p>	<p>Clerk to action</p> <p>Clerk to action</p> <p>Clerk to action</p> <p>Cllr Dean</p> <p>Clerk to action</p>
<p>9.</p>	<p>MINUTES OF THE LAST MEETING The Council unanimously agreed to sign as a true and accurate record, the Chair signed the minutes from 23rd January. Matters arising were:</p> <ul style="list-style-type: none"> ▪ To arrange meeting with Sports Field Trustees after publication of GI Survey for which still waiting, so remains ongoing. ▪ Payment of accounts issued ▪ 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. ▪ JP communication regarding Jubilee celebrations to be reviewed and a thanks to be shared with the parish. ▪ Awaiting copies of BFARe minutes to come through ▪ Contact will be made with the Church End barn owner to outline the decommission 	<p>Clerk/Gribble</p> <p>Ongoing</p> <p>On hold</p> <p>Ongoing</p> <p>Monitor</p>

	<p>of noticeboard has been made again recently, this action is referenced in the list of works specification being shared currently with potential contractors.</p> <ul style="list-style-type: none"> ▪ To arrange an invite to the local MP for the Cranbourne Gardens development, Cllr. Gribble had sent invite. ▪ It was agreed to explore options regarding the tree work at the War Memorial, Cllr. Gribble to follow up with landowner. ▪ The item relating to the surfacing work being re-programmed in for Church End and Wilden Road as the scheme should not be lost as a result of the pipe replacement work. It was pleasing to note that between meetings this work has now been carried out. ▪ The VAS data continues to be downloaded monthly, Cllr. Warwicker again thanked for all his efforts on this. ▪ 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. ▪ 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. This had been followed up with the Police to look at running this event after the community defibrillator training session to encourage attendance. ▪ Bank signatory work remains ongoing. ▪ Anglian Water direct debit had been set up but not taking payment, this is being looked at by the Clerk, with mandate resent. ▪ 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 . ▪ Bin request for Water End followed up with Bedford Borough Council Officer. ▪ 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. ▪ BBC Chief Executive was going to take forwards request for planning training including information on enforcement for Councillors to receive in the near future. ▪ 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. The location of the camera is currently being finalised with ongoing communications on this, with Highways England now engaging. ▪ 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. This will be done in due course when the camera has been installed. ▪ Privacy policy, Subject Access Request policy, Data Protection impact assessment, GDPR Contact Privacy notice, GDPR Statement & CCTV Policy documents uploaded to Parish Council website. ▪ Clerk had updated budget for 2024/25 and circulated to all Councilors. ▪ Clerk had submitted precept request for 2024/25. ▪ Cllr Gribble had followed up on why the appearance of traffic counters in the local area along the roadside with cameras noted as well, feedback provided and shared with resident who had raised, as well as Councillors. ▪ A report summary of the local Police meeting from 10th January had been placed on the website ▪ The additional location highlighted to the police during the January meeting in the village that had been flagged within a hot spot area, that could be used for carrying out speed checks – Community Speedwatch Coordinator to share details of suggested location with PC Napoli . ▪ It was asked for clarity to aid understanding of the management and flow of average camera speed data by police on to the local authority as there had been a delay in this data being received on by the Parish Council. It was detailed this is managed by a 	<p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Monitor</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Cllr. Warwicker/ Clerk</p> <p>Community Speedwatch</p>
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	<p>central police department – Community Speedwatch Coordinator to follow up with direct police contact in the relevant department to understand the management and flow of average camera speed data by police on to the local authority as there had been a delay in this data. It was noted that the most recent data from the speed cameras is now being received promptly it was noted.</p> <ul style="list-style-type: none"> ▪ Understanding the police resources available relating to enforcement of Traffic Regulation Orders as well as commercial weight restrictions in situ in Renhold with suggestion of using volunteer time to support with processing the follow up work generated, as well as offering volunteer time to do this. Appropriate safe access by a volunteer to the police database would be an item that would need clarifying to be followed up. ▪ It was asked what is the best ways to report incidents, share information and suspicious activity to the local police team, this is always encouraged by the police team to be fed into them. Information to be placed in next Magazine and shared across usual platforms on how this could be done. ▪ The agreed noticeboard font and lettering option had been fed back and the boards recently delivered. ▪ Bill Peet had been notified of quotation being accepted for the 2024 season ▪ The Parish Council were grateful to have such a productive meeting with the local Police who continue to be supportive of improving highways safety and helping keep the local community safe as well, with a number of actions being followed up by all parties. ▪ Clerk had actioned accessing the Community AED Grant Team for the three part funded Mindray C1A Fully Automatic Defibrillator & External Heated Cabinet devices which were on this meeting list of payments. The Parish Council had unanimously agreed to match fund the remaining half of £2,250.00, with work ongoing on locating one at Fiona Way Sports Pavilion, with one in Cranbourne Gardens, and one in the Spires, the locations to be finalised. It was noted previously that the best location for a defibrillator unit at the Pavillion would be to place the defibrillator to the right of the front door, this will make it visible to the wider public and not round the back where it would not be in plain sight. A sign round by the back door to indicate its position was suggested, for those coming from the opposite direction, with the proposed location also easy to run an electric supply to it. ▪ The highways walkround with Borough Council Officer and Borough Councillor Jim Weir Deputy Mayor & Portfolio Holder for Environment, Highways & Transport summary report to be done by Cllr. Gribble to go on the Parish Council website. ▪ Additional items raised during the highways walkround were: white markings had been placed in Green End seeking if these were related to forthcoming footway improvement works. It was noted the pile of earth is still on the verge outside the first bungalow as you enter the village from the bypass. With there also being some redundant work signs in Green End. Some of these items had been completed it was noted. ▪ Ward Fund monies now all received for the 2023/24 allocated projects it was confirmed. ▪ BBC Register of Interest communication – actioned by Clerk it was noted. 	<p>Community Speedwatch</p> <p>Ongoing</p> <p>Cllr. Gribble</p>
10.	CORRESPONDENCE AND INFORMATION RECEIVED	

NALC Events Bulletin emails
BBC Planning weekly list email
CPRE update emails
Bank statements
Crime statistics - forwarded to all
ERTA Voluntary Transport email
BBC Weekly Licensing list – Clerk has checked
CPRE latest newsletter
Renhold Magazine article submission and communications
VAS summary data information – shared by Cllr. Warwick to local stakeholders
East West Rail representatives Group information – shared
Various communications with website developer
Weekly List of Meetings communication from Bedford Borough Council
Healthy Workplace Bulletin: January 2024
Healthy Workplace Bulletin: February 2024
Greenbarnes Ltd communication regarding new noticeboard order
Renhold Village Hall Trustees communications – responded to
Jobs for handyman communications – agenda item
NBB Recycled Furniture promotional emails
Renhold Neighbourhood Plan Working Group communications regarding expenses and Working Group report – followed up, agenda item, circulated
Borough Councillor Ward Fund application - two projects communications BACS remittance received
BBC Monitoring Officer communication regarding a complaint to the Standards Board regarding the Clerk and Parish Council – responded to
Copied into communication with residents regarding CCTV Community Safety Camera for Water End
Resident communication regarding concern with Hookhams Lane planning application – responded to
BBC Parish & Town Council Network - next meeting information – circulated
Invoice - DHSC Defibrillator Information - agenda item
Copied into communications awarding grass cutting contract for the 2024 season
Village Magazine bank details communications – actioned
Copied into policy documents being sent for uploading to Parish Council website
Communications regarding trees in Green End, Councillor and BBC Officer communications
Resident Freedom of Information request for Green End unit speed data – responded to
Resident Dark Skies Police communication – responded to
Resident communication sent to all Councillors regarding Freedom of Information request response
Resident communication in reply to Renhold Parish Council full response to the above item
BBC BACS remittance £1,000 Ward Fund payment
BBC BACS remittance £1,500 Ward Fund payment
BBC Officer confirmation of receiving Renhold Parish Council Parish Precept request 2024/25
Contractor communication that unable to carry out awarded contract work for 2024 season – agenda item
BBC Register of Interest communication – actioned
Copied into Councillor communications with Anglian Water regarding A frames at Water End / Green End, Renhold
Communications regarding the policy document for dealing with Habitual or Vexatious Communications and Complaints – agenda item
BRCC Village Agent introduction and request for help – followed up
Complaints policy updated contact details website liaison – actioned
BBC Officer communications during works relating to: Temporary Road Closure Wilden Road and Church End Renhold 23 – 112 – actioned
Councillor communication regarding Church not having a defibrillator
BBC Planning Parish Consultation letter for 24/00182/FUL - agenda item
BBC Officer feedback shared by Borough Councillor NG regarding traffic counters – forwarded
Councillor communication on vehicles being parked on double yellow lines by the school
BBC Officer communication regarding 20231124 Carriageway Resurfacing Works in Your

Ward – Wilden Road, Renhold – circulated
 BBC Planning Parish Consultation letter for 24/00218/S73 - agenda item
 Promotional information from contractors
 Councillor communication regarding Police Commissioner Annual Business Conference - responded to
 20240902 Footway Resurfacing Works in Your Ward – Ravensden Road, Renhold- circulated
 Councillor communications regarding planning appeal decision notice at 68 Hookhams Lane – responded to
 Copied into communication regarding land at Green End developer communication with Neighbourhood Plan Working Group
 Crime Statistics 1st February to 13th February – circulated
 Website Renewal: renhold-pc.gov.uk communication – circulated
 Resident communication clarifying planning matter regarding Ravensden Road
 Community Speedwatch 30mph proposal for consideration – circulated, agenda item
 Follow up communication on Police funding clarity for road safety for the 30mph consideration
 Community Heartbeat quotation for running a community session £250 – agenda item
 National Highways Important roadworks information: A421 Noise barrier replacement: resumption of work
 BBC notice of Emergency Speed reduction 30 mph St Neots Road Renhold to Bedford Road Great Barford 2024 - 016
 Bedford Training communications regarding running a community session – agenda item
 TutorCare quotation regarding running a community session £834.00 – agenda item
 BBC average speed camera data – website
 Councillor communications regarding property flooding in Green End – followed up
 RNPWG AECOM Visit reimbursements – actioned
 Copied into resident communication requesting Church End road markings be replaced with average speed camera lineage being marked
 Councillor general power of competency clarification – responded to
 Renhold RNPWG Questionnaire and visit communication
 St John Ambulance quotation regarding running a community session £834.00 – agenda item
 AECOM meeting Feb. 23rd RNPWG report – circulated
 Planning Parish Consultation letter for 24/00394/TPO - agenda item

Planning application decisions to be noted:

23/02760/AOC 21/01910/LBC - Condition 5 Downstand (discharge of condition) at 67 Church End – Permitted
 23/02761/AOC 21/01910/LBC - Condition 6 Timber support (discharge of condition) at 67 Church End – Permitted
 23/02650/FUL Two storey front extension and single storey front extension to garage at 74 Ravensden Road – Permitted
 23/01987/FUL Erection of two detached dwellings and new access at Land At 78 Hookhams Lane – Permitted
 23/01114/HPN Prior notification for single storey rear extension(s) between 4 and 8 metres depth at Grasmere 68 Hookhams Lane – appeal granted
 23/00837/HPU Prior notification for enlargement of a dwelling house by construction of additional storey at Grasmere 68 Hookhams Lane- appeal granted

11	<p>Close of Meeting The next meeting confirmed, as Tuesday 9th April 2024 at 7pm at the Village Hall. Meeting closed at 8.05pm.</p>	
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