

Minutes of the **MEETING of RENHOLD PARISH COUNCIL** held on **Wednesday 6<sup>th</sup> January 2021 at 7.00pm**

**PRESENT:-** Parish Councillors: Mrs. Quince (Chair), Mr McIver (Vice Chair), Mrs. Brunsdon, Mr. Cook, Mrs. Dean, Mrs Gribble, Mr. Polhill and Mr. Warwicker; Borough Councillors Stephen Moon, Tim Caswell and Phillippa Martin-Moran-Bryant; the Clerk Mrs. Barnicoat and fifteen members of the public.

**1. WELCOME AND APOLOGIES FOR ABSENCE TO BE RECEIVED:** - The Chair welcomed all attendees and set the expectations for an online virtual meeting, outlining how to keep the meeting courteous and efficient. Parish Councillor Mr Rayner and Borough Councillor Christine McHugh had sent apologies for absence, which were accepted.

**2. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED FOR THE MEETING:** There was a declaration of interest received from Cllr. Polhill regarding item 4e) and 4h), and from Cllr. Cook for 4a) and 4e). There were no further declarations of interest received for the meeting.

The Chair adjourned the meeting for the next item.

**3. OPEN FORUM:** The dog waste bin lid remained unrepaired at Odin Drive and the replacement children playing signs for Cranbourne Gardens were raised, both to be followed up by Clerk. Debris removal from clearance of brook after recent flooding to be followed up by Cllr. Quince. The dual purpose bin for Cranbourne Gardens by the crossing request to be reiterated, quotes to be February agenda item. Follow up regarding utility box at Church End on listed building, Clerk to chase, along with downpipe discharging directly onto verge. Community litter pick on 9<sup>th</sup> January postponed, Clerk to notify residents.

The Chair reconvened the meeting for the next item.

**4. PLANNING AND DEVELOPMENT: -**

*Cllr. Cook declared an interest and took no part in the vote on this item*

**a) APPLICATION NO: 20/02790/TPO x2 Pines, Sectional fell to ground level at 67 Church End** - The Parish Council understands that the application states the 2x Pines are 'dying'. It is understood that these trees were the subject of an order in 2016 to remove dead wood overhanging the highway. The Parish Council asks the Borough Council Officer to ensure there has been an independent assessment to confirm that they are dying. If they are dying, can the trees be lopped and treated to save them, and if so, can the trees be replaced to maintain the environmental benefits and can this be part of the conditions if the application is granted. It was unanimously agreed for the above comments to be submitted.

**b) APPLICATION NO:20/02994/FUL New garage roof with dormers and external staircase to form first floor home office at Limbers End, 61 Wilden Road** - The Parish Council unanimously agreed to have no objection to this application.

**c) APPLICATION NO:20/02957/FUL First floor side extension over existing garage, entrance alterations and ramp addition to create improved accessibility at 12 Thor Drive** - The Parish Council unanimously agreed to have no objection to this application.

**d) APPLICATION NO: 20/02758/TPO T1 – Ash re-pollard back to previous points; T2 – Alder – re-pollard back to previous points; T3 Willow – re-pollard back to previous points at 5 Brookside** - The Parish Council unanimously agreed to ask the Officer to identify extent of pollarding and to check that the work has been done in accordance with instruction. If yes, then the Parish Council has no objection to this application.

*Cllrs. Cook and Polhill both declared an interest and neither took part in the vote on this item*

**e) APPLICATION NO: 20/02751/CPNQ Prior notification for change of use from an agricultural building to a dwelling house at Barn East of 67 Church End** - The Parish Council would like to raise concern again regarding this request at this site. They kindly ask that the Officer considering the proposal is aware that there could still be 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 Parish Council feels that if such a change to residential use 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 and a secure flight path secured for them. It must also be raised that there is no allocation or need for new houses in the 2030 Local Plan. This site is not in the recent Call for Sites and concern is expressed about the precedence of building in open countryside which is against local and national planning policy. The Parish Council has continuing concern over vehicular access at this point on Church End which has limited visibility display and is in close proximity to the Church End traffic lights. The Council also feels that any proposed building must not stray from the existing footprint and that the curtilage must not be extended. There is also concern about the proximity of a Total high pressure pipeline, and the Parish Council note that there is insufficient car parking provision as hardstanding on site is limited. It is noted that the Beds Fire & Rescue Service suggest that a larger water supply is required and fire sprinklers should be incorporated into the design of building. This must be taken into consideration and a suitable condition be applied. The Parish Council feels that the application is contrary to saved policy 29 viii) and 32 v) of BBC Local Plan 2030 and is worried that no information is given on waste and refuse e.g. bin storage and access. It was unanimously agreed again that a full application is needed for this site.

**f) Appeal against Enforcement Notice: 17/00358/DEVNOT at Plot D, Water Lane** – It was unanimously agreed that the Parish Council make further representation stating that the Parish Council is aware that enforcement action was taken at this site by Bedford Borough Council and the land owner is appealing that decision with the Planning Inspectorate. The Parish Council fully support the action being taken by the Local Authority. The Parish Council feels that it is important to reiterate that these cabins are not for year round occupation due to the local constraints and lack of suitable infrastructure. There remains no suitable access for emergency vehicles to get to this chalet. In addition, there is inadequate waste refuse collection for this chalet nor is there a suitable waste water management system in place. Allowing year round occupancy would mean that this cabin would become a residential dwelling which would set a precedent. These chalets have been needed for many years for their recreational use and there is no need to change that. If the chalet were to become permanent there are concerns over the road maintenance and ownership. The Parish Council is also aware of a recent Planning Inspector decision at Bletsoe in Bedford Borough regarding the usage of a log cabin. The Parish Council asks that the same principles be applied for this appeal also and strongly recommend that the enforcement action be implemented.

**g) APPEAL REF: APP/K0235/W/20/3256134 Location at Land off Hookhams Lane, Salph End, Renhold** – the Parish Council was pleased to receive the Inspector's appeal decision which refused the proposal. The report has been reviewed in depth and action already taken with Cllr. Moon following up with Borough Council Planning Policy Officers to determine how best to safeguard Salph End in the future as part of the emerging Local Plan process. The Parish Council understands that there needs to be a proactive approach to stop development in this part of the village. To that end, a meeting is being arranged to address Senior Borough Council Planning Policy Officers to make sure that this area is protected. Simultaneously, a meeting is also being arranged with Senior Borough Council Highways Planning Officers to ascertain how highways review such applications for multiple new dwellings, and to understand how best Renhold Parish Council can engage to make sure that vital local highways network knowledge and traffic data is taken into account. Borough Councillors will be supporting the Parish Council with arranging these meetings.

Letter of thanks has been sent to Simon Bird, QC, who represented the Borough Council at the appeal hearing.

**h) APPLICATION NO:20/03061/FUL Single storey rear extension at 18 Markham Rise** - The Parish Council unanimously agreed to have no objection to this application.

*Cllr. Polhill declared an interest in this so left the meeting room for the discussion.*

**i) Update on PNEW/504/20 Licensing Application at Water Meadows** in the grounds of Howbury Hall by The Full Effect Ltd. Following the last meeting, the Parish Council submitted a response to the licensing application raising concern regarding highways safety and noise impact. The applicant offered to meet with Parish Councillors, and an informal meeting was held on 4<sup>th</sup> January.

Cllr. Martin-Moran-Bryant has been assisting the Parish Council with understanding the Licensing Committee process better. Cllr. Moon has agreed to speak on behalf of the Parish Council at the Licensing Committee on 14<sup>th</sup> January, raising concern over impact on the local community, particularly for those residents who are shift workers and families with young children. It was agreed that the application must be clearer on pedestrian access after the event, whether attendees would be staying overnight and that the application only be granted a license for one year, to ensure that the applicant be held to account before the license is granted indefinitely. It was unanimously agreed by the Council that the objections and concerns remain.

Cllr. Polhill rejoined the meeting at this point.

**j) Update on East West Rail route:** – Cllr. Gribble confirmed that we are still awaiting confirmation of the preferred route alignment. Liaison continues with the representatives of the local parishes and the Parish Council agreed to raise their concerns through the East West Rail Consortium. Given that the commencement of the remote public consultation could be imminent, it was unanimously agreed to spend up to £200 on local publicity if the consultation commences before the February meeting, and the resolution was passed.

**k) Great Barford Neighbourhood Development Plan - Pre-submission consultation response to be agreed:** – Consultations document had been circulated and reviewed. It was noted that the policy map shows the allocated site with 500 houses to the west of the existing village. Concerns raised by Renhold Parish Council regarding coalescence and traffic impact particularly on Water End. It was unanimously agreed to submit these concerns, including request that a cycle way provision be included on the main access road, Clerk to respond.

**l) Neighbourhood Plan Working Group update** – Feedback from Working Group was received. Keith Herkes reported that the Group remains active, engaging with neighbourhood planning consultant Sally Chapman to support the entire plan process and Bedfordshire Rural Communities Charity to produce a Green Infrastructure Plan. Residents will receive a communication in the village magazine on how to engage in the infrastructure plan. It was noted that up to £200 of Parish Council allocated funds will be used for the information flyer. The Group is also looking at ways to develop an effective website and social media presence.

**5. MINUTES OF THE LAST MEETING:-** It was resolved to approve the minutes of 26<sup>th</sup> November Meeting. Minutes to be signed by the Chair as a true and accurate record.

## **6. FINANCE**

### **a) Quotations to be considered**

Vehicle Activated Signs - new poles to be installed – the Council unanimously agreed that two additional poles be placed on the highway verge for the current signs to be rotated to different locations in the parish, one to be along Wilden Road and one to be at Green End. It is hoped that the Borough Council will install these free of charge as they did previously. It was resolved that if

that was not possible, then the Parish Council would fund the installation of the two additional poles at a cost of up to £250 a pole. This was unanimously agreed. Cllr. Quince to action.

Confirmation of costs for VAS rotation – quotes from Andy Muskett for this service reviewed. It was unanimously agreed to rotate the signs every quarter, at a cost of £48 per unit, and to relocate the signs twice a year, at a cost of £78 per unit. Resolution passed. The Parish Council unanimously agreed to purchase two solar panel units to sit in situ on the two new poles, at an estimated cost of £300 per panel. Clerk to follow up. Parish Council website – Cllr. McIver gave background to improve the facility and functionality of the site. Different providers have been researched, and will be circulated to Councillors. Councillors encouraged to look at the range of providers and give feedback to enable a formal resolution at the next meeting. The quotations would be used to inform the Parish Council's budget considerations.

Clerk to ask Borough Council what additional services the Parish Council could be asked to take on given the Borough Council's significant budget challenges.

*Cllr. Phillippa Martin-Moran-Bryant took leave at this point of the meeting*

**b) Invoices:**

Barnicoat Ltd Clerking service November	£618.92
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Bill Peet and Son War Memorial maintenance	£586.50
Bill Peet and Son The Green maintenance	£244.80
Bill Peet and Son Becher Close maintenance	£367.20
Bill Peet and Son Bus shelter cutting by The Green	£183.60
Bill Peet and Son invoice total including VAT	£1,658.52
JCB Printing Village Magazine stapling December	£50.00
JCB Printing litter pick posters	£4.95

Unanimously agreed and resolution passed for the payments to be made.

**c) Review of Council expenditure to date for financial year 2020/21 including review of budget plan for 2020/21** - Transaction report and budget analysis for 2020/21 financial year had been circulated to all Parish Councillors. No items of concern noted.

**d) Review of budget and precept for 2021/22** - Councillors reviewed a number of supporting documents, including the draft budget plan, which was worked through in depth. Clerk to update. It was unanimously agreed to approve the budget for 2021/22. Resolution passed. The Borough Council had advised a reduced tax base within the parish for 2021/22. The Council considered difficult options. It was agreed to request a precept level of £21,645, with two abstentions. Resolution passed. Clerk to submit.

**e) External audit action plan** – Conclusion of audit notice has been displayed. The review of associated audit documents will be a February meeting item. The Standing Orders document to be reviewed as well.

**f) Councillor training opportunities** – Circulation of attached BATPC programme. Cllr. Bunsden to attend a course. Unanimously agreed payment of £30 to be made to BATPC. Resolution passed.

**7. 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  
BRCC e-bulletin newsletter  
CPRE update emails  
Bank statements  
Crime statistics - forwarded to all  
ERTA Voluntary Transport email  
Beds Police newsletter

BBC Weekly Licensing list  
BBC letter acknowledging receipt of planning comments  
Village magazine article communications  
Continued communications from NALC and BATPC information and updates on the coronavirus situation and how this impacts local councils  
Beds Police crime statistics – circulated  
Bill Peet and Son diary  
Lloyds bank letter regarding cheque issue - resolved  
Parish Council website communications uploading documents  
NFP Workshops bid writing information  
Resident communication regarding Green End speeding data – responded to  
Neighbourhood Plan Working Group communication  
Resident communication regarding planning application at Church Farmhouse – responded to  
Resident communication regarding planning application at Church Farmhouse – responded to  
Resident communication regarding Hookhams Lane appeal – responded to  
Resident communication regarding Hookhams Lane planning appeal – responded to  
Resident communication regarding Hookhams Lane planning appeal – responded to  
Local Government Boundary Commission consultation acknowledgement of response  
Local Government Boundary Commission consultation notification of extension  
Communications with Bedford Borough regarding application PNEW/504/20 – Great Water Meadow, St Neots Road  
Applicant communications regarding PNEW/504/20 – Great Water Meadow, St Neots Road  
Resident communication regarding Register of Parish Councillors' Interest Declarations – responded to  
Borough Council Monitoring Officer liaison regarding resident communication about Register of Parish Councillors' Interest Declarations  
Resident request for more information regarding PNEW/504/20 – Great Water Meadow, St Neots Road – responded to  
Resident request for more information regarding PNEW/504/20 – Great Water Meadow, St Neots Road – responded to  
Resident providing more information on previous license applications concerning Howbury Hall  
Resident communication requesting Green End traffic data collected by Bedford Borough Council – responded to  
Borough Council Officer communication regarding resident request for Green End traffic data collected  
Resident communication regarding Borough Highways representatives in Church End – followed up with Borough Officer  
Resident communication regarding EW Rail Link - Bedford Rural Area Mapping Discrepancies  
Renhold parish VAS data summary for NOV 2020  
BATPC Standards Matters 2 consultation  
BATPC Councillor Training – circulated  
BATPC membership information – built into budget  
BATPC The Good Councillor's Guide to Community Business – circulated  
Councillor communication regarding local website displaying inaccurate contact Councillor information – to be followed up  
BATPC London Luton Airport – Arrival flightpaths consultation – Half Way Through  
Resident communication regarding drainage ditch – responded to  
Great Barford Neighbourhood Development Plan - Pre-submission consultation  
Copied into communications with Planning Policy Officers regarding Hookhams Lane Site:Local Plan Review

Publication of conclusion of audit notice  
BATPC National Leisure Recovery Fund  
BBC Avian Flu Alert - for information  
BBC Review of the Council's Policies for the Taxi & Private Hire Trade  
BATPC East West Rail Keeping you connected: Winter 2020  
BBC Request for the Full Electoral Register published 1 December 2020 – responded to  
BBC Temporary Emergency Road Closure Church End Renhold 2020 84  
BBC Council Tax Parish Precept 2021-22 - circulated  
Resident communication regarding circulation list

Planning application decisions to be noted:

20/02357/FUL **Erection of new residential dwelling, including means of access and all other associated works** at Land At Church Farmhouse 66 Church End – withdrawn

20/02063/FUL **Single storey side and rear extension to replace garage** at 58 Asgard Drive - permitted

20/02132/FUL Erection of new detached garage and change of use of land to garden incorporating one additional parking space with an additional workshop. (revised scheme) at South End Barn, The Grain Store, Renhold Road, Ravensden

Clerk outlined some items for information only:

- Planning responses submitted
- Borough Council officer communications regarding tree protection Renhold follow up sent
- Liaison with PC Jones regarding new police posters for the parish reminder sent, new PCSO for the area PCSO 7585 Chloe Dymock
- Litter pick 9<sup>th</sup> January 2021 – circulation list communication to follow
- Monitoring Officer register of interest communications
- Grant application responses submitted
- Application made to Borough Council for 20mph zone for Cranbourne and Aspire developments
- Cllr. McIver has completed and returned Acceptance of Office form
- Consultation response submitted for local government ward boundary review
- Resident communication regarding Borough Highways representatives in Church End – followed up with Borough Officer
- BBC Request for the Full Electoral Register published 1 December 2020 – responded to

**8. DATE OF NEXT MEETING:** - To be held on 11<sup>th</sup> February 2021 starting at 7pm. The Meeting closed at 9.35pm

Signed: .....

Dated: .....