



PARISH OF RENHOLD



Minutes of RENHOLD PARISH COUNCIL meeting held on Tuesday 9th April 2024 at 7.00pm at Renhold Village Hall, Wilden Road

IN ATTENDANCE: Parish Councillors Mrs. Dean, Mrs. Brunsdon, Mrs. Gribble (Chair), the Clerk, and seven members of the public were present and Bedford Mayor Tom Wotton.

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. Parish Councillor apologies received and accepted from Mr. Warwicker, Mrs. Roberts and Mrs. Cardinale. No declarations of interest received for the meeting.</p> <p>Cllr. Gribble welcomed everyone to take a moment to reflect on the recent sad news of former long standing Parish Councillor Albert Gurney passing away saying a few words on this, Cllr. Gribble to share with magazine.</p> <p><i>The Chair adjourned the meeting at this point</i></p>	Cllr. Gribble
2	<p>OPEN FORUM – MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK</p> <p>Resident detailed that Cranbourne Gardens question on social media, road safety aspects in particular three sharp corners. It was detailed that Cllr. Brunsdon had reported to Highways Helpdesk, site meeting held and actions agreed to be implemented. Had a 20mph zone been considered it was asked, it had been discussed at the site meeting it was noted, Officer had felt it was not suitable for this road layout, but to monitor once new signs are in following the site meeting.</p> <p>Thanks given on all work that has been done on East West Rail. I</p> <p>Information raised on the Anglian Water pump station which is pumping out raw sewage at Church End, there have been five floodings reported due to the recent issues. It is flooding across the pavement and highways, it is hazardous, Anglian Water solution to close off unlicensed gutter with concern expressed over where will that flow to instead. Borough Councillor Gribble and Weir have visited the site, the Mayor outlined local MP has been involved, meeting has been held with Anglian Water to ask for investment in the network. Information asked to be shared from the resident with the Clerk to be forwarded on to the Mayor to raise with Anglian Water.</p> <p>Bus service challenges remaining with returning from Bedford to the village were outlined, Borough Councillors continue to monitor and look for resolutions it was noted.</p> <p><i>The Chair reconvened the meeting at this point</i></p>	Follow up action resident/Clerk
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:- 24/00573/FUL Replacement of existing outbuildings with new residential dwelling and new outbuilding at Home Farm, Renhold Road, Ravensden - the Council reviewed the application, it was unanimously agreed to respond with no comment on the application, resolution passed.</p> <p>b) APPLICATION NO:- 24/00317/LBC Re-thatch roof at 8 Green End - - the Council reviewed the application, it was unanimously agreed to respond with no comment on the application, resolution passed.</p>	

c)	APPLICATION NO:- 24/00460/S73A Loft conversion with front and rear dormers with white horizontal uPVC cladding (Development already carried out) at 24 Joyce Close - the Council reviewed the application, it was unanimously agreed to respond with no comment on the application, as Councillors felt the property already had permission for the alteration, resolution passed.	
d)	APPLICATION NO:- 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 - the Council noted the application had been determined.	
e)	APPLICATION NO:24/00492/LBC and 24/00491/FUL Fairfield Cottage; single storey side extension to kitchen to form entrance lobby and bathroom, internal alterations to existing stud walls. Water End Cottage; extension of existing entrance porch to form new WC and extension to garage/storage block to form activity room with integral WC. New replacement gates to both Fairfield Cottage and Water End Cottage entrances with access ramp to Fairfield Cottage only at Fairfield Cottage And Waterend Cottage 1 St Neots Road - the Council reviewed the application, it was unanimously agreed to respond with no comment on the application, resolution passed.	
3.2	Planning and Development: to consider Applications and agree responses to Applications received after the publication of the agenda if applicable – 24/00707/S73 Variation of Condition Application, one and two storey rear extension and single storey front extension including variation of approved plans condition 1 attached to 21/01777/FUL to allow for a smaller extension to be built and change of layout at 16 Church End – to be considered at the next meeting, Clerk to ask for a time extension.	Future agenda item, Clerk to action
3.3	East West Rail community engagement events Reminder of forthcoming events, encouragement for members of the public to attend. The statutory consultation will commence in June, the Parish Council plan to support the community on the consultation once information is received from East West Rail.	
3.4	Renhold Neighbourhood Plan Working Group report and Cople Draft Neighbourhood Plan consultation Renhold Neighbourhood Plan Working Group latest draft minutes from early March had been circulated to all Councillors. Independent consultants engaged, awaiting reports then will be shared with the local authority, aiming for a local referendum next year. Thanks given to all those contributing to the draft Plan document. Cople draft Neighbourhood Plan consultation communication circulated, Council noted the document.	
3.5	Bedford Borough Council Rights of Way Improvement Plan consultation Document circulated, consultation response to be considered, comments to be sent to the Clerk, consultation has been shared across various different platforms, agreed to be a future agenda item.	Future agenda item
4.	BEDFORD BOROUGH COUNCILLOR REPORT Cllr. Gribble reported on the Borough constitution consultation with encouragement given to engage. New social media page launched, Salph End highways repair needed is also being monitored.	
5.	PARISH COUNCIL VACANCIES to include ability to co-opt Awareness has again continued to be raised of the current vacancies through different platforms. Cllr. Gribble proposed that Darren Rayner is co-opted to the Parish Council, seconded by Cllr. Brunsdon, unanimously agreed by all, resolution passed. Clerk to share new Councillor paperwork and arrange Council email address.	Clerk to action
6.	COMMUNITY MATTERS Village litter pick to be on 4 th May arranged with the Borough Council, 10 am, school are engaging with the event, Cllr Gribble to share poster to encourage awareness in community. Defibrillator training event, Cllr. Roberts follow up liaison completed with all community	Cllr. Gribble

	<p>facilities who have units, is working alongside training providers, with Bedford Training at present being favoured as they are able to run event free of charge, this was continuing to be pursued.</p> <p>Village Hall item to be carried forward to next meeting it was agreed in absence of Cllr. Roberts.</p> <p>Anti social behaviour reports, had been followed up with local community police team as well as the local authority community safety team who are engaging with the issue. Police and community safety team had door knocked and leafleted the area, there had also been an undercover police operation carried out, plus a provision of a temporary camera is also being followed up. Information placed in newsletter article to raise awareness of how to report such behaviour.</p> <p>Annual electors meeting, date to be confirmed, to invite to Mayor, local police, and senior Borough Council Officers, Internal Drainage Board, Citizens Advice Bureau, Village Agent to be invited as well, to enable community engagement on important local issues. Clerk to book the hall once date confirmed and invite individuals and local group representatives.</p>	<p>Future item</p> <p>Future Item</p> <p>Clerk to action</p>
<p>7.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>FINANCE MATTERS TO INCLUDE</p> <p>Quotations to be considered and agreed –</p> <p>The installation of the noticeboard quotation shared between meetings had been accepted, known contractor, value within Financial Regulations requirements for enacting, boards were now all installed. Sadly, a number of Parish Council notices displayed had been removed from the boards whilst other non Council items remained present, this theft would be reported to the local police.</p> <p>Notification of grass area in Becher Close that needs to be added to Parish Council cutting schedule, followed up promptly with contractor who has cut, Councillors confirmed unanimously agreeing to accept the additional £63.20 plus VAT charge a year, resolution passed, Clerk to feedback.</p> <p>Community safety camera cost of pole installation being sought from new contractor, awaiting quote. Parish Council will need to complete Streetworks application, license of apparatus has been requested multiple times from local authority by Clerk. Support might be needed with the application form and any Streetworks cost hopefully not be charged to the Parish Council.</p> <p>Invoices to be paid</p> <p>Backlight Ltd Administration service March £677.66</p> <p>E Barnicoat reimbursement of postage costs £54.29</p> <p>A R Worboys Ltd SI2230 grass cutting £229.74</p> <p>Mr Wallinger noticeboard installation £500.00</p> <p>Information Commissioner Office membership renewal £40.00 direct debit confirmed</p> <p>Councillors unanimously agreed to resolve the above items for payment. Resolution passed.</p> <p>At this point of the meeting, Councillors considered placing a memorial plaque on the bench on the Green, Cllr. Gribble to look into options it was agreed by the Council.</p> <p>Year end financial monitoring review, draft accounts 2023/24, internal and external audit</p> <p>Councillors had received in advance, draft end financial documents for 2023/24, financial monitoring review summary for the year, plus external audit paperwork completed ready for submission to internal auditor. Bank balances included to show bank reconciliation workings, with Councillors raising no comments or concerns received on the latest financial monitoring as all inline with expectations for this point in the financial year. Michelle Riches has confirmed able to carry out the internal audit, it was unanimously agreed that all documents be forwarded to enable the internal audit to be completed.</p>	<p>Clerk to action</p> <p>Clerk to feedback</p> <p>Clerk to monitor</p> <p>Clerk to action</p> <p>Cllr. Gribble</p> <p>Clerk to action</p>
<p>9.</p>	<p>MINUTES OF THE LAST MEETING</p> <p>The Council unanimously agreed to sign as a true and accurate record, the Chair signed the minutes from 29th February.</p> <p>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 	<p>Clerk/Gribble</p> <p>Ongoing</p>

	<ul style="list-style-type: none"> ▪ 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 ▪ Work completed with the Church End noticeboard removal, property owner notified in advance. ▪ 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 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. Councillors requested this be removed due to the time passed and still no presentation of invoice. ▪ Noted that Coffee with a Cop had recently taken place at the Chapel with police feedback on the excellent turn out. Police happy to attend a future Parish Council event they had also confirmed. ▪ 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. ▪ 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. ▪ 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. ▪ 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 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 and follow up had been actioned by Community Speedwatch ▪ 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 had been placed in Magazine and shared across usual platforms on how this could be done. ▪ Clerk had actioned return of three part funded Mindray C1A Fully Automatic 	<p>On hold</p> <p>Ongoing</p> <p>Monitor</p> <p>Cllr. Gribble</p> <p>Cllr. Gribble</p> <p>To be deleted</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>
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	<p>Defibrillator & External Heated Cabinet devices between meetings, work on a suitable alternative would be pursued to enable 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 Pavilion 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.</p> <ul style="list-style-type: none"> ▪ 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. ▪ Feedback had been given to A R Worboys Ltd for a contract of one year period only, Water End cutting to be included and clear instructions given alongside Cllr. Gribble to do a walkround. ▪ Website support confirmation given to Bays Media Ltd for the service to continue for the coming year. Clerk liaising with Bays Media Ltd on archiving the Parish Council website documents later Cllr. Dean review and helpful feedback. ▪ Request submitted for extension of 30mph limit on Ravensden Road, is being monitored and feedback chased, there had been liaison between the local authority and police. That day response had been received from local authority highways Officer, shared with Councillors, to be shared with Community Speedwatch so to be a future agenda item. ▪ Entrance gates request for clean had been reported through the Highways Helpdesk ▪ The Code of Conduct, Standing Orders, Financial Regulations, asset register, internal audit controls, financial and general risk assessment, policy for dealing with Habitual or Vexatious Communications and Complaints, documents uploaded to the website some had been uploaded it was noted. 	<p>Ongoing</p> <p>Ongoing</p> <p>Monitor</p> <p>Future Item</p> <p>Ongoing</p>
<p>9.</p>	<p>CORRESPONDENCE AND INFORMATION RECEIVED</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>CPRE latest newsletter</p> <p>Renhold Magazine article submission and communications</p> <p>VAS summary data information – shared by Cllr. Warwick to local stakeholders</p> <p>East West Rail representatives Group information – shared</p> <p>Various communications with website developer</p> <p>Healthy Workplace Bulletin: March 2024</p> <p>FC apologies for the April Parish Council meeting - noted</p> <p>NBB Recycled Furniture promotional emails</p> <p>Renhold Neighbourhood Plan Working Group communications regarding Working Group report – followed up, agenda item, circulated</p> <p>Communication with contractor, local authority, Highways England regarding CCTV Community Safety Camera for Water End</p> <p>Communications regarding DHSC Defibrillator deliver</p> <p>Communications awarding grass cutting contract for the 2024 season</p> <p>Request for Neighbourhood Plan Working Group report by site promoter – responded to and actioned</p>	

Secure a .gov.uk Domain for Your Council with Government Grants
Zurich insurance Are you planning an event to mark the 80th Anniversary of D-Day?
Sign Trade Supplies information
Crime statistics February 2024 - forwarded
CSW-30MPH relocation, Ravensden Road communication
Coffee with a Cop Renhold event communications with local police team – circulated, website
Noticeboard contractor communications – circulated, agenda item
Councillor communications regarding Village Hall - registering as a Community Asset - agenda item
Communications with local facilities on details of the defibrillator unit in situ
Communications with Borough Council Officer regarding anti social behaviour on The Spires – followed up
BBC Ward Fund payments communications – followed up and confirmed receipt of funds
Follow up BMKWT Invites you to our Annual Partner Conference
BBC Planning Parish Consultation letter for 24/00491/FUL – agenda item
BBC Planning Parish Consultation letter for 24/00492/LBC- agenda item
Councillor communication on Parish Council website archiving items
A R Worboys grass cutting contractor 2024 season communications
Councillor query on planning matter – responded to
Councillor report of walkway from Go Outdoors being cleared and copied into Councillor thanking BBC Officers
Parcelforce collection and delivery communications regarding defibrillators
BBC Officer Street Tag communications – responded to, shared on website
BBC Planning Parish Consultation letter for 24/00460/S73A – agenda item
BBC Planning Committee letter for Willington Quarry application
Resident request for Parish Council 29th February minutes – responded to
Copied into resident communication with Highways Helpdesk regarding Church End Renhold Road Markings
BBC Planning Parish Consultation letter for 24/00317/LBC – agenda item
Resident communication regarding Becher Close verge cutting – responded to, followed up, contractor contacted, agenda item
BBC Rights of Way Improvement Plan Consultation - circulated, agenda item, website shared
BBC Planning Adjacent Parish consultation letter - agenda item
Crime Statistics March 1st to 15th - circulated
Communication regarding activities along Norse Road – responded to
Councillor communications regarding agenda setting for April Parish Council meeting
BBC Officer communications regarding request for speed limit extension to Ravensden Road, Renhold – followed up
Renhold Neighbourhood Plan Working Group communications regarding website items
Police follow up regarding Renhold email communications – responded to
Resident communication with concern over planning matter Hookhams Lane – response sent
Resident communication regarding average speed camera funding copied into email to Borough Councillor Gribble
Councillor report of concerns over highways safety on bends in Thor Drive – responded to, actioned with Highways Helpdesk, site meeting held
Parish Council Accounting Software information
Renhold Parish Council - AGAR 2023/2024 documents – circulated
Internal auditor communications for 2023/24 audit arrangements – agenda item
Domain Name Contact Details Review communication
Councillor communication regarding Top End planning matter – followed up with Planning, fed back
March SID data
Cople Draft Neighbourhood Plan - circulated, agenda item
VAT claim confirmation - circulated
Councillor JR apologies for April Parish Council meeting
Councillor MW apologies for April Parish Council meeting
Andy Muskett Ltd contractor communication regarding community safety camera pole
Your Zurich Parish policy is due for renewal – circulated, future agenda item
Copied into Councillor planning visits

Online booking for Renhold Parish Council - Village Hall matter
 Update from Universal Destinations and Experiences – circulated, website
 BBC Planning Parish Consultation letter for 24/00707/S73 – agenda item
 Resident apologies for April Parish Council meeting
 Resident copied into updating local police contact details for magazine
 Data Protection fee - direct debit due to be collected ICO:00016304277
 Contractor additional grass cutting communications seeking quote – responded, agenda item
 Renhold PC-NPVG minutes copied into

Planning application decisions to be noted:

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 - permitted
 23/02650/FUL Two storey front extension and single storey front extension to garage at 74 Ravensden Road Non-Material Minor Amendment to change from triple hip roof for the front garage to a gable end – Permitted
 94/01533/OUT - S106 Compliance Check at Land Adjacent Mfi Land In Renhold Parish Accessed From Norse Road - Response Sent

10	<p>Close of Meeting</p> <p>The next meeting confirmed to be confirmed with Councillors alongside confirming a date for the annual electors meeting. Meeting closed at 8.25pm.</p>	
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