

**Minutes of Parish Council Meeting held on Wednesday 8<sup>th</sup> February 2017 at the Pavilion, Deep Spinney, Biddenham**

**Present:** Peter Chase, Graham Bates, Chris Gee, Krzys Osuch, Terry Platt, Joe Warren, Borough Cllr Rigby & Gambold and the Clerk were in attendance. In additional there were 4 members of the public.

**1. Apologies for Absence**

Cllr Slade – **it was resolved** to accept the apologies.

**2. Declarations of interest**

Cllr Bates declared a personal interest in Item 8 relating to use of Pavilion by St James School as he is a member of the governing body

Cllr Gee declared a personal interest in Item 8 relating to use of Pavilion by St James School as his children attend St James school

**3. To approve the minutes of the previous meeting held on Wednesday 11<sup>th</sup> January 2017**

**It was resolved** to approve the minutes

Clerk

**4. Matters Arising from Minutes**

The spare recycling sacks still need to be collected from Cllr Bates

There were no other matters not covered elsewhere within the agenda.

Clerk

**5. Public Open Session (15 mins)**

The construction traffic on the development opposite Biddenham Turn are leaving a lot of mud on road especially going towards Bedford. Normally vehicles would be expected to go through a wheel wash before exiting the site – can we contact the Borough about this.

The new road layout’s eastbound lane is very narrow immediately opposite Biddenham Turn. Cyclists pulling out of Biddenham Turn hold up traffic behind them, as does traffic turning right into Biddenham Turn. Can we pass this information onto the Borough as the new junction/road layout has been in use for several months? What is the Borough’s view on this junction and are they monitoring this? It was noted that the pavements on both sides of the road are designated cycleways but there is also provision on the roadway. This is rather confusing for cyclists, pedestrians and motorists.

There is also a problem with buses turning out of Biddenham Turn towards Bedford. The rear of a bus is over the white line and this prevents cars turning left into Biddenham Turn.

Cllr Gambold agreed to speak with Highways regarding all of the issues above and report back at next meeting.

JG

Footpath outside Lavender lodge, Main Road – re-instatement of footpath is with black tarmac and not re-instated to match the rest of the footpath. Anglian Water have been attending on site to repair a leak. Can we ask the Borough to contact the contractors regarding the footpath repair?

JG

59 Day’s lane is being re-developed and this has meant construction vehicles accessing the site. There has a lot of damage to the verge and this is now causing flooding on the roadway. Could the PC write to the Bidwells as the verge is on Wingfield land. **It was resolved** to write to the developers and copy the planning department and Bidwells.

Clerk

It was reported that in the last few weeks there had been an increase in the number of parents who are parked dangerously when dropping their children off at St Gregory’s. Some parents have been using residents’ driveways to turn around and there is also double parking and cars reversing. **It was resolved** to write to the Head-teacher and ask them to remind the parents to park safely and not to use or block residents’ driveways.

PC

**6. Deep Spinney roundabout – to receive a report**

Members considered whether there had been sufficient consultation with residents on the proposed scheme. It was noted that the committee had already undertaken some consultation including articles in the Biddenham Loop, a survey conducted at the Biddenham Show and a presentation at the Biddenham Society AGM. **It was resolved** to include an article on the parish website and the notice boards inviting comments by 1<sup>st</sup> March. Cllr Platt would draft the article and forward to Cllr Warren. It was noted that the committee had been unable to obtain a second quote based on the preferred larger column design.

**7. Planning – to note the report and comment on any new applications**

10 Biddenham Turn – there had been a previous application which was approved and this was another application which appeared similar to the last one – **it was resolved** to make no comments on this application.

11 Biddenham Turn – this application had been approved by the planning committee on Monday evening. Cllr Gambold re-iterated that the large Oak at the front of the property did have a TPO and was protected by law.

33 Church End – this application had been refused planning permission and full details are on the Borough’s website.

The report was noted and there were no other comments on the remaining applications.

**It was resolved** that the monthly planning reports produced for the parish council should be uploaded onto the new website.

JW/Clerk

**8. To note the Clerk’s report and consider any matters arising**

St James’s School has approached the parish council to ask if they could use the Pavilion for their before and after school club from June for approximately 12 months.

What time would parents be dropping off for the breakfast club and what about noise for residents living near the Pavilion? *The manor hospital staff open the car park at 6:30am and parents would not be dropping off before 7:30am so there would not be any change in car park times.* Hire charges - what sort of rate should the council offer them for the weekly hire? *Members proposed a charge of £25 per day.* The Clerk would continue negotiations with the school and was due to meet on site on Friday 10<sup>th</sup> February.

Clerk

The Biddenham Show committee have asked to integrate their website material within the parish council website. There were no objections to this proposal but a meeting was required to ascertain how they can upload the content. Cllr Warren offered to assist the Show committee.

JW

Following on from the January meeting **it was resolved** to write to the Borough and request no weed killing for the foreseeable future. The parish and borough council will monitor the situation and then decide which areas if any require use of herbicide in the future.

Clerk

The parish council had been asked to consider installing additional wooden posts along Biddenham Turn to protect the verges. It was resolved to undertake a site visit and then write to residents to ask if they would like more wooden posts.

GB/Clerk

**9. Financial Matters**

(i) Accounts for approval – **it was resolved** to approve the accounts for payment:

BACS	Payee	£	Description
BACS	SLCC	53.00	Contribution towards Clerk’s membership
BACS	Beds BC	226.80	Haulage of Christmas Tree

BACS	Chris Horne Gardens Ltd	2371.80	Grass cutting
BACS	Greenthumb	55.00	Lawn treatment
BACS	Smith's Fire LLP	116.10	Fire extinguisher service visit and parts
BACS	Whites	890.00	New mower and strimmer for cowslip meadow
BACS	A Southern	12.00	Payment to nominet for transfer of old website domain name
BACS	Evans Electrical Services	260.50	Emergency lighting visit and replacement bulbs
BACS	Evans Electrical Services	200.00	Christmas tree erection and disassemble
BACS	AMF Services	305.25	Roller servicing
BACS	PJB Heating	448.50	Replacement switches for heating system at Pavilion
	<b>TOTAL</b>	<b>5898.25</b>	

Clerk

Cllr Osuch queried the costs for the Christmas Tree. The Clerk confirmed that the haulage costs had increased slightly due to the usual contractor (F C Horner) no longer having the lorry to transport the tree from Chicheley to Bedford. After contacting other Bedfordshire Clerks the price provided from Beds BC was the most competitive. The parish council had reviewed the cost of the tree several years ago, and invested in their own LED lights which were more energy efficient. These were also taken down and stored carefully for re-use whereas the Borough used to charge for new bulbs every year. The cost to install and disassemble the tree was still less than previously charged by Beds BC and it covers the cost of 4 people on site including hire of a cherry picker. The clerk was confident that the costs incurred did represent good value for money and residents always provided positive feedback regarding the tree.

Clerk

(ii) **To note the spend against budget**

The report was noted. Members noted the increased costs for grass cutting which were due to additional cuts for the Sports Field and also the village. These had not been carried out with the approval of the Clerk and she had contact Chris Horne to confirm that he should not exceed the agreed maximum number of cuts without the permission of the council. **Members agreed** the additional expenditure for moss killing on the Pavilion field (£400) which had not been included in the 2017 proposal submitted by Chris Horne. The clerk was waiting for a revised site plan from Bedford Borough Council detailing the grass cutting specification for Biddenham. Once this is available she will meet on site with Chris Horne to obtain a quote for Bromham Road and Windmill Hill. Inevitably this will mean a greater spend in the 2017-18 budget although the contribution from Bedford Borough Council will also increase.

Clerk

(iii) **To receive a report from Cllr Osuch regarding recent visit to inspect the parish council accounts**

Cllr Osuch had visited the Clerk and undertaken a spot check of transactions looking at the invoice, cash book entry, cheque book and amount cleared through the bank statements. In addition, he had reviewed the bank reconciliations. He confirmed that the accounts were in good order and the bank balances held were as reported at each meeting.

Clerk

(iv) **To consider a request for funding from the Biddenham Show towards cost of insurance for the event – this item was withdrawn from the agenda**

(v) **To confirm the re-appointment of the internal auditor**  
**It was resolved** to re-appoint Gill Wiggs as the internal auditor.

(vi) **To adopt the revised Asset Register**  
 The asset register had been revised to dispose of the floodlights at the Pavilion. Members asked whether the figure for the Pavilion was sufficient or whether this needed to increase. The clerk confirmed that the Asset Register amounts do not appreciate or decrease in value. However, the insurance value of the Pavilion is different to that on the Asset Register and increases yearly by the formula set by the insurance provider. Members asked if the Clerk could confirm what the current value for the Pavilion was on the insurance schedule.

Clerk

**10. Matters in Progress**

Flooding on footpath near St James – Anglian water had been on site to attend to a possible leak so will monitor the situation to see if this makes any difference.

Traffic survey results – these are still outstanding – JG to chase.

JG

Pot holes on Gold Lane to be added to Matters in Progress.

JG

Chairman to write to the Borough regarding the traffic survey, potholes, and also the junction at Biddenham Turn with a copy to the Borough Cllrs.

PC

Coffin Path – Chairman to contact Bidwells regarding seeding of the field and re-instatement of coffin path.

PC

War Memorial paving edging – Clerk to action.

Clerk

**11. Parish Concerns**

98 Bromham Road – bright blue strip lights along the eaves of the property. Can we do anything about this? No, it is probably best to undertake a site visit and then speak to the owner direct to ensure the lights are positioned correctly and there is no glare from the lights out onto the footpath, highway or towards neighbouring properties.

KO

Is there an official opening date for the new Biddenham Country Park Sports facility? No not yet.

**12. Date of next meeting: Wednesday 8<sup>th</sup> March**

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 Approved by Chairman 15 March 2017