

**Biddenham Parish Council
Minutes of Meeting - 012021
Held Wednesday 13th January 2021 via Zoom**

In line with current Coronavirus government legislation, The Parish Council will not be holding face to face meetings for the foreseeable future, therefore this meeting was held by Zoom conference facility.

Meeting commenced at 19.30 and finished at 22.25

Present:

Cllrs - P Chase (Chairman), G Bates, S Briggs, H Fowler, F Slade ,K Osuch, J Warren, A Jacobs and K Cotton (Clerk)

Borough Cllrs - J Gambold and R Rigby (part-time)

Members of the public – There was 1 member of the public in attendance.

1. Apologies

Apologies were received from Cllr Gee

2. Declaration of Interests

Members are invited to declare any personal or prejudicial interests they may have in any items on the agenda. None declared.

3. To Approve The Minutes

RESOLVED - *The minutes of the Parish Council meeting held on 11th November 2020 were approved.*

ACTION – *PC to sign minutes and Clerk to retain copies.*

4. Public Open Session

a. Speed Review

Bryan Glasper provided the following update following the move of the SID to Biddenham Turn:

- ✓ Time period covered was 5 weeks which included quite large variations of volume week by week, owing to school holidays and the influence of the virus. For example there was an approx.. 40-50% drop in volume from week 1 to week 5 of the month. However despite this drop off the volume compared to Gold Lane was 60% HIGHER indicating – possibly - that a large amount of traffic arrives from Bromham Road traffic light area and then leaves the same way without exiting via Gold Lane.
- ✓ There are also clear peaks of morning incoming traffic and afternoon exiting traffic, which I suppose is no surprise, but confirms the lower level of through traffic.

- ✓ However whilst speed violations are around 2% in Gold Lane +/- 1% they seem to be around 15%+/- 3% here. It was worse concerning traffic that was inbound to the village ie on the non display side of the SID.
 - ✓ Gold Lane 'average' maximum speed is in the low 30's but in Biddenham Turn it is ca. 40mph.
 - ✓ There were 9 instances of top speeds of 60+mph with the top speed being 76mph that was recorded between 8 and 9pm on Wednesday November 10th. The split direction wise was even but the highest speed was inbound to the village on the non display side of SID.
 - ✓ The V85 figure (ie the speed which encompasses 85% of the vehicle movements) is 30mph whereas with Gold Lane it is about 26mph.
- Concerns were raised from Cllrs about the high levels of speeding especially as traffic is light at present due to lockdown restrictions. PC requested more data be collected and that the camera be turned in direction after one month.

ACTION – KC in conjunction with BG to write to the Police and Borough in light of new data and excessive speed limit contraventions for their comment and action.

- BG requested that if money was available as part of the budgeting process for 2021/22 that consideration be given to purchasing a new SID. This would allow for one to be located on Bromham Road and another to be rotated between Gold Lane and Biddenham Turn. BG confirmed the cost would be £2750 for an additional SID. PC raised some concerns regarding budget restrictions but it was agreed that consideration should be given for the money to come out of the CiL monies.

ACTION – To revisit at the next meeting.

- SB wondered whether the parish should be requesting to be added to the Borough list for average speed cameras. He understands that other local parish councils have made a contribution to Boroughs capital programme in the region of £30k per camera. The Parish is minded to consider making a contribution to any scheme but this would need to be quantified and would need to be discussed once we have a better understanding of how schemes are selected. To this end Cllrs requested a copy of the current priority list for average speed cameras showing the basis on how they are prioritised, the indicative scheme costs for each, any local funding proposed that adjusts the priority and the planned date for implication.

RESOLVED – To formally request that the village be considered for average speed cameras.

ACTION – SB to contact Borough and request that the village be considered for average speed cameras and ask for a copy of the current priority list for average speed cameras showing the basis on how they are prioritised, the indicative scheme costs for each, any local funding proposed that adjusts the priority and the planned date for implication.

5. To Receive a Report on the Golf Course Land Between Biddenham and Great Denham

Peter C provided an update on the latest regarding the closure of the golf course at Great Denham, some discussion followed and the following was noted:

- Biddenham and Great Denham Parish Councils held a meeting with Bidwells to discuss security/trespassing and sheep/fencing.
- Bidwells will create signage to remind users that golf is not allowed and access across the land should only be via the footpaths.
- Bidwells were asked again whether consideration would be given to a 9 hole golf course and the Landowners reply was no.
- The Cllrs were pleased to see local farmers and land managers being used by Bidwells.
- The application for the change of use to the existing clubhouse to a nursery has now been submitted.
- The latest statement from Bidwells was shared:

Since the closure of the golf course in October 2020 sheep are now grazing the grass on rotation and various maintenance has been carried out. Turning to the old clubhouse and its regeneration. We have been in discussions with a well-respected nursery operator with over 23 years' experience in the sector. They are vastly experienced in developing new nurseries and in the past have built 3 nurseries from greenfield sites and converted a farm house into national award-winning setting. Most recently they built Toybox, now Busy Bees in Great Denham. Their experience and local knowledge will ensure the clubhouse is turned into an outstanding nursery. Their application to convert the building is currently under review. A planning application will follow in due course for the green keepers shed for change of use to light industrial, as previously reported.

We are in communications with the Rights of Way Inspector to install new and improve the current footpath markers to help show the locations of the paths. The footpaths will be maintained and should any issues arise we would be grateful if they could be fed back to the Clerk of the Parish Council so we can address matters of concern. Please can we take this opportunity to remind everyone that the land is no longer a golf course and therefore under absolutely no circumstances is golf to be played on this land.

Regarding the wider land, ongoing consideration is being given to the potential utilisation of the "Public Money for Public Goods" post-Brexit Agriculture Bill. Until such a point that this is confirmed the Trustees are not in a position to be able to make any long term decisions.

We are also aware that the matter of security is a concern to many residents. This is a matter we will consistently monitor and will amend our strategy if required.

RESOLVED - *That the Parish Council will comment on the planning application for the change of use of the clubhouse citing they do not support the application as it contravenes Policy 99 as the intended new use is not for sport.*

ACTION – *PC/HF to provide some words to the Clerk for submission to Borough by the deadline of 3rd February 2021.*

6. To Consider Planning

All Cllrs had received a copy of the planning report prior to the meeting – Appendix A to these minutes.

- 20/02930/FUL Full Planning App Lavender Lodge 42 Main Road Biddenham
There were concerns regarding the ancillary building being used as a separate dwelling.

ACTION – HF to draft a letter for the Clerk to send to Borough. (Consultation expires 27th January 2021)

- 20/03038/FUL Full Planning App 10 Nevern Gardens Biddenham
The application was discussed and it was agreed to make no comment.
- 20/02761/FUL Development of new roundabout on Bromham Road, to replace the approved right hand turn lane and ghost island approved under 01/02199/EIA
The application was discussed together with comments made by RR following an objection by a local resident. It was agreed that the Parish Council should endorse RR's comments.

ACTION – PC to draft a letter for the Clerk to send to Borough. (Consultation expires 26th January 2021)

- Gold Lane – It was noted that Archeological work had commenced on site and that there had been some queries from local residents. KC had made contact with Bidwells who had provided an update on the plans and timescales.

ACTION – KC to publish update for residents on the website and facebook.

7. To Agree Financial Matters

a. To approve accounts for payment

RESOLVED - That the following payments were approved;

Biddenham Parish Council - January 2021 meeting accounts paid and for payment to 04/01/2021

Bank Balances as at 04/01/2021

BM Account	£	40,417.32
HSBC Community Account	£	55,430.61
Total	£	95,847.93

Date Paid	Type	Payee	Description	Amount	VAT included
November					
9.11.20	Invoice Paid	Barnicoat Ltd 97	Internal audit accounts	75.00	
12.11.20	Invoice Paid	Fogizar 98	Pavilion Covid misting October	90.00	
12.11.20	Invoice Paid	PRS 99	Pavilion PRS	633.53	105.59
12.11.20	Invoice Paid	PJB Plumbing 100	Pavilion Maintenance	72.00	12.00
12.11.20	Invoice Paid	PJB Plumbing 101	Pavilion Maintenance	153.60	25.60
12.11.20	Invoice Paid	PJB Plumbing 102	Pavilion Maintenance	144.00	24.00
12.11.20	Invoice Paid	KM Cotton 103	Opus Energy phone bill claim	32.02	
12.11.20	Invoice Paid	Gary Creek 104	Sun dial base making good	132.00	22.00
12.11.20	Invoice Paid	KM Cotton 105	Zoom account reclaim	14.39	2.40
12.11.20	Invoice Paid	KM Cotton 106	Clerks allowance - October	10.00	
12.11.20	Invoice Paid	Fogizar 107	Pavilion Covid misting	90.00	
12.11.20	Invoice Paid	KTJ Services 108	Pavilion Maintenance	105.00	
12.11.20	Invoice Paid	Chris Horne Gardens 109	Mowing Services	1806.00	301.00
2.11.20	Direct Debit Taken	Bedford Borough 110	Pavilion Bin Services	222.17	
16.11.20	Invoice Paid	KM Cotton 111	Utility (Npower Xmaslights)	29.33	1.40
19.11.20	Direct Debit Taken	Opus Energy Electric 112	Pavilion Utilities	218.57	18.37
19.11.20	Invoice Paid	Festive Lighting Company 113	St Marys Tree Lights	540.00	90.00
18.11.20	Invoice Paid	Bedford Borough 114	Pavilion Premises License	180.00	
25.11.20	Direct Debit Taken	TSO Host 115	Website	3.59	0.60
25.11.20	Direct Debit Taken	Dial 9 Comms 116	Covid Phone Line	5.99	1.00
26.11.20	Direct Debit Taken	Bedford Borough 117	Employment Costs	2299.92	4.28
30.11.20	Direct Debit Taken	Opus Energy Gas 118	Pavilion Utilities	88.52	4.22
December					
1.12.20	Invoice Paid	Wave 119	Pavilion Utilities	37.89	
1.12.20	Invoice Paid	Bedford Window Cleaners 120	Pavilion	81.00	13.50
1.12.20	Invoice Paid	Henry Parrott 121	Maintenance - Tommy	45.00	
18.12.20	Invoice Paid	BATPC 122	Training - Clerk core skills	300.00	
21.12.20	Direct Debit Taken	Opus Energy Electric 123	Pavilion Utilities	160.43	7.64
23.12.20	Direct Debit Taken	Bedford Borough 124	Employment costs	1,558.69	4.28
24.12.20	Direct Debit Taken	TSO Host 125	Website	3.59	0.60
24.12.20	Direct Debit Taken	Dial 9 Comms 126	Covid Phone Line	5.99	1.00
29.12.20	Direct Debit Taken	Opus Energy Gas 127	Pavilion Utilities	69.58	3.31
Date Invoice Received	Type	Payee	Description	Amount	VAT included
01/12/20	Invoice to be paid	Chris Horne Gardens	Grass Cutting Services	1,834.80	305.80
04/12/20	Invoice to be paid	Viking	Pavilion supplies	110.35	18.39
04/12/20	Invoice to be paid	Viking	Pavilion supplies	185.63	30.94
16/12/20	Invoice to be paid	AMF Services	Maintenance - Secnd Hand Mower	12000	2000.00
19/12/20	Invoice to be paid	EON	Utility (Npower Xmaslights)	13.29	0.63
21/12/20	Invoice to be paid	Green Thumb	Lawn Services	65.50	10.91
04/01/21	Invoice to be paid	KM Cotton	Clerk allowance and Zoom	34.39	2.40
To be Approved Type	Type	Payee	Description	Amount	
January Meeting	To be approved	AMF Services	Estimate for repairs on auto roller mower	765.19	
January Meeting	To be approved	AMF Services	Estimate for repairs on Dennis mower	276.43	
January Meeting	To be approved	Gary Creek	Gate Repairs - Days Lane to Pavilion Grounds	435.00	
January Meeting	To be approved	Lexis-Nexis	Arnold Barker Local Council Book - Clerk Training	119.99	
January Meeting	To be approved	SLCC	CiCLA qualification	410	
January Meeting	To be approved	Stagsden Trees	Christmas Tree	750	
January Meeting	To be approved	Community Heartbeat	Defibrillator replacement pads and battery	106.2	
January Meeting	To be approved	Evans Electrical	Christmas Tree Lights	225	

b. To note the spend against budget for the Parish Council and Pavilion

All Cllrs had received a copy of spend against budget spreadsheets prior to the meeting and income and balances were noted.

- PC confirmed he had undertaken a review of forecasts.

Signed by Chair..... Date.....

012021

- PC noted that Pavilion income to date was down due to ongoing Covid restrictions. The clerk advised that the Pavilion is now set up to automatically receive future Covid grants.

December - reported in January 2021			PC Payments			PC Receipts		
	Actual Year to Date	Full Year Forecast	Original Budget			Actual Year to Date	Full Year Forecast	Original Budget
Clerk's Salary	8831	11300	11300	Precept		43000	43000	43000
Payroll Charges to Beds BC	193	260	260	Cil Levy		0	0	0
Audit Fees	75	500	500	Interest		20	30	100
General Administration	356	500	500	Bidwells		2000	2000	2000
Affiliation Fees/Subscriptions	560	700	600	Beds BC grass cutting		2229	2300	2300
Annual Insurance	2907	2907	2650	Ward funds		5596	5596	0
Christmas Tree & Illuminations s137	535	1750	1750	Other		4420	4420	0
Website	427	600	500					
War Memorial/Sun Dial/Remembrance Day s137	437	500	150					
Grasscutting Services: Playing Field, Parish verges, Pavilion lawn, village triangle including Bromham Road	11445	16000	16000					
Grasscutting Equipment	275	12275	3500					
Lawn Treatment (Greenthumb)	105	210	210					
Weedkilling	0	0	500					
Tree surgery	1600	3280	1000					
SSSI (funding to Beds Wildlife Trust)	0	600	600					
Play Area Safety Inspection	0	0	130					
Play Area (repairs)	0	700	700					
Street Furniture repairs / Memorial / Sundial	1260	1500	1000					
Cilr Training - no line on cash book		400	400					
Clerk's Training	300	300	100					
Contingency	0	1000	2000					
Grants	0	0	0					
Reserves	0	0	0					
Local Print Costs	0	0	0					
TOTAL	29307	55282	44350	TOTAL		57265	57346	47400

Please note grass cutting equipment forecast includes £12000 purchase of new mower

December Reported in January 2021			Pavilion Payments			Pavilion Receipts		
	Actual Year to Date	Full Year Forecast	Original Budget			Actual Year to Date	Full Year Forecast	Original Budget
Staff salaries	5695	7500	8000	Car Parking		1850	3000	6700
Deposits refunded	389	0	0	Deposits received		0	0	0
Utilities & PRS License	1817	4225	4225	Hire Fees		3574	5000	14750
Maintenance/Service/Inspections	3755	5000	5000	Cricket Club Fees		550	550	1330
Improvements*	335	2000	2000	Coronavirus grant		12036	12036	0
Other (cleaning materials/consumables)	2603	3000	1500				0	
							0	
TOTAL	14594	21725	20725	TOTAL		18010	20586	22780

The Clerk requested that following be approved:

- Tree quotes for outstanding works - £1680.00

RESOLVED – That these costs were approved.

c. To note Cil report submitted to Borough

Signed by Chair..... Date.....

012021

Community Infrastructure Levy (CIL) - Biddenham Parish Council

Reporting Year 1st April 2019 – 31st March 2020

Date	Amount	Spent	Balance Remaining
2017/18	6910.32	0.00	
2018/19	0.00	0.00	
2019/20	17550.00	15094.91	
TOTAL	24460.32	15094.91	9365.41

Summary of CIL Spending 1st April 2019 – 31st March 2020

Date	Amount	Description
Oct 2019	7200.00	Footpath repairs
Oct 2019	3644.91	Footpath repairs
Oct 2019	2520.00	Speed Indicator Device
Oct 2019	1730.00	Parish Noticeboards
TOTAL	15094.91	

Biddenham Parish Clerk 31.12.2020

SB noted that the spend for 2017/18 should be updated to reflect the money had been spent and leave the most recent payment balance outstanding.

ACTION – KC to update**d. To note completion of audit for year ended 31/3/2020**

Noted that the audit had been completed and notice posted on the Website.

e. To discuss outstanding debtor - Destination Judo

A debt of £641.24 remains outstanding for the Pavilion hall hire by Destination Judo, despite several attempts at chasing/making contact with the hirer. The following approach was agreed:

- Issue a 7 day to pay letter.
- Offer 10% discount for payment within 7 days.
- Offer option to pay in four installments.
- Preferred method of contact by mail – obtain details from hire agreement.
- Advise hirer if they don't pay we will have a duty to report to British Judo as their professional body.
- If payment not made add to agenda for the next meeting to agree further action.

ACTION – KC to issue 7 day to pay letter.

Signed by Chair..... Date.....

012021

f. To agree to set up direct debits

KC requested that Direct Debits be set up for Npower (Christmas tree lights), Wave (Paviion water) and Green Thumb (Village green lawn services).

RESOLVED – that Direct Debits be set up for these suppliers.

Concern was expressed at the cost of Green Thumb and it was agreed the clerk would query.

ACTION – KC to email Green Thumb.

g. To discuss changes to salary provision services

Salary provision services provided by Borough will be ceasing on 1st April 2021. The clerk is currently reviewing the options available to the Parish Council and will provide an update at the next meeting.

ACTION – KC to provide update at the next meeting.

8. Parish Budget 2021/22 and to agree Precept for 2021/22

- PC ran through the draft budget proposals for 2021. The proposals would need to be supported by an increase in the Precept from £43000 to £45500 but due to an increase in the tax base the cost per household would actually decrease.

BUDGET PROPOSAL BIDDENHAM PARISH COUNCIL 2021-22									
BUDGET	PC Payments					PC Receipts			
	2020/21 Budget	Full Year Forecast 20/21	Proposed Budget	Comment		2020/21 Budget	Full Year Forecast 20/21	Proposed Budget	Comment
Clerk's Salary	11,300					43,000			
		11,300	15,120	Includes 208 hrs for CILCA training	Precept		43,000	45,500	~0.1% in reduction per household
Payroll Charges	260				Cil Levy	0	0	0	
		260	300	Changing to a new provider from BBC					
Audit Fees	500	500	500	Held	Interest	100	20	25	Held
General Administration	500	500	300	Reduced given 20/21 outturn	Bidwells	2000	2000	2000	Unchanged
Affiliation Fees/Subscriptions	600				Beds BC grass cutting	2300	2229	2250	Assume pegged to 20/21 value
		700	1,000	SSLC, BATPC and others					
Annual Insurance	2,650			Policy to be renewed, added more assets	Ward funds	0	5596	0	Can Jon/Roger volunteer any help?
		2,907	3,250						
Christmas Tree & Illuminations s137	1,750	1,750	3,580	To include 2nd tree in St Mary's	Reserves	0	0	2000	For contingency
Website	500				Other	0	4420	0	included rural grant for mower 2020/21
		600	500	Small reduction					
Street Furniture repairs / Memorial / Sundial, Remembrance Day s137	1,150	1,687	1,150	Held					
Grass Cutting Contract Playing Field, parish verges, Pavilion lawn, village triangle including Bromham Road & weedkilling	16,500	16,000	16,500	Held					
Lawn Treatment (Greenthumb)	210	210	262	4 x £65.50 as advised 4/1/2021					
Grass Equipment Maintenance	3500	3500	1500	New mower reduces this					
Tree surgery	1000	3280	4000	Needs more attention, so					
SSSI (funding to Beds Wildlife Trust)	600	600	600	Held					
Play Area Safety Inspection	130	130	130	Held (for RoSPA inspection)					
Play Area (repairs)	700	700	700	Held					
Cilr Training	400	400	400	Held					
Clerk's Training	100	100	100	CILCA course					
Contingency	2000	1000	1000	2% of budget					
Grants	0			Should be funded by ad hoc income					
		0	0						
Mower Purchase	0	12000	0	One off purchase for 2020/21					
TOTAL	44,350	58,124	51,792		TOTAL	47,400	57,265	51,775	

Signed by Chair..... Date.....

012021

PAVILION BUDGET PROPOSAL BIDDENHAM PARISH COUNCIL 2021-22									
BUDGET	Pavilion Payments			Comment		Pavilion Receipts			Comment
	2020/21 Budget	Full Year Forecast 20/21	Proposed Budget			2020/21 Budget	Full Year Forecast 20/21	Proposed Budget	
Staff salaries	8,000	7,500	8,750	Allowance for salary reviews	Car Parking	6,700	3,000	6,700	Held
Deposits refunded	0	0	0		Deposits received	0	0	0	
Utilities	4,225	4,225	4,750		Hire Fees	14,750	5000	10000	Decrease due to potential covid restrictions
PRS License	300	750	750	Higher charges from now on	Cricket Club Fees	1,330	550	1360	Increased per the agreement by an inflationary factor
Maintenance/Service/Inspections	5,000	5,000	6,500	Increased	Transferred from PC reser	0	0	4500	
Improvements*	2,000	2,000		See below	Coronavirus grant	0	12036	0	
Other (cleaning materials/consumables)	1,500	3,000	1,500	Held					
TOTAL	21,025	22,475	22,250		TOTAL	22,780	20,586	22,560	

Maintenance improvements for 2021/22 TBA

Wifi	200
CCTV	150
New radiators	1,500
Decorate (all but main hall downstairs)	2,000
Brighter car park lights	150
Repurpose old bar area	2,000
TOTAL	6,000

Any improvements agreed would result in additional reserves to be transferred to Pavilion receipts

ACTION – KC to speak to DS re priorities and costs for Pavilion maintenance and improvements for 2021/22 and add budget to next months agenda to ratify as required.

SB suggested in view of the Destination Judo bad debt that a provision be made in the 2021/22 budget.

RESOLVED – To add a bad debt provision of £500 to the budget.

BUDGET PROPOSAL and PRECEPT BIDDENHAM PARISH COUNCIL 2021-22 SUMMARY PAGE

Maintaining Precept of £43000

Parish	Total Precept 2021/22	Total Amount the Borough Council will Pay to the Parish Council	Council Tax Base (Band D Equivalent Properties)	Council Tax Charge for a Band D Property in 2021/22	Increase or Decrease in Council Tax Charge	% Increase or Decrease in Council Tax Charge	Total Precept 2020/21	Council Tax Base (Band D Equivalent Properties)	Council Tax Charge for a Band D Property in 2020/21	Change in Precept	% Change in Precept	Change in Tax Base
	£'s	£'s		£'s	£'s	%	£'s		£'s			
Biddenham	43,000.00	43,000.00	1,545.31	27.83	-1.64	-5.6%	43,000.00	1,459.34	29.47	0.00	0.00%	85.97
	Income	Expenditure	Balance									
PC	51,775	51,792	17									
Pavilion	22,560	22,250	310									
Totals	74,335	74,042	293									

Maintaining the current precept would result in a small profit of £293 and a decrease in council tax charge of 5.6%. Although the precept is the same the tax base has increased resulting in a decrease in the council tax charge.

Increasing Precept to £45500

Parish	Total Precept 2021/22	Total Amount the Borough Council will Pay to the Parish Council	Council Tax Base (Band D Equivalent Properties)	Council Tax Charge for a Band D Property in 2021/22	Increase or Decrease in Council Tax Charge	% Increase or Decrease in Council Tax Charge	Total Precept 2020/21	Council Tax Base (Band D Equivalent Properties)	Council Tax Charge for a Band D Property in 2020/21	Change in Precept	% Change in Precept	Change in Tax Base
	£'s	£'s		£'s	£'s	%	£'s		£'s			
Biddenham	45,500.00	45,500.00	1,545.31	29.44	-0.03	-0.1%	43,000.00	1,459.34	29.47	2,500.00	5.81%	85.97
	Income	Expenditure	Balance									
PC	54,275	51,792	2,483									
Pavilion	22,560	22,250	310									
Totals	76,835	74,042	2,793									

Increasing the precept to £45500 would result in a profit of £2793 and a small decrease in council tax charge of 0.1% per household.

Bank Balances as at 04/01/2021

BM Account	£	40,417.32
HSBC Community Account	£	55,430.61
Total	£	95,847.93

RESOLVED – to agree a precept of £43500

ACTION – KC to submit to Borough by 31.01.2021

9. To Accept Reports

Clerk's Report

All Cllrs received a copy of the Clerk's report prior to the meeting – Appendix B to these minutes. No comments were raised.

Signed by Chair..... Date.....

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RESOLVED - *That the Clerk's report be accepted.*

Borough Cllrs' Report

All Cllrs received a copy of the Cllr's report prior to the meeting – Appendix C to these minutes.

RESOLVED - *That the Borough Cllrs' report be accepted.*

ACTION – *RR to copy the slide presentation regarding Bedford Borough's COVID-19 Response*

PC raised concern that residents have to travel some distances, often outside the borough, to receive Covid vaccinations.

ACTION – *JG to follow up.*

Pavilion Manager's Report

All Cllrs received a copy of the Pavilion Manager's report prior to the meeting – Appendix D to these minutes..

RESOLVED - *That the Pavilion Manager's report be accepted.*

10. Matters In Progress

All Cllrs received a copy of the Matters in Progress summary prior to the meeting and items were reviewed. The matters in progress summary in Appendix E has been updated to reflect progress and actions from this meeting.

RESOLVED - *That the following matters be closed:*

- Tommy
- Internal Audit Report
- Weeds Nodders Way
- Planning Ison Close
- War Memorial Clean

11. Coronavirus Measures Update:

RESOLVED - *That support of the Coronavirus Support Network would continue (email and phone line) and Parish Council meetings would continue via Zoom.*

12. Correspondence

All Cllrs received a copy of the Communications summary prior to the meeting – Appendix F to these minutes.

RESOLVED -

- *To decline Bedford Daycare request for funding.*
- *To decline involvement in a 'cheeky' calendar.*
- *To support resident litter picking.*

ACTION -

- *KC to write to Bedford Daycare.*
- *KC to write to Calendar creator.*
- *KC to request litter picking kits from Borough.*

13. Items for Consideration – None raised**14. Parish Concerns**

- AJ – Concerned that a small amount of graffiti has re-appeared under the underpass.

ACTION – *RR to request some paint from Borough and paint over it himself.*

- GB – Had received a letter from a local resident asking him to raise concerns that residents are walking too close together during lockdown. It was agreed that there was plenty of information about social distancing in the media and from Borough and no additional reminders were needed.
- KO – Wondered whether it would be cheaper to plant a Christmas Tree on the green rather than paying for a cut one each year, similar to the one in Great Denham. There was some discussion about the type of tree that could be considered and it was agreed that RR would contact the Borough agriculturalist to enquire.

ACTION – *RR to enquire.*

SB – Requested details of the cycle bridge as referenced in the Borough programme. JG/RR to look into and provide further information.

ACTION – *JG/RR to enquire.*

15. Date of Next Meeting

The date of the next meeting will be 10th February 2021@ 7.30pm via Zoom. The Zoom link is <https://us04web.zoom.us/j/524544164>.

APPENDIX A

Biddenham Parish Council Planning Summary

New Applications

Information taken from Bedford Borough Council Planning Database Monthly listings Validated in this month - sorted by date received by Borough.

Single storey side extension and garage conversion

10 Nevern Gardens Biddenham Bedford Bedfordshire MK40 4RW

Ref. No: 20/03038/FUL | Received: Tue 22 Dec 2020 | Validated: Thu 31 Dec 2020 | Status: Awaiting decision

Consultation expires 1st February 2021 – Cllrs emailed 4/1/2021

Erection of double car port, porches, swimming pool with pump house and covered external kitchen area, entrance gates and stone walling. Conversion of garage to annexe

Lavender Lodge 42 Main Road Biddenham Bedford Bedfordshire MK40 4BE

Ref. No: 20/02930/FUL | Received: Mon 14 Dec 2020 | Validated: Mon 21 Dec 2020 | Status: Awaiting decision

Consultation expires 27th January 2021 – Cllrs emailed 30/12/20

18/00140/MAO - Condition 12 Archaeology - Written Scheme of Investigation Only (Partial discharge of condition)

Land Off Deep Spinney Biddenham Bedfordshire

Ref. No: 20/02924/AOC | Received: Fri 11 Dec 2020 | Validated: Fri 11 Dec 2020 | Status: Decided - Part Approved

T1 - Ash Tree - Prune to remove deadwood & reduce lateral spread by 2 - 3m & prune remaining crown to balance - Recent branch loss due to high winds. T2 - Multi Stemmed Sweet Chestnut - Sectional fell close to ground level - Poor unions at base & crown interfering with crown of mature Oak Tree

Rose Cottage 57 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/02861/TPO | Received: Fri 04 Dec 2020 | Validated: Fri 04 Dec 2020 | Status: Awaiting decision

Consultation expired 1st January 2020 – Cllrs emailed 9/12/20

Two storey front extension, new flat roof and roof lantern to existing single storey rear extension, addition of 2 dormer windows to front and rear of existing garage roof and extension to existing driveway

31 Darlow Drive Biddenham Bedford Bedfordshire MK40 4AY

Ref. No: 20/02808/FUL | Received: Fri 27 Nov 2020 | Validated: Fri 27 Nov 2020 | Status: Awaiting decision

Consultation expired 29th December 2020 – Cllrs emailed 1/12/20

Development of new roundabout on Bromham Road, to replace the approved right hand turn lane and ghost island approved under 01/02199/EIA

Land At Former Ouse Valley Golf Club Bromham Road Biddenham Bedfordshire

Ref. No: 20/02761/FUL | Received: Mon 23 Nov 2020 | Validated: Tue 01 Dec 2020 | Status: Awaiting decision

Consultation expired 30/12/20 – Cllrs emailed 2/12/20

Two storey side extension, garden wall and new vehicular access
 20A Bromham Road Biddenham Bedford Bedfordshire MK40 4AF
 Ref. No: 20/02737/FUL | Received: Thu 19 Nov 2020 | Validated: Wed 09 Dec 2020 | Status: Awaiting decision

Consultation expires 11th January 2021 – Cllrs emailed 17/12/20

Pending Decision by Bedford Borough

Information taken from Bedford Borough Council Planning Database Application Search Awaiting Decision

(The Electronic Communications Code (Conditions and restrictions)(Amendment) Regulations 2017 - BT intends to install fixed line broadband electronic communications apparatus) 9M light wooden pole. This is not a planning application so there is no consultation process or right to comment. The applicant is only required to inform the Local Authority who does not determine whether or not the works proposed can be carried out.

Land At King George Avenue Bedford Bedfordshire

Ref. No: 20/02760/PRM | Received: Mon 23 Nov 2020 | Validated: Mon 23 Nov 2020 | Status: Awaiting decision

Two storey side extension, garden wall and new vehicular access Open for comment icon
 20A Bromham Road Biddenham Bedford Bedfordshire MK40 4AF
 Ref. No: 20/02737/FUL | Received: Thu 19 Nov 2020 | Validated: Wed 09 Dec 2020 | Status: Awaiting decision

Demolition of existing garage and gym and erection of single storey side extension, single storey rear extension, single storey front extension and a new front porch. Erection of new detached garage and associated external works.

19A Main Road Biddenham Bedford Bedfordshire MK40 4BB

Ref. No: 20/02685/FUL | Received: Fri 13 Nov 2020 | Validated: Fri 13 Nov 2020 | Status: Awaiting decision

Lime (T1) - Raise Crown to approximate height of 4.5m. Lime (T2) - Raise Crown to approximate height of 4.5m. Prune generally including removal of epicormic growth as well as removal of dead and dying branches from both trees.

9 Windmill Hill Biddenham Bedford Bedfordshire MK40 4AG

Ref. No: 20/02645/TPO | Received: Mon 09 Nov 2020 | Validated: Mon 09 Nov 2020 | Status: Awaiting decision

Single storey rear extension incorporating existing barn.

11 Day's Lane Biddenham Bedford Bedfordshire MK40 4AD

Ref. No: 20/02570/FUL | Received: Mon 02 Nov 2020 | Validated: Mon 09 Nov 2020 | Status: Awaiting decision

T1 Oak. Shorten lateral branches from neighbouring property and remove dead wood.

40 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/02535/TPO | Received: Tue 27 Oct 2020 | Validated: Tue 27 Oct 2020 | Status: Awaiting decision

Common Beech - fell a Beech tree which is heavily infected with Merripilus Gigantius

48 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/02509/T5DN | Received: Mon 26 Oct 2020 | Validated: Mon 26 Oct 2020 | Status: Awaiting decision

Signed by Chair..... Date.....

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Ash located in rear garden - reduce the Ash tree which is subject to a TPO by 30%.

46 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/02510/T5DN | Received: Mon 26 Oct 2020 | Validated: Mon 26 Oct 2020 | Status: Awaiting decision

Oak - Remove 3 secondary and 1 primary limb as needed, reduce 2 lateral limbs over drive by 2m as needed, reduce and/or remove low limbs over road to 5m as needed, remove all large deadwood through crown, remove all debris

11A Biddenham Turn Biddenham Bedford Bedfordshire MK40 4AT

Ref. No: 20/02498/TPO | Received: Fri 23 Oct 2020 | Validated: Fri 23 Oct 2020 | Status: Awaiting decision

Erection of walls, gate pillars and gates on the existing drive.

Grove House 18 Main Road Biddenham Bedford Bedfordshire MK40 4BB

Ref. No: 20/02421/LBC | Received: Mon 19 Oct 2020 | Validated: Mon 26 Oct 2020 | Status: Awaiting decision

Erection of walls, gate pillars and gates on the existing drive.

Grove House 18 Main Road Biddenham Bedford Bedfordshire MK40 4BB

Ref. No: 20/02420/FUL | Received: Mon 19 Oct 2020 | Validated: Mon 26 Oct 2020 | Status: Awaiting decision

Erection of timber framed car port to front

35A Main Road Biddenham Bedford Bedfordshire MK40 4BD

Ref. No: 20/02382/FUL | Received: Wed 14 Oct 2020 | Validated: Wed 14 Oct 2020 | Status: Awaiting decision

Single storey side extension

61 Church End Biddenham Bedford Bedfordshire MK40 4AS

Ref. No: 20/02331/FUL | Received: Thu 08 Oct 2020 | Validated: Wed 21 Oct 2020 | Status: Awaiting decision

Single storey side extension

6 Ison Close Biddenham Bedford Bedfordshire MK40 4BH

Ref. No: 20/02316/FUL | Received: Wed 07 Oct 2020 | Validated: Mon 26 Oct 2020 | Status: Awaiting decision

Single storey rear extensions and alterations and repairs. (revised scheme for the addition of first floor obscure-glazed window)

34 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/01848/FUL | Received: Mon 24 Aug 2020 | Validated: Tue 25 Aug 2020 | Status: Awaiting decision

Single storey rear extensions and alterations and repairs. (revised scheme for the addition of first floor obscure-glazed window and removal of chimney breast to main bedroom)

34 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/01849/LBC | Received: Sun 23 Aug 2020 | Validated: Tue 25 Aug 2020 | Status: Awaiting decision

Demolition of existing detached garage and erection of 2 storey side extension incorporating garage and single storey rear extension

228 Bromham Road Biddenham Bedford Bedfordshire MK40 4AA

Ref. No: 20/01703/FUL | Received: Thu 06 Aug 2020 | Validated: Thu 06 Aug 2020 | Status: Awaiting decision

Remove dead Sycamore

23 Biddenham Turn Biddenham Bedford Bedfordshire MK40 4AZ

Ref. No: 20/01165/T5DN | Received: Fri 05 Jun 2020 | Validated: Fri 05 Jun 2020 | Status: Awaiting decision

T1 Sycamore on boundary - die back in crown - remove/ reduce to six foot high stem and replant in winter

7 Nevern Gardens Biddenham Bedford Bedfordshire MK40 4RW

Ref. No: 20/00995/TPO | Received: Mon 18 May 2020 | Validated: Mon 18 May 2020 | Status: Awaiting decision

Demolition of 21 Church End and erection of 5 detached dwellings with garages, access, landscaping and ancillary works

21 And Land To The Rear Of 21A To 39 Church End Biddenham Bedfordshire

Ref. No: 19/02538/FUL | Received: Mon 18 Nov 2019 | Validated: Fri 29 Nov 2019 | Status: Awaiting decision

Erection of Doctors Surgery (Class D1) and Nursing Home (Class C2)

Land Off Bromham Road Biddenham Bedfordshire

Ref. No: 19/00973/MAF | Received: Tue 07 May 2019 | Validated: Fri 17 May 2019 | Status: Awaiting decision

Outline planning application for up to 160 dwellings including vehicular access from Gold Lane, emergency only access from the A4280, pedestrian and cycle links, public open space, car parking, drainage, landscaping and other associated works. All matters are reserved except for access.

Land Off Deep Spinney Biddenham Bedfordshire

Ref. No: 18/03100/MAO | Received: Fri 07 Dec 2018 | Validated: Fri 07 Dec 2018 | Status: Awaiting decision

Replacement incoming gas pipe and new kitchen extraction ducting (Development already carried out)

The Three Tuns 57 Main Road Biddenham Bedford Bedfordshire MK40 4BD

Ref. No: 18/02810/S73A | Received: Fri 02 Nov 2018 | Validated: Fri 02 Nov 2018 | Status: Awaiting decision

Retention of replacement incoming gas pipe and new kitchen extraction ducting

The Three Tuns 57 Main Road Biddenham Bedford Bedfordshire MK40 4BD

Ref. No: 18/02811/LBC | Received: Fri 02 Nov 2018 | Validated: Fri 02 Nov 2018 | Status: Awaiting decision

Applications Granted

Information taken from Bedford Borough Council Planning Database Monthly listings Decided this month

18/00140/MAO - Condition 12 Archaeology - Written Scheme of Investigation Only (Partial discharge of condition)

Land Off Deep Spinney Biddenham Bedfordshire

Signed by Chair..... Date.....

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Ref. No: 20/02924/AOC | Received: Fri 11 Dec 2020 | Validated: Fri 11 Dec 2020 | Status: Decided - Part Approved

T1 and T2 - Silver Birches - Crown reduce by 1.5/2m

Church Barn House 73 Church End Biddenham Bedford Bedfordshire MK40 4AS

Ref. No: 20/02776/TCA | Received: Tue 24 Nov 2020 | Validated: Tue 24 Nov 2020 | Status: Decided – Permitted

T1 Dead Tulip Tree: Fell. T2 Weeping Willow: Re-pollard

14 Main Road Biddenham Bedford Bedfordshire MK40 4BB

Ref. No: 20/02742/TCA | Received: Fri 20 Nov 2020 | Validated: Fri 20 Nov 2020 | Status: Decided – Permitted

01/02199/EIA - S106 Compliance Check

Land North Of Bromham Road Biddenham Bedfordshire

Ref. No: 20/02662/CWS | Received: Mon 09 Nov 2020 | Validated: Mon 09 Nov 2020 | Status: Decided - Response Sent

Single storey rear and side extensions and part garage conversion

10 Darlow Drive Biddenham Bedford Bedfordshire MK40 4AX

Ref. No: 20/02426/FUL | Received: Mon 19 Oct 2020 | Validated: Mon 19 Oct 2020 | Status: Decided – Permitted

Partial conversion of existing detached garage to home office.

60 Watercress Rise Biddenham Bedford Bedfordshire MK40 4US

Ref. No: 20/02333/FUL | Received: Fri 09 Oct 2020 | Validated: Fri 09 Oct 2020 | Status: Decided – Permitted

Demolition of existing single storey rear extension and erection of two storey rear extension.

Rosedale 25 Church End Biddenham Bedford Bedfordshire MK40 4AR

Ref. No: 20/02305/FUL | Received: Wed 07 Oct 2020 | Validated: Mon 19 Oct 2020 | Status: Decided – Permitted

18/03093/FUL - Non-Material Minor Amendment for reduction in footprint of the building from 16.48m to 15.3m wide and 12.14m to 11.02m deep.

Wayside 92 Bromham Road Biddenham Bedford Bedfordshire MK40 4AH

Ref. No: 20/02266/NMA | Received: Fri 02 Oct 2020 | Validated: Fri 02 Oct 2020 | Status: Decided – Permitted

18/00878/LBC - Condition 8 - Insulation (Discharge of condition)

34 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/01455/AOC | Received: Tue 07 Jul 2020 | Validated: Tue 07 Jul 2020 | Status: Decided - Permitted

18/00878/LBC - Condition 3 - Roof Tiles (Discharge of condition)

34 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/01448/AOC | Received: Tue 07 Jul 2020 | Validated: Tue 07 Jul 2020 | Status: Decided – Permitted

18/00878/LBC - Condition 7 - Guttering (Discharge of condition)

34 Day's Lane Biddenham Bedford Bedfordshire MK40 4AE

Ref. No: 20/01454/AOC | Received: Tue 07 Jul 2020 | Validated: Tue 07 Jul 2020 | Status: Decided - Permitted

Applications Refused

Information taken from Bedford Borough Council Planning Database Monthly listings Decided this month

Two storey side extension to provide a sun room with en-suite and dressing room over

18 Perch Mews Biddenham Bedford Bedfordshire MK40 4UT

Ref. No: 20/01997/FUL | Received: Mon 07 Sep 2020 | Validated: Mon 07 Sep 2020 | Status: Decided - Refused

Appeals in Progress

Information taken from Bedford Borough Council Planning Database Appeals

One and two storey front, side and rear extensions

7 Lavenham Drive Biddenham Bedford Bedfordshire MK40 4QR

Ref. No: 20/00058/HASREF | Received: Fri 02 Oct 2020 | Status: Appeal In Progress

Additional Appeal - information not yet on Borough Database

16th December 2020

Town and Country Planning Act 1990 Appeal by Blakeney Estates Ltd

Site Address: 21 And Land To The Rear Of 21A To 39 Church End, Church End, Biddenham MK40 4AR

We have received the above referenced appeal.

We are now waiting for a suitable Planning Inspector to become available. Once we are able to appoint an Inspector you will be allocated a named case officer who will write to you starting the appeal and setting out details of the timetable and procedure (the 'start letter'). They will also confirm when the Inspector's site visit/hearing will take place.

APPENDIX B

Biddenham Parish Council

January 2021 Clerk Report

Correspondence

Local residents raised a number of concerns over the month, from fly tipping to anti-social behaviour. I have responded to each and actions are in place to resolve

Remembrance Sunday

In line with the latest government guidance a small socially distanced Remembrance event took place and this was streamed live, via Zoom, to local residents.

Christmas Trees

Time was against us to finalise the arrangements for a second Christmas tree in St Mary's, however the ground works have now been costed and we are waiting on Linden homes to confirm their agreement to these. The tree for the Village green arrived on a very wet and windy Friday in early December and has now been taken down.

CiLCA

I attended an introductory session to the Certificate in Local Council Administration via Zoom last week. This will be followed by an additional 7 sessions and registration to the CiLCA qualification which takes 12 months to complete, after which I will be qualified for the purposes of the general power of competence.

Budget and Precept

The chair and I met virtually over the Christmas period to review the Budget and Precept for 2021/22. A draft proposal has been produced for discussion at January's meeting.

Changes to Salary Provisions

Borough have advised they will be ceasing to provide salary provision services from 1st April 2021. I have been collating the software options and providers available and am currently seeking references from other parish councils.

Defibrillator

We received notification that the defibrillator at the Pavilion was inactive due to an out of date part. After a couple of attempts I decommissioned the unit, ordered new parts and communicated the situation to the parish. It is hoped the parts will arrive in the next few weeks.

Other items

- CiL report submitted to Borough.
- Audit completion notice received and published for the year ended 31st March 2020.
- Application to re-register the Pavilion field as a community asset submitted to Borough.
- Comparative quotes obtained for outstanding tree work across the village.

Karen Cotton
8.1.2020

Signed by Chair..... Date.....

012021

APPENDIX C

Biddenham Parish Council

Borough Cllr's Report to Biddenham Parish Council January 2021

COVID-19 update

The United Kingdom was placed into a National Lockdown on Monday 4 January. You must not leave, or be outside of your home except where necessary. You may only leave the home if you have a reasonable excuse such as:

- Essential activities
- Fulfilling legal obligations
- Education and childcare
- Meeting others and care
- Exercise and recreation
- Medical reasons, harm and compassionate visits
- Communal worship and life events
- seek medical assistance or avoid injury, illness or risk of harm (including domestic abuse)
- attend education or childcare - for those eligible

You can exercise or visit a public outdoor place:

- by yourself
- with the people you live with
- with your support bubble
- or, when on your own, with 1 person from another household

Colleges, primary (reception onwards) and secondary schools will remain open for vulnerable children and the children of critical workers. All other children will learn remotely until February half term.

You can find more information about the national lockdown regulations on: [National lockdown: Stay at Home - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/announcements/national-lockdown)

As of the 3rd Jan in Bedford there has been 7564 cases since the start of the Pandemic and there has been 1556 registered cases in Bedford in the last 7 days. This means there have been 897.9 people per 100,000 in Bedford which has risen by 247.6 over the last 7 days which shows how rapidly the virus is currently spreading.

If you would like the latest COVID snapshot (as of 3rd Jan) please find it below:

<https://bbcdevwebfiles.blob.core.windows.net/webfiles/Social%20Care%20Health%20and%20Community/Covid19/covid19-weekly-statistics-6Jan21.pdf>

More information available at: <https://www.bedford.gov.uk/social-care-health-and-community/public-health/coronavirus/>

COVID test centres in Bedford

There is continued tested in Bedford at Borough Hall and Prebend Street car parks as well as University of Bedfordshire's Polhill Campus

Test results from these sites should come back with 24-72 hours.

The government has updated its advice on testing. If you have any of the symptoms of Coronavirus, you can ask for a test through the NHS website or phone 119.

There are two walk through testing centres in Bedford for residents showing symptoms of Coronavirus.

Drive-through testing is available 6 days/week at Gilbert Hitchcock House, Bedford Hospital and 5 days/week at Borough Hall. Both can be booked through the national testing website. If you're an essential worker (see list [here](#)) you can apply for priority testing through GOV.UK by following the guidance for essential workers on the government website.

You can also get tested through this route if you have symptoms of coronavirus and live with an essential worker.

If you are unable to get to a testing centre, you can order a home testing kit through the national testing website.

You can find further details on testing on the government webpages.

More information is available here: <https://www.bedford.gov.uk/social-care-health-and-community/public-health/coronavirus/covid-19-testing/>

Vaccine rollout

The vaccine is currently being rolled out in Bedford by the Bedfordshire Clinical Commission Group. The NHS has written to all over 80's residents saying that they can have jabs at Stevenage, however if they would like the jab in Bedford they will have to wait until they are called for an appointment. This letter was essentially to highlight a shortcut for those 80s residents who are able to travel to Stevenage, however everyone who has been written to will be able to receive a vaccination in Bedford borough.

Petition to improve flood defences

Over the Christmas period there was flooding in the borough. This is becoming a more regular occurrence due to the weather being dry for long periods before having heavy amounts of rain. Therefore, a petition has been started to call for more action to be taken to increase flood protection in the Borough. You can find more information here: <http://chnq.it/VYvBwZ8q>

Business Support Grants for Local Businesses

With the announcement that Bedford Borough entered Tier 4 from Saturday 19 December, businesses that are required to close will be receiving a business support grant.

These grants are set and funded by the Government at a national level and administered by Bedford Borough Council.

Businesses that received a grant from the Council due to the last national lockdown because their business was required to close, and are required to close again due to Tier 4 restriction will be paid automatically. These businesses have already been contacted by the Council to let them know when to expect their grant.

In addition, if a local business ratepayer believes they are eligible for this grant funding but did not receive a grant during the last lockdown they are asked to fill out the online form at www.bedford.gov.uk/bsg which will be available from Monday 21 December.

Any businesses who have not received the grant but believe they should have should contact Bedford Borough Council to discuss the matter and should there be problems they should contact their Ward Councillor.

PSPO to Tackle Street Drinking Comes Into Force

Following public consultation, Bedford Borough Council has approved a Public Space Protection Order (PSPO) to tackle street drinking and related anti-social behaviour in the area of Bedford town centre. This replaces the old Alcohol Free Zones.

This PSPO is set to come into force from Wednesday 16 December and is set to remain in place for three years initially.

This PSPO would prohibit people consuming alcohol or having an open container of alcohol in the defined area, to prevent anti-social behaviour. It covers the town centre from the Embankment in the south, St Cuthbert's Street in the east, Landsdowne Road, Roff Avenue and De Parys Avenue in the north, and Ashburnham Road in the west.

Once in place, the Order gives the Police and authorised officers' powers to enforce against those breaking it. This enforcement can range from asking the person to surrender the alcohol, issuing a Community Protection Notice, a criminal behaviour order, to issuing a fixed penalty notice. The Council will continue to offer support for people where appropriate, such as referral to alcohol support services.

This PSPO proposal followed a wide-ranging consultation conducted by the Bedford Borough Community Safety Partnership in 2019, where alcohol-related anti-social behaviour in the town centre came back as a key concern for people.

In the consultation to introduce this Order, 90.7% of the over 500 respondents agreed or strongly agreed with the proposal.

Public Reminded to Report Dead Wildfowl to DEFRA

Following confirmation of some bird flu cases in Bedford's wild bird population, the Council is reminding people to contact DEFRA if they spot any dead swans, geese, ducks or any other wild birds.

Avian Influenza (bird flu) spreads from bird to bird by direct contact or through contaminated body fluids or faeces, or via contaminated feed, water or by dirty vehicles, clothing and footwear. It isn't an airborne virus.

An 'Avian Influenza Prevention Zone' was declared across the whole of England in November, and from today all bird keepers in England are required to keep their birds indoors.

Public Health advises that the risk to public health from bird flu is very low. While some strains can pass to humans, it is very rare and requires very close contact between the human and infected birds.

Nevertheless, the public are reminded to not touch or pick up any dead or visibly sick birds. If you find any dead wild birds such as swans, geese or ducks you should report them the DEFRA helpline on 03459 33 55 77. There will be notices going up along the Embankment with this information and further advice.

Executive meeting on Wednesday 6 January 2021

Bedford Borough Safeguarding Children Board Annual Report is available here:

<http://www.councillorsupport.bedford.gov.uk/documents/s52805/Item%2006%20BBSCB%20Annual%20Report%202019%20-%202020%20covering%20report.pdf>

Adoption of housing strategy to cover 2021-26. The Housing strategy is available here:

<http://www.councillorsupport.bedford.gov.uk/documents/s52809/Item%2007%20Housing%20Strategy%20Appendix%20B.pdf>

Transfer of environmental agency control measures at Duckmill and Newnham Weir

<http://www.councillorsupport.bedford.gov.uk/documents/s52810/Item%2008%20Transfer%20of%20Environment%20Agency%20public%20safety%20measures.pdf>

Budget 2021/22

5. Details

The Local Government Finance Act 1992 requires the Council to determine the estimated surplus/deficit on the Collection Fund as at 31 March in respect of Council Tax prior to 15 January. This will enable the precepting authorities to take into account their share of any surplus or deficit before finalising their precepts for 2021/2022.

The table below identifies the actual surplus as at 31 March 2020, the estimated deficit on the Collection Fund relating to Council Tax as at 31 March 2021, and how the deficit is to be shared in accordance with current regulations:

Estimated Deficit Calculation	£		£
Balance in the Collection Fund relating to Council Tax as at 31 March 2020 after allowing for bad debts			615,000
Less: Surplus/(Deficit) paid in 2020/2021 (based on forecast made in previous year)			
Bedford Borough Council	434,318		
The Police & Crime Commissioner for Bedfordshire	57,124		
Bedfordshire Fire & Rescue Authority	27,828		
			519,270
			95,730
Add: Estimated Surplus/(Deficit) in 2020/2021			(1,151,613)
Estimated Surplus/(Deficit) at 31 March 2021 for Distribution (see below)			(1,055,883)
Share of Estimated Surplus/(Deficit) Calculation	2020/2021 Precept	% ⁽²⁾	Share of Deficit
	£		£
Bedford Borough Council (including Parishes) ⁽¹⁾	97,244,328	83.62%	(882,961)
The Police & Crime Commissioner for Bedfordshire	12,925,401	11.11%	(117,360)
Bedfordshire Fire & Rescue Authority	6,119,287	5.26%	(55,562)

5.25 The analysis below sets out the calculation of the proposed 2021/2022 Council Tax Base:

	<u>2021/2022</u> <u>Band D Equivalent</u> <u>Properties</u>	<u>2020/2021</u> <u>Band D Equivalent</u> <u>Properties</u>	<u>Notes</u>
Gross Tax Base taking into account the current dwellings shown in the Valuation List as at 30 November	67,992.89	66,790.79	Note 1
• Reduction due to Council Tax Support discounts	(8,679.50)	(5,691.47)	
• Adjustment due to anticipated growth	502.86	771.75	
Adjusted Tax Base	<u>59,816.25</u>	<u>61,871.07</u>	
• Less Provision for Losses on Collection of 1.50%	(897.25)	(928.07)	Note 2
Recommended Tax base 2021/2022	<u>58,919.00</u>	<u>60,943.00</u>	
Increase / (Decrease)	<u>(2,024.00)</u>		
Increase / (Decrease) as %	<u>(3.32%)</u>		

It is unclear how much Council Tax will be raised by, though we are expecting a rise as the Council are expecting the tax base to decrease by £2m

It is possibly by borrowing they will try to cover some of the deficit but currently Bedford Borough is uncertain of how much support that they will get from the Government as part of COVID measures.

We generally revise this report over the month and we will keep you updated on this part of the report once the situation becomes clearer.

Councillor Coombes responds to local residents concerns about planning

Cllr Coombes gave support for local residents who have been experiencing issues with the Planning Department urging them to listen to residents' concerns. As I am sure you are aware many parishes have experienced a multitude of problems with Bedford Borough's Planning Department and you may be interested to listen to his speech here:

<https://www.facebook.com/BedfordConservativeGroup/videos/1322776161391837>

Village Medical Centre Great Denham

Biddenham has a number of residents who use the medical centre at Great Denham. An inspection by the Care Quality Commission (CQC) in February 2020 put the practice into special

measures. In addition many complaints were received by Great Denham Borough Councillor, Jim Weir and Roger who instigated meetings with the Bedfordshire Clinical Commissioning Group (BCCG) and the practice to discuss the findings of the report and the necessary improvements. Cllr Weir and Roger had a further meeting with the practice before Christmas, were shown the new performance plan that the practice had agreed with the BCCG and a new inspection by the CQC in November has taken them out of special measures but the practice still requires improvement.

The practice manager has offered to present to parish councils in the area the action plan going forward and the new staff that they are employing to further improve the standards of care that they provide.

If Biddenham Parish Council would like the practise manager to attend their next meeting to give an update they are willing to do so.

APPENDIX D

Biddenham Parish Council Pavilion Report – January 2021

Unfortunately the hall is currently closed due to announcements over the past few weeks. Hirers were 'back to normal' after the November lockdown to then be informed that they couldn't return after the Christmas break.

Kate the caretaker will continue with her duties as she did before and Tracey the cleaner will catch up on jobs needed doing including a gradual deep clean of areas she is able to do. This will take up their contracted hours.

On the plus side, we have had no known reports of Covid-19 at the hall which goes to prove that all involved are ever vigilant and careful.

We are currently holding a couple of slots for some new hirers for when they are able to which is great news, it means that business is still growing, if not for Covid-19.

Oakley football have heard nothing back from the pub re parking but with things the way they are I suspect the season will be over, which is the end of March, before things go back to 'normal'. A decision may have to be revisited if Oakley re-request the use of the pavilion next season.

The Manor Hospital continues to use the car park so at least we are receiving some income.

All will be ready hall and hirers alike to start back again as soon as we are allowed to.

Deborah Slade

APPENIDIX E**Matters in Progress**

Due to the size of this file it has been saved as a separate document.

APPENIDIX F**Biddenham Parish Council – Correspondence Log December 2020**

This document is produced to log general parish correspondence received by the Clerk since the last meeting.

Date Received	Subject	Action Taken	Date Closed
22/10/20	Email received by Chair from local resident concerned about Church End lime trees overhanging property.	<ul style="list-style-type: none"> • Clerk emailed resident and advised she would visit site and review 22.10.20 • Clerk visited site – photos taken trees not too big some encroachment over wall/fence of Rasmead. • Clerk replied to resident on 28.10 To raise at next parish meeting. 29.10.20 • Quotes received to be agreed at January PC Meeting. 	
26/10/20	Email received from local resident with two concerns: <ol style="list-style-type: none"> 1. Holes in pavilion field – caused by moved cricket nets, dog lost his paw down it. 2. Deep Spinney to Bromham Road cut through – overgrown hedgerow and trees. 	<ul style="list-style-type: none"> • Clerk emailed resident and advised she would investigate both matters 22.10.20 • Clerk visited Bromham Road site and there is significant encroachment from hedgerow and trees into gardens. 28.10 • Clerk emailed Paul Pace 29.10 who will review in next 5-7 days. • Clerk visited area on field but could not find any specific holes although ground is uneven in this area. • Clerk replied with update on both issues 2.11.20. • Resident provided photos and need to refer to cricket club groundsperson – awaiting contact details from DS 4.11.20 • Dave Watson to review and fill in holes and advise Clerk when done. 9/11/2020. • Holes filled and resident emailed. 11.11.20 • Replied to resident regarding trees and hedgerow following response from Paul Pace 10.12.20 	10.12.20
5/11/2020	Email from resident to PChase raising concerns about the recent spraying of the church meadow and fields. They think their dog licked something on the path and he subsequently became ill. A request was made for the contractor to put up signs when spraying had taken place to warn dog walkers.	<ul style="list-style-type: none"> • CJ clarified the field is the big field next to the churchyard and beside the coffin path • CJ has confirmed who the owner is and Clerk will make contact 6.11.2020 • Emailed CJ requesting email or phone number for land owner 10/11/20 	

Signed by Chair..... Date.....

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		<ul style="list-style-type: none"> • Linked with FP10 impassable – Allison Nelson Borough Rights of Way Inspector following up. 18.12.20 	
5/11/2020	Request via GBates for end of Noddars way to be weed killed.	<ul style="list-style-type: none"> • Clerk visited site. • Quote obtained from Chris Horne for £35plus vat to spray the length of Noddars Way. • To raise at next parish meeting. 9/11/20. • Agreed at PC Meeting. Clerk to instruct CH. 16/11/20 • Weedkilling has been undertaken. 10.12.20 	10.12.20
9/11/2020	Request to CGee for Tennis Players to be able to use Pavilion facilities.	<ul style="list-style-type: none"> • DSLade provided update. Hire and cleaning charges would apply and she has emailed the Hirer booking forms and is awaiting a reply. • Discussed at PC Meeting agreed access should be provided once lockdown over and new lock installed at Pavilion. 	
11/11/20	Email received by Lyn Lyman and passed to Clerk re Pavilion nuisance teenagers.	<ul style="list-style-type: none"> • Letter from local resident regarding a group of teenagers playing in from of the Pavilion in the evening and requesting for lights to be turned off. • DS replied to resident 11/11/20 	11.11.20
15/11/20	Email received by PChase regarding the footpath across the field adjacent to the coffin path being ploughed at the FP10 being impassable.	<ul style="list-style-type: none"> • PChase emailed Jack Hawkesworth 15.11.20 • JH replied saying this is not a field he manages. • Query has been escalated to Borough by resident and Allison Nelson Borough Rights of Way Inspector following up. 18.12.20 	
7/12/20	Phone call and follow up email received from Bedford Daycare requesting funding .	<ul style="list-style-type: none"> • Circulated to Cllr's 8.12.20 to be added to agenda in January. 8.12.20 	
8/12/20	Email received from resident near the Pavilion concerned about parking on the road . She has called parking services but they have taken no action.	<ul style="list-style-type: none"> • Clerk acknowledged receipt and advised discussions with Oakley FC underway to alleviate football parking and also request has been made for Borough to review yellow lines in this area. 8.12.20 	
10/12/20	Email received from resident concerned about the footpath from Malcote Drive to Bromham Road. He has raised the broken fence at the Bromham Road end with Borough. Also raised that he still mows strip of land to east and was concerned re residents depositing grass cuttings to the west.	<ul style="list-style-type: none"> • Clerk acknowledge his email and thanked him for reporting the fence to Borough. HFowler confirmed that the land is not owned by either Parish or Borough but probably by original developer. Clerk advised the resident. 22.12.20 	22.12.20
10/12/20	Email received from Bedfordshire Geology Group to enter SSI Pit and carry out a condition survey on behalf of	<ul style="list-style-type: none"> • Although Parish own land, Wildlife Trust have agreement to manage and therefore Clerk emailed them on 22.12 (previous 	5/1/2021

	Natural England.	<ul style="list-style-type: none"> phone call on 17.12 not returned). Reply received from Wildlife Turst and clerk confirmed back to BGG that survey can take place. 	
13/12/20	Email received by PChase regarding litter in Deep Spinney and wondered whether litter pick up kits could be made available.	<ul style="list-style-type: none"> PChase replied and copied the Clerk. Clerk investigated and has costed 'litter picking' items – to be added to agenda in January. 17.12.20 	
14/12/20	Email received from local resident interested in becoming a Cllr.	<ul style="list-style-type: none"> PChase replied thanking her for her enquiry but that there were currently no vacancies but when one arises we would be in touch. 	21.12.20
15/12/20	Email received from a lady wanting to produce a 'cheeky' calendar using Bedfordshire Villages as a theme	<ul style="list-style-type: none"> Clerk acknowledged her email and said she would add to the Agenda in January. 16.12.20 	
18/12/20	Email received by DSLade following an incident at the Pavilion where her son was threatened by some Youths and possible tampered with his bike. She was requesting CCTV images – a police report had been raised.	<ul style="list-style-type: none"> DSLade replied and no follow up action was needed. 18.12.20 	19.12.20
22/12/20	Email received from local resident raising concerns regarding a large oil container on the path from Church End to the golf course and a pile of rubble in the field adjacent to this.	<ul style="list-style-type: none"> Clerk acknowledged receipt 22.12.20 SB advised oil container had already been reported to Borough. Clerk replied to resident re oil container and the field was privately owned so Parish could not comment on the rubble in the field. 24.12.20 	24.12.20
5/1/2021	Email received from Wildlife trust regarding fly tipping at the SSSI pit.	<ul style="list-style-type: none"> Clerk requested more information, if not received she will walk down and review. 5.1.2021 	