

BIDDENHAM PARISH COUNCIL



Councillors, I hereby summon you to attend the **Annual Meeting** of Biddenham Parish Council on Tuesday, 18th May 2021 commencing at 7.30pm at Biddenham Pavilion to consider the following items of business.

AGENDA

- 1 **Election of Chairman**
To elect the Chairman for the coming year.
- 2 **Election of Vice Chairman**
To elect the Vice Chairman for the coming year.
- 3 **Apologies for Absence**
- 4 **Declarations of interest in items on the agenda**
- 5 **To approve the minutes of the parish council meeting** held on 20th April 2021.
- 6 **Public Open Session**
 - This council is committed to community engagement and therefore warmly invites members of the public to contribute during this part of the meeting.
 - To receive and discuss speed data from the Speed Indication Device (SID).
- 7 **Correspondence (requiring council attention):**
 - Parishioner emailed regarding a bees' nest on a neighbour's property. A link to the borough council's Neighbourhood Nuisance process was provided.
 - Parishioner emailed requesting information on the "sale" of Biddenham Loop land. BBC confirmed this is a "licence to graze" that is being sold, not the land itself. Parishioner is also interested to know if this will affect public access (Oxbow lakes action).
 - Parishioner emailed regarding weedkilling (gutters), blocked drains on Main Rd and road sweeping. Clerk and Borough Cllr Rigby are resolving.
 - Parishioner emailed with a request for information about the Bromham Rd roundabout proposal. This topic is on this agenda.
 - Parishioner requested tree works outside 2/3 Manor Rd. Clerk has reported to BBC.
- 6 **Clerk's report on the Action List**
To review the action list circulated to councillors.
- 7 **Financial Matters:**
 - To approve the end-of-year accounts and the Annual Governance & Accountability Return (AGAR) form to be sent for external audit.
 - To approve the following payments and note receipts:

Date Paid	Category	Payee/Payer	Desc	Receipts	Payments Gross
01/04/2021	Grass Cutting Income	Wingfield	Annual Grass Cutting Contribution	£ 2,000.00	
01/04/2021	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green		£ 21.83
13/04/2021	Covid Grants BBC	Bedford BC	Pavilion Grant	£ 8,000.00	
15/04/2021	Precept Income	Bedford BC	Precept - 1st half	£23,750.00	
19/04/2021	Pavilion Utilities	Opus	Electric		£ 118.81
23/04/2021	Staff Costs		Salaries/NI/Pensions		£ 1,448.31
23/04/2021	Pavilion Staff Costs		Salaries		£ 462.57
23/04/2021	General Administration	DIAL 9 COMMS LTD	Covid Phone		£ 5.99
23/04/2021	Website	TSO	Hosting costs		£ 3.59
04/05/2021	Christmas Tree & Illuminations s137	EON	Electrics on the green		£ 15.05
10/05/2021	SSSI (Beds Wildlife Trust)	Wildlife Trust	Biddenham Pit		£ 600.00
18/05/2021	Grass Cutting Income	BBC	Annual Grass Cutting grant	£ 2,239.36	
18/05/2021	Pavilion Improvements	Gemini	Smart door lock		£ 420.00
18/05/2021	Audit Fees	KJBetts	Internal Audit fee		£ 140.00
18/05/2021	Pavilion Utilities	BT	Broadband install & Monthly charge		£ 67.10

- To review the spend against budget
- To review the allocation of Reserves
- To note the CIL receipt for £6,124.34 for 12/12A Vicar's Close

8 Committee membership and representatives

To agree the following committee memberships: Finance Committee, Pavilion Committee, Personnel Committee, Planning representatives for Golf Course land, Planning area representatives and Central Coordinator, Website representative, Borough Highways representative, Street Furniture, Play Area inspections, Town & Parish network.

9 Policies

To adopt Standing Orders and Financial Regulations.

10 Meeting dates

To agree dates of council meetings and the Annual Parish meeting for the coming year.

11 Bus stop on Main Road

Proposal from Cllr Slade: To purchase and install paving slabs on the south side of Main Road on the grass verge owned by Wingfield for passengers waiting for and alighting buses.

12 Insurance

To choose the insurance provider for the coming year: three quotes circulated to councillors, ranging from £2,902 to £3443 for a single year – reductions for 3 year agreements.

13 Kings Corner bench

To approve the purchase of a replacement timber bench for Kings Corner at a cost of £500 plus delivery, fittings and install.

14 Highways

- To update the council on a meeting with BBC Highways to review the proposal for a roundabout on Bromham Road close to the junction with Day's Lane. Also to consider if a pedestrian crossing is required to be funded by the parish council in relation to the proposal.
- To review the proposal from BBC Highways for yellow line parking restrictions on Deep Spinney outside the Pavilion
- To consider the conversion of the Speed Indication Device (SID) to solar charging at £595 (plus carriage) and the requirement for a standalone column (Est £200).

15 Planning applications

- APPLICATION NO: 21/01041/FUL Full Planning Application
PROPOSAL: Erection of new boundary wall, gates and detached garage
LOCATION : Windmill Hill House 22 Bromham Road
- APPLICATION NO: 21/01099/FUL Full Planning Application
PROPOSAL: Single storey link extension between existing dwelling and converted garage.
LOCATION : 4 Johnson Close

- APPLICATION No 20/02761/FUL TYPE: Full Planning Application
PROPOSAL: Development of new roundabout on Bromham Road, to replace the approved right hand turn lane and ghost island approved under 01/02199/EIA
LOCATION : Land At Former Ouse Valley Golf Club
- APPLICATION NO: 21/01250/S73 Variation of Condition Application
PROPOSAL: Two storey front, side and rear extensions, including variation of approved plans condition 2 attached to 18/02289/FUL, to allow for revised internal layout and elevation treatment.
LOCATION : The Woodlands 7 Bromham Road
To note:
- Withdrawn: Ref No: 21/00256/OUT
Proposal : Outline application with all matters reserved except access, for the erection of 2 dwellings.
Location : Land Adjacent 16 Vicars Close Biddenham Bedfordshire

16 Borough Cllr Reports

Borough Councillor report to be circulated to councillors and placed on the parish council website.

17 Biddenham Pavilion

- To note the Pavilion Manager report.

18 Coronavirus update

To consider the parish council's response to support of parishioners during the pandemic.

19 Any other business for future agendas (No actions can be taken on items not on the agenda)

20 Date of next meeting: 22nd June 2021 at Biddenham Pavilion starting at 7.30pm