

# BIDDENHAM PARISH COUNCIL



Minutes of the meeting of BIDDENHAM PARISH COUNCIL held on 15<sup>th</sup> February 2022 at 7.30pm in Biddenham Pavilion.

## MINUTES

**Present:** Cllrs Stewart Briggs (Chairman), Peter Chase (Vice Chairman), Graham Bates, Karen Cotton, Irina Madan Sau.

**In attendance:** Borough Cllrs Roger Rigby and Jon Gambold, David Brough (Clerk), and two members of the public.

- 1 **Apologies for Absence:** Cllrs Francia Slade (Unwell), Chris Gee (Unwell), Krzys Osuch (Other engagement), Harry Fowler (Unwell).
- 2 **Declarations of interest in items on the agenda:** None.
- 3 **To approve the Minutes of the Parish Council meeting** held on 18<sup>th</sup> January 2022.  
**Resolved** to approve the minutes of the meeting as an accurate record.
- 4 **Public Open Session**
  - One member of the public spoke in relation to parking on the verge at Manor Lane and the second spoke in relation to the new roundabout being built on Bromham Road.
- 5 **Correspondence (requiring council attention):**
  - *Parishioners emailed in relation to construction vehicles still missing the Deep Spinney entrance to the development site and having to turn around in Gold Lane/Thorpe Close.* Referred to BBC Enforcement, who have contacted both BBC Highways and the site manager for action to improve the signage.
  - *Parishioners emailed in relation to the sparsity of hedging on Bromham Rd opposite the new roundabout being constructed.* Parishioner has connected with the local conservation group who have agreed to assist and will come forward shortly to request a parish council grant.
  - *Parishioner emailed requesting a hearing induction loop for the Pavilion.* Councillors requested this be added as an agenda item – quotes have been sought in advance.
  - *Parishioner emailed about a) the broken Vehicle Activated Signs on the A428 and b) asking about a crossing for the footpath that crosses the road between the A6/A428 roundabout and the Deep Spinney roundabout.* a) BBC Highways have inspected and approached the contractor responsible for maintaining these signs. B) Clerk has asked BBC Planning to confirm if a road crossing is part of the Gold Lane development plan.
- 6 **Clerk's report on matters in progress**  
Key actions below – full tracker available on request.
  - Feasibility study for pedestrian refuges on Bromham Road has now been received from BBC Highways – councillors are to review this for discussion at a future meeting.
  - New trees for Biddenham: BBC have started planting the 40 new trees for Biddenham, funded by the parish council.
  - The naming of the streets in the Gold Lane development has been accepted by BBC and Dandara. The historical names were suggested by a resident and put forward by the parish council.
  - Contractors have been instructed to clean the war memorial – awaiting start date.

## 7 Consultation – St James’ CofE VA Primary School option to convert to academy status

To consider a response to a consultation by St James’ CofE VA Primary School seeking academy status. Full letter shared with councillors.

**Resolved** not to object to this approach.

## 8 Highways & Open Spaces

- To review the response from BBC Highways to an initial request for engagement on implementing a 20mph limit in Biddenham.

**Resolved** to request a 20mph limit in Biddenham from BBC Highways in the following areas: Deep Spinney and side roads – to start at the stone “entrance” wall on Deep Spinney and not to include Gold Lane. The expectation is that this work will be added to a BBC Highways’ waiting list until it can be added to a programme of works when BBC funds allow.

- Consultation from BBC: “Extra Powers for Council to Enforce On Our Roads”  
To agree a response to a BBC Highways consultation: to apply for power to enforce against ‘moving traffic offences’. Currently, only the Police can enforce against these offences.  
“The moving traffic offences would be enforced on all roads across the Borough (except A421 and A1) where the appropriate signing and lining is in place. The offences include one way streets, no U-turn allowed, no left/right turns, no entry, box junctions, as well as areas where cars are not permitted such as cycle lanes, pedestrianised areas and School Streets.”

**Resolved** to support this approach.

## 9 Biddenham Pavilion

- To consider three quotes for the implementation of an hearing induction loop at the Pavilion.  
Quote A – Supply & Install: £1295 (Ex VAT)  
Quote B – Supply & Install: £4819 (Ex VAT)  
Quote C – Supply: £633 (Ex VAT)  
**Resolved** to approve quote A.

- To receive the Pavilion report from the Pavilion Manager  
Report received and is available upon request.

## 10 Borough Cllr Reports

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

## 11 Financial Matters:

- The following payments were approved and receipts noted. “Spend against budget” reports and “Reserves Analysis” can be found in the appendix:

Date Paid	Category	Payee/Payer	Desc	Hire fees	Receipts	Payments Gross
18/01/2022	Pavilion Maintenance/Service/Inspections	Smiths Fire	Emergency lighting upgrade			£ 726.00
24/01/2022	Pavilion Cleaning materials	VIKING (D Brough expense)				£ 141.43
24/01/2022	Pavilion Utilities	D BROUGH	OPUS GAS			£ 252.99
24/01/2022	Staff Costs	Multiple				£ 1,898.61
24/01/2022	Website	TSO (D Brough expense)	Hosting costs			£ 8.39
24/01/2022	Audit Fees	Mazars	External audit			£ 480.00
24/01/2022	Pavilion licences	BBC (D Brough expense)	Premises licence			£ 180.00
24/01/2022	Pavilion Utilities	DEBORAH SLADE	BT			£ 94.00
24/01/2022	Pavilion Maintenance/Service/Inspections	LEN WORRALL	Interim: EICR Electrics			£ 750.00
24/01/2022	Website	TSO (D Brough expense)	Hosting costs			£ 8.39
01/02/2022	Deposits returned	Multiple				£ 360.00
01/02/2022	Conservation group insurance	Bidd Conservation Group	Grant to Bidd Conservation Group			£ 157.00
10/02/2022	Pavilion Hire fees	Multiple		£ 3,105.00		
Not yet paid	Grass Equipment Maintenance	AMF SERVICES	Cricket mower service			£ 223.68
Not yet paid	Grass Equipment Maintenance	AMF SERVICES	Roller service			£ 507.53
Not yet paid	Affiliation Fees/Subscriptions	BATPC	Affiliation fees 22/23			£ 616.00
Not yet paid	Grass cutting	Chris Horne	Nov/Dec grass			£ 1,110.00
Not yet paid	Pavilion Maintenance/Service/Inspections	Smiths Fire	Fire extinguisher testing			£ 87.54
Not yet paid	SSSI (Beds Wildlife Trust)	Wildlife Trust	Biddenham Pit			£ 600.00

## 12 Planning applications

APPLICATION NO: 22/00100/PIP Planning Permission in Principle Application

PROPOSAL: Application for permission in principle for the erection of between 3 and 5 dwellings

LOCATION : 110 Bromham Road

**Resolved** to object to the above planning application on the following grounds: The parish council views this proposal as over development of the site.

APPLICATION NO: 22/00257/FUL Full Planning Application

PROPOSAL: Two storey rear extension

LOCATION : 34 Biddenham Turn Biddenham Bedford Bedfordshire MK40 4AZ

APPLICATION NO: 22/00258/FUL Full Planning Application

PROPOSAL: Single storey front and rear extensions. Loft conversion and roof alterations

LOCATION : 26 Bromham Road Biddenham Bedford Bedfordshire MK40 4AF

**Resolved** to object to the above planning application on the following grounds: The parish council has concerns over safety of access onto the A4280 (Bromham Rd).

APPLICATION NO: 22/00119/S73 Variation of Condition Application

PROPOSAL: Demolition of existing dwellings and erection of two dwellings (Revised scheme) including variation of approved plans condition 1 attached to 20/00065/S73 to allow for amended house designs including the provision of an integral garage to plot 1 and the detachment of the plot 2 garage. LOCATION : 12 And 12A Vicars Close

**Resolved** to object to the above planning application on the following grounds: The changes to plot 2 brings the development of the site too close to the road, is not consistent with the design of the other plot, and will therefore be detrimental to the street scene.

**13 Business for future agendas (No actions can be taken on items not on the agenda)**

Item to discuss whether to move the 21<sup>st</sup> June 2022 council meeting – the Chairman cannot attend on the current date.

**14 Date of next meeting: 15<sup>th</sup> March 2022 starting at 7.30pm – Biddenham Pavilion**

**BPC - Spend Against Budget 2021/22**

**BIDDENHAM PARISH COUNCIL**



<u>Income</u>	YTD (Actual) Net	Annual Budget	Budget (Part year)	Variance
Precept Income	47,500	47,500		
Grass Cutting Income	4,239	2,250		
Bidwells Income	0	2,000		
VAT Refund	7,502	0		
CiL Receipts (Section 106)	12,249	0		
Bank Interest	0	25		
<b>Total Income</b>	<b>71,490</b>	<b>51,775</b>		
<b>Outgoings</b>				
Staff Costs	15,209	15,000		
Payroll	297	300		
<b>Employment Costs</b>	<b>15,506</b>	<b>15,300</b>	<b>13,246</b>	<b>-2,260</b>
Audit Fees	540	500		
General Administration	151	300		
Affiliation Fees/Subscriptions	1,232	1000		
Website	417	500		
Clr Training	50	400		
Clerk's Training	0	100		
<b>Admin</b>	<b>2,389</b>	<b>2,800</b>	<b>2,424</b>	<b>35</b>
<b>Insurance</b>	<b>2,808</b>	<b>3,250</b>	<b>250</b>	<b>250</b>
Street Furniture repairs	1,285	1,150		
Grass cutting	16,694	16,500		
Lawn Treatment (Greenthumb)	175	265		
Grass Equipment Maintenance	1,743	1,500		
Tree surgery	2,300	4,000		
SSSI (Beds Wildlife Trust)	1,000	600		
Play Area Safety Inspection	0	130		
Play Area maintenance	627	700		
<b>Parks and open spaces</b>	<b>23,823</b>	<b>24,845</b>	<b>21,510</b>	<b>-2,314</b>
Kingsfield Defib	1,499			
Conservation group insurance	157			
Police - Ring doorbells	500			
<b>Grants to community groups</b>	<b>2,156</b>	<b>0</b>	<b>0</b>	<b>-2,156</b>
<b>Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Christmas Tree & Illuminations s137	4,273	3580		
Contingency (Morelock solar)	640	0		
Contingency (Feasibility study)	4,000	2000		
<b>Miscellaneous</b>	<b>8,913</b>	<b>5,580</b>	<b>4,831</b>	<b>-4,082</b>
<b>Total Outgoings</b>	<b>55,595</b>	<b>51,775</b>	<b>42,261</b>	<b>-10,527</b>
<b>Year To Date Net P&amp;L</b>	<b>15,895</b>	<b>0</b>		

**BPC Pavilion - Spend Against Budget 2021/22**

BIDDENHAM PARISH COUNCIL



<u>Income</u>		YTD (Actual) Net	Annual Budget	Budget (Part year)	Variance
Pavilion Car Parking charge		4,250	6,700		
Pavilion Hire fees		9,169	10,000		
Pavilion Cricket Club Fees		1,285	1,360		
Pavilion Other income	Parish Council Reserves	0	4,500		
Pavilion Grant income	Covid Grants BBC	9,295	0		
<b>Total Income</b>		<b>23,999</b>	<b>22,560</b>		
<u>Outgoings</u>					
<b>Employment Costs</b>	Pavilion Staff Costs	7,942	8,750	7,575	-366
	Pavilion Utilities	2,741	4,750		
	Pavilion licences	799	750		
	Pavilion Maintenance/Servicing/Inspections	9,408	6500		
	Pavilion Cleaning materials	274	1500		
	Pavilion Other	853	0		
<b>Running costs</b>		<b>14,075</b>	<b>13,500</b>	<b>11,688</b>	<b>-2,387</b>
	Smart door lock	350			
	New Kitchen Equipment	759			
	New Pavilion Website	1,622			
	New defib box	750			
<b>Improvements</b>		<b>3,481</b>	<b>0</b>	<b>250</b>	<b>-3,231</b>
<b>Deposits returned</b>	Deposits returned	<b>2,405</b>	<b>0</b>	<b>0</b>	<b>-2,405</b>
<b>Total Outgoings</b>		<b>27,902</b>	<b>22,250</b>	<b>19,513</b>	<b>-8,389</b>
<b>Year To Date Net P&amp;L</b>		<b>-3,903</b>	<b>310</b>		

## **BPC - Reserves Analysis 2021/22**

Unity Trust	Current Balance (Forecast)	£ 92,099	
<b>Total funds held</b>		<b>92,099</b>	
<b><u>Allocation of Balance Sheet</u></b>			
Remainder of budget (est)		5,000	
Pavilion Reserve		20,000	
VAT refund due (Approximation)		-6,804	
General reserve		73,903	Balancing figure
<b>Total allocation</b>		<b>92,099</b>	