

BIDDENHAM PARISH COUNCIL



Councillors, I hereby summon you to attend the **ANNUAL** meeting of Biddenham Parish Council on Tuesday, 17th May 2022 commencing at 7.30pm at Biddenham Pavilion (**Upstairs meeting room**) 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 19th April 2022.
- 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.
- 7 **Correspondence (requiring council attention):**
 - *Parishioners emailed again in relation to a number of complaints about the Gold Lane development site. BBC Planning Enforcement have taken actions to investigate. Details shared with councillors.*
 - *Request from Biddenham Tennis Club to consider the use of CIL funds to resurface the tennis courts and update the fence.*
- 8 **Clerk's report on matters in progress**
 - To review the action list.
- 9 **Highways & Open Spaces**
 - a) To consider whether to support Thorpe Close residents who are requesting BBC Highways for:
 - Updating the Thorpe Close street sign to indicate the privately-owned road
 - Double yellow lines around the entrance to Thorpe Close
 - Double yellows along the length of the Gold Lane development
 - b) To agree to cover the cost of up to £700 for height-reduction works to one of the large trees at Biddenham Pit (SSSI) that has been flagged by Wildlife Trust as a future risk.
 - c) Proposal from Cllr Slade: To consider if there is any action the parish council can take to reduce traffic congestion during school drop off/pick up times
- 10 **Biddenham Pavilion**
 - To agree the electrical installation costs for the commercial oven for the Pavilion (purchase approved at the April council meeting).
- 11 **Borough Councillors' Report**
Report to be circulated to councillors and placed on the parish council website.
- 12 **Committee membership and representatives**
To agree any changes to committee memberships and representatives. Currently:
Finance Committee: Cllrs Briggs, Slade, Fowler
Pavilion Committee: Cllrs Briggs, Gee, Bates
Personnel Committee: Cllrs Briggs, Fowler, Gee
Planning representatives for Golf Course land: Cllrs Chase, Fowler, Bates
Planning area representatives: Matrix of roads vs Councillors available on request.

13 Meeting dates

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

14 Insurance

To approve the annual insurance premium from Hiscox. 3 year agreement in place.

15 Financial Matters

- To approve payments and note receipts.

Date Paid	Category	Payee/Payer	Desc	Receipts	Payments Gross
14/04/2022	Precept Income	Bedford BC	Precept - 1st half	£ 25,719.50	
21/04/2022	VAT Refund	HMRC VTR		£ 7,440.61	
21/04/2022	Staff Costs	Multiple			£ 2,269.38
26/04/2022	Bidwells Income	WINGFIELD	Annual grass cutting income	£ 2,000.00	
27/04/2022	Deposits returned	3 repayments			£ 225.00
03/05/2022	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green		£ 21.83
03/05/2022	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green		£ 21.83
09/05/2022	CiL Receipts	Bedford BC		£ 60,526.77	
09/05/2022	Pavilion Induction Loop	EXPRESSION MEDIA			£ 1,554.00
13/04/2022	Pavilion Utilities	Direct Debit (E.ON NEXT)			£ 4.24
19/04/2022	Pavilion Utilities	Direct Debit (OPUS ENERGY LTD)			£ 665.47
25/04/2022	Pavilion Utilities	Direct Debit (BT GROUP PLC)			£ 53.94
25/04/2022	Pavilion Utilities	Direct Debit (ANGLIAN WATER BUSI)			£ 10.00
29/04/2022	Pavilion Utilities	Direct Debit (OPUS ENERGY GAS SU)			£ 218.13
03/05/2022	Pavilion Other	Direct Debit (BEDFORD BOR COUNCI)	Bin emptying		£ 81.18
19/04/2022	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£ 500.00	
26/04/2022	Website	Direct Debit (GOCARDLESS)	TSO Hosting Costs		£ 8.39
29/04/2022	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£ 575.00	
10/05/2022	Pavilion Hire fees	23 receipts		£ 2,936.25	
Not yet paid	Pavilion Website	123 Reg (c/o David Brough)	Hosting		£ 1.20
Not yet paid	Grounds Maintenance	Bedford BC	Winter season grass cutting		£ 313.08
Not yet paid	Pavilion Staff Costs	Zamfir (c/o David Brough)	Pavilion cleaning holiday cover		£ 72.00
Not yet paid	Website	TSO (c/o David Brough)	Hosting costs		£ 10.00

- Annual accounts (2021/22): To approve the end-of-year accounts and the Annual Governance & Accountability Return (AGAR) form to be sent for external audit.

16 Planning applications

Amended

APPLICATION No 21/01362/MAR TYPE: Major Reserved Matters Application

PROPOSAL: All reserved matters for the erection of 296 residential dwellings, along with garages, access roads, parking, landscaping, open space and associated works, pursuant to Outline permission 01/02199/EIA

LOCATION : Land North Of Bromham Road Biddenham Bedfordshire

Noted for further discussion:

None

17 Pavilion staff contracts

- To resolve that, under Section 1 Paragraph 2 of the Public Bodies (Admission to meetings) Act 1960, the press and public be excluded from the meeting for the next item of business due to the confidential nature of staff matters.

<Members of the press and public will be asked to leave the meeting or be placed in the meeting room for this Closed Session>

- To set Pavilion staff pay levels against the National Joint Council for Local Government Services (NJC) payscales to allow contracts to be created.

18 Business for future agendas (No actions can be taken on items not on the agenda)**19 Date of next meeting: 14th June 2022 – Biddenham Pavilion**