

BIDDENHAM PARISH COUNCIL



Minutes of the Annual meeting of BIDDENHAM PARISH COUNCIL held on 17th May 2022 at 7.30pm in Biddenham Pavilion.

MINUTES

Present: Cllrs Stewart Briggs (Chairman), Peter Chase (Vice Chairman), Graham Bates, Irina Madan Sau, Harry Fowler, Chris Gee, Karen Cotton, Francia Slade.

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

1 Election of Chairman

Resolved to elect Stewart Briggs again as the Chairman for the coming year (Proposed: Cllr Chase, Seconded: Cllr Slade).

2 Election of Vice Chairman

Resolved to elect Peter Chase again as the Vice Chairman for the coming year (Proposed: Cllr Briggs, Seconded: Cllr Cotton).

3 Apologies for Absence: Cllr Krzys Osuch (Prior engagement).

4 Declarations of interest in items on the agenda: None.

5 To approve the Minutes of the Parish Council meeting held on 19th April 2022.

Resolved to approve the minutes of the meeting as an accurate record.

6 Public Open Session

- Members of the public spoke in support of item 9a and explained the background to their request for parking restrictions.
- A representative of the Forest of Marston Vale group attended to share information about planting of trees in Biddenham.

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. Councillors noted this item.*
- *Request from Biddenham Tennis Club to consider the use of CIL funds to resurface the tennis courts and update the fence. Councillors noted this item.*

8 Clerk's report on matters in progress

Key actions below – full tracker available on request.

- **Complete:** The new noticeboard has been installed at St Mary's.
- **Complete:** The speed limit signs on Bromham Rd have now been moved by BBC Highways –the objective is to make them more visible to cars exiting the roundabout on to Bromham Road, Biddenham.
- Following a request from residents, the Clerk and Cllr Fowler are looking for potential allotment sites in Biddenham.
- The Clerk is in discussions with Bedford Creative Arts to obtain a quote for painting a mural at the underpass; however, an indicative price has come back much higher than expected.

9 Highways & Open Spaces

- *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*

Resolved to consult residents along Gold Lane for feedback on two options:

- a) Double yellow lines on both sides of Gold Lane from the Deep Spinney junction down to the far side of Hampden Court junction.
- b) Double yellow lines on both sides of Gold Lane from the Deep Spinney junction down to the northern tip of the grass traffic island where Gold Lane meets Main Road.

These options are subject to support from BBC Highways in the first instance.

- *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.*

Resolved to approve this cost.

- *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*

A discussion was held but no actions were recorded for this item.

10 **Biddenham Pavilion**

- *To agree the electrical installation costs for the commercial oven for the Pavilion (purchase approved at the April council meeting).*

Cllr Bates declared a personal interest in this item and did not vote.

Resolved to approve the installation costs up to £400, which includes additional cabling/high voltage throw switch and moving an extractor fan.

11 **Borough Councillors' Report**

No report was available, but Cllr Rigby confirmed he would be using some of his ward fund for new trees in Biddenham, and Cllr Gambold was requested to confirm where the latest sites for Average Speed Cameras would be in the borough.

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.

Resolved to retain the same committee memberships and representatives for the coming year.

13 **Meeting dates**

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

Resolved to retain the same dates: third Tuesday of every month for ordinary council meetings, April for Annual Parish, and May for the Annual Parish Council meeting.

14 **Insurance**

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

Resolved to approve the insurance premium of £2,945.

15 **Financial Matters**

- The following payments were approved and receipts noted:

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
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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	Zamfir (c/o David Brough)	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.*

Resolved to approve the accounts, the AGAR, and to accept the Internal Audit report.

16 Planning applications

The following planning applications were acknowledged without comment or objection, unless noted otherwise:

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

APPLICATION NO: 22/01075/FUL Full Planning Application

PROPOSAL: Single-storey black timber clad rear extension with slated pitched roof and glass link connecting the proposed extension with the existing house

LOCATION : Roselands Main Road Biddenham Bedford Bedfordshire MK40 4BA

17 Pavilion staff contracts

- **Resolved** 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 public left the meeting 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.*

Resolved to set Pavilion staff pay against the NJC pay scales at levels SCP12 (For staff) and SCP32 (Manager level).

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

No items raised for future agendas.

19 Date of next meeting: 14th June 2022 – Biddenham Pavilion