

BIDDENHAM PARISH COUNCIL



Minutes of the Annual meeting of BIDDENHAM PARISH COUNCIL held on 14th June 2022 at 7.30pm in Biddenham Pavilion.

MINUTES

Present: Cllrs Stewart Briggs (Chairman), Graham Bates, Harry Fowler, Chris Gee.

In attendance: Borough Cllrs Roger Rigby and Jon Gambold, David Brough (Clerk).

- 1 **Apologies for Absence:** Cllr Krzys Osuch (Unwell), Irina Madan Sau (Family), Karen Cotton (Work), Francia Slade (Unwell), Peter Chase (Away).
- 2 **Declarations of interest in items on the agenda:** None.
- 3 **To approve the Minutes of the Annual Parish Council meeting** held on 17th May 2022.
Resolved to approve the minutes of the meeting as an accurate record.
- 4 **Public Open Session**
No members of the public were present.
- 5 **Correspondence (requiring council attention):**
 - None requiring council attention.
- 6 **Clerk's report on matters in progress**
Key actions below – full tracker available on request.
 - Underpass graffiti: Discussions with Bedford Creative Arts about a mural for the underpass have shown a potentially high cost. Councillors do not wish to proceed on this basis.
 - Clerk and Cllr Fowler will look for potential allotment sites following a request from members of the public. If a feasible site is found it will be brought back to the council to progress.
 - Gold Lane double yellow lines – action from May 2022 parish council meeting: BBC Highways are only willing to support DYs from Deep Spinney to Hampden Court and not beyond – therefore a parish council consultation will not be necessary with only one option. Clerk has asked BBC to produce a proposal – BBC Highways should carry out a public consultation once a proposal is approved.
- 7 **Highways & Open Spaces**
 - a) *To review and consider any actions to take from the Bromham Road Pedestrian Refuge feasibility study commissioned by the parish council and produced by BBC Highways.*
Action: Item to be rolled to a future meeting due to the absence of Cllr Chase who helped instigate the commissioning the study.
 - b) *To agree an approach for planting more trees in Biddenham following a successful Trees-For-Streets project last year.*
Action: Councillors to put forward location suggestions and Cllr Briggs will ask for suggestions from parishioners in his Loop newsletter article.
 - c) *To consider whether to support in principle the Bromham Parish Council project to provide a separate pedestrian and cycle bridge to complement the existing Bromham Road bridge.*
Cllr Briggs updated the council following a site visit with representatives of Bromham Parish Council. It is early days, but a footbridge is proposed near the site of the Bromham Mill for the safety of cyclists and pedestrians who currently mix with cars on Bromham Road bridge.
Resolved to support this in principle.

8 Meeting dates

To consider changing the 19th July parish council meeting date to 12th July due to the availability of the Clerk.

Resolved to change the next parish council meeting to 12th July.

9 Reserves Policy

To adopt the Reserves Policy following a review at the April 2022 council meeting.

Resolved to adopt the Reserves Policy. To be added to the parish council website.

10 Biddenham Pavilion

To receive the Pavilion Manager's report. The Pavilion manager's report was received and is available on request.

11 Borough Councillors' Report

Report to be circulated to councillors and placed on the parish council website.

No report was available but an update was given. The ward fund is being used to fund an extension to the pavement at Bromham Road/Days Lane and for children's cycle racks at the school. The Local Plan 2040 consultation is now live but there is believed to be limited impact for Biddenham with no new sites allocated.

12 Financial Matters

- The following payments were approved and receipts noted. Budget variance analyses are available in the appendix.

Date Paid	Category	Payee/Payer	Desc	Receipts	Payments Gross	VAT
16/05/2022	Grass Cutting Income	BBC	Annual Grass Cutting grant	£ 2,239.36		
23/05/2022	Staff Costs	Multiple	May payroll		£ 2,286.94	
23/05/2022	Audit Fees	KJBetts	Internal Audit fee		£ 145.00	
23/05/2022	Pavilion Maintenance/Servicing/Inspections	Bedford Window Cleaning			£ 162.00	
30/05/2022	Insurance	AJ Gallagher	Annual insurance (3 year LTA Hiscox)		£ 2,945.56	
30/05/2022	Commercial oven	NISBETTS			£ 2,411.98	£ 401.99
01/06/2022	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green		£ 21.83	
01/06/2022	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green		£ 21.83	
16/05/2022	Pavilion Hire fees	Multiple		£ 1,552.50		
23/05/2022	Deposits returned	Multiple			£ 375.00	
16/05/2022	Pavilion Utilities	Direct Debit (E.ON NEXT)	Electrics Green		£ 12.25	
19/05/2022	Pavilion Utilities	Direct Debit (OPUS ENERGY LTD)	Electrics		£ 433.51	
24/05/2022	Pavilion Utilities	Direct Debit (BT GROUP PLC)	Broadband		£ 53.94	
24/05/2022	Pavilion Utilities	Direct Debit (ANGLIAN WATER BUSI)	Water		£ 10.00	
30/05/2022	Pavilion Utilities	Direct Debit (OPUS ENERGY GAS SU)	Gas		£ 96.61	
01/06/2022	Pavilion Other	Direct Debit (BEDFORD BOR COUNCI)	Bin emptying		£ 81.35	
10/06/2022	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£ 475.00		
Not yet paid	Pavilion Other	123 Reg (c/o David Brough)	Hosting Pavilion Website		£ 1.20	£ 0.20
Not yet paid	Play Area maintenance	R Fone	Playground protective netting		£ 490.00	
Not yet paid	Website	TSO (Expense D Brough)	Hosting costs (switched to annual)		£ 103.04	

13 Planning applications

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

Amended APPLICATION No 21/03302/MAR TYPE: Major Reserved Matters Application

PROPOSAL: Reserved Matters (Appearance, Landscaping, Layout and Scale) for Phase 2 of Outline permission 18/00140/MAO comprising 130 dwellings and associated works, to include details required by Conditions 5 (Circulation Routes), 7 (Landscape and Ecological Mitigation) and 8 (Planting Plans) in respect of Phase 2 only.

LOCATION : Land At Deep Spinney Gold Lane And Duck End Lane Biddenham Bedfordshire

APPLICATION NO: 22/01190/FUL Full Planning Application

PROPOSAL: Garage conversion, one and two storey front, side and rear extensions & associated alterations

LOCATION : 9 Darlow Drive Biddenham Bedford Bedfordshire MK40 4AX

Resolved to object on the following grounds: The parish council views this proposal as over development of the site (massing).

The design would appear prominent within the street scene and have a detrimental impact upon the character and appearance of the area.

APPLICATION NO: 22/01109/FUL Full Planning Application

PROPOSAL: Installation of external lighting to Sales Arena.

LOCATION : Land At Deep Spinney Gold Lane And Duck End Lane Biddenham Bedfordshire

Resolved to object on the following grounds: The parish council views this lighting proposal as excessive and requests that the lighting be restricted to the hours of 8am to 6pm only.

APPLICATION NO: 22/01106/ADV Advertisement Application

PROPOSAL: Retention of 10 flagpoles, externally illuminated stack sign at site entrance and externally illuminated signage to sales office fascia

LOCATION : Land At Deep Spinney Gold Lane And Duck End Lane Biddenham Bedfordshire

Resolved to object on the following grounds: The parish council views 10 flagpoles as excessive and believes they will appear prominent within the street scene and have a detrimental impact upon the character and appearance of the area.

To note:

APPEAL BY: Red Eagle Securities Limited

PROPOSAL : Permission in Principle for the erection of an additional dwelling

PLANNING NO: 21/02312/PIP Planning Permission in Principle

LOCATION : Winteringham 15 Day's Lane Biddenham Bedford Bedfordshire MK40 4AD

- 14 **Business for future agendas (No actions can be taken on items not on the agenda)**
Cllr Bates put forward an item for crown lifting the trees on the service road off Bromham Road. Cllr Briggs will discuss this with those living on the street and request an agenda item depending on the feedback.
- 15 **Date of next meeting:** 12th July 2022 7.30pm – Biddenham Pavilion

BPC - Spend Against Budget 2022/23

BIDDENHAM PARISH COUNCIL



	YTD (Actual) Gross	YTD (Actual) Net	Annual Budget	Budget (Part year)	Variance
Precept Income	25,720	25,720	51,439		
Grass Cutting Income	2,239	2,239	2,250		
Bidwells Income	2,000	2,000	2,000		
VAT Refund	7,441	7,441	0		
CIL Receipts	60,527	60,527	0		
Bank Interest	0	0	25		
Total Income	97,926	97,926	55,714		
Employment Costs	3,263	3,263	16,984	3,490	227
Staff Costs	3,263	3,263	16,508		
Payroll	0	0	476		
Admin	296	295	2,353	483	188
Audit Fees	145	145	540		
General Administration	0	0	300		
Affiliation Fees/Subscriptions	0	0	813		
Website	121	120	500		
CLr Training	0	0	200		
Clerk's Training	30	30	0		
Insurance	2,946	2,946	3,250	250	250
Insurance	2,946	2,946	3,250	250	250
Highways, Parks and Open spaces	1,274	1,202	30,415	6,250	5,048
Street Furniture repairs	0	0	1,150		
Minor Highways works	0	0	500		
Grass cutting	0	0	17,000		
Lawn Treatment (Greenthumb)	131	131	265		
Grass Equipment Maintenance	433	361	1,500		
Tree surgery	220	220	4,000		
SSSI (Beds Wildlife Trust)	0	0	600		
Play Area Safety Inspection	0	0	300		
Play Area maintenance	490	490	700		
Christmas Tree & Illuminations s137	0	0	4,400		
Grants to community groups	0	0	1,500	308	308
St Mary's noticeboard	1,220	1,016	0		
Contingency	0	0	2,000		
Miscellaneous	1,220	1,016	2,000	411	-605
Total Outgoings	8,999	8,722	56,502	11,192	5,416
Year To Date Net P&L	88,928	89,204	-788		

BPC Pavilion - Spend Against Budget 2022/23

BIDDENHAM PARISH COUNCIL



		YTD (Actual) Gross	YTD (Actual) Net	Annual Budget	Budget (Part year)	Variance
Pavilion Car Parking charge		2,050	2,050	6,360		
Pavilion Hire fees		5,551	5,551	16,200		
Pavilion Cricket Club Fees		0	0	1,300		
Pavilion Other income	Parish Council Reserves	0	0	0		
Pavilion Grant income	Covid Grants BBC	0	0	0		
Total Income		7,601	7,601	23,860		
Deposits returned	Deposits returned	900	900	0		
Employment Costs	Pavilion Staff Costs	1,365	1,365	11,172	2,173	808
	Pavilion Utilities	1,558	1,558	3,750		
	PRS Licence	0	0	750		
	Pavilion Maintenance/Service/Inspections	447	417	6,500		
	Pavilion Cleaning materials	0	0	900		
	Pavilion Other	315	263	0		
Running costs		2,321	2,238	11,900	2,315	77
	Pavilion Induction Loop	1,554	1,295			
	Commercial oven	2,412	2,010			
		0	0			
		0	0			
Improvements		3,966	3,305	0	250	-3,055
Total Outgoings		8,552	7,808	23,072	4,738	-2,170
Year To Date Net P&L		-950	-207	788		