

Minutes of Parish Council Meeting held on Wednesday 11th May April 2016 at the Pavilion, Deep Spinney, Biddenham

Present: Peter Chase, Graham Bates, Chris Gee, Alan Jacobs, Jon Gambold, Krzys Osuch, Terry Platt, Francia Slade, Joe Warren, Borough Cllr Roger Rigby and the Clerk were in attendance. One member of the public.

1. Election of Chairman and declaration of acceptance of office

Cllr Slade proposed Cllr Chase and this was seconded by Cllr Bates. All members supported the re-election of Cllr Chase as chairman of the Parish Council.

2. Apologies for Absence

None

3. Declarations of interest

None

4. To approve the minutes of the previous meeting held on Wednesday 13th April 2016

It was resolved to approve the minutes.

Clerk

5. Matters Arising from Minutes

Cllr Bates agreed to accept delivery of the new sign for Observer Close. Once the sign was delivered the Clerk would arrange for the installation.

Cllr Platt reported that he would be visiting the stonemasons who built the Flore Wall and the sub-committee will meet again on Monday 23rd. Cllr Chase reported that he had collected information on the use of slate quarried from the Lake District.

6. Public Open Session (15 mins)

60 Bromham Road just past Baulk House is one of two properties being built. Mr Downing who owns the neighbouring property was concerned that the new building bears little resemblance to the original planning application. The Borough Planning department has advised that all the amendments have been carried out under non material consideration. In the original application the plan shows a full patio across the back of the property. However, block paving for cars now extends around whole of the house and up to the rear garage door. Retrospective planning permission will not be required.

Cllr Rigby reported that these changes are considered to be minimal by the Borough planning department and that is why it doesn't require planning permission. Cllr Rigby offered to meet with Mr Downing and pass his comments to the Borough.

RR

Speed limit – since the opening of the new bypass Bromham Road seems to have become a lot faster. The Parish Council will be reviewing speeding once the work is completed at Biddenham Turn. The police have been undertaking speed checks on Bromham Road and the surrounding area to see what impact the bypass has. The parish council were offered use of the mobile speed devices purchased from Ward Funds by Cllr Rigby and Gambold. **It was resolved** to install these on Bromham Road.

JG/RR

Plans have been put in place for a roundabout to the entrance to the old golf course however, the condition of the road is quite poor. Cllr Gambold reported that this will most likely all be repaired at the time as the new developments.

Should the new gates providing access to the countryside adjacent to the bypass be padlocked to prevent illegal encampments? Use of padlocks would not deter this type of encampment. The Borough council have now obtained an order which means any unauthorised encampments on Cowslip Meadow will be moved on within 24hrs.

7. To allocation areas of responsibility within the Parish Council as follows:

Election of Vice Chairman – Cllr Warren was nominated by Cllr Chase and seconded by Cllr Gambold.

Town and Parish Network – Graham Bates

Play Area Inspections – Karen Chase

Notice boards – Krzys Osuch and Graham Bates

Borough highways representative – Jon Gambold

Planning Groups – Joe to join the planning group with Francina Slade and Jon Gambold

Finance – Krzys Osuch

8. Annual Audit for financial year 2015-16

- (i) To note and approve the Annual Statement of Governance – **it was resolved** to approve the statement of governance and there were no areas of concern
- (ii) To approve the year accounts in section 2 of the Annual Return – **it was resolved** to approve the parish council accounts for 2015-16
- (iii) To note the internal auditor’s report and consider any recommendations. The report was noted; the only recommendation was to consider adopting new model financial regulations. The clerk offered to review the regulations and if necessary these would be incorporated into the current regulations and brought to the next meeting for consideration.
- (iv) To review the effectiveness of the internal audit and consider any amendments as part of the council’s risk management strategy

The Internal Auditor is completely independent of the parish council and provides a robust and in depth internal audit of the parish council’s procedures and accounts for the financial year. In addition, a member of the parish council carries out a yearly inspection of the accounts (mid-way through the financial year) and this is reported back to members of the PC at the next meeting. A draft budget is circulated to all members for consideration prior to the January precept meeting. Levels of reserves and spend against budget are considered at each council meeting. The parish council employs a part time Clerk who is CiICA qualified.

To note the council’s risk assessment policy – this will be considered at the June parish council meeting.

9. Bedford Borough Consultation – Dog control orders to consider a response

Cllr Bates proposed that the Pavilion field and the play area should be included in the Borough’s new orders. The footpath that runs from Elger Close to the service road should also be included. In addition, members proposed that the footpath between Franklyn Gardens and Hampden Court be included and would also seek the views of the Borough on including the section of Bromham Road that runs from the bridge to the golf course.

Clerk

10. Planning

Biddenham Upper School – the parish council considered this application which is part of the schools ongoing expansion as it becomes a secondary school and increases in capacity. School travel plan – Cllr Gambold, Slade and Chase would review the schools travel plan and consider a response to the Borough.

PC

JG

FS

11. Clerk’s Report

The report was noted; there were no matters arising. The revised hiring policy would be considered at the June parish council meeting.

Clerk

12. Financial Matters

(i) Accounts for approval – **it was resolved** to approve the accounts for payment listed below:

Ch No	Payee	£	Description
BACS			
BACS	BATPC	30.00	New Cllr training
BACS	Groundcare	180.39	Strimmer servicing and safety equipment
BACS	G Wiggs	135.00	Internal Auditor fee
BACS	T Horton	797.00	Repairs to 3 x shower units, descale home and away showers and drain down and refill hot water tank
BACS	Greenthumb	55.00	Lawn treatment
BACS	Came & Company	2510.38	Annual Insurance
BACS	Corinthian Stone	576.00	Clean and repair sundial and apply biocide to War Memorial
BACS	A Southern	16.41	Cleaning materials for Pavilion
BACS	BATPC	473.00	Affiliation Fees
	TOTAL	4773.18	

(ii) **To note the spend against budget**

The report was noted.

13. Matters in Progress

Flooding – Biddenham Turn and Kings Corner - there had been prolonged heavy rain but the localised flooding had subsided by the next day. Members still felt that the Borough should investigate further the cause of the problem as it has not been resolved.

JG

Footpath – near the school. There had been no further correspondence from the Borough since their original site visit last year. Members asked Cllr Gambold to contact the Borough again to see what progress had been made.

Road markings near the school entrance –this will be done as part of the Biddenham Turn road junction redevelopment.

Pedestrian entrance into Deep Spinney – Cllr Rigby has now met with the Borough and some additional works have been carried out. It has been agreed that a larger area will be cleared and planted with spring bulbs.

Cllr Bates thanked the borough councillors for arranging the removal of the two tree stumps near 2 Darlow Drive.

Members reported that the area where the Oak tree was felled (near to no 63 Main Road) needs backfilling with soil and the new shoots removing.

Clerk

Cllr Slade asked permission to plant some blue bells on the grass verge near 63 Main Road – members approved this request.

FS

SSSI – Cllr Platt offered to take a look at the new information board adjacent to the SSSI.

TP

Bulb planting on left hand side of the Gold Lane roundabout – the clerk to obtain quotes for consideration at the June meeting and would include costs for mechanical planting.

Clerk

Coffin Path –Cllr Chase has asked Chris Jones for a quotation for proper re-instatement of the path. So far there has been no further correspondence between Bidwell’s and the Parish Council or the Biddenham Society. The parish council will be seeking costs for re-instatement of the coffin path to be met by Mr Wingfield.

PC

14 **Parish Concerns**

Footpath opposite Darlow Drive – the path is quite uneven and the camber of the path makes it difficult to push a buggy along, the path also requires strimming as it is quite overgrown in parts and children use this path coming from Queens Park to school. **It was resolved** to ask Chris Jones to look at the path and liaise with Beds BC should any work be required. The clerk would provide contact details for Chris to Cllr Warren.

JW

Parking on Biddenham Turn – the Borough had asked the developers not to park on Biddenham Turn and it looks like the problem has been resolved but please report any problems to the Clerk or Cllrs Rigby and Gambold.

Parish Website – Cllr Warren asked what other members thought of the parish website. His opinion is that it is not very inspiring and could do with upgrading. The clerk currently maintains the website and endeavours to provide accurate information but if local organisations do not pass on the details this is not possible. Similarly, it is up to individuals/councillors and groups to provide the Clerk with news items for the council website. Cllr Chase and Gee had discussed the possibility of the parish council having a Facebook page. The clerk reported that several local parish councils do have a Facebook page however it is important that an administrator checks the page regularly as anyone can post onto the FB page and occasionally posts have to be removed from the site. Cllr Warren offered to provide a brief report on his ideas for the website and would report back at the next meeting.

JW

15 **Date of next meeting: Wednesday 13th July**

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 Approved by Chairman 13th July 2016