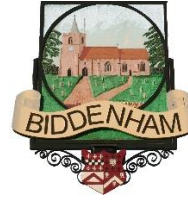


BIDDENHAM PARISH COUNCIL



Minutes of the ANNUAL meeting of BIDDENHAM PARISH COUNCIL held on 7th May at 7.30pm in St James's Barn, Church End, Biddenham, MK40 4AS.

MINUTES

Present: Cllrs Stewart Briggs (Chairman), Peter Chase, Laura Simmonds, Harry Fowler, Chris Gee, Simi Otukoya (arrived for item 6 onwards).

In attendance: David Brough (Clerk), Borough Councillor Jon Gambold, and three members of the public.

1 Election of Chairman

It was **resolved** to elect Cllr Stewart Briggs as Chairman for the coming year and the Acceptance of Office form was signed.

2 Election of Vice Chairman

It was **resolved** to elect Peter Chase as the Vice Chairman for the coming year.

3 Apologies for Absence: Caroline Cross (Away), Helen Humphreys (Away), Francia Slade (Unwell).

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

5 To approve the minutes of the parish council meeting held on 2nd April 2024.

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

6 Public Open Session

- Two members of the public spoke in relation to unsafe/antisocial parking at Deep Spinney/Franklyn Gardens.
- The Chair of The Biddenham Society provided information related to item 14.

14 The Biddenham Society Objectives

This item was brought forward in the meeting to allow discussion with the Chair of The Biddenham Society, who presented the proposed changes to their objectives.

To consider providing feedback on proposed new objectives for The Biddenham Society – request received from the Chair of the society.

Councillors welcomed the Society's widening role to develop and strengthen community cohesion and the overall extension of objectives. Councillors kindly requested a change from "to lead" on development/planning issues to being a "key voice", to which the Chair of the Society agreed was reasonable.

7 Clerk's report on matters in progress

Key items of note:

- Pavilion solar panels: Installation of the solar panels is expected shortly. The battery has not yet arrived and will be installed at another date.
- Trees For Streets: The 14 new trees on Biddenham Turn were planted by BBC, but not in the agreed locations. Specific bollards have now been removed and the Clerk is continuing to chase BBC to carry out relocating them.
- Stoning of the "Red Gate" right of way: Still awaiting a date from the borough council.
- Parking restrictions on Gold Lane/Duck End Lane: The Clerk is chasing BBC Highways about the parking restrictions on Gold Lane and Duck End Lane from last year. Clerk to also follow up on why the Gold Lane resurfacing is being delayed again; the previous delay was to wait for the development to be completed so that construction vehicles didn't damaged the new surface – however, Gold Lane is not being used by these vehicles.

- Average Speed Cameras: A site meeting between councillors and BBC Highways is being arranged. This is to discuss the options for road coverage in advance of BBC creating the feasibility assessment (design).
- St Mary's speed sign: Waiting for the developer to send through the agreement before the columns for the speed sign can be installed.

8 **Committee membership and representatives**

The following changes were made to committee memberships and representatives – additions in **bold**:

Finance Committee: Cllrs Briggs, Slade, **Fowler, Chase, Humphreys**.

Pavilion Committee: Cllrs Briggs, Gee, Simmonds.

Personnel Committee: Cllrs Briggs, Fowler, Gee.

Village Hall representative: Cllr Briggs.

Planning area representatives: Matrix of roads vs councillors available on request.

9 **Borough Councillor Report**

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

10 **Financial Matters**

To approve payments, note receipts, and receive the "Spend vs Budget Analysis" and balances.

Resolved to approve the payments in the appendix. The "Year End" Spend vs Budget Analysis and the balances were noted. It was discussed that the borough council still had not provided the calculation of the next CIL installment, which is potentially going to be capped due to government CIL rules. The lack of information is making it difficult to plan how much CIL to assign to various projects. Also discussed was the Grass Cutting grant received from the Wingfield Estate, which has not increased for inflation in several years. Clerk will request an increase in line with the current costs for cutting.

All documents are available in the appendix.

11 **Meet-and-greet event**

Proposal from Cllr Briggs: "To consider facilitating a meet-and-greet event for local clubs/organisations as part of the Parish's future work plan."

It was agreed that Cllr Briggs and the Chair of The Biddenham Society would discuss potentially combining an approach for this event.

12 **Biddenham Village Hall CIL request**

To consider adding the request for CIL funding from the Biddenham Village Hall Management Committee to the project list for scoring. The project comprises of installing an electric heating system, upgrading the lighting to LED panels, and an upgrade to 3- phase electric supply.

The councillors reviewed the documents provided for the CIL funding request. It was agreed that Cllrs Chase and Gee would complete the initial CIL scoring assessment using the approved spreadsheet template. The request will then be added back to an agenda once the initial scoring is complete.

13 **The Loop magazine**

To agree a request from The Loop magazine for assistance with printing costs for the June edition. 1700 copies at a cost of £525. This item is part of the approved budget for 2024/25.

It was **resolved** to approve financial assistance up to £575 in case of distribution costs.

15 **Pavilion Solar Panels – surge protection**

To consider a £450 additional expense for surge protection for the new solar panel system due to a "Change in regulations since the order acknowledgement 'recommending' that a surge protection device (SPD) is added to every new system. This is not a 'requirement' and therefore was not included in the older proposals".

Following advice from an independent electrician in relation to costs and necessity for the surge protection, it was **resolved** to approve the additional expense.

16 **Tree Maintenance – Darlow Drive**

To agree whether to seek quotes for maintenance works to the lime trees on Darlow Drive.

Councillors considered advice from the borough council tree officer that "crown reductions can put the trees under stress and make them more susceptible to diseases/pathogens which can shorten their lifespans" – the borough are responsible for the land and trees in question. Further, a tree surgeon quoting for the works would not perform the works for the same reason. It was therefore agreed not to

proceed with seeking more quotes. One of the issues noted was that school buses were using Darlow Drive and hitting the tree branches; Clerk will ask the school if this is supposed to be the route used by buses.

17 **Planning applications**

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

APPLICATION NO: 24/00625/LBC Listed Building Consent Application

PROPOSAL: Replace all windows and french doors with classic casement in keeping with period to improve insulation and aesthetic

LOCATION : 41 Main Road Biddenham Bedford Bedfordshire MK40 4BD

APPLICATION NO: 24/00498/S73A Retrospective planning permission Application

PROPOSAL: Two storey front, side and rear extensions, loft conversion with front, side and rear dormer windows and front portico. Revised scheme to include alterations to window arrangement and stonework around the front elevation, Installation of front & rear balcony, vehicle access and front boundary treatments (development already carried out)

LOCATION : 32 Biddenham Turn Biddenham Bedford Bedfordshire MK40 4AZ

Resolved to object to the above planning application on the following grounds: The enormous portico balcony is out of scale and not in-keeping with other houses along the street. It is overbearing in nature, which, along with the incongruence, will be detrimental to the street scene. The parish council also has concerns with the intrusion on privacy for neighbours due to being overlooked by the balcony.

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

Proposal from Cllr Gee for a future agenda: To agree a 5-year Pavilion maintenance plan – to be first reviewed by the Pavilion Committee and then placed on an agenda.

Date of next meeting: Tuesday 4th June 2024 at St James' Barn

BPC - Payments May 2024

Date Paid	Category	Payee/Payer	Desc	Transfers	Receipts	Payments Gross	Cashbook Balance	Bank balance			
Unity Trust - BPC							£	91,605.16	£	91,605.16	
02Apr2024	Pavilion Utilities	Direct Debit (BRITISH GAS)	Pavilion Electrics			£	325.86				
02Apr2024	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green			£	25.17				
08Apr2024	New Pavilion playground	ProLudic	2nd installment			£	87,209.65				
08Apr2024	Pavilion Maintenance/Service/Inspections	CYAN	Memorial bench arm			£	64.00				
08Apr2024	Trees For Streets	BBC	Bollard removal			£	618.55				
08Apr2024	Grass Equipment Maintenance	AMF SERVICES	Roller (Part 2)			£	629.17				
08Apr2024	Grass cutting	Chris Horne Garden	March			£	421.20				
09Apr2024	VAT Refund	HMRC		£	30,704.52						
11Apr2024	Pavilion Utilities	Direct Debit (DYCE ENERGY)	Pavilion Gas			£	342.93				
12Apr2024	Minor Highways works	BBC	Biddenham Turn Speed Sign column			£	235.47				
15Apr2024	Precept Income	BBC	Precept - 1st half	£	30,522.50						
19Apr2024	General Administration	Bidd PCC	Room hire for meeting - Apr			£	20.00				
19Apr2024	General Administration	D Brough	Voxi - Monthly phone			£	10.00				
22Apr2024	General Administration	Palmer Solicitors	Cricket Club - legal fees			£	921.00				
22Apr2024	Deposits returned	N/A				£	75.00				
22Apr2024	Deposits returned	N/A				£	75.00				
22Apr2024	Pavilion Maintenance/Service/Inspections	CRF ELECTRIC	External LED lighting				280				
24Apr2024	Bidwells Income	The Biddenham Estate	Annual grass cutting income	£	2,000.00						
30Apr2024	Pavilion Utilities	Direct Debit (BRITISH GAS)	Pavilion Electrics			£	186.61				
30Apr2024	Staff Costs	Multiple				£	3,034.69				
01May2024	Lawn Treatment (Greenthumb)	Greenthumb	Monthly - Village Green			£	25.17	£	60,332.71	£	60,332.71
NotYetPaid	General Administration	D Brough	Passport photo - Land Registry form			£	10.00				
NotYetPaid	Pavilion Rear Windows	LJ PROPERTY	Deposit			£	2,150.00	£	58,172.71		
Unity Trust - Pavilion							£	705.33	£	705.33	
02Apr2024	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£	525.00						
02Apr2024	Pavilion Utilities	Direct Debit (E.ON NEXT)	Electrics Green			£	12.76				
02Apr2024	Waste collection	Direct Debit (BEDFORD BOR COUNCI)	Bin emptying			£	34.84				
19Apr2024	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£	550.00						
22Apr2024	Pavilion Utilities	Direct Debit (ANGLIAN WATER BUSI)	Water			£	20.00				
25Apr2024	Pavilion Utilities	Direct Debit (BT GROUP PLC)	Broadband			£	54.36				
26Apr2024	Pavilion Car Parking charge	CIRCLE HEALTH GRP		£	500.00						
01May2024	Waste collection	Direct Debit (BEDFORD BOR COUNCI)	Bin emptying			£	19.34				
02May2024	Pavilion Utilities	Direct Debit (E.ON NEXT)	Electrics Green			£	14.53				
03May2024	Pavilion Hire fees	Multiple	02/04/2024 to 03/05/2024	£	3,342.25			£	5,466.75	£	5,466.75

BPC - Balances - May 2024

	£	
Unity Trust	118,505	
CCLA Savings	2,746	
C&C Savings	150,000	
Total funds held	271,252	
 <u>Allocation of Balance Sheet</u>		
CIL Monies - Part 1	113,070	
CIL Monies - Part 2	31,201	
Budget left to spend (Estimate)	65,000	
General reserve	61,981	Balancing figure
VAT refund due	0	