Parish Council
Thursday 18-Jun-2020 @ 19:15
Dave Law Sports Pavilion, Park Crescent, Stewartby

MINUTES

1: Apologies for absence
Cllr Hill

2: To receive declarations of interest in items on the agenda
Cllr Law declared an interest on a planning application

3: Public Question Time
N/A as meeting was held via Zoom due to the Covid 19 outbreak and lockdown

4: Minutes Approval
The minutes of the last Parish Council meeting held on the 21st May 2020 were agreed verbally and signed by the Chairman and
posted to the Clerk.

5: Chairman's Report
Cllr Symonds reported on the following:
Risk Assessments for the VH and Pavilion have been carried out and a number of items need to be done.

6: Boroughs Report
Cllr Hill sent his report prior to the meeting.
Cllr Symonds would like to thank Cllr Hill for his help with the bus station which now has seats and the pot holes in Churchill
have now been fixed.

7: Authorise cheques for payment
A list of payments was sent to the Councillors to be paid by bank transfer. Cheques for HMRC and Bedfordshire Borough Council
were placed in the post to the Chairman.
Cllr Rogers queried the invoice from Warners regarding the watering of baskets. Clerk to check what we paid last year. Cllr
Rogers also queried the invoice for uniforms as this was not bought up in the PC meeting last month, Cllr Burnage agreed. Cllr
Melville mentioned that it was discussed at the sub-committee. Cllr Burnage added that the money should be taken from the
Pavilion budget. Cllr Law added that it will need to be agreed in the PC meeting. Cllr Rogers asked why do they need the
uniform. Cllrs Symonds responded that it was due to H&S. Cllr Melville added that our staff should be identifiable. Cllrs Law,
Symonds, Melville & Birch agreed to pay the uniforms. Cllr Burnage expressed concerns that payment for the uniforms would
have already been agreed at the sub-committee meeting and if the remaining 3 Cllrs did not agree than the Chair has an
additional vote. Cllr Birch asked who could join the committee, Cllr Law added that its been the same for around 16 months and
they meet with the developers etc. Cllr Melville added that there have been at least 5 meetings in the last week and it would
not be feasible for all to attend.
Cllrs Law and Cllr Burnage would like Warners invoices 14208 & 14218 held until prices for watering the baskets are queried.
Cllr Symonds asked whether we could give a donation to Wootton Charities, Cllr Law asked what was their capital they work
with, Cllr Symonds added they receive all their money from the bottle bank, allotments and hiring. Cllr Burnage asked how
much money we had in the pot. Cllr Melville suggested £300, Cllrs Law, Birch and Symonds agreed. Cllr Burnage asked for a
letter to be sent to the Clerk asking for a donation. All other invoices were approved to pay

7.1 Quote from Andy Muskett to paint street lights
Cllrs agreed for the lamp posts to be painted. Clerk to advise Andy to go ahead and match the current green

8: Planning Applications

17 Stewartby Way, they wish to add cladding to the back. A few Cllrs were concerned with the cladding at the back and the
finish as the property is in the conservation area. Clerk to respond to Planning.
20/01216/FUL 68 Stewartby Way, Cllrs accepted.
Cllr Law mentioned that a house in Churchill Close has solar panels on the roof, Cllr Burnage added that they have been up there
a long time. Cllr Burnage mentioned that we should be allowed to have solar panels on the VH roof.

9: Covid 19 Risk Assessment

Cllr Melville reported that we need to look at RA due to Covid 19, there will be a template RA for PCs that will come out next
week and we can adapt. Cleaning after each hirer has left the Village Hall and applying a cleaning fee to hirers, hand sanitisers in
the entrance, toilets with lids and paper towels.

10: Grant for Ramp

Cllr Law asked for a hearing loop for the VH and a ramp at the side door, the majority of the money should be able to come
through the grant. 2 boxes are over £100 each. Cllr Law to apply, Cllrs agreed.

11: Amenities

11.1) Highways/Lighting
Cllr Burnage added that the trees in Alexander are affecting the signal on the satellites, is there a quote to trim the trees? Cllr
Symonds has a meeting on the 25th June to discuss. Cllr Burnage added it was our land and we have done it before, Cllr Symonds
added that he needs permission from the tree officer.
11.2) Recreation Area & Memorial Park
Cllr Law sent a quotation earlier for the memorial garden to the Cllrs. Cllr Burnage queried the upkeep to the benches, Cllr Law
went by the Crematorium costs. Cllr Melville added it was a long commitment for the PC to maintain the benches and suggested
15 years. Cllr Law added there was no reason why we cannot maintain for 25 years. With regards to the wall plaque the Parish
maintain the wall the plaque is on and the weeds surrounding. Cllrs agreed to 20 years. Money will be collected up front and
ringfenced. Cllr Burnage asked whether we replace the plaques if they were stolen? Cllr Symonds and Cllr Law confirmed they
would replace them. Clerk to keep a register and a layout of the plaques. Cllr Law to amend prices, Cllrs agreed.
Cllr Symonds advised that based on the ROSPA report, there is a lot of damage to the bridge which needs attending to urgently.
The carpenter has quoted of £875, Cllrs agreed to go ahead.
11.3) Newsletter
Cllr Melville would like to put together a newsletter in August, deadline 7th August. Cllr Law will write an article on the sports
field and memorial garden. Cllr Melville suggested village lock down stories, Cllr Birch to place request on the website. Cllr
Symonds to get an update on the Co op and Dominos.
11.4) Sports Field
Cllr Symonds is waiting for a quote on the nets and goal posts.
Cllr Law will be obtaining prices for folding tables and chairs as easy to store.
Persimmons still have outstanding work at the sports field. The water is coming in under the doors and a French drain will be
fitted.
Cllr Symonds added that there are gaps in the ceiling of the boiler room, quote for £145 needs to be invoiced separately.
Signage installation date is 1st July 2020.
Cllr Burnage added that she saw something on facebook regarding football clubs booking, Cllr Symonds advised that all nonleague games have been cancelled.

11.5) Village Hall
Cllrs Symonds is waiting for Danny to come back to him regarding outstanding jobs. Cllrs suggested finding someone else if he
isn't responding.
Cllrs agreed to D & D Crozier Decorators to carry out the painting.
11.6) Policing
Cllr Melville reported that we have 2 PCs in our community and we also have a new Sargent, Inspector and Chief Inspector

12: Date of next meeting

Thursday 16th July 2020 at 7.15pm.

13: Close of meeting

Meeting closed at 9.35pm