# Parish Council
Thursday 17-Dec-2020 @ 19:15
Dave Law Sports Pavilion, Park Crescent, Stewartby

## MINUTES

### 1: Apologies
No apologies for absence were received.

### 2: Declarations of Interest in items on the Agenda
No declarations of interest were declared.

### 3: Public Participation
No members of the public were present

### 4: Minutes of the previous meeting
The minutes of the last Parish Council meeting held on the 15th November 2020 were agreed verbally, signed by the Chairman, subject to the following amendment requested by Cllr Symonds:
11.4 Sports Field
Persimmons have currently paid £12k for repairs to the sports field pitches and there is a further payment of £1010 to be made.

### 5: Matters arising from previous minutes
Cllr Hill advised the meeting that the repairs to the old A421 have been delayed because of the Green Lane works starting on the 4th January 2021. This will be followed by works by Anglian Water in February. Cllr Burnage raised concerns about the pot holes.

### 6: Chairman's Report
Cllr Symonds recorded the Parish Council's thanks to Niki Thompson for standing in until a new had been appointed.
There has been no progress with Cloudwing. A meeting is to be arranged for early in the New Year.
Cllr Symonds commented on how nice the village was looking with the Christmas Tree and lights.
Cllr Burnage advised that some residents on Hansons Reach had queried why there were no lights there. The Council will look into extending the lights there once the site has been completed and roads adopted.

### 7: Report from Bedford Borough Council
Cllr Hill wished members a Merry Christmas and advised of Bedfordshire's move to Tier 3 from Saturday at 00:01. In the past week 11 per 1000 Covid cases have been recorded in Elstow and Stewartby.

Cllr Burnage advised Cllr Hill of an issue with a blocked drain in Alexander Close which is a potential flood risk and has yet to be resolved.

### 8: Clerk's Financial Report
The Clerk advised the meeting of the invoices that were due to be paid and talked them through the revised report. The balances of the Parish Council and Sports Fields account were shared with members.

Cllr Law advised that the litter picker's salary had not been added to the BACS Report. They should be paid for 12.5 hours at £10.50.
The Clerk requested that HMRC contributions should be paid via BACS instead of cheque. The Councillors approved this change.
The Clerk advised that there was still some work to do on the accounts and that these would be updated for the New Year.

Cllr Melville expressed his concern that the Council had not seen a set of accounts for many months however he noted that this was not a reflection the new clerk. The Clerk advised that no VAT Returns have been completed for twelve months. This will be a
priority in January 2021.

Cllr Burnage questioned why the Chairman continued to receive an allowance of £100. Cllr Burnage was advised that this was for attending meetings and dealing with issues.
Cllr Rogers asked if the Parish Council had received the monies from HMRC following the significant tax refund that

they had paid to the previous clerk.

A letter has been received from the Pensions Regulator. The Clerk advised that she thought this maybe connected to the Parish Council needing to setup an auto-enrolment pension scheme. Letter to be passed to the Clerk.

Cllr Burnage asked whether the Parish Council could apply for the National Leisure Recovery Fund. The Clerk advised that the Council were not eligible to apply as they sports provision is not outsourced.

## 9: Quotations for authorisation

There were no quotes for consideration.
Cllr Law to chase quotes for signs and coverings for the skirting boards in the Village Hall

## 10: Planning Applications

Planning reference 20/00403/M73 – relates to a variation of the play area. No comments to be submitted from the Parish Council.

Cllr Melville referred to an application for a proposed office block on the B530. No issue with the redevelopment of the site however the design is not in keeping with the surroundings. Cllr Birch felt that any redevelopment would be an improvement.

Planning Decisions:

Planning reference 20/02378/LDP – certificate to confirm that the details submitted do not require planning permission (proposed change of use from domestic storage building to commercial/employment use: canine aqua therapy pool and pool filtration system (housed within building).

## 11: Amenities

11.1 Highways/Lighting
A full list of the street lights has been sent to Bedford Borough Council. At the current time, five bulbs are out and have not been replaced.
A request has been received from Bedford Borough Council (Highways) to increase the grass cutting. This relates to a piece of land near to the Co-op. The Parish has been offered £35 per cut. Cllr Burnage asked how much it would cost to cut this area. Cllr Symonds is awaiting a quote from Warners however the Council felt tat this is something they should agree to.
11.2 Recreation Area
Cllr Symonds advised that the play apparatus at The Crescent had been repaired and that the wood would be sealed on Monday. The Zip Wire beam will also be tested as it is thought that the wood is rotten. The seat has been taken off until it has been certified as safe to use. The beam may need to be replaced.
11.3 Newsletter
Cllr Melville advised that the Newsletter had been good because of the contributions that had been received. The only concern is that it is not being distributed quickly enough. The next Newsletter will be due at Easter.
Cllr Melville also raised concerns about the Wixams Newsletter that was being distributed in Green Lakes Rise. It was felt that this is confusing for residents and that they should be aware of the Council's concerns.
11.4 Sports Field
Cllr Law dealing with signage.
Trees at the Sports Field to be reviewed in the New Year. Mulch has been added to the beds which is looking good.
As Bedfordshire moves into Tier 3, football can go ahead however there is a rule of three in the changing rooms and there must be no spectators.
Cllr Burnage asked whether any progress had been made on getting a white line painter
11.5 Village Hall
Leak in the flat area has been resolved. Awaiting further news on the contracts.
11.6. Policing
Cllr Melville responded to the OPCC Survey as the Council did not receive it until late. The main areas of concern are speeding and anti-social driving.
Cllr Law reported that the litter picker had found drug paraphernalia near the bottle bank. Cllr Law will ask the litter picker to take photos.

## 12: E-mail Accounts

Cllr Melville asked that all Councillor's should use there .gov e-mail account from January. Cllr

Melville will resend the e-mail and Cllr Birch and James Stirling are also able to assist if there are any problems.

### 13: Parish Council Surgery
Deferred to the meeting on the 21st January 2021.

### 14: Community Events 2021
Deferred to the meeting on the 21st January 2021.

### 15: Funding – change of speed on B530 Kempston Hardwick
Deferred to the meeting on the 21st January 2021.

### 16: Hearing Loop
Cllr Law confirmed that she has accepted the £500 Disability Grant from the Bedford Borough Council for the hearing loop cabling. This item needs further discussion at the next meeting.

### 17: Risk Register
The Clerk raised concerns about the data on the laptop not being backed up. The Clerk also suggested that the Parish Council should put together a Risk Register for example to consider loss of funding.

### 18: Tree Planting
The Council were advised that the Police will close The Crescent for a day in the new year to allow for two willow trees to be cut down.
E-mail has been received from a resident asking if the Parish Council will be replacing the trees that have recently been cut down. Tree planting will be reviewed once the Council has further information on developments and road redesign.
Cllr Symonds will contact Bedford Borough Council to see if a letter can be sent to residents reminding them that they live in a conservation area and that trees should not be removed unless dangerous and that grass footage should not be removed.

### 19: Co-op Grants
Cllr Banks has spoken to the new Manager and he has advised that the Parish Council can apply for two grants each year of £2.5k each. There is also a national grant of £250 per year.

### 20: Items of an URGENT nature for inclusion on the next/future Agendas
None

### 21: Close of Meeting and items for the next Agenda
• Hearing Loop
• E-mail Accounts
• Parish Council Surgery
• Community Events 2021
• Funding – change of speed on B530 Kempston Hardwick
Meeting closed at 9.31 pm.

### 22: Date and Time of Next Meeting
Budget Meeting: Thursday 7th January 2021 @ 7.15 pm
Parish Council Meeting: Thursday 21st January 2021 @7.15 pm