Parish Council
Thursday 17-Mar-2022 @ 18:30
Dave Law Sports Pavilion, Park Crescent, Stewartby

MINUTES

1: Apologies
Apologies for absence were received from Cllr Burnage. Cllr Hill also tendered his apologies.

2: Declarations on Interest
None

3: To consider any applications for dispensation
None

4: Public Participation
Nathan Hayward and Chris Cox attended the meeting as the new Parish Council Caretakers.

5: Minutes of the previous meeting

6: Matters arising from previous minutes
None

7: Chairman's Report
Cllr Melville congratulated Cllr Burnage on the safe arrival of her baby daughter.
He also introduced Nathan Hayward and Chris Cox to the Parish Council Team.
The Parish Council was advised that the balcony works at the Village Hall were progressing well and that work was likely to be completed well in advance of the original timescale. As a result of this work, it has been identified that there is a problem with the Village Hall roof that is likely to have occurred during the recent storms. A quote for this work will be considered at the next meeting and enquiries are being made to see if it is covered by the insurance.
Cllr Melville advised that Niki, Village Hall Clerk, recently had an accident and badly damaged her wrist. Nathan and Chris are covering the operational aspects and Niki is continuing with the administrative side.
The Council was given an update on the Travellers Site at Kempston Hardwick. Cllr Melville has requested a meeting involving all parties from Bedford Borough Council.
Cllr Melville informed the meeting that there had been some complaints from residents about the state of the Memorial Garden. This area needs some attention and the paths need tarmacking. Cllr Melville will obtain a quote for this for future consideration.

8: Report from Bedford Borough Council
Cllr Hill's report was noted.

9: Clerk's Financial Report
9.1 Authorise payments for BACS transfer
The Clerk advised the meeting of the invoices that were due to be paid and talked them through the report

The Clerk also recommended that the following bank transfers be made:
Date From To Amount Reason
16.03.2022 90675911 00687758 £6,000.00 Rent received fromVH Flat
16.03.2022 90675911 00687758 £3,003.60 Ward Fund monies for outdoor gym
16.03.2022 90675911 00687758 £480.00 Ward Fund monies for Stewartby Running Club
16.03.2022 30201596 20311413 £1,044.00 Room hire fees paid into the wrong account by customer

9.2 Accounts
Members were advised that as at the 9th March 2022, the balances of the Parish Council and Sports Fields accounts were as follows:
£47,191.87
£12,291.97
£17,878.66
£573,992.54

9.3 Budget Monitoring Reports

The Budget Monitoring Reports were noted and will be considered when looking at quotations for authorisation.

9.4 Bank Reconciliation
The Clerk advised that the bank reconciliation has been completed up to the end of February 2022.

9.5 Income & Expenditure Account for the Christmas Fair 2021

The Income & Expenditure Account from the Christmas Fair 2021 was noted. It was RESOLVED that the balance of £644.36 would be transferred from the main Parish Council account to the savings account.
9.6 Risk Assessment
The Council considered the Risk Assessment from 2011

9.7 NALC Pay Award from April 2021

10: Quotations for authorisation

10.1 Village Hall Basement

10.2 Village Hall Drains and Path
Cllr Serino will obtain a quote for the path for consideration at the next meeting.

10.3 Events Expenditure
Cllr Melville advised that the Jubilee Event was going to cost approximate £3,000

10.4 Memorial Gardens

10.5 Quote for putting up and taking down the Jubilee Flags

10.6 Caretaker's Equipment

10.7 Prepaid Debit Card

10.8 Asbestos Survey
The Clerk advised that the Caretaker should attend Asbestos Awareness training as he will be managing any building works.

10.9 Caretaker Training
Nathan will also undertake an online Legionella Awareness training at a cost of approximately £30 and a Play Area Inspection Course with ROSPA (£270 + VAT plus exam fee of £105 + VAT).

11: Planning Applications

Cllr Law updated Councillors following a meeting that was held on the 16th March 2022 with FCC (Environmental) Ltd regarding the use of the railway sidings.

The Council expressed their concern about this potential development.
On receipt of the formal planning application the Parish Council will seek the views of the local residents in order to collate a comprehensive response.

12: Amenities

12.1 Highways/Lighting
Cllr Law advised that there was nothing to report apart from a pothole near the Brick Works.
12.2 Recreation Area
Cllr Melville advised that the gate to the play area at the Sports Pavilion was broken. A quote should be sought from Miracle Design & Play for Repair.
12.3 Newsletter
Copy deadline noted as 18th March 2022. Poster for the Jubilee Event will need to be included, a "save the date" feature for future Parish Council events and also an introduction to the new Caretakers.
Cllr Law will also include something about the planning issue above.
12.4 Sports Field/Pavilion
Warners will carry out the works to the Football pitches later this month.

The Council considered a request for a long-term booking of the Sports Pavilion for a Pre-School.
This was agreed in principle however further meetings will need to take place.
12.5 Village Hall
Cllr Barrett advised that a company will be vising the Village Hall and the Sports Pavilion on the 25th March 2022 to provide a quote for the maintenance of the fire alarms.
12.6 Policing
None
12.7 Covanta

13: Outdoor Gym Project

14: Parish Council Surgeries – 5th March 2022

The main issue that residents were concerned about was the use of drugs. This intelligence has been passed to the Police.
The next Parish Council Surgery will be held on the 2nd April.

15: Website, Facebook and communication within the community

The Clerk will receive training on the website and consider how this can be best used.

Cllr Melville will investigate why there appears to be two Parish Council Facebook pages.

16: Branded Clothing for Councillors for Events

17: New Councillor Training Dates

18: Report from Sports Pavilion Sub-Committee

19: Close of Meeting and items for the next Agenda

Meeting closed at 8.53 pm.
Items for the next Agenda:
• Quotes for Bench

20: Date and Time of Next Meeting

Thursday 21st April 2022 @ 6.30 pm