MINUTES

1: Meeting Header
Meeting Name: Parish Council
Date: Thursday 17th November 2022
Time: 6:30pm - 8:30pm
Venue: Sports Pavilion, Park Crescent, Stewartby
Chair: Lee Melville

2: Apologies
Present:
Cllr Melville (Chair), Cllrs Barrett, Serino, Banks, Nelsey and Tilly Bartens (Clerk).

Apologies:
Apologies were received from Cllrs Law and Burnage.

3: Declarations on Interest in items on the Agenda
None

4: Applications
To consider any applications for dispensation
None

5: Public Participation
[Record any public questions, statements, or petitions. Include the name of the speaker (if they consent), a summary of their statement/question, and any response given.]

6: Minutes of the Previous Meeting
The Council RESOLVED that Cllr Melville should sign the minutes of the last meeting of the Parish Council held on the 20th October 2022 as a true and accurate record.

7: Matters arising from Previous Minutes
Village Hall Subsidence
The Parish Council is awaiting the report from the Insurers following their recent visit.

Fire Door Works at Village Hall
Cllr Serino advised the meeting that a date for the works to be completed had not yet been confirmed with the contractor.

Cableway Remedial Works
The Clerk advised the meeting that Timberplay would be on site on the 21st November 2022 to complete these works.

Auto-enrolment Pension Scheme
The Clerk confirmed that the auto-enrolment pension scheme had now been setup. The direct debit mandate was signed by Cllr Melville at the meeting.

8: Chairman’s Report
Cllr Melville advised that the bollards at the Village Hall had been partially completed however permission from the homeowner of 13 Stewartby Way had not been sought as previously agree.

It was RESOLVED to write to the homeowner to seek permission however if they refuse then the works that have already been undertaken will need to be rectified. Warners will still maintain the grass.

The Chair also advised the meeting that the consultation to move from a three to a two-tier education system was now open. He is meeting with the CEO if the Chiltern Learning Trust to discuss the matter further.

It was RESOLVED that the Parish Council would formally respond to the consultation once the Chair had met with the CEO.

Cllr Melville provided an update on the Quest Pit application and advised that he would be meeting with the development team on Wednesday. Cllr Banks will also attend this meeting.

It was RESOLVED that the Council will need to strongly object to the application given the proposed highways design.

The Traveller Site is an ongoing concern for the Police. Cllr Melville will be attending a meeting of all relevant parties in the next few weeks and will provide Councillors with an update.

Cllr Melville asked the Council to fund Christmas meal for the caretakers.

It was RESOLVED that this should be extended to all employees. The Clerk declined this kind offer.

Cllr Melville expressed his thanks to Cllr Banks for conducting the Remembrance Service. This was received positively by the community and over 30 people attended.

9: Report from Bedford Borough Council

Cllr Hill's report was noted.

10: 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. It was RESOLVED to authorise all of the payments as per the BACS Report with the addition of the invoice for the BMX Track survey.

It was RESOLVED that 75% of the invoice from Wave should be invoiced to the Stewartby Bowls Club.

9.2 Accounts
Members were advised that as at the 31st October 2022, the balances of the Parish Council and Sports Fields accounts were as follows:
£50,626.37
£22,428.50
£37,590.39
£526,349.79

9.3 Budget Monitoring
The budget monitoring reports were considered. The Clerk advised that the Sports Pavilion budget was on track however there were some areas of concern for the main Parish Council as follows:
• Open Spaces – the expenditure in this area has increases due to the new paths in the Memorial Garden. These works had not been budgeted for in the 2022-23 financial year.
• Village Hall – the Parish Council has incurred significant expenditure in this area due to the balcony works.
• Misc – this includes expenditure for the Jubilee event and the outdoor cinema. The Council is expecting some revenue from the outdoor cinema event from ticket sales and stallholder fees.

It was RESOLVED that the Council will continue to monitor and review expenditure and take remedial action where necessary.

9.4 LGA Pay Award 2022-23
It was RESOLVED that the pay award that has been agreed with effect from the 1st April 2022 would be implemented.

It was further RESOLVED that the Caretakers would move across to the NJC Rates of pay. Spinal point 9 -12. They will move to point 9 with effect from the 1st December 2022 and any further progression through the scale will be dependent on the satisfactory outcome of annual performance reviews

11: Quotations for authorisation

10.1 BMX Track
Cllr Melville advised that only one company would undertake a site visit and quote for the works.

It was RESOLVED to accept the quote from JB Extreme Landscapes (design 3) at a cost of £47,000.

This will be funded from the Sports Pavilion monies. The quote for an additional £1,000 to cover the cost of an opening event was also approved.

10.2 Teen Shelter
The Clerk advised that the quote had still not been received from Miracle Design & Play despite being chased regularly. This matter will be escalated.

10.3 Litter Collection Barrow
It was RESOLVED to accept the quote for £1,121.74 + VAT however a sack hook and brake unit also needs to be added.

10.4 Replacement Paving Slabs at the Sports Pavilion

It was RESOLVED not to accept the quotes received for these works as they seem excessive. Cllr Melville will speak to the Caretakers about undertaking these works.

10.5 Village Hall Car Park Drains
It was RESOLVED to accept the quote for £420 to clear the drains in the Village Hall car park.

12: Planning Applications

Planning Applications
11.1 Ref: 21/03246/MAF Major Full and Change of Use Application PROPOSAL: Demolition of the existing buildings and redevelopment for a 70-bed care home and associated access, parking and landscaping (Cross-boundary application with Central Bedfordshire Council) at Land South West of Railway Cottages Ampthill Road Kempston Hardwick Bedfordshire
It was RESOLVED that the Council would object to this application as the revised plans do not make provision for a 30 mph speed limit or a crossing.

Planning Decisions
11.2 Ref: 21/03053/S73WM TYPE S73 Waste / Minerals Application Variation of Conditions (Approved Plans), 11 (CCTV) 17 (Skip Storage) attached to planning permission BC/CM/2009/4 to increase annual throughput to 150,000 tonnes, Maximum daily vehicle movements to 340 and to extend operation hours on weekdays in the sorting shed at G Moore Haulage Manor Road Kempston Hardwick Bedford Bedfordshire MK43 9NT

This application has been approved.

13: Amenities

12.1 Highways/Lighting
Cllr Barrett advised that one of the street lights was not working. She will report this to Bedford Borough Council.

12.2 Recreation Area
It was RESOLVED that the Caretaker should check the green at Alexander Close for any health & safety issues.

12.3 Newsletter
The next newsletter will go out just before Easter.

12.4 Sports Field/Pavilion
Cllr Melville advised that the bench will be installed this weekend and that Cllr Law was arranging the plaque.

12.5 Village Hall
It was noted that the roof needs some repairs.

12.6 Policing
None

12.7 Covanta
None

14: Parish Council Surgeries

It was RESOLVED that there would be no more Parish Council Surgeries until the Spring 2023 due to no members of the public attending.

15: Community Events

It was RESOLVED to accept the quote from Woodfines Solicitors to obtain a Premises Licence. An initial meeting will be held with Cllr Melville and the Clerk at a cost of £650 + VAT. The actual cost of obtaining the licence is estimated at between £1,500 and £3,000 + VAT.

16: Request for Stewartby Striders
It was RESOLVED that the Parish Council did not agree for banners to be placed on the fence at the Sports Field.

17: Training for Councillors
It was RESOLVED that Cllr Law will attend the Finance for Councillors Training on the 25 January 2023 and Cllr Barrett will attend on the 6th December 2022. The cost is £30 per person

18: Close of Meeting and items for the next Agenda.
Meeting closed at 20.30pm.

19: Date and Time of Next Meeting
Thursday 15 th December 2022 @ 6.30 pm (Finance and Urgent Items Only) Finance Meeting to be held on Tuesday 10th January 2023 @ 6.30 pm