Parish Council

Thursday 15-Jun-2023 @ 18:30
Dave Law Sports Pavilion, Park Crescent, Stewartby

MINUTES

1: Apologies
Apologies were received from Cllr Burnage.

2: Declarations on Interest in items on the Agenda
Cllr Law declared an interest in Agenda Item: 9.5 as she is the Chair of the Bowls Club.
Cllrs Fraser and Banks declared an interest in Agenda Item 21 as they both live on the road.

3: To consider any applications for dispensation

4: Public Participation
None

5: Minutes of the previous meeting

6: Matters arising from previous minutes
The Clerk advised that the benches had not yet been ordered as the caretaker is absent and there is no one on site to accept the delivery. Additional benches may now also be required.
The meeting with ACE Fire & Security has not yet been arranged. The Clerk is awaiting a response from Kevin Burraway.
The Clerk is awaiting further information from E-on regarding the formal complaint that has been logged about the electricity supply to the Sports Pavilion. This week a new meter reading has been provided.
The Clerk provided an update on Scribe Accounts after attending an initial training session about setting up the system. The cost centres and cost codes need to be considered and the Clerk will draw up a draft list for circulation. The aim is to get the system setup by the 1st July and then manually input the data from April, May and June. The Clerk recommended that parallel systems will be run for a few months until confident that the system is working and has been fully setup.
Clerk to send Cllr Nelsey login details so that he can look at the booking system.
The Clerk advised that only one quote had been received from Palmers Solicitors for the Village Hall Flat Lease for £750 + VAT. It was RESOLVED To accept this quote.
Cllr Melville advised that the new signs about dogs being kept on a lead had been put up in the Sports Field.

7: Chairman’s Report
Cllr Melville advised, following an e-mail from a resident, that the Parish Council should be more selective about the social media posts relating to Bedford Borough Council. The posts should not be political or about policy.
The litter bins within the village have become an issue again however the Bedford Borough Council policy remains the same in that the Parish Council cannot increase the number of bins however larger bins can be purchased. The Caretakers will be asked to maintain and review the current situation.
Cllr Melville attended a meeting with a number of residents from Montgomery Close following concerns about the new road from Hansons Reach that has no traffic calming measures. Cllr Melville will contact the local authority to ascertain whether this is in accordance with the original plans.
Cllr Melville has looked into the Parish & Town Council of the Year Award. It was RESOLVED that the Parish Council would make an application. Cllr Melville to draft and circulate to members for comment.
He also advised that he was now the Vice Chari of the Police and Crime Panel

8: Report from Bedford Borough Council
None received.

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. It was RESOLVED to authorise all of the payments as per the BACS Report with the exception of the following:
• ICP Hygiene to be paid by the Village Hall
• JB Extreme Landscapes Ltd – it was RESOLVED to withhold 25% of the value of this invoice until the issues with the landscaping have been remedied.
9.2 Balances of Accounts
Members were advised that as at the 31st May 2023, the balances of the Parish Council and Sports Fields accounts were as follows:
£52,929.45
£31,490.64
£12,307.99
£520,664.24
9.3 Internal Auditor's Report
The Council considered the Internal Audit Report for the year ended 31st March 2023. The only recommendations noted were in relation to the Risk Register which was reviewed outside of the 2022-23 financial year (in May 2023) and that it did not include the Next Review Date.
9.4 Annual Return 2022 - 23
The 2021-22 Accounts and Annual Governance and Accountability Return (AGAR) was presented by the Clerk.
The Annual Return and associated documents will be sent to the external auditors, Mazars, by the 30th June 2023.
9.5 Stewartby Bowls Club Outstanding Invoice
Cllr Law declared an interest in this item.
The Bowls Club do not believe that they have used that much water however they only recently became aware of the invoice that has been outstanding for several months. Cllr Melville will meet with the Bowls Club to find a way forward an consider a repayment plan.

10: Quotations for authorisation

10.1 Defibrillator for the Sports Pavilion
A quote for the electrical works will need to be obtained for consideration at the next meeting.
10.2 Irrigation System
Cllr Nelsey will investigate with Anglian Water the cost of upgrading the current mains and also speak to Warners for a backup plan for this Summer.
10.3 Village Hall Floor & Buffing Machine
Defer to the next meeting.
10.4 Village Hall Flat Lease Renewal
This matter was covered in Matters Arising.
10.5 Remedial Works to the banks around the slide on The Green
10.6 Walkie-Talkies
10.7 Benches, litter bins and signage for the BMX Track
10.8 ID Cards
The cards are £3.14 each and delivery is £6. The lanyards are £16 for 25.
Photographs will be taken at the next Parish Council meeting.
10.9 Emergency Lighting Works at the Village Hall

11: Planning Applications & Decisions

11.1 Ref: 23/01144/FUL Full Planning Application Proposal for the demolition of rear extension and store and erection of new single storey side/rear extension @ 152 Montgomery Close Stewartby Bedford Bedfordshire MK43 9LP
11.2 Ref: 23/01008/MAR Major Reserved Matters Application Proposal for Reserved Matters application for appearance, landscaping, layout and scale for the erection of 116 new dwellings, parking, landscaping and associated works pursuant to Outline Planning Permission 11/01380/M73 @ Village 4, Parcel 4 Bedford Road Wixams Bedfordshire
11.3 Ref: 23/01009/MAR Major Reserved Matters Application Proposal All reserved matters for strategic infrastructure works, including new town centre

High Street, traffic calming and crossings, new North arm from Meadow Road/Station Approach roundabout, new access to OS4 and access point to parcel 3.2, pursuant to Outline Permission 11/01380/M73 @ Village 3 And 4 Bedford Road Wixams Bedfordshire
Cllr Melville advised that, today, notification had been received that the planning application for Quest Pit, Ampthill Road, Houghton Conquest (Ref: CB/22/03616/Full) would be considered by the Planning Committee. The recommendation from officers is to approve. It was RESOLVED that the Council would continue with their objection against Highways and the positioning of the roundabout as previously communicated to residents.

12: Amenities

12.1 Highways/Lighting
Cllr Law advised that the issues she had reported appear to have been remedied.
Manor Road is confirmed to be on the resurfacing programme.
12.2 Recreation Area
Cllr Melville advised that the Memorial Garden was a complete mess.
12.3 Newsletter
12.4 Sports Field/Pavilion
To be covered under Agenda Item 13.
12.6 Policing
Cllr Melville advised that there had been a Police raid at the Travellers site two weeks ago. There has also been a domestic burglary in Manor Road.
The Community Team are concerned about drink driving and mopeds.
12.7 Covanta
Cllr Law advised that the next meeting would be held in July. Cllr Nelsey asked that he be given the details so that he can also attend.
She also advised that the tour of the site would not take place until September however she was urged to agree a date as soon as possible.
Deadline for next grant cycle is 5th September 2023.

13: Sports Pavilion Committee

The DLP Committee advised that the new rates are effective immediately:
• £50 per pitch for Home Teams
• £60 per pitch for all other teams
• £11 per pitch for under 12's Home Teams
• £15 per pitch for other under 12's teams
• £11 per hour pitch hire for training
• £23 per hour for pitch hire and use of Sports Pavilion
• £12 per hour for the hire of the Sports Pavilion
Contact has been made with Bedfordshire FA and they are looking into whether they can offer grants to maintain the pitches (up to £2,500 per pitch).
The DLP Committee are also liaising with Ben Henry from the Beds Sunday Football League to arrange the fixtures for next season to ensure that the pitches are used to capacity.
Cllr Fraser advised that there are still actions required from the Risk Assessment as follows:
• COSHH Reports to be stored onsite
• Review storage of chemicals
• Smoking area needs to be moved
• Signage e.g. Health & Safety poster
• LPG tank area needs to be secured with a padlock
• Bowls Club need to address areas as highlighted as a matter of urgency

14: Community Events 2023

15: Replacement Bridge

16: Fountain

17: Kempston Hardwick

18: Holiday & Sickness Tracker

19: Tree Replacement

20: Training

20.1 Safeguarding
20.2 New Councillor

21: Park Crecent Traffic

22: Items of an urgent nature or for inclusion on the next agenda

23: Close of Meeting and items for the next Agenda.

Meeting closed at 9.53 pm. Please see above for items for the next Agenda.

24: Date and Time of Next Meeting

The next meeting of the Parish Council will be held on Thursday 20th July 2023 @ 6.30 pm