# Parish Council

Thursday 16-May-2024 @ 18:30
Dave Law Sports Pavilion, Park Crescent, Stewartby

## MINUTES

### 1: Apologies

Apologies were received from Cllr Burnage. It was noted that Cllr Fraser is now on maternity leave.

### 2: Declarations on Interest in items on the Agenda

None

### 3: To consider any applications for dispensation

None

### 4: Public Participation

Cllr Melville welcomed Tom to the meeting. Tom has expressed an interest in becoming a Parish Councillor.

### 5: Minutes of the previous meeting

The Council RESOLVED that Cllr Melville should sign the minutes of the meeting of the Parish Council held on the 18th April 2024 as a true and accurate record.

### 6: Matters arising from previous minutes

Solar Panels – the Clerk is currently registering with these with E-On Next and will advise on next steps once this has been completed.
Cllr Melville met with Cllr Haley and the Clerk on Saturday 11th May to review the website following a meeting with James Stirling. James has been asked to make a number of changes and Cllr Haley has added accessibility text to all photos.
The traffic consultation regarding Montgomery will go out in June 2024.
Cllr Melville advised that no additional 30 mph signs could be put up on Stewartby Way as this is prohibited.
Memorial Garden Bin – the bin will be put in situ tomorrow.
Park Crescent – traffic calming measures for Park Crescent are being looked at. Chicanes are being considered however these cost between £5 - £10k each and two would be needed. An application for Ward Funding could be considered.
IT issues – the Clerk is still unable to send emails to Bedford Borough Council as they do not get through to officers. Cllr Spice will continue to try and resolve this with the IT Department.

### 7: Chairman’s Report

The Chair advised that he has been speaking to Warners and the Council are not happy with the grass cutting and complaints have been received about the football pitches. Whilst weather has been a factor in this, Cllr Melville has written to Paul to express his concerns.
He advised that he was concerned about the budget this year and that the Council could only afford to do what had been agreed at the budget setting meeting. There was no surplus from the previous year.
The Clerk hopes to have an update on the issues with reclaiming VAT by the end of June 2024.

### 8: Report from Bedford Borough Council

Cllr Spice advised that the Chief Officer for Property at Bedford Borough Council was looking into making a case for what should happen with the bungalow. The door has been fixed to prevent people entering the building.
Cllr Spice will look into whether solar panels can be put on the Village Hall roof so that the Council can apply for funding.
The Council was informed that the 4 hours free parking in Bedford would be extended to other car parks in the run up to Christmas.
Cllr Spice will attend the Parish Council Surgery on the 15th June.
Cllr Spice will advise when the Council are due to unblock/clean the drains in Stewarby.

Cllr Spice advised that there would be massive Armed Forces Parade in Bedford on the 30th June and that the River Festival would be on the 21st and 22nd July.

## 9: Clerk's Financial Report

9.1 Authorise payments for BACS Transfer
The Council RESOLVED to authorise the BACS Reports for the Parish Council and the Sports Pavilion.
Cllr Melville advised that the Clerk had been unable to seek reimbursement from Encyclis for the Cherry Trees that had been planted in the Memorial Garden as the details had not been provided by Cllr Law. Cllr Law was asked to provide the relevant details.
9.2 Balances of Accounts
Members were advised that as at the 30th April 2024, the balances of the Parish Council and Sports Fields accounts were as follows:
£55,437.75
£36,981.62
£23,101.65
£417,753.19
9.4 Risk Register/Assessment
It was RESOLVED that information about Scribe should be added to the Risk Assessment. Further guidance needs to be sought about GDPR and whether the Council now needs to register with the Information Commissioner.
9.5 Financial Regulations
It was RESOLVED that the Council would adopt the new Financial Regulations issues by NALC.

## 10: Quotations for authorisation

10.1 Bus Shelter Roof Works
It was RESOLVED that these works would be put on hold as the Council does not have sufficient funds. Cllr Law and Haley will look into whether any grants are available.
10.2 Parish Council Insurance Renewal
It was RESOLVED that the Council would accept the quote and sign up for 3 years to reduce the risk of any future premium increases.
10.3 Repair of Surface under the Basket Swing at the Sports Pavilion
It was RESOLVED that the Council would wait to receive the comparative quote from Warners before making a decision.
10.4 Redecoration of the Village Hall Committee Room
It was RESOLVED that it was not a priority for these works to be completed.

## 11: Planning Applications & Decisions

11.1 Ref: 22/02544/S106A Modify/Discharge S106 Agreement Application proposed request to Modify the S106 agreement relating to 11/01380/M73 affecting the following: (i) Sport, Recreation and Play Facilities (ii) Community Facilities @ Wixams Settlement Land Formerly at Elstow Storage Depot Bedford Road Wixams Bedfordshire
The Council RESOLVED that the original S106 Agreement should be honoured by the developers.

## 12: Amenities:

12.1 Highways/Lighting
The potholes at the railway line were noted however Bedford Borough Council are already aware.
12.2 Recreation Area
Cllr Banks advised that the new swing is too high. Cllr Melville will ask the Caretaker to take a look and advise.
12.3 Newsletter
It was RESOLVED that the Council would move to a more cost-effective newsletter to communicate with residents. Two-sides of A4 will be produced once a quarter.
12.4 Sports Field/Pavilion
It was noted that it was boggy and puddles were forming under some of the play equipment. The Caretaker will be asked to review this and obtain any relevant quotes.

12.5 Village Hall
Cllr Melville confirmed that, financially, the Village Hall does not need support from the Parish Council at the current time.
12.6 Policing
Crime statistics remain low for the area.
12.7 Encyclis
None

## 13: Dave Law Pavilion Committee

Cllr Banks advised that an increased number of bookings were being received however there were complaints about the condition of the pitches (noted previously in the meeting).
Stewartby AFC would like to use the pitches in addition to the other home sides.
The Soccer Camp will run at half-term however the booking for the Summer Holidays is likely to be reduced to three weeks because of take-up.

## 14: Community Events 2024

Cllr Melville advised that 400 tickets have been sold to date.
It was RESOLVED that more social media posts are needed.

## 15: Grants

The outcome of the grant for the Village Hall floor should be known shortly.

## 16: Rights of Way Improvement Plan Consultation

Cllr Melville advised that Bedford Borough Council will be holding a meeting in the Sports Pavilion on the 21st May 2024 at 6.00 pm.

## 17: Council Surgery / Community Engagement

It was RESOLVED that the next Parish Council Surgery would be held in 15th June 2024 from 11.00 am – 2.00 pm.
The Clerk was asked to create a feedback form.

## 18: Use of The Green for Business Use

It was RESOLVED that The Green should not be used for commercial purposes.

## 19: Bedford Borough Council’s Electric Vehicle Charging Strategy

It was RESOLVED that the Council would write to Bedford Borough Council to ask why Stewartby had not been included. At least one should be provided for the Village. The Village Hall car park could be a potential site.
Items of an urgent nature or for inclusion on the next agenda
None

## 20: Close of Meeting and items for the next Agenda.

Meeting closed at 8.10 pm

## 21: Date and Time of Next Meeting

Thursday 20th June 2024 @ 6.30 pm.