Parish Council
Thursday 16-Oct-2025 @ 18:30
Dave Law Sports Pavilion, Park Crescent, Stewartby

MINUTES

1: Apologies
Apologies were received from Cllr Sartain, Burnage (maternity leave) and Borough Councillor Spice.

2: Declarations on Interest in items on the Agenda
None.

3: To consider any applications for dispensation
None.

4: Public Participation
Representatives from Stewartby Club and The Kiln attended the meeting to discuss putting a path from outside the Club to meet the Parish Council owned path on the Sports Field.

The Council advised that this matter was to be discussed later in the meeting under Planning as this matter had already been raised by Cllr Banks.

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 September 2025 as a true and accurate record.

6: Matters arising from previous minutes
The Chair asked what progress had been made on ordering the new roundabout/carousel for the play area at the Sports Pavilion.

It was RESOLVED that Cllr Haley would send the Clerk the quote for the roundabout/carousel that he had referred to at the last meeting and details of the grant that had been obtained.

Cllr Melville advised that he had contacted Persimmon Homes about the issues raised at the last meeting on Hansons Reach however he had not received a response.

It was RSOLVED that the Council would purchase a voucher to the value of £100 for the retiring caretaker in November 2025. A Fish and Chip supper will also be arranged. The 7th November 2025 at 6.30 pm was suggested.

Cllr Melville advised that he has had a meeting with the Police about the use of the Committee Room at the Village Hall however it is unlikely that funding will be available for this

The Chair informed the Council that a replacement Weekend Caretaker had been appointed, Andy Harbour. He will start on the 18th October 2025 so that he can work with Chris for a few weeks.

The meeting was advised that one expression of interest was received in response to the advert for Parish Councillors. Unfortunately, they were unable to commit to attending meetings on a Thursday.

It was RESOLVED that the advert should be re-run in the new year.

7: Chairman’s Report
Cllr Melville advised that he had met with the contractor who did the paths on the Sports Field. They were shocked at the gapping that had occurred.

They will fill a sample area to see if the proposed solution solves the issues.

The date for these works is to be advised.

Nathan will be putting the poppies up on the 27th October. A group of Councillors will do the other Remembrance displays on the 26th October 2025 at 11.00 am.

Cllr Melville advised that there would be a meeting of all relevant parties in the New Year to discuss the Design Brief

for the Brickworks development.

8: Report from Bedford Borough Council

None.

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.

The Clerk will check invoice 211081 from ACE Fire & Security.

9.2 Balances of Accounts

Members were advised that as at the 30th September 2025, the balances of the Parish Council and Sports Fields accounts were as follows:

£62,259.78
£83,063.56 (includes part of the grant for the play area)
£23,373.03
£360,359.24

10: Quotations for authorisation

10.1 Biozone UV for the Village Hall

The Council RESOLVED to accept the quote and for the associated electrical works by Rushton Electrical

10.2 Christmas Fair Expenditure

The Council RESOLVED a budget of £500 for the Christmas Far to include raffle prizes, children's crafts etc.

10.3 Christmas Meal

The Council RESOLVED that it would meet the costs of the staff Christmas meal.

10.4 Roundabout Planting

The Council RESOLVED to accept the quote from Countrywide for these works. Cllr Law is seeking funding for this however if this is not possible then the Council will fund this.

11: Planning Applications & Decisions

11.1 Planning Applications & Decisions received before the despatch of the Agenda

None

11.2 Planning Applications & Planning Decisions received after the despatch of the Agenda

A planning decision was received in respect of 206 Stewartby Way. The applicant has been refused permission.

Ref: 25/02043/FUL Full Planning Application for proposed two storey rear, two storey side and single storey front extension following demolition of part existing single storey rear extension and existing front porch @ 13 Rousbury Road, Stewartby, Bedford, Bedfordshire MK43 9NJ

The Council RESOLVED that it had no objections to this planning application provided that it is the right distance from the boundary of their property.

11.3 Update on Universal Studios

None

11.4 Request from Stewartby Club

The Council RESOLVED that is would offer Stewartby Club the land for £1 so that it could be formally transferred to

them. It would then be their responsibility to lay the path, continue the fence and cover the legal fees.

12: Amenities

12.1 Highways/Lighting

None

12.2 Recreation Area

Cllr Melville noted that progress was slow and that the play area would not be ready for half-term.

It was RESOLVED that Cllr Law would provide an urgent update.

Cllrs Melville and Banks to be invited to the site meeting early September.

12.3 Social Engagement

Cllr Haley and Banks to produce newsletter.

12.4 Sports Field/Pavilion

Cllr Banks advised that the Soccer Camp would be back at half-term.

12.5 Village Hall

The Clerk advised that the issue with the non-domestic rates for the Village Hall flat had now been resolved.

The Fixed Wire testing has been completed and the Council RESOLVED to accept the quote from Rushton Electrical for the remedial works to be carried out.

Cllr Melville advised that he Village Hall Clerk would be sending an email to Councillors about the issues with the bar fridge.

12.6 Policing

Cllr Melville advised that a new Policing Team for the community was now in place.

12.7 Encyclis

None

13: Community Events 2025/2026

Cllr Melville advised that he is speaking to Universal Studios about the event in 2026.

The surveys on the fountain have been completed and the report and quotes are awaited.

14: Grants

Cllr Melville advised that all grant paperwork and conditions of grants should be passed to the Clerk.

15: Council Surgery / Community Engagement

The next surgery will be held at the Christmas Fair.

16: Village Hall Flat

It was RESOLVED that this matter should be reviewed in the new year and a decision made about whether to apply for change of use made then.

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

None

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

Meeting closed at 8.13 pm.

19: Date and Time of Next Meeting

The next meeting will be held on the 20th November 2025 @ 6.30 pm.