MINUTES

1: Apologies
Apologies were received from Cllr Sartain, Burnage (maternity leave), Haley 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
None.

5: Update from Harworths about the Brickworks Site
This item was deferred until January 2025.

6: 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 16th October 2025 as a true and accurate record.

7: Matters arising from previous minutes
The Clerk advised that the contractor has been contacted about the replacement carousel for the Sports Field play area. This will be funded from the grant obtained by Cllr Haley and also the Sports Pavilion reserves.

The Chair continues to chase the contractors about the Sports Field paths.
No update was available from Cllr Law about the funding for the roundabout planting next year.
Cllr Banks advised that no update had been received from Stewartby Club about the path.

8: Chairman's Report
Cllr Melville thanked everyone for their contribution towards the Remembrance Service and displays in the village.

The Chair advised the Council that the Village Hall Flat had now been let as an office from Monday 24th November 2025. The tenants have asked to change the lighting, repaint and install some soundproofing partitions.

Cllr Melville requested that Manor Road be cleaned up as it was in a dreadful state. Bedford Borough Council has done this.

Cllr Melville advised that the developers that are associated with the site on Broadmead Road build affordable housing. Bedford Borough Council has no knowledge of a planning application being received for this therefore this is now an enforcement issue.

The old caretaker's bungalow has now been sold and is being refurbished.

The Chair advised that works on the Brickworks site have now temporarily ceased. The proposed new roundabout is considered a major change and would warrant a new application. There have been no decisions yet about the education provision.

9: Report from Bedford Borough Council
Cllr Spice sent her apologies however the Chair provided a brief update.

Whilst the financial stability of the Bedford Borough Council is under review, it will not go into special measures.

A decision will shortly be made about refuse collections going forward.

Cllr Spice sends her apologies for the Christmas Fair but will attend the Parish Council Christmas meal.

10: Clerk's Financial Report

10.1 Authorise payments for BACS Transfer

The Council RESOLVED to authorise the BACS Reports for the Parish Council and the Sports Pavilion.

10.2 Balances of Accounts

Members were advised that as at the 31st October 2025, the balances of the Parish Council and Sports Fields accounts were as follows:

£46,785.10
£83,063.56 (includes part of the grant for the play area)
£17,621.00
£360,359.24

10.3 Internal Auditor's 2nd Quarter Bank Reconciliation Review

The Clerk advised that this had not yet been received.

10.4 Annual Return 2024-25 External Auditor Report

The Clerk advised that this has not yet been received from Mazars.

11: Quotations for authorisation

11.1 PAT Testing

The Council RESOLVED to accept the quotes from Rushton Electrical

11.2 Village Hall – Replacement Bottle Chiller for the Bar

The Council RESOLVED to purchase a new chiller for the bar at the Village Hall from Nisbets at a cost of £699.99.

11.3 Section 137 Request – Cllr Haley

The Council RESOLVED that it would fund vouchers from Stewartby families at a cost of £65 each through the Wootton Trust.

12: Planning Applications & Decisions

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

Ref: 24/02197/MOF Major Outline and Full application Application proposed: Hybrid planning application comprising full planning application for Plot 2 (Class E(g)iii light industrial/B2 general industrial/B8 storage and distribution), access, parking, drainage, landscaping and associated works;
and outline planning application with all matters reserved for Plot 3 (Class E(g)i office/E(g)ii research and development/E(g)iii light industrial), access, parking, drainage, landscaping and associated works @Plots 2 And 3 Bedford Commercial Park Swallow Way Wootton MK43 9ST

This application will be considered by the Planning Committee.

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

Ref: 25/02240/FUL Full Planning Application proposed Single storey rear extension @ 205 Stewartby Way Stewartby Bedford Bedfordshire MK43 9LN

The Council RESOLVED that it had no objections to this application.

12.3 Update on Universal Studios

Cllr Melville advised that the decision is expected to be announced the first week of December. If given the go ahead then works will start in January 2026.

12.4 Consider Plans from Stewartby Bowls Club

The Council RESOLVED that it would not be extending the Stewartby Bowls Club area or Pavilion however that the referee changing areas would be offered for the Club to use when required and if not in use for football.

12.5 Proposed New Footpath

The Council RESOLVED that it needed further information about this path

13: Amenities

13.1 Highways/Lighting

Cllr Law and Banks to do a review this weekend.

13.2 Recreation Area

It was RESOLVED that Cllr Law would send the paperwork through as requested previously as a matter of urgency.

It was noted that the play area looked great however Cllr Melville is concerned about where the zip wire has been located. This was not his understanding from previous meetings.

Cllr Melville requested that it be formally minuted that he did not agree to this change in location and is concerned about planning regulations.

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

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

13.3 Social Engagement

Cllr Haley and Banks to produce Christmas update to go out on social media.

The Surgery will be held as part of the Christmas Fair.

13.4 Sports Field/Pavilion

None

13.5 Village Hall

Cllr Melville advised that the Village Hall Clerk is refreshing the quotes for the floor and memorial.

13.6 Policing

Cllr Melville advised that there have been issues with the traveller's site however the rubbish has now been cleared. The people responsible for a recent spate of car thefts have been caught.

13.7 Encyclis

None

14: Premises/Fire Risk Assessments for Sports Pavilion & Village Hall

It was RESOLVED to defer this matter to the January meeting.

15: Community Events 2025/2026

Cllr Melville advised that everything was prepared for the Christmas Fair.

He advised that he has booked the Fireworks for the event in July 2026 and has some quotes for the fair. Bedford Borough Council may be able to assist with the stage and lighting (Bedford Radio).

The Parish Council's Health & Safety Consultant will also assist with some of the work.

Toilets and first aiders need to be booked soon.

It was RESOLVED that stalls would be £50.

16: Grants
None.

17: Council Surgery / Community Engagement
None.

18: Items of an urgent nature or for inclusion on the next agenda
None

19: Close of Meeting and items for the next Agenda.
Meeting closed at 8.17 pm.

20: Date and Time of Next Meeting
The next meeting will be held on the 18th December 2025 @ 6.30 pm.

Precept Meeting will be held on the 8th January 2026 @ 6.30 pm.