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Minutes of **MEETING of RENHOLD PARISH COUNCIL** held on **Tuesday 11th April 2017** at 7.30pm in the Committee Room of Renhold Village Hall.

PRESENT:- Parish Councillors, Mr. Harrison, Mr. Gurney, Mrs. Brunsten, Mr. Gregory, Mr. Slater (Chair), Mr. Harrison, Mrs. Gribble, Mrs. Dean, Mrs Quince, Borough Councillors Sheryl Corp and Stephen Moon, the Clerk Mrs. Barnicoat and eight members of the public.

1. WELCOME AND APOLOGIES FOR ABSENCE TO BE RECEIVED: - Cllr. Slater welcomed everyone to the meeting, Borough Councillors Anthony Forth and Jade Uko had sent apologies which were accepted.

2. DECLARATION OF PERSONAL AND PREJUDICIAL INTERESTS:-

There was a declaration of interest received from Cllr. Gurney regarding the bus shelter maintenance quote, no further declarations were received.

The Chairman adjourned the meeting for the next item.

3. OPEN FORUM: -

There was a question relating to additional average speed cameras in the parish and there was a summary of the background work done relating to continuous highway issues identified in the parish over a number of years. A resident commented they would not wish to have flood lights outside their property in Ravensden Road, it was explained that any lighting installed in the parish had been to enable the cameras to record data accurately, with site meetings arranged and liaison with any residents who may be impacted by the lights prior to their installation.

A resident of Pedley Way inquired regarding the number of unoccupied houses in the parish.

The Chairman reconvened the meeting for the next item.

4. MINUTES OF THE LAST MEETING:-

The minutes of the meeting held on 1st March had been circulated. The minutes were discussed, the document was approved, unanimously agreed, resolution passed and signed by the Chair as a true and accurate record.

5. MATTERS ARISING:-

The grass cutting contractor had been appointed and the public liability insurance document had been received.

The bin installation at the Church End bus shelter was expected very shortly.

The leaflet printing for the Local Plan information sessions had been actioned.

All other items will be covered during the meeting.

6. BOROUGH COUNCILLORS REPORT: -

There was an update that as part of the mobile library consultation there is a proposed change to Abbey Close where it is planned to withdraw the service. It was noted the Clerk had circulated the information regarding this consultation via the village circulation list and in the village newsletter. Councillors also gave an update regarding the forthcoming Local Plan 2035 public consultation.

7. LOCAL PLAN 2035 UPDATE:-

a) Summary of information events held on 16th and 18th March – there had been two information sessions arranged at the Village Hall to inform residents of the proposals within the Local Plan

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2035 document expected out for public consultation shortly. There had been a leaflet drop to all households carried out to publicise the event as well as information on the noticeboards, website and sent via the circulation list. Residents and Councillors who had helped with this were thanked for their time. There had been positive feedback to the format of the sessions which had been to inform residents of the proposals and to see the potential parish wide impact such large scale development would have. There had also been an informative summary document available for attendees to take away from the sessions, these had also been published on the website and sent out to the circulation list. The contact details of attendees had been added to the circulation list which now totalled over 200 residents.

b) Update on communications with local authority and confirmation of meeting with Borough Officers – communications with Officers had continued between meetings, the latest information was a change to the consultation date which was now expected to be delayed slightly. The Parish Council still felt it is very important to have a meeting with Officers to highlight the number of concerns and challenge the inclusion of Renhold within the urban extension proposals. Given the change to the consultation period this would mean any meeting with Officers would need to be just after the release of the full consultation document and number of supporting supplementary documents. The Officers had also indicated that they wished to see the Council's questions in advance of the meeting.

c) Latest on the Borough Council public consultation period – this had been covered already.

d) Discussion and agreement on how best to communicate information relevant to Renhold parish to residents – it was felt that a further leaflet drop to every household in the parish would be required with a preference for two further information sessions which would allow residents access to the full consultation information. Maintaining the format of a daytime and weekend session was felt to be best and this was earmarked for week commencing 8th May. The Clerk to arrange for the hall availability and collation of a leaflet for circulation. There also to be work done on a document that could help inform residents of the key information relating to the consultation as well.

8. HIGHWAYS MATTERS WITHIN THE VILLAGE: - The Clerk had pursued the latest data regarding the average speed cameras and the additional traffic volume information the Borough Council were working on. An update would be circulated when received.

It was reported that there is no barrier for cyclists or riders on one side of the Pegasus crossing by Go Outdoors, which is a potential hazard, the Clerk to report this.

The request sent previously regarding making the sensor and access to the traffic lights at Church End more user friendly for ridden and driven horses was updated, the Borough Council are looking into this and the associated costing of this. It was noted that there had been no clarification on who would be expected to meet any costs.

The previously reported concern over the timetable at the Church End bus shelter had been fed back from the Borough Council that it was an aesthetic matter so they would not be replacing it, as it is still functional.

The Hookhams Lane hedge overgrowth which was reported will not be actioned until after the end of the growing season as it is not directly obstructing the footway.

The Clerk has chased the installation of the extension to the double yellow lines and feed back to the Hookhams Lane traffic calming measures. There had also been no update regarding the Top End vegetation that needs to be cut back.

It was noted that there had been recent reports of people unfortunately parking on the double yellow lines by the school.

There had been communications from the Ravensden Parish Clerk who was looking to arrange a meeting with the two parishes and landowner relating to the Ravensden Road hedgerow replacement.

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9. PLANNING AND DEVELOPMENT: -

- a) 16/03287/FUL erection of mobile home for temporary period of 3 years at Oaklands, 60 Ravensden Road – the Clerk had followed this up as there had still been no application retrospectively received from this site. The Enforcement Officer had updated that there had been liaison with the applicant who expect to may an application shortly for works to the existing bungalow so no further action will be taken.
- b) 17/000689/FUL 4 Green End, single Storey rear extension, dormer to rear elevation and detached garage – the Council had no objection to this application.
- c) Other planning matters – it was noted that the Clerk had followed up the query regarding The Three Horsehoes application which has not formally been issued a decision as the Section 106 has not been signed.

10. VILLAGE MATTERS:-

- a) The request for Renhold village sign for developments off Norse Road – the Clerk was asked to seek a guide price on the cost of a metal sign like Brickhill have recently had installed to highlight the parish area. There also to be an investigation into having the road names with 'parish of Renhold' included.
- b) Update on the production of the village sign – a number of Councillors had visited the wood carver commenting how impressive the sign is, it is still expected to be a summer installation.
- c) To receive update on the village website – as the site has been active for nearly a year there will be an annual report collated for a future meeting. Councillors expressed their thanks for the time spent on updating the site.
- d) To receive feedback from social media training session – Cllr. Quince had recently attended a session on this run by BATPC which outlined how social media can work, delegates shared their positive and negative experiences. It was discussed whether this should be explored further and it was felt that at this stage with the focus on the Local Plan 2035 significant proposals for the parish it would not be a good use of time.
At this point of the meeting there was a discussion on a number of communications received from a number of residents which were relating to social media, noticeboards and misleading information being circulated to residents. It was noted this is taking up a considerable amount of the Clerk's time which is causing additional work and cost to the Council. There was agreed that there should be a closed meeting of the Parish Council held to discuss this situation.
- e) To discuss the displaying of information on parish noticeboards – sadly on some noticeboards in the parish there had been a number of offensive posters displayed, the Council had sought legal advice on the situation. In the first instance it was felt that hopefully by placing a notice on the open boards regarding ownership and stating offensive material would be taken down that this resolve the issue. It was appreciated that this is difficult to monitor and as the boards are open anyone can add/remove posters. The Clerk to investigate a more permanent plaque/fixing as well, it was hoped that this would improve the situation, as the Council did not want to pursue closing the boards as they are for community use.
- f) Update on work being done regarding locating Parish Council minutes – the Clerk to contact the previous Clerk and see if they could assist with this, it was noted that so far any individuals spoken to had not been able to help.
- g) Cranbourne Gardens grass cutting update – the latest agreed schedule had been circulated to the Council and forwarded on to all between meetings.
- h) Other village matters – between meetings there had been a report of the Ravensden Road/Hookhams lane bin insert being removed, this thankfully had been resolved. There was an update that the churchyard facility in the parish is filling up. There had been broadband updates received between meetings which had detailed there is up to a three month delay potentially for

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Green End/Top End. A meeting summary from Alastair Burt MP had been circulated, and the hire of the hall meeting invoice would be a future item.

The Council discussed the Village Hall Management Committee vacancy for a Council representative following Cllr. Slater's resignation. The supporting documents regarding the role of the Trustees was circulated, unfortunately no one came forward for this, so the Clerk to feedback.

The Bulky Waste service is next in the parish on 20th and 21st May it was noted and posters have been displayed accordingly.

Cllr. Harrison updated that there had been some further communication regarding looking at the safer route to school from Spires to the school, once dates are confirmed these would be circulated to Councillors.

Cllr. Gribble reported that herself and other residents had recently undertaken river warden training for supporting Renhold Brook, with how to look out for pollution and wildlife some of the areas covered.

11. FINANCE MATTERS: -

The latest transaction report and financial analysis review was circulated, noting that there were no concerns on the actual against budget position. The Clerk would carry out the year end procedure then forward to the internal auditor for review. It was agreed to appoint Mrs J Betts as the auditor at a fee of £135.00.

The following outstanding invoice was presented (it was noted that all contained within budget):

Barnicoat Ltd clerking service March £728.86, noting additional hours required

JCB Printing leaflet printing £29.00

CPRE membership renewal £36.00

BATPC membership fees for 2017/18 £631.00

A R Worboys grass cutting £348.00

It was unanimously agreed by all those present to pay the invoices presented, resolution passed.

It was noted that the first half of the precept had been received.

Cllr. Gurney took no part in the discussion of this next item. In between meetings as Mr Chambers was carrying out the maintenance work to the bus shelter at Church End he had advised that additional work would be required. The details of this had been circulated to all and it was agreed that this was reasonable and could not have been known at the time when the original quote was received. The Council ratified this additional work.

There had been a request received for the Parish Council to help towards the cost of a charity event in the parish. It was asked if the Clerk could enquire as to the estimated cost of the hire of the facility.

12. CORRESPONDANCE AND INFORMATION RECEIVED: -

NALC Events Bulletin emails

Age Partnership email promoting services

BBC Planning weekly list email

Village newsletter copy

Online playgrounds promotional information

BBC letter acknowledging receipt of planning comments

Average camera monthly reporting data

Village circulation list interested residents wishing to join

ERTA Voluntary Transport email

Police crime statistics

Invite to local policing quarterly priority meeting with PC Crozier

Concern by a resident regarding the broadband they receive

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Communications regarding the planning enforcement at 60 Ravensden Road,
Confirmation of items reported to highways helpdesk being logged
BRCC e-bulletin
B ATPC Training programme
Andy Worboys public liability certificate
Copied into email regarding village magazine being reported to a standards organisation
BATPC Governance and Accountability guidance update
BBC email regarding orange recycling sacks being available locally
BBC email regarding paperless invoicing going forwards
Confirmation BATPC received the application fee for the Quality Status
Offer of summary report from Ian M about the village website
BBC link to mobile library consultation
Visit welcome to village sign to see it
Resident emails regarding the Local Plan 2035 information events
Resident wanting to know how to access closed village noticeboards
BATPC email regarding Housing White Paper
Highways feedback positive to the request for sensors and equestrian button at Church End traffic lights
4 Green End planning application response
How to vote for local heroes award
Information on the Black Cat to Caxton Gibbet consultation
Bulky Waste collection information
Police community newsletter
Bedfordshire on Sunday enquiry regarding car in ditch on Ravensden Road
Feedback from BBC that bus shelter timetable will not be replaced as it is not a structural issue
Request for funding from autism Bedfordshire
Alastair Burt MP Meeting follow up
Bin insert saga at Hookhams Lane
BATPC email regarding highways stakeholder meetings
Renhold information events and leaflet distribution email
Highways East maintenance programme information
Communications regarding new bin at Church End bus shelter
Cranborune Gardens grass cutting strategy
East West Rail briefing note
Insurance broker information
CPRE magazine
BDO external audit information
Clerks and Council's direct magazine

13. FUTURE AGENDA ITEMS: -

Matters that arose during meeting to be included.

14. DATE OF NEXT MEETING: - on Monday 22nd May 2017 at 7.30pm
Meeting closed at 10.00pm with Cllr. Brunsdon giving apologies in advance.

Signed

Dated