

Melchbourne and Yelden Parish Council

Chairman: Simon Paynter

Clerk: David Brough

MINUTES

Minutes of the Annual Parish Council Meeting held 19th May 2021 at 8pm in Melchbourne Village Hall

- 1 **Present:** Cllrs Simon Paynter (Chairman), Paul Alexander, Sam Edwards, Frank Morgan, Sarah Croft, Craig Young, Robin Mackonochie.
Apologies accepted: Peter Wilkinson (Vice Chairman) (Away).
Absent: Borough Cllr Martin Towler (Clash of meetings).
One parishioner was in attendance.
- 2 **Election of Chairman**
Resolved to elect Cllr Paynter as the Chairman for the coming year (Proposed by Cllr Edwards; Seconded by Cllr Mackonochie).
- 3 **Election of Vice Chairman**
Resolved to elect Cllr Wilkinson as the Vice Chairman for the coming year (Proposed by Cllr Paynter; Seconded by Cllr Young).
- 4 **Declarations of interest in items on the agenda** – None
- 5 **Requests to grant dispensation for declared interests** – None
- 6 **Public Open Session:** One parishioner was in attendance but had already spoken during the Annual Parish meeting and had nothing further to add.
- 7 **Approval of the minutes of the Extraordinary Parish Council Meeting** held on 7th April 2021.
Resolved to approve the minutes as an accurate record of the meeting.
- 8 **To agree dates of council meetings and the Annual Parish meeting for the coming year**
Last year the council met the third Wednesday of every second month, with Planning Committee meetings to consider applications that fall between meetings.
Resolved to retain the same schedule of meetings as the prior year.
- 9 **Approval of the annual accounts (2020/21) prior to submission for external audit**
To approve the end-of-year accounts and the Annual Governance & Accountability Return (AGAR) form to be sent for external audit. Clerk had circulated the AGAR and accounts prior to the meeting.
Resolved to approve the end-of-year accounts and AGAR as accurate records.
- 10 **Clerk's report on the Action List**
 - Five new trees for Yelden were planted by Cllr Alexander on the Common land.
 - Streetlight renovation: requested the works to be initiated as soon as possible – waiting for an install date from Zeta Group. Grant received from CBF.
 - Banking forms sent to Lloyds to add Cllrs Paynter and Alexander to the mandate.
 - Grass cutting handed back to Bedford BC this year due to contractor unavailability.
- 11 **Correspondence (requiring council attention):** (Names always withheld for Data Protection)
 - *Parishioner emailed requesting to attend a council meeting to update the council on an eco-lodge retreat in the locality. Clerk invited parishioner to the council meeting. Did not attend.*
 - *Parishioner emailed requesting to know more about the streetlight upgrade and requesting an additional light on Yelden High St opposite The Chequers pub.*
 - *Two parishioners emailed with objections to planning application 21/00423/FUL. Objections circulated to councillors. This item is on the agenda for a parish council planning response.*
- 12 **Crime report**
 - Sanitised crime reports covering 1st March to 28th April showed no reported crime.

David Brough, Clerk, Melchbourne & Yelden Parish Council
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13 **Community Litterpick 2021**

Rolled from January 2021 meeting.

Proposal from Cllr Young: To discuss/debate dates for a 2021 community litterpick.

14 **Speed sign stickers for wheelie bins**

Proposal from Cllr Croft: To purchase "30mph – Please drive carefully" wheelie bin stickers for the houses on Knotting Road. Examples circulated to councillors.

Motion was not carried.

15 **Planning:**

New applications

- APPLICATION NO: 21/00423/FUL Full Planning Application
PROPOSAL: New entrance gates.
LOCATION : The Manor Church Lane Yelden Bedford Bedfordshire MK44 1AU
(Consultation extended to 20th May on PC request)

Resolved not to object to this application, but to put forward a comment:

- Requests the applicant to consider whether a smaller scale structure could be considered.
 - Requests the Planning Officer to consider whether the entrance gates will detract from the setting of the nearby listed building.
- APPLICATION NO: 21/01018/FUL Full Planning Application
PROPOSAL: Replacement windows, velux roof windows, french doors and a stable door.
LOCATION : Bridleways Melchbourne Park Melchbourne Bedford Bedfordshire MK44 1BD
Resolved not to object.

Monitoring of applications and enforcement

- *Reference: 18/00253/UNAUTU (Previously 14/00103/UNAUTU)*
Location: Lot 3 at Tall Oaks Farm, Melchbourne Road, Riseley, Beds.
Details: Unauthorised use investigation and Enforcement Notice served by Bedford BC.
Permanent County Court injunction is now in place to prohibit residential occupation and the stationing of caravans/motorhomes for non-agricultural purposes. Entrance gates were required to be compliant by June 2020. Bedford BC require more time to follow this up. (Planning contact: Peter White) **On hold due to Covid resource issues.**
- *Reference: 14/00392/UNAUTU. Location: Hill Farm, Melchbourne Road, Riseley.*
Details: Investigation regarding the right to live on the land. Planning Enforcement Notice served. Appeal to Planning Inspectorate dismissed & Enforcement Notice upheld.
Matter currently remains with Bedford BC Legal (Human Rights). (Planning contact: Peter White). **No further update.**

16 **Councillors' Reports and Updates:**

- Ward Councillor – Cllr Martin Towler
Report circulated to councillors.
- Chelveston Wind Farm Community Benefit Fund Trust – Cllrs Mackonochie & Young
 - *March 2021 meeting minutes circulated to the council. Council noted.*
 - *Trust Fund requested the parish council to appoint their Trustees for 2021 to 2025.*
Resolved to elect Cllr Young again to represent the parish council.
- Highways – Cllrs Mackonochie & Paynter
- General update & Drains: Melchbourne rubbish bin is not being emptied frequently enough (**Action Clerk**). Melchbourne gullies were cleared but the issue is ongoing due to the design. Anglian Water leak in Yelden – Clerk to assist in getting it resolved (**Action Clerk**). Blocked gullies are causing flooding by Newton Bromswold on the border of the parish (**Action Clerk**). Bedford BC have fixed the potholes in Yelden up to the "Cottage on the Green", but have not gone far enough up the road (**Action Clerk**). Cllr Young reported a blocked culvert in Yelden and requests to be sent contact details of the Highways representative to resolve (**Action Clerk**).

- Install of a new drainage pipe in Knotting Road to resolve the blockage/flooding issue. Bedford BC Highways have responded that this won't be completed until the summer holidays as it will require a 24/7 road closure and substantial works to resolve.
- Streetlight repairs. No current issues.
- Report from meetings attended by councillors
None known.
- Report on Speeding (VAS) – Cllr Morgan
Cllr Morgan confirmed all four speed signs are working, and that the police carried out a speed check recently. Requests Clerk to change the graphics on the speed signs to keep it varied **(Action Clerk)**.
- Report on River Til/Yelden Flood group – Cllr Alexander
Cllr Alexander reported that the Bedford BC Resilience Team and Highways met the Flood Group on site to check for capacity issues and to discuss amending the Flood Plan in relation to the process for closing the road.

17 Finance

- The following payments were approved:

Date	Category	Payee	Description	Payments Gross	Receipts
08 April 2021	Streetlights: Elect & Maint	EON	EON Streetlight maintenance (Qtrly to Ma	68.93	
08 April 2021	Streetlights: Upgrade proje	Zeta Group	1st staged payment	10,967.40	
12 April 2021	Streetlights: Elect & Maint	EON	EON Streetlight electricity (Qtrly to Marcl	232.84	
13 April 2021	CBG Grant: Streetlight upgr	CBF	Grant for streetlight project		9,139.00
15 April 2021	Precept Income	BBC	Precept Part 1		3,682.50
19 May 2021	Yelden Tree Project	David Brough	5 x Wooden tree stakes	24.95	
19 May 2021	Internal Audit	KJ Betts	Annual internal audit	135.00	
19 May 2021	Staff Costs			598.70	

18 Any Other Business (For future agendas – no decisions can be taken)

Cllr Young requested a proposal for the next meeting to increase the capacity of the Yelden pond to assist during flooding.

19 Date of the next meeting: Wednesday, 21st July 2021 at 8pm – Yelden Village Hall.