

# Melchbourne and Yelden Parish Council

Chairman: Simon Paynter

Clerk: David Brough

## MINUTES

### Minutes of the Annual Parish Council Meeting held 18<sup>th</sup> May 2022 at 8.30pm in Melchbourne Village Hall

**Present:** Cllrs Simon Paynter (Chairman), Sarah Croft, Jason Gordon, Sam Edwards, Frank Morgan, Craig Young, Peter Wilkinson (Vice Chairman).

**In attendance:** David Brough (Clerk), Borough Councillor Martin Towler, and one parishioner.

1 **Election of Chairman**

**Resolved** to re-elect Simon Paynter as the Chairman for the coming year (Proposed: Cllr Young, Seconded: Cllr Morgan).

2 **Election of Vice Chairman**

**Resolved** to re-elect Peter Wilkinson as the Vice Chairman for the coming year (Proposed: Cllr Young, Seconded: Cllr Gordon).

3 **Apologies accepted:** Cllr Paul Alexander (Work).

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 present but did not address the council during this open session.

7 **Approval of the minutes of the parish council meeting** held on 16<sup>th</sup> March 2022.

**Resolved** to approve the minutes as an accurate record of the meeting.

8 **Clerk's report on the Action List**

- Update on Land Maintenance: Clerk will seek a quote from a tree surgeon to tidy up the village green (by the River Til) and complete any required deadwooding. The tree surgeon has already reported that there are no current risks for the trees on parish council land. Clerk has already received a quote for the flail cutting of the Yelden common land and will present this for approval at the next meeting.
- Requested Highways to add the "No through road" sign at Church Lane/High St junction, following agreement at the March 2022 council meeting. Expected to be in place by the end of July 2022.

9 **Correspondence (requiring council attention):** (Names always withheld for Data Protection)

- *Parishioner emailed in relation to the road surface on Shelton Lane and works carried out on the ditch on Shelton Lane. Clerk alerted Highways to the potholes and shared the email about the ditch with councillors. Correspondence was noted with no further action requested.*
- *Parishioner emailed with an update on The Chequers pub. Shared with councillors.*

10 **Finance**

- The following **Payments** were approved – the £1853.39 VAT reclaim that was incorrectly paid to the parish council by HMRC will be returned directly to HMRC.
- The **bank balance** was noted and the **Spend vs Budget** was reviewed and there were no concerns:

| Date          | Category          | Payee | Description                  | Payments<br>Gross | Receipts |
|---------------|-------------------|-------|------------------------------|-------------------|----------|
| 11 April 2022 | VAT Refund        | HMRC  | Incorrect - to be returned   |                   | 1,853.39 |
| 12 April 2022 | VAT Refund        | HMRC  | VAT reclaim for 2021/22      |                   | 2,651.10 |
| 14 April 2022 | Precept Income    | BBC   | Precept Part 1               |                   | 4,055.50 |
| 13 May 2022   | Other Income      | CBF   | Chelveston CBF Jubilee Grant |                   | 150.00   |
| Not yet paid  | Staff Costs       |       |                              | 821.69            |          |
| Not yet paid  | Village Hall Hire | MVH   | Melch Village Hall hire      | 10.00             |          |
| Not yet paid  | Insurance         | BHIB  | Annual insurance             | 265.42            |          |

#### 2021/22 - Balance - May 2022

|                                                      | £      |
|------------------------------------------------------|--------|
| Lloyds Current Account    Current Balance (Forecast) | 36,743 |

- **Approval of the annual accounts (2021/22) 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.*  
**Resolved** to approve the accounts and AGAR for the year 2021/22.

#### 11 Crime report

| Recorded Date | Committed From   | Committed To     | Code | Offence                           | Street      | Area   |
|---------------|------------------|------------------|------|-----------------------------------|-------------|--------|
| 04/03/2022    | 04/03/2022 16:00 | 04/03/2022 16:30 | 29A  | AGGRAVATED BURGLARY - RESIDENTIAL | Church Lane | Yelden |

No reported actions for this item.

#### 12 To agree dates of council meetings and the Annual Parish meeting for the coming year

**Resolved** to continue to meet on the third Wednesday of every second month (January, March, May, July, September, November) with additional Planning Committee meetings to consider applications that fall between meetings. Dates have been added to the website homepage.

#### 13 Chelveston Community Benefit Fund award for the Platinum Jubilee

CBF have issued a grant of £150 to all four parish councils to support the activities for The Queen's Platinum Jubilee in June 2022. Parish council to consider how this could be spent.

*Details: The PC will either use the funds for their own QPJ activities, or may optionally sub-grant some or all of the funds to one or more bodies providing QPJ events within the parish. Activities might range from QPJ flags, bunting, entertainment, refreshments, planting a QPJ tree, commemorative plaques, etc. Any unused funds are to be returned by 31<sup>st</sup> March 2023.*

**Resolved** to donate £75 to both the Melchbourne Village Hall and the Yelden Village Hall events.

#### 14 St Mary's Yelden Parochial Church Council grant application to Chelveston Community Benefit Fund

*To consider the request from St Mary's Church PCC for the parish council to provide a letter of support for their grant application to Chelveston Wind Farm Community Benefit Fund. Application for £3900 for "works to the outside steps, near side wall and Belfry Guards in the Tower". Full details supplied to councillors.*

**Resolved** to provide a letter of support for this application.

#### 15 Planning:

##### New applications

None

##### Monitoring of applications and enforcement (for noting)

The following application was refused by Bedford Borough Council.

APPLICATION NO: 21/01393/FUL Full Planning Application

PROPOSAL: Conversions and extensions to the existing water tower to form a single dwelling, with parking and associated infrastructure. LOCATION : Land At Church Cottage Park Road Melchbourne MK44 1BB

Parish Council: Objection

*David Brough, Clerk, Melchbourne & Yelden Parish Council*

*E-mail: melchyeldpc@gmail.com*

The following are long-standing items of enforcement:

- *Reference: 18/00253/UNAUTU (Previously 14/00103/UNAUTU) Location: Lot 3 at Tall Oaks Farm, Melchbourne Road*  
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. **No further progress.**
- *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). **No further progress.**

**16 Councillors' Reports and Updates:**

- Ward Councillor – Cllr Martin Towler  
No written report provided but a verbal report covered the upcoming Local Plan 2040 consultation and East West Rail, amongst other items.
- Chelveston Wind Farm Community Benefit Fund Trust – Cllrs Young & Gordon  
There has been no CBF meeting since the last parish council meeting.
- Highways, drains and streetlights
  - Cllr Gordon met with a representative from BBC Highways. A works order has been raised to clear gullies (drains) in Melchbourne. Also raised was the poor condition of the road between Melchbourne and Yelden; there is an ongoing programme of works to patch this surface.
  - The parapet for the culvert under the road near Rifle Range Farm has now been fixed by BBC Highways. This must have been struck by a vehicle at some point.
- Report from meetings attended by councillors  
None.
- Report on Speeding (VAS) – Cllr Morgan  
Cllr Morgan was able to fix the speed sign by the nursery on Knotting Road. This is now operating correctly.
- Report on River Til/Yelden Flood group – Cllr Alexander  
No report because Cllr Alexander was not present.

**17 Business for future agendas – no decisions can be taken**

- The purchase of streetlight poppies from RBL. Councillors to confirm how many are required.

**18 Date of the next meeting: Wednesday, 13<sup>th</sup> July 2022 at 8pm – Yelden Village Hall.**