

# Melchbourne and Yelden Parish Council

Chairman: Peter Wilkinson

Clerk: David Brough

## MINUTES

### Minutes of the Parish Council Meeting held 20<sup>th</sup> November 2024 at 8pm in Yelden Village Hall

**Present:** Cllrs Peter Wilkinson (Chairman), Paul Alexander, Jason Gordon, Frank Morgan, Craig Young, Mark Fitzsimmons, David Brough (Clerk).

1 **Apologies for absence:** Sarah Croft (Prior commitment), Simon Paynter (None).

2 **Declarations of interest in items on the agenda:** None.

3 **Requests to grant dispensations for declared interests:** None.

4 **Public Open Session:** No members of the public were present.

5 **Approval of the minutes of the parish council meetings** held on 18<sup>th</sup> September 2024.

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

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

- Update on Yelden playground grant application: The playground has now been installed, but the final payment is being held back until the Village Hall Committee confirm they are satisfied with the works. Councillors agreed that a Facebook post should be made once the playground was fully open to let the residents know it was now available and that the Chelveston Benefit Fund should be thanked for their generous grant towards it.
- Update on fixes for the Yelden Speed Indication Devices and related Chelveston Benefit Fund grant request: Update provided at agenda item 12.

7 **Finance**

- *To approve payments and note receipts.*  
**Resolved** to approve the payments listed in the appendix.
- *To review the bank balance and the "Spend vs Budget" analysis.*  
The council noted the balances and analysis with no concerns. There is still an underspend of approximately £1k due to a resident carrying out the cutting of the common land and the allotments hedge. See appendix for reports.

8 **Crime report**

Councillors noted the crime statistics report.

| Crime Sub Category                     | Offence Start Date | Recorded Date | Offence                       | Address 1        | Address 2   |
|----------------------------------------|--------------------|---------------|-------------------------------|------------------|-------------|
| CRIMINAL DAMAGE                        | 08/09/2024         | 10/09/2024    | OTHER CRIMINAL DAMAGE         | Melchbourne Park | Melchbourne |
| RESIDENTIAL BURGLARY-UNCONNECTED BUILD | 10/09/2024         | 12/09/2024    | RESIDENTIAL BURGLARY-UNCO BLD | Park Road        | Melchbourne |
| OTHER THEFT                            | 09/09/2024         | 16/09/2024    | OTHER THEFT                   | Church Lane      |             |

9 **Grant Application – Honeycomb**

*To consider a grant application from the Honeycomb publication for £150.*

**Resolved** to provide the grant in full.

10 **Flood protection request**

*Proposal Mrk Fitzsimmons: To consider a resident's request to apply for grants for mobile flood protection barriers.*

Councillors had a lengthy discussion about the resident's request, but resolved that it would not be possible to assist with flood protection barriers for a number of reasons: it was noted that it is the primary responsibility of the residents to protect their own properties and there were concerns that there would be an element of liability if the parish council had provided the barriers and they weren't

David Brough, Clerk, Melchbourne & Yelden Parish Council

E-mail: melchyeldpc@gmail.com

effective or deployed properly; there are multiple properties with a similar risk and it would not be appropriate for the council to choose who would have flood barriers and who wouldn't; further, if one or more properties were chosen for protection then it would set a precedent for the provision of barriers.

**11 Planning applications and enforcement:**

- **New applications received since the last meeting (to include any received after the agenda is issued up to the date of the meeting).**

None.

- **Monitoring of applications and enforcement (for information)**

- The below application, to which the parish council provided support, was **refused** by Bedford Borough Council and is now being taken to **appeal** with the planning inspectorate.

*PLANNING NO: 23/01311/FUL Full Planning*

*PROPOSAL : Conversion of existing barns to residential to create 6 No. new dwellings, with new access, car parking, landscaping and associated works*

*LOCATION : Woodleys Farm House Knotting Road Melchbourne Bedford Bedfordshire MK44 1AG*

- The following is a long-standing item of enforcement:

*Reference: 14/00392/UNAUTU. Location: Hill Farm, Melchbourne Road, Riseley.*

*Details: Investigation regarding the right to live on the land.*

***History:** Planning application 22/01571/MAF was refused by BBC Planning in November 2022, 23/01212/FUL was refused in August 2023, 23/02188/OUT in December 2023, and 24/00466/FUL in September 2024.*

**12 Councillors' Reports and Updates:**

- Ward Councillor – Cllr Martin Towler  
Cllr Towler was not present. No report provided.
- Chelveston Wind Farm Community Benefit Fund Trust: No meetings have been held and therefore no update was provided.
- Highways, drains and streetlights  
Cllr Young noted the large hole that had appeared on the side of the road at Shelton Lane – this has already been reported to BBC Highways by the Clerk.  
Councillors reported seeing a parish council streetlight that was not turning off during the day.  
**Action:** Councillors to let the Clerk know which light is the issue.
- Report on Speeding (SIDs – Speed Indication Devices) – Cllr Morgan  
Morelock, the supplier of the devices, have taken away the SIDs to be fixed. A grant of £500 has been received from Chelveston Benefit Fund towards the repairs and the councillors were very grateful.
- Report on River Til/Yelden Flood group – Cllr Alexander  
No update.

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

None.

**Date of the next meeting:** Wednesday, 15<sup>th</sup> January 2024 at 8pm – Melchbourne Village Hall.

**Melchbourne and Yelden Parish Council**  
**Payments & Receipts - November 2024**

| Date Paid          | Category                    | Payee/Payer | Desc                         | Transfers | Receipts    | Payments<br>Gross | VAT        | Cashbook<br>Balance | Bank balance       |
|--------------------|-----------------------------|-------------|------------------------------|-----------|-------------|-------------------|------------|---------------------|--------------------|
| <b>Lloyds Bank</b> |                             |             |                              |           |             |                   |            | <b>£ 33,552.07</b>  | <b>£ 33,552.07</b> |
| 23/09/2024         | Defib Maintenance           | CHT         | Expenses: Defib pads x4      |           |             | £ 285.54          | £ 47.59    |                     |                    |
| 23/09/2024         | Payroll fees                | Red Shoes   | Expenses: Qtrly payroll fees |           |             | £ 32.40           |            |                     |                    |
| 07/10/2024         | Yelden Playground           | Playdale    | Playground installment 1     |           |             | £ 24,000.00       | £ 4,000.00 |                     |                    |
| 14/10/2024         | Streetlights: Elect         | NPower      | NPower Streetlight           |           |             | £ 37.41           |            |                     |                    |
| 21/10/2024         | BBC UKSPF Grant             | BBC         |                              |           | £ 10,000.00 |                   |            |                     |                    |
| 29/10/2024         | Chelveston Fund Grant - SID | CBF         |                              |           | £ 500.00    |                   |            |                     |                    |
| Not Yet Paid       | Yelden Playground           | Playdale    | Playground installment 2     |           |             | £ 13,200.01       | £ 2,200.00 |                     | <b>£ 19,696.72</b> |
| Not Yet Paid       | Staff Costs                 | Multiple    | 2 months salary & Qtrly PAYE |           |             | £ 876.53          |            | <b>£ 5,620.18</b>   |                    |

Melchbourne and Yelden Parish Council

2024/25 - Balance - Nov 2024

|                        |                            |       |
|------------------------|----------------------------|-------|
| Lloyds Current Account | Current Balance (Forecast) | £     |
|                        |                            | 5,620 |

Allocation of Balance Sheet

|                                    |         |                  |
|------------------------------------|---------|------------------|
| Remainder of budgeted expenditure  | 3,000   |                  |
| River Til Reserve                  | 9,956   |                  |
| Allotments Reserve                 | 1,422   |                  |
| Playground grants (To be received) | -10,000 |                  |
| General reserve                    | 1,242   | Balancing figure |
| VAT refund due (To be received)    | 6,264   |                  |

**Melchbourne and Yelden Parish Council**  
**Spend vs Budget report**

**2024/25 P&L (Net of VAT) - As at Nov 2024**

| <u>Income</u>                   |                                        | YTD (Actual)<br>Gross | YTD (Actual)<br>Net | Annual Budget | Full year (Est) | Variance |
|---------------------------------|----------------------------------------|-----------------------|---------------------|---------------|-----------------|----------|
| <b>Precept Income</b>           |                                        | 8,713                 | 8,713               | 8,713         | 8,713           | 0        |
|                                 | Ward Fund Grant - Playground           | 1,000                 | 1,000               | 0             | 1,000           |          |
|                                 | BBC UKSPF Grant                        | 10,000                | 10,000              | 0             | 10,000          |          |
|                                 | Chelveston Fund Grant - SID            | 500                   | 500                 | 0             | 500             |          |
|                                 | Chelveston Fund Grant - Playground     | 10,000                | 10,000              | 0             | 10,000          |          |
| <b>Other Income</b>             |                                        | 21,500                | 21,500              | 0             | 31,500          | 31,500   |
| <b>VAT Refund</b>               |                                        | 930                   |                     | 0             |                 | 0        |
| <b>Allotment Income</b>         |                                        | 0                     | 0                   | 13            | 13              | 0        |
| <b>Total Income</b>             |                                        | 31,143                | 30,213              | 8,742         | 40,242          | 31,500   |
| <u>Outgoings</u>                |                                        |                       |                     |               |                 |          |
| <b>Employment Costs</b>         | Staff Costs                            | 3,506                 | 3,506               | 5,483         | 5,483           |          |
|                                 |                                        | 3,506                 | 3,506               | 5,483         | 5,483           | 0        |
| <b>Admin</b>                    | Village Hall Hire                      | 60                    | 60                  | 90            |                 |          |
|                                 | Payroll fees                           | 49                    | 46                  | 80            |                 |          |
|                                 | ICO - Annual Data Protection           | 35                    | 35                  | 35            |                 |          |
|                                 | Membership BATPC                       | 0                     | 0                   | 110           |                 |          |
|                                 | Training: Councillors                  | 0                     | 0                   | 15            |                 |          |
|                                 | Clerk Expenses                         | 10                    | 10                  | 16            |                 |          |
|                                 | Internal Audit                         | 155                   | 155                 | 160           |                 |          |
|                                 | External Audit                         | 0                     | 0                   | 0             |                 |          |
|                                 | Website running cost                   | 0                     | 0                   | 270           |                 |          |
|                                 | Election costs                         | 0                     | 0                   | 30            |                 |          |
|                                 |                                        | 309                   | 306                 | 806           | 801             | 5        |
| <b>Insurance</b>                |                                        | 379                   | 379                 | 450           | 379             | 71       |
| <b>Parks and open spaces</b>    | Maintenance                            | 0                     | 0                   | 1,003         | 0               |          |
|                                 | Streetlights: Elect                    | 262                   | 251                 | 500           | 500             |          |
|                                 |                                        | 262                   | 251                 | 1,503         | 500             | 1,003    |
| <b>Grants out</b>               | Grants                                 | 0                     |                     |               |                 |          |
|                                 |                                        | 0                     | 0                   | 200           | 200             | 0        |
| <b>Miscellaneous</b>            | Yelden Playground                      | 37,200                | 31,000              | 300           | 31,000          |          |
|                                 | Defib Maintenance & Speed sign accrual | 286                   | 238                 | 300           | 1,385           |          |
|                                 |                                        | 286                   | 238                 | 300           | 32,385          | -32,085  |
| <b>Total Outgoings</b>          |                                        | 4,741                 | 4,680               | 8,742         | 39,748          | -31,006  |
| <b>Year To Date Net P&amp;L</b> |                                        | 26,402                | 25,533              | 0             |                 | 494      |