

Melchbourne and Yelden Parish Council

Chairman: Peter Wilkinson

Clerk: David Brough

MINUTES

Minutes of the ANNUAL Parish Council Meeting held 21st May 2025 at 8pm in Melchbourne Village Hall

Present: Cllrs Craig Young (Vice Chairman – chaired this meeting), Paul Alexander, Jason Gordon, Sarah Croft, Frank Morgan, Mark Fitzsimmons, Simon Paynter, David Brough (Clerk), Borough Councillor Martin Towler.

1 **Election of Chairman**

To elect the Chairman for the coming year.

It was **resolved** to elect Peter Wilkinson as Chairman for the coming year.

2 **Election of Vice Chairman**

To elect the Vice Chairman for the coming year.

It was **resolved** to elect Craig Young as Vice Chairman for the coming year.

3 **Apologies for absence accepted:** Peter Wilkinson (Chairman – Away).

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

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

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

7 **Approval of the minutes of the parish council meetings** held on 19th March 2025.

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

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

Melchbourne litterpick was successful – risk assessment created by the Clerk and event run by a councillor, which enabled insurance cover from the parish council.

9 **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.

- *Annual accounts (2024/25): To receive the internal audit report and approve the end-of-year accounts and the Annual Governance & Accountability Return (AGAR) form.*

Following a clear internal audit report, it was **resolved** to approve the accounts and AGAR to be sent to the external auditor.

- *To consider opening a savings account with Unity Trust.*

Resolved to open a Unity trust savings account with the following signatories: Cllrs Gordon, Wilkinson, Alexander.

10 **Chelveston Community Benefit Fund Trustees**

To appoint a councillor to the role of trustee – Cllr Young's 4-year term has come to an end.

Resolved to re-elect Cllr Young as trustee for the next 4-year term with the trust.

11 **St Mary's Church Yelden PCC application to Chelveston Community Benefit Fund**

To consider providing a letter of support to St Mary's Church Yelden PCC for their grant application for £3,774 from Chelveston Wind Farm Community Benefit Fund to remove tree growth from the top of the church tower wall (requires scaffolding).

David Brough, Clerk, Melchbourne & Yelden Parish Council

E-mail: clerk@melchmeld-pc.gov.uk

Resolved to support this request for a grant. **Action:** Clerk to suggest to the applicant that they widen the scope of the works to include another nearby tree that is likely to cause the same problem in the near future – any resultant increase to the grant request would also be supported.

12 **Insurance**

To accept the insurance quote for the coming year.

Resolved to accept the quote from Clear Councils for £446 + tax.

13 **Yelden Litterpick 2026**

Proposal from Cllr Alexander: To discuss arrangements for a Yelden Litterpick event in 2026.

It was agreed to add an item to the January 2026 agenda to form arrangements for a Yelden litterpick event in early March 2026.

14 **East West Rail response**

Proposal from Cllr Gordon: To consider taking a position and prepare a response for the East Wail Rail proposal.

Resolved to adopt the response prepared by the Clerk and submit it when the statutory consultation begins – no date currently provided, but expected towards the end of 2025. The response contains a strong objection to the selection of Route E and advocating for a re-evaluation of all available routes.

15 **Crime report**

No reported crime since the last council meeting.

16 **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)**

APPLICATION NO: 25/00324/FUL Full Planning Application

PROPOSAL: Erection of an oak frame detached garage

LOCATION : 32 Park Road Melchbourne Bedford Bedfordshire MK44 1BB

Parish Council: Resolved to support this application, which is perceived to have no detrimental impact.
Bedford Borough Council: **Granted permission.**

APPLICATION NO: 25/00507/FUL Full Planning Application

PROPOSAL: Two storey side/rear extension and new front porch

LOCATION : Beckbridge High Street Yelden Bedford Bedfordshire MK44 1AW

Parish council: Resolved not to comment or object to this application.

Bedford Borough Council: **Awaiting decision.**

The below application was **refused** by Bedford Borough Council, was taken to appeal with the planning inspectorate, but has now been **withdrawn**:

APPEAL BY: Mr L Collyer

PROPOSAL : Erection of single storey rear/side infill extension and internal alterations

PLANNING NO: 24/01241/LBC Listed Building Consent

LOCATION : Apple Tree Cottage 35 Knotting Road Melchbourne Bedford Bedfordshire MK44 1BE

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. Appeal for 23/02188/OUT dismissed in February 2025.

17 **Councillors' Reports and Updates:**

- Ward Councillor – Cllr Martin Towler

Monthly and annual reports were provided and can be made available on request.

- Chelveston Wind Farm Community Benefit Fund Trust

It was reported that there had been no meetings of the Trust since the last parish council meeting.

David Brough, Clerk, Melchbourne & Yelden Parish Council

E-mail: clerk@melchyeld-pc.gov.uk

- Highways, drains and streetlights
No items of concern were raised.
- Report on Speeding (SIDs – Speed Indication Devices) – Cllr Morgan
Councillors acknowledged the length of time the two Yelden devices had been with Morelock for repair; Cllr Morgan and Clerk to maintain pressure on the company to return them.
- Report on River Til/Yelden Flood group – Cllr Alexander
No items of note.

- 18 **Business for future agendas** – no actions or decisions can be taken on items not on the agenda.
- Item to formulate initial thoughts for spending the CIL money recently received – this has a time limit of 5 years for spending.

Date of the next meeting: Wednesday, 16th July 2025 at 8pm – Yelden Village Hall.

Melchbourne and Yelden Parish Council
Payments & Receipts - May 2025

Date Paid	Category	Payee/Payer	Desc	Transfers	Receipts	Payments Gross	VAT	Cashbook Balance	Bank balance
Lloyds Bank								£ 19,498.64	£ 19,498.64
14/04/2025	Precept Income	BBC	Precept Part 1		£ 4,455.00				
22/04/2025	Bank Charges	LBG				£ 4.25			
23/04/2025	CIL Income	BBC	22/01747/FUL		£ 9,820.35				£ 33,769.74
Not yet paid	Staff Costs	Multiple	Qtrly PAYE, 2 Months Net			£ 1,285.38			
Not yet paid	Internal Audit	J Betts				£ 160.00		£ 32,324.36	

Melchbourne and Yelden Parish Council

2024/25 - Balance - May 2025

		£
Lloyds Current Account	Current Balance (Forecast)	32,324

Allocation of Balance Sheet

Remainder of budgeted expenditure	3,000	
CIL	9,820	
River Til Reserve	9,956	
Allotments Reserve	1,422	
General reserve	8,126	Balancing figure

Melchbourne and Yelden Parish Council
Spend vs Budget report

2025/26 P&L (Net of VAT) - As at May 2025

<u>Income</u>		YTD (Actual) Net	Annual Budget	Full year (Est)	Variance
Precept Income		4,455	8,910	8,910	0
Other Income	CIL Income	9,820	0	9,820	
		9,820	0	9,820	9,820
VAT Refund			0		0
Allotment Income		0	13	13	0
CIL Receipts (Section 106)		0	0	0	0
Bank Interest		0	16	400	384
Total Income		14,275	8,939	19,143	10,204
<u>Outgoings</u>					
Employment Costs	Staff Costs	1,285	5,483	5,483	
		1,285	5,483	5,483	0
	Village Hall Hire	0	90		
	Payroll fees	0	80		
	ICO - Annual Data Protection	0	35		
	Membership BATPC	0	110		
	Training: Councillors	0	15		
	Clerk Expenses	0	16		
	Bank Charges	4	0		
	Internal Audit	160	160		
	External Audit	0	0		
	Website running cost	0	270		
	Election costs	0	30		
Admin		164	806	806	0
Insurance	Insurance	0	450	450	0
	Maintenance	0	1,200	1,200	
	Streetlights: Elect	0	500	500	
Parks and open spaces		0	1,700	1,700	0
Grants out	Grant Honeycomb	0			
		0	200	200	0
Miscellaneous	Defib Maintenance & Speed sign accrual	0	300	300	
		0	300	300	0
Total Outgoings		1,450	8,939	8,939	0
Year To Date Net P&L		12,826	0		10,204