

# Melchbourne and Yelden Parish Council

Chairman: Peter Wilkinson

Clerk: David Brough

## MINUTES

### Minutes of the Parish Council Meeting held 16<sup>th</sup> July 2025 at 8pm in Yelden Village Hall

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

- 1 **Apologies for absence and Introductions accepted:** Craig Young (Prior engagement), Sarah Croft (Away), Mark Fitzsimmons (Family commitment), Borough Councillor Martin Towler (Prior engagement).  
Absent: Simon Paynter.
- 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 annual parish council meeting** held on 21<sup>st</sup> May 2025.  
**Resolved** to approve the minutes as an accurate record of the meeting.
- 6 **Clerk's report on the Action List**  
No items beyond those on the agenda.
- 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.
  - *To consider moving the current account to Unity Trust, to allow easy movement back and forth from the savings account.*  
**Resolved** to open a Unity trust current account and close the Lloyds account. Signatories: Cllrs Wilkinson, Gordon, Alenxander.
- 8 **Community Infrastructure Levy (CIL) – Initial Consideration of Spending Priorities**  
*The parish council recently received a CIL payment of £9,820 arising from planning application 22/01747/FUL; this funding must be spent within five years in accordance with the CIL Regulations. To consider initial proposals and priorities for the use of these funds, noting that expenditure must be directed towards projects or items that support the development of the area by:*  
*a) funding the provision, improvement, replacement, operation or maintenance of infrastructure; or*  
*b) addressing the demands that development places on the area.*  
It was agreed that there were no projects that councillors wished to use the CIL funding for at this time.
- 9 **Crime report**  
*Reported crime since the last council meeting. Noted by councillors:*

| Crime Category | Crime Sub Category | Offence Start Date | Recorded Date | Address 1    | Address 2   |
|----------------|--------------------|--------------------|---------------|--------------|-------------|
| THEFT          | OTHER THEFT        | 26 May 2025        | 28 May 2025   | Park Road    | Melchbourne |
| THEFT          | OTHER THEFT        | 19 May 2025        | 20 May 2025   | Shelton Lane | Yelden      |
- 10 **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.

David Brough, Clerk, Melchbourne & Yelden Parish Council  
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- **Monitoring of applications and enforcement (for information)**

*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: **Granted permission.**

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

Councillors requested to know what the borough council's intentions were on this item. **Action** for Clerk to find out.

11 **Councillors' Reports and Updates:**

- Ward Councillor – Cllr Martin Towler

No report provided.

- Chelveston Wind Farm Community Benefit Fund Trust

It was noted that no Trust meeting had taken place recently. The next meeting is due in the coming week.

- Highways, drains and streetlights

No items to report or note.

- Report on Speeding (SIDs – Speed Indication Devices) – Cllr Morgan

Cllr Morgan has been in contact with Morelock about the fixes required to both Melchbourne SIDs and has been informed that they will be installed very shortly.

- Report on River Til/Yelden Flood group – Cllr Alexander

No items to note.

12 **Business for future agendas** – no actions or decisions can be taken on items not on the agenda.

It was noted that the allotment hedge was in need of trimming – to be added to the next agenda.

**Date of the next meeting:** Wednesday, 17<sup>th</sup> September 2025 at 8pm – Melchbourne Village Hall.

**Melchbourne and Yelden Parish Council**  
**Payments & Receipts - July 2025**

| Date Paid    | Category                     | Payee/Payer   | Desc                               | Transfers | Receipts | Payments<br>Gross | VAT    | Cashbook<br>Balance | Bank balance |
|--------------|------------------------------|---------------|------------------------------------|-----------|----------|-------------------|--------|---------------------|--------------|
| Lloyds Bank  |                              |               |                                    |           |          |                   |        |                     |              |
| 19/05/2025   | Bank Charges                 | LBG           |                                    |           |          | £ 4.25            |        |                     |              |
| 27/05/2025   | Insurance                    | ClearCouncils | Annual insurance                   |           |          | £ 446.14          |        |                     |              |
| 03/06/2025   | ICO - Annual Data Protection | ICO           | ICO Annual Payment                 |           |          | £ 47.00           |        |                     |              |
| 17/06/2025   | Bank Charges                 | LBG           |                                    |           |          | £ 4.25            |        |                     | £ 32,119.76  |
| Not yet paid | Payroll fees                 | Red Shoes     | Expenses Clerk: Qtrly payroll fees |           |          | £ 17.40           | £ 2.90 |                     |              |
| Not yet paid | Staff Costs                  | David Brough  | Salary                             |           |          | £ 502.52          |        |                     | £ 31,599.84  |

## **Melchbourne and Yelden Parish Council**

### **2025/26 - Balance - July 2025**

|                        |                            | £             |
|------------------------|----------------------------|---------------|
| Lloyds Current Account | Current Balance (Forecast) | <b>31,600</b> |

### **Allocation of Balance Sheet**

|                                   |       |                  |
|-----------------------------------|-------|------------------|
| Remainder of budgeted expenditure | 3,000 |                  |
| CIL                               | 9,820 |                  |
| River Til Reserve                 | 9,956 |                  |
| Allotments Reserve                | 1,422 |                  |
| General reserve                   | 7,401 | Balancing figure |

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

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

| <u>Income</u>                   |                                        | YTD (Actual)<br>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           |
| <b>Total Income</b>             |                                        | <b>14,275</b>       | <b>8,939</b>  | <b>19,143</b>   | <b>10,204</b> |
| <u>Outgoings</u>                |                                        |                     |               |                 |               |
| Employment Costs                | Staff Costs                            | 1,491               | 5,483         | 5,483           |               |
|                                 |                                        | 1,491               | 5,483         | 5,483           | 0             |
|                                 | Village Hall Hire                      | 0                   | 90            |                 |               |
|                                 | Payroll fees                           | 15                  | 80            |                 |               |
|                                 | ICO - Annual Data Protection           | 47                  | 35            |                 |               |
|                                 | Membership BATPC                       | 0                   | 110           |                 |               |
|                                 | Training: Councillors                  | 0                   | 15            |                 |               |
|                                 | Clerk Expenses                         | 0                   | 16            |                 |               |
|                                 | Bank Charges                           | 13                  | 0             |                 |               |
|                                 | Internal Audit                         | 160                 | 160           |                 |               |
|                                 | External Audit                         | 0                   | 0             |                 |               |
|                                 | Website running cost                   | 0                   | 270           |                 |               |
|                                 | Election costs                         | 0                   | 30            |                 |               |
| <b>Admin</b>                    |                                        | <b>234</b>          | <b>806</b>    | <b>806</b>      | <b>0</b>      |
| Insurance                       | Insurance                              | 446                 | 450           | 446             | 4             |
|                                 | Maintenance                            | 0                   | 1,200         | 600             |               |
|                                 | Streetlights: Elect                    | 0                   | 500           | 500             |               |
| <b>Parks and open spaces</b>    |                                        | <b>0</b>            | <b>1,700</b>  | <b>1,100</b>    | <b>600</b>    |
| Grants out                      | Grant Honeycomb                        | 0                   |               |                 |               |
|                                 |                                        | 0                   | 200           | 200             | 0             |
| Miscellaneous                   | Defib Maintenance & Speed sign accrual | 0                   | 300           | 300             |               |
|                                 |                                        | 0                   | 300           | 300             | 0             |
| <b>Total Outgoings</b>          |                                        | <b>2,171</b>        | <b>8,939</b>  | <b>8,335</b>    | <b>604</b>    |
| <b>Year To Date Net P&amp;L</b> |                                        | <b>12,104</b>       | <b>0</b>      |                 | <b>10,808</b> |