

Melchbourne and Yelden Parish Council

Chairman: Peter Wilkinson

Clerk: David Brough

MINUTES

Minutes of the ANNUAL Parish Council Meeting held 20th May 2026 at 8pm in Melchbourne Village Hall

Present: Cllrs Peter Wilkinson, Craig Young, Jason Gordon, Sarah Croft, Mark Fitzsimmons, Simon Paynter, David Brough (Clerk), and six members of the public.

- 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:** Cllrs Paul Alexander (Away), Frank Morgan (Away).
Borough Councillor Martin Towler (Away).
- 4 **Declarations of interest in items on the agenda:** Cllr Paynter declared an interest in item 12 as the contractor involved and left the room for this item. Cllr Fitzsimmons declared a personal interest in planning item 26/00514/FUL and did not vote during this item. Cllrs Wilkinson and Croft declared personal interests in item 10 as members of the Table tennis club and did not vote during this item.
- 5 **Requests to grant dispensations for declared interests:** None.
- 6 **Public Open Session:** Multiple residents spoke in relation to planning application 26/00514/FUL.
- 7 **Approval of the minutes of the parish council meeting** held on 18th March 2026.
Resolved to approve the minutes as an accurate record of the meeting.
- 8 **Clerk's report on the Action List**
No items – all separately listed items on the agenda.
- 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.
 - *Annual accounts (2025/26): 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.
- 10 **CIL Grant Application – Melchbourne Table Tennis Club**
To consider an application from Melchbourne Table Tennis Club for £2,379.80 of Community Infrastructure Levy (CIL) funding towards the purchase of replacement competition-standard table tennis tables, court surround barriers and match equipment to support the continued provision and growth of community sporting activity at Melchbourne Village Hall. Councillors are reminded that the parish council has received a total of £9,820 in Community Infrastructure Levy (CIL) receipts.
Resolved that the parish council supports the purchase of replacement competition-standard table tennis tables, court surround barriers and match equipment to enable Melchbourne Table Tennis Club to continue providing regular community sporting opportunities at Melchbourne Village Hall. The club currently has around 15 active members, has recently expanded to three teams in the Bedfordshire Table Tennis League, and the existing equipment has reached the end of its usable life.

David Brough, Clerk, Melchbourne & Yelden Parish Council
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It was further resolved to submit an application to the **Chelveston Wind Farm Community Benefit Fund Trust** for grant funding towards 50% of the project costs, with the remaining 50% to be funded from the parish council's Community Infrastructure Levy (CIL) receipts.

Should the grant application be unsuccessful, the matter will be brought back to a future meeting for councillors to consider whether the full cost should be funded from the parish council's CIL receipts.

11 Remembrance Streetlight Poppies

To consider the purchase of Remembrance poppies for installation on parish streetlights during the Remembrance period. Councillors are advised that lorry poppies are available from the Royal British Legion Poppy Shop at a current cost of £10 each.

Resolved to purchase 30 Remembrance streetlight poppies from the Royal British Legion Poppy Shop at a cost of £10 each, comprising 20 poppies for Melchbourne and 10 for Yelden, to be displayed during the Remembrance period.

12 Fallen Tree – Reimbursement of Contractor Costs

To consider reimbursement of costs incurred in relation to works undertaken by HB Paynter to remove a fallen tree adjacent to a property bordering the common land, following clarification that the tree was located on parish council land and was therefore the responsibility of the parish council.

Resolved to reimburse the costs incurred by the resident for the removal of a fallen tree by HB Paynter. Following discussions regarding the boundary, it was established that the tree was situated on parish council land and that responsibility for its removal rested with the parish council.

13 20mph Speed Limit

Proposal from Cllr Wilkinson: To consider requesting that Bedford Borough Council Highways investigate the introduction of a 20mph speed limit within Melchbourne.

The council discussed the potential benefits of introducing a 20mph speed limit throughout Melchbourne to reduce the likelihood and severity of road traffic collisions. Particular concern was expressed about the blind bend where the public bridleway joins the highway, the lack of a footway causing pedestrians to walk in the road, and the presence of large delivery vehicles travelling through the village. Councillors noted that speed humps were unlikely to be supported by residents and that chicanes were unlikely to be feasible due to the width of the carriageway. They also noted that a number of nearby villages, including Upper Dean, Thurleigh and Great Staughton, have implemented 20mph limits with gateway features, and that responses to the parish survey indicated support for a lower speed limit, particularly in areas used by vulnerable road users.

Resolved to ask Bedford Borough Council Highways what evidence and process would be required to introduce a 20mph speed limit throughout Melchbourne, including replacing the existing 30mph limit with a 20mph limit. Councillors noted that any future consideration of a similar proposal for Yelden would first require supporting evidence, which may include the results of a resident survey.

14 Insurance

To accept the insurance quote for the coming year.

Resolved to accept the insurance renewal quotation from Clear Councils for the period commencing 1 June 2026 at a total cost of £468.

15 Crime report

No crime reported crime since the last council meeting.

16 Planning applications and enforcement:

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

APPLICATION NO: 26/00782/FUL Full Planning Application

PROPOSAL: Replacement of 2No timber barns within the curtilage of a Listed Building.

LOCATION : York Cottage Church Lane Yelden Bedford Bedfordshire MK44 1AU

Resolved to submit no comments.

APPLICATION NO: 26/00514/FUL Full Planning Application

PROPOSAL: Conversion of deconsecrated Methodist chapel to form a one bedroom house.

LOCATION : Methodist Chapel Spring Lane Yelden Bedford Bedfordshire MK44 1AT

David Brough, Clerk, Melchbourne & Yelden Parish Council

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

Resolved to object to the application due to concerns that the proposed conversion would result in overlooking, loss of privacy, increased noise and light pollution affecting neighbouring properties, insufficient information on the treatment of the historic building, inadequate off-road parking, highway safety concerns on Spring Lane, the suitability of waste storage arrangements, and the apparent occupation of the building before planning permission had been granted.

b) Monitoring of applications and enforcement (for information)

The following is a Nationally Significant Infrastructure Project that the parish council has objected to:

- East Park Energy Solar Farm proposal: *Background: Brockwell Storage and Solar Ltd has submitted a Development Consent Order (DCO) application for the East Park Energy solar farm, a Nationally Significant Infrastructure Project spanning c.1,900 acres north-west of St Neots.*
Status: Application accepted by the Planning Inspectorate. The project is now in the Examination stage, with Preliminary Meetings and hearings having commenced in March 2026, ahead of a recommendation to the Secretary of State for a final decision.

Updates on prior planning applications noted:

APPLICATION NO: 26/00465/FUL Full Planning Application

PROPOSAL: Single storey rear and side extensions.

LOCATION : The Bungalow Melchbourne Park Melchbourne Bedford Bedfordshire MK44 1BD

Parish Council: No Comment. BBC: Awaiting Decision

APPLICATION NO: 26/00438/FUL Full Planning Application

PROPOSAL: Conversion of existing outbuilding, with alterations to roof to form residential annexe.

LOCATION : Hillands End House Park Road Melchbourne Bedford Bedfordshire MK44 1BB

Parish Council: No Comment. BBC: Awaiting Decision

APPLICATION NO: 26/00316/FUL Full Planning Application

PROPOSAL: Demolition of existing conservatory and erection of single storey rear extension.

LOCATION : 3 Stanbrook Way Yelden Bedford Bedfordshire MK44 1AX

Parish Council: No Comment. BBC: Permission Granted.

The following is a long-standing item of enforcement:

- Location: Hill Farm, Melchbourne Road, Riseley.
Details: Investigation regarding the right to live on the land.
History: Enforcement notice issued in 2017 in respect of unauthorised residential use. Enforcement notice upheld on appeal in 2018. Planning applications refused: 22/01571/MAF, 23/01212/FUL, 23/02188/OUT, 24/00466/FUL. Government Appeal for 23/02188/OUT dismissed, and 25/01918/LDE refused in 2025.

17 Councillors' Reports and Updates:

- Ward Councillor – Cllr Martin Towler
Martin was away and consequently no report was available.
- Chelveston Wind Farm Community Benefit Fund Trust
It was noted that the next trust meeting (annual) was the following week.
- Highways, drains and streetlights
No items reported.
- Report on Speeding (SIDs – Speed Indication Devices) – Cllr Morgan
Cllr Morgan was not present to provide an update.
- Report on River Til/Yelden Flood group – Cllr Alexander
Cllr Alexander noted that a fallen tree and debris was still causing an obstruction to the River Til.
He continues to raise this with the borough council.

- 18 Business for future agendas** – no actions or decisions can be taken on items not on the agenda. To record any immediate items to be added to future agendas by councillors. Items can also be emailed to the Clerk.

Date of the next meeting: Wednesday, 15th July 2026 at 8pm – Yelden Village Hall.

Melchbourne and Yelden Parish Council Payments & Receipts - May 2026

Date Paid	Category	Payee/Payer	Desc	Transfers	Receipts	Payments Gross	VAT	Cashbook Balance	Bank balance		
Unity Trust Current								£	1,571.39	£	1,571.39
13/04/2026	Internal Transfer	MYPC LBG		£	61.70						
13/04/2026	Precept Income	BBC			£	4,516.00					
20/04/2026	Streetlights: Elect	NPower	NPower Streetlight			£	44.43	£	2.12		
28/04/2026	Internal Transfer	MYPC UT		-£	3,500.00						
30/04/2026	Grant Honeycomb	The Stodden Church				£	200.00				
30/04/2026	Bank Charges	Unity Trust				£	7.00				
18/05/2026	Streetlights: Elect	NPower	NPower Streetlight			£	32.52				
Not Yet Paid	Village Hall Hire	MVH				£	20.00				
Not Yet Paid	Internal Audit	KJ Betts				£	165.00				
Not Yet Paid	Maintenance	HB Paynter				£	479.52	£	79.97		
Not Yet Paid	Staff Costs	Multiple				£	988.34				
								£	712.28	£	712.28
Unity Trust Savings								£	28,488.87	£	28,488.87
28/04/2026	Internal Transfer	MYPC UT			£	3,500.00					
								£	31,988.87	£	31,988.87
Lloyds Bank								£	61.70	£	61.70
13/04/2026	Internal Transfer	MYPC UT		-£	61.70						
								£	-	£	-
CLOSED											

Melchbourne and Yelden Parish Council

2026/27 - Balance - May 2026

	£
Lloyds Current	£ -
Unity Trust Current	£ 712
Unity Trust Savings	£ 31,989
Total Balance	32,701
Current Balance (Forecast)	

Allocation of Balance Sheet

Remainder of budgeted expenditure	1,100	
CIL	9,820	
River Til Reserve	9,956	
Allotments Reserve	1,022	
General reserve	10,803	Balancing figure
Flood Group Equipment (Grant & VAT Reclaim - not yet received)	1,167	

Melchbourne and Yelden Parish Council
Spend vs Budget report

2026/27 P&L (Net of VAT) - As at May 2026

<u>Income</u>		YTD (Actual) Gross	YTD (Actual) Net	Annual Budget	Full year (Est)	Variance
Precept Income		4,516	4,516	9,032	9,032	0
	CIL Income	0	0	0	0	
	BBC Flood Grant	0	0	0	0	
Other Income		0	0	0	0	0
VAT Refund		0		0		0
Allotment Income		0	0	13	15	2
CiL Receipts (Section 106)		0	0	0	0	0
Bank Interest		0	0	500	500	0
Total Income		4,516	4,516	9,545	9,547	2
<u>Outgoings</u>						
Employment Costs	Staff Costs	988	988	5,483	5,483	
		988	988	5,483	5,483	0
	Village Hall Hire	20	20	150		
	Payroll fees	0	0	100		
	ICO - Annual Data Protection	0	0	55		
	Membership BATPC	0	0	140		
	Training: Councillors	0	0	15		
	Clerk Expenses	0	0	16		
	Bank Charges	7	7	100		
	Internal Audit	165	165	180		
	External Audit	0	0	0		
	Website running cost	0	0	270		
	Election costs	0	0	150		
Admin		192	192	1,176	1,176	0
Insurance	Insurance	0	0	450	468	-18
	Maintenance	480	400	1,236		
	Streetlights: Elect	77	75	500		
Parks and open spaces		556	474	1,736	1,736	0
	Grant Honeycomb	200	200			
Grants out		200	200	200	200	0
	Defib Maintenance & Speed sign	0	0	500	500	
Miscellaneous		0	0	500	500	0
Total Outgoings		1,937	1,855	9,545	9,563	-18
Year To Date Net P&L		2,579	2,661	0		-16