

Melchbourne and Yelden Parish Council

Chairman: Mrs. Kate Gelder
Tel: 01933 412045

Clerk: Mrs. Cheryl Ellis
Tel: 01933 314365

Minutes of the Annual Council Meeting to held on Wednesday 17 May 2017, in Melchbourne Village Hall, at 8.00pm.

Present: Borough Councillor Towler (MT), Councillors Bone (HB), Franklin (AF), Morgan (FM), Paynter (SP), Prescott (PP).
Councillor Gelder (KG) was in the Chair.
There were three members of the public present.

17.40 Elect of Chairman.

- Councillor Gelder was re-elected **AF/SP resolved unanimous.**
- Declaration of acceptance of Office completed.
- Welcomed new Councillor Morgan - all forms & Acceptance already completed.
- Reminded all Councillors, under Freedom of Information Act, all communications including emails can be inspected - need to be professional at all times.

17.41 Apologies for absence.

- Councillors Sizer (PS) & Mackonochie (RM) (both away).

17.42 To elect the Vice-Chairman.

- Councillor Bone was re-elected. **KG/AF resolved unanimous.**

17.43 Adoption of Standing Orders, Financial Regulations & review Risk Management Statement.

- Standing Orders (NALC revised 2015 model) originally adopted 18 May 2016 were readopted. **HB/SP resolved unanimous.**
- Financial Regulations (NALC revised 2016 model) originally adopted 18 May 2016 were readopted **HB/SP resolved unanimous.**
- Risk Management Statement. Insurance, financial & significant events provisions reviewed & considered appropriated. Adopted **HB/AF resolved unanimous.**
Appendix 1.

17.44 Re-adoption of Code of Conduct & agree affiliation to BATPC for 2017/18 term.

- Code dated 15 May 2013 re-adopted. **HB/AF resolved unanimous.**
- BATPC affiliation agreed for 2017/18 term £91. **HB/AF resolved unanimous.**

17.45 Confirmation of Standing Orders of the two village sub- Committees for Planning.

- Confirmed & readopted. **HB/PP resolved unanimous.** Appendix 2.

17.46 Appointment of Highways liaison Councillors for each village.

- Melchbourne - Councillor Bone re-elected **FM/PP resolved unanimous.**
- Yelden - Councillor Paynter re-elected **AF/HB resolved unanimous.**

17.47 Consideration of any requests to grant a dispensation for a disclosable pecuniary interest.

- None.

17.48 Declarations of Interest in any agenda item received.

- AF - item 17.50 Brickyard Barns (neighbour) & item 17.54 The Chequers (relative).
- PP - item 17.50 Local Plan (architect).

17.49 Approval of Minutes of 15 March 2017 meeting.

- Already circulated by email and signed as correct. **HB/AF resolved unanimous.**

17.50 Correspondence for discussion.

- Biogen Westwood AD. Slight impact of recent spreading. Review July.
- Anglian Water Pumping Station, Melchbourne. Appearance of site & foliage screening. Report from HB - work not yet finished. More digging on verge, all re-planted in autumn & reviewing.
- Purchase of a defibrillator & 2 housing cabinets. Revised quotations from Community Heartbeat Trust - 2 G5 defibrillators, 2 Sentry cabinets plus training, safety kit £3,665 (plus VAT) & electrical installation quoted £100, total £3765. Funding from BBC £1,580 & CRE £2,155 received, total £3,735 shortfall £30. **Resolved unanimous HB/KG - place order with CHT & progress.** Ward funding: MT confirmed cabinet model change acceptable & supported
- Brickyard Barns, Yelden. Review of any issues regarding boundary fencing, no information received & no comments.
- Nuisance - Microlite & aircraft noise. Nothing to report. No further reviews.
- Property damage & crime statistics. Data reports & recent incidents including Police Enforcement Days - outcome noted.
- Speeding. Police Initiative - request for target areas: Yelden, road narrows, Trailly Close, bus stop, High Street & Chequers. Melchbourne: Knotting Road near Meadow Cottage, St John on main road to Yelden. Review of Speed Feedback Signs: general quotes attractive kiv CRE. SP to investigate other viable options. Reviewing.
- Parish & Town Council Network. Meeting minutes from 9 Feb 2017 noted. Next meeting Wednesday 19 July 2017. PC meeting clash - not change & consider a councillor attending instead.
- Broadband. Alistair Burt MP to arrange meeting for PCs to challenge BT. Indicating likely date in September. List provided of 'live' services. Note fibre to cabinet enquiry - distance too great. BT have funds from Government. Redraw encouraged to put in more towers, unable to obtain funding from Govt.
- Police, Community Priority Setting meeting Tuesday 21 March, KG & AF. Nothing further to report, everything covered in more detail by PC Blackburn at PC meeting. Follow up meeting 15 May, FM reported unable to attend as delayed.
- Neighbourhood Development Plan. MYPC strategy. Yelden confirmed will visit Planning Officer for advice over summer, then share knowledge with community. Melchbourne confirm would not wish to attend.
- Post 16 School Transport. BBC decision to charge full amount of travel costs. Local campaign requesting decision review. Rural areas affected most by decision, Sharnbrook particularly, & youngsters must stay on in further education until 18. **Resolved - HB/AF**, write to Mayor & MP reiterating concerns & issues.
- Dog fouling & dog bin collection. Site assessment of community requirements with BBC. Yelden 22 March with JL (BBC). Report KG: dog waste no longer dangerous waste classification, can collect from normal bins. No more bins added to collect in Borough but Three Shires bin to be relocated towards green. No other suitable places, Church Lane, awkward banks & no platform, other side residential. One employee covering, highest concentration of bins in county our area. BBC, bin study under review waste/dog, best for area to be decided. Normal bin by Willow Bank. Standard bin £400, must be positioned for collection. Stickers distributed reminding can deposit dog waste in ordinary bins. **Resolved -** wait for Ward Funding to progress.

- Community Litter Pick 2017. Report KG. Dates for late summer review July.
- Bulky Waste Collections 6 May. Nothing to report.
- Fly tipping & removal of asbestos/cement fibre. All cleared.
- Housing White Paper Consultation, no comments.
- Mobile Library Consultation. No changes, no comments.
- Parkrun consultation - noted.
- Consultation re revised Local Plan 2035 now live. Deadline for responses 9 June. Local North Bedfordshire campaign & circulation of flyers request. MT - large development proposals Lee Farm, Sharnbrook: Thurleigh Airfield: Twinwoods (Milton Ernest): Wyboston Garden Village. BBC to choose 1 or parts of 2. Noted, impact on A6. **Resolved** - not flyer but write to BBC. Concerned re infrastructure & choice of areas for garden villages. Care re east/west access. Impact in small North Beds area, rural & lack of infrastructure Lack of sizeable roads to take traffic. Schools, doctors, shops needed. More suitable areas where can bolt on.

17.51 Church Lane, Yelden - anti-social behaviour.

- Review of recent activity, trespassers with guns. Farmer written to police, response: proactive rural team, measures have had an impact in solving - discuss with Highways Team for way forward & Beds Police can support. Continue to report, Sentinel Team can identify areas to patrol & proactive operations. Problem, less access, less crime, less to report. Clarify who maintain a declassified closed-off road. Consider other options, Estate Manager of CRE - consider re-installation of gate at boundary. Need good reason to declassify but reduced recorded crime. 13 households in favour of gate but still present right to use highway. **Resolved unanimous HB/KG** - arrange meeting with MT, Andy Prigmore, Mr. Ellis & C/llor Paynter together to discuss way forward. MT - send map of area with restriction marked. Clerk liaise.

17.52 Correspondence for information only.

- BATPC Bugle for May 2017 sent by email & marketing literature on table.

17.53 Planning.

- 14/00103/UNAUTU Lot 3 at Tall Oaks Farm, Melchbourne Road, Riseley, Beds. Unauthorised use investigation by Planning Enforcement. New Enforcement Notice served by BBC - occupation to cease. Continuing to progress.
- 16/00431/UNDEV, Primrose Nurseries, Swineshead Road, Melchbourne. Unauthorised use investigation re containers on site. Planners written - agents engaged to act for company. In progress - awaiting a response.
- 14/01115/AGR (UNDEV) Hill Farm, Melchbourne Road, Riseley. Permission for erection of agricultural machinery store. Planning Enforcement investigation re right to live on land. Continuing to progress.
- 17/00531/FUL & 17/00532/LBC Meadow Cottage, Knotting Road, Melchbourne. Demolition existing conservatory & construct a single storey side extension. Internal alterations to include formation of a cloakroom including the lowering of the existing floor level, fit replacement windows in existing porch, repair a section of first floor ceiling/joists & tread to existing staircase, repair lime plaster in front wall to entrance hall & end gable wall to first floor bedroom. Repair crack in existing kitchen floor slab. MYPC - no objections as long as Conservation Officer happy. BBC permissions granted.
- 17/00011/WASVOC (NCC) Westwood AD Plant, Bedford Road, Rushden. Variation of Condition 23 (catchment area) of planning permission 13/00090/WASVOC to amend the approved catchment area condition to increase the catchment area from which wastes could be imported to the facility. No

changes in throughput, operating hours, spreading or HGV activity. MYPC no comments but noted. NCC decision pending.

- 17/00784/FUL (ENC), Chelveston Renewable Energy Park, The Airfield, Chelveston. Construction of 20MW energy storage facility incorporating battery storage & associated transformers, security fencing & hard standing. MYPC no comments. ENC decision pending.

17.54 The Chequers Inn, Yelden.

- To review planning applications and agree action for the following:
- 17/01223/FUL, The Chequers Inn, High Street, Yelden. Extensions & alterations to public house including single storey rear extension & loft conversion with dormers to front & side.
- 17/01224/OUT, The Chequers Inn, Yelden. Outline application with all matters reserved except access for a residential development of 2 three bedroom semi-detached & 2 four/five bedroom detached dwellings & associated parking & amenities. Community should have opportunity to discuss & review plans with developer & vote on proposals. **Resolved unanimous** - arrange a special planning meeting. Issue flyers to village residents, kiv ½ term. Invite developer, invite Planning Officer. Request planning response deadline extension. Send advance request to developer for a business plan. (Clerk).

17.55 Chelveston Airfield.

- Community Fund Four Parishes Trust. Report from KG. KG term expired & AF now serving as Parish Council Trustee. Next meeting May.

17.56 Finance

Approval granted for the following payments HB/AF (signed KG/HB):

- Clerk's salary for period 16/03/17 to 17/05/17 £600. (L.G.A. '72 s. 112).
- Clerk's expenses £ 3.99. (s. 112)
- Rental - Melchbourne Village Hall May 2017 £10.00. (L.G.A. '72 s.133).
- EON Street lighting Q end March '17 £151.71. (P. Councils Act '57 s.3).
- EON lighting maintenance Q end March '17 £68.93. (P.C.A. s.3).
- BATPC affiliation for 2017/18 term £91.00. (L.G.A. '72 s.143).
- AON council insurance 2017/18 term £179.23. (L.G.A. '72 s. 111).
- New Councillor training, BATPC for FM, 6 July 2017 £25.00 (L.G.A. '72 s. 111).
- To note 1st precept payment £2,685 & reclaimed VAT £437.20 received.
- Transfer of £3,500 from Current A/c into Reserves completed.
- Replacement 4th signatory for bank account required. Melchbourne Councillor Morgan nominated **HB/SP resolved unanimous**. Thanked. Clerk obtain forms. Present signatories confirmed: C/llors KG, HB & AF, clerk additional 3rd.
- Clerk reported bank reconciliations on all accounts successfully completed. Note: entries & reconciliations not verified - PS away.
 - Current Account £20,250.98 (Projected £11,132.35).
 - Reserve A/C (Allotments) £ 1,420.20
 - Reserve A/C (R. Til) £ 8,737.90

17.57 Accounts 2016/2017.

- Annual Governance Statement reviewed & approved. Discussed & approved annual accounts in preparation of internal audit - already emailed for examination. Auditor already appointed. **HB/SP resolved unanimous**.

17.58 Council Insurance 2017/2018.

- Quotes & insurance requirements reviewed. AON PL £10m & street furniture £24k plus other assets. 12 months renewal £188.04 or three year contract £179.23 1st year. Zurich quote £378.66. PL £12m, street furniture £25k but no additional. **HB/SP resolved unanimous** - renew with AON for three year contract. Clerk.

17.59 Grass cutting contract 2017.

- Quotes reviewed urban & rural cuts plus council areas of River Til. Review of cutting specifications to ensure trees bases strimmed not chemically treated. AR Worboys & another contractor unable to quote. RK Richardson quote £1,755 net plus £66 to strim, total £1,821 plus VAT (£2,185.20 gross). Contract to RK Richardson Estates with strimming costs **resolved unanimous HB/AF**.
- Reviewed quote for tree clearance on council owned River Til Yelden, village green area, to tidy & easier river bank access for maintenance. Meeting with RKR, PS & clerk 5 April. RK Richardson £550 net (£660 gross), accept & award contract **SP/AF resolved unanimous**.

17.60 Highways.

- Melchbourne. Report from HB - nothing to report.
- Trees from Woodland Trust - left over after Churchyard planting. Nothing to report.
- Yelden. Report from SP - resident dumped soil near highway on PC land - now cleared. Same resident pursuing highways responsibility to pave opening to drive, H/W agreed to work, will adopt first 1½ metres of drive. No potholes reported.
- Yelden, discuss of village tidy up & consult with volunteer PA re a co-ordinated working group. Team together, some cutting done & review before Strawberry Fayre. Volunteer thanked, PC very grateful. Clerk to review village maps land ownership with PA.
- Street lights site visit with BBC engineer. Costs of a BBC survey to assess if structurally safe - no charge. BH (Head of Highways) advises BBC prefer to centralise ownership. New scheme, survey, arrange & agree upgrade with debt servicing costs covered by PC at same level as existing energy costs. Once equivalent loan cleared, PC no further costs or responsibilities. Request survey **HB/SP resolved unanimous**. Harsh LED & consider warmer tone.
- 2 LED lights (BBC) on permanently in Trailly Close, adjustment requested. Not now working at all, master light not communicating & signal lost. Turn back on again. Report again.
- Yelden, AW willows fallen into resident's garden. AW now cleared trees.

17.61 River Til, Yelden.

- Yelden Flood Group - meeting with BBC 14 June to amend & adopt approved Plan. The operational with equipment, highways road orders & recognised group.
- River Til. Drainage capacity & maintenance. Cleared in autumn, vegetation growth now erupted. Reeds in Castle Field to clear, foot bridge areas chocked. To be worked on, grass contractor & volunteers to start cut. River Warden thanked. ME reminded, non return valves needed. Noted in Flood Plan, to be included in engineers survey.

17.62 Ward Councillor Funding.

- Possible funding for 2017/18 projects. MT- budgets still awaited. No information.

17.63 Dates for meetings 2017/2018 Council Term.

- **Dates agreed as follows:**
- Wednesday 19 July 2017 Yelden.
- Wednesday 18 October 2017 Melchbourne.
- Wednesday 17 January 2018 Yelden.
- Wednesday 21 March 2018 Melchbourne. Parish Meeting for Electors.
- Wednesday 16 May 2018 Yelden. Annual Council Meeting.

Standing Orders suspended.

17.64 Open forum for members of the public for future agenda.

- Yelden Common land, not owned, no-one responsibility to cut. Standard flail will cut area. Review & consider quote & request for RKR to cut in autumn.

Standing Orders resumed.

Meeting closed at 10.15pm.

The next meeting will be on a Wednesday 19 July 2017 in Yelden Village Hall at 8.00pm.

THIS IS AN OPEN MEETING AND EVERYONE IS WELCOME TO ATTEND.

Signed _____

Date _____