

COLMWORTH PARISH COUNCIL

Minutes of a Meeting of Colmworth Parish Council on Wednesday 1st November 2017 at 7.30pm in the Roman Room of the Village Hall at Colmworth.

Present: Cllr. E. Pegler (Chairman), Cllr. P. Ball, Cllr. T. Frew, L. Crawford (Clerk), Borough Cllr. T. Wootton and one member of the public.

1. Apologies Cllr. B. Brightman, and Cllr. L. Knight.

2. Declarations of Interest and Confirmation of Changes to Registers of Interest

Cllr. E. Pegler declared an interest in the planning application at Low Farm.

3. Approve the minutes of the Parish Council meeting on 4th October

Having been previously circulated Cllr. E. Pegler proposed these as an accurate record of the meeting and Cllr. T. Frew seconded the motion. Cllr. E. Pegler signed the minutes.

4. Public Open Forum

A parishioner who was unable to attend the meeting informed the Clerk that she would like the potholes near the construction work at Kitium House repaired once the construction has been completed. She is very disappointed that the Silent Soldier is in the Country Park rather than by the road. She is interested in helping with the Good Neighbour Scheme.

A parishioner wrote to the Clerk in advance of the meeting expressing support for the Tenacres Planning Application.

A parishioner advised:

- that he would prefer the Silent Soldier be sited by the road and he would like more publicity to fund raise for it and will assist with this. Cllr. E. Pegler and the Clerk explained that we had to have the approval of the Highways Department before siting it by the road. They might be able to give approval but this had not been forthcoming before the order was placed. In addition, the British Legion's indemnity clause was particularly onerous and therefore, to avoid delay and reduce risk, it was decided to position it in the Country Park. She explained that it could be moved to a different location in future if permission was granted. He also wanted the Soldier to remain in place until December 2018. The Clerk will seek confirmation from the British Legion regarding the expected duration for the soldier to be displayed.
- that there should be a referendum about the street lights ie to remove, upgrade or hand to the Borough. Cllr. E. Pegler explained that there had been two articles in the Chronicle and we will await feedback before making a decision in January. The parishioner felt that a separate flier was necessary but Councillors did not feel it was necessary to post fliers through each door as the Chronicle is delivered to each household.
- that he has been in contact with Bryn Hudson of Environmental Services at Bedford Borough Council who will come and investigate the smell of diesel in the ditch near his house in Honeydon Road.
- that he would be happy to help edit the Chronicle. Cllr. E. Pegler will discuss his offer with David Michell.
- That he has raised some funds for a Christmas meal for senior citizens in the village. Borough Cllr. T. Wootton will investigate whether any Borough funds can be made available. Cllr. T. Frew will see whether the Poor Lands Charity can help.
- That he did not believe it would be fair to claim a right of way through the churchyard since they granted it as a permissive path when the Country Park was opened.

5. Councillor vacancies (following the resignation of David Michell in August and Russell Jones in September). No candidates have come forward yet.

6. Ward Report (Borough Cllr. T. Wootton)

Borough Cllr. T. Wootton explained that he expects a decision in January on which sites submitted in the call for sites will progress to form part of the Local Plan. The Borough have retained more control over the process than some other councils such as Central Bedfordshire because they have been able to defend their 5 year plan which sets out how they intend to allocate building land for a 5 year supply of houses. If they had not been able to defend this then developers would have had much more freedom to build. Borough Cllr. T. Wootton believes that Thurleigh and Twinwoods (Clapham) are the most likely sites.

Borough Cllr. T. Wootton suggested that Councillors make suggestions to the Conservative Mayoral candidate.

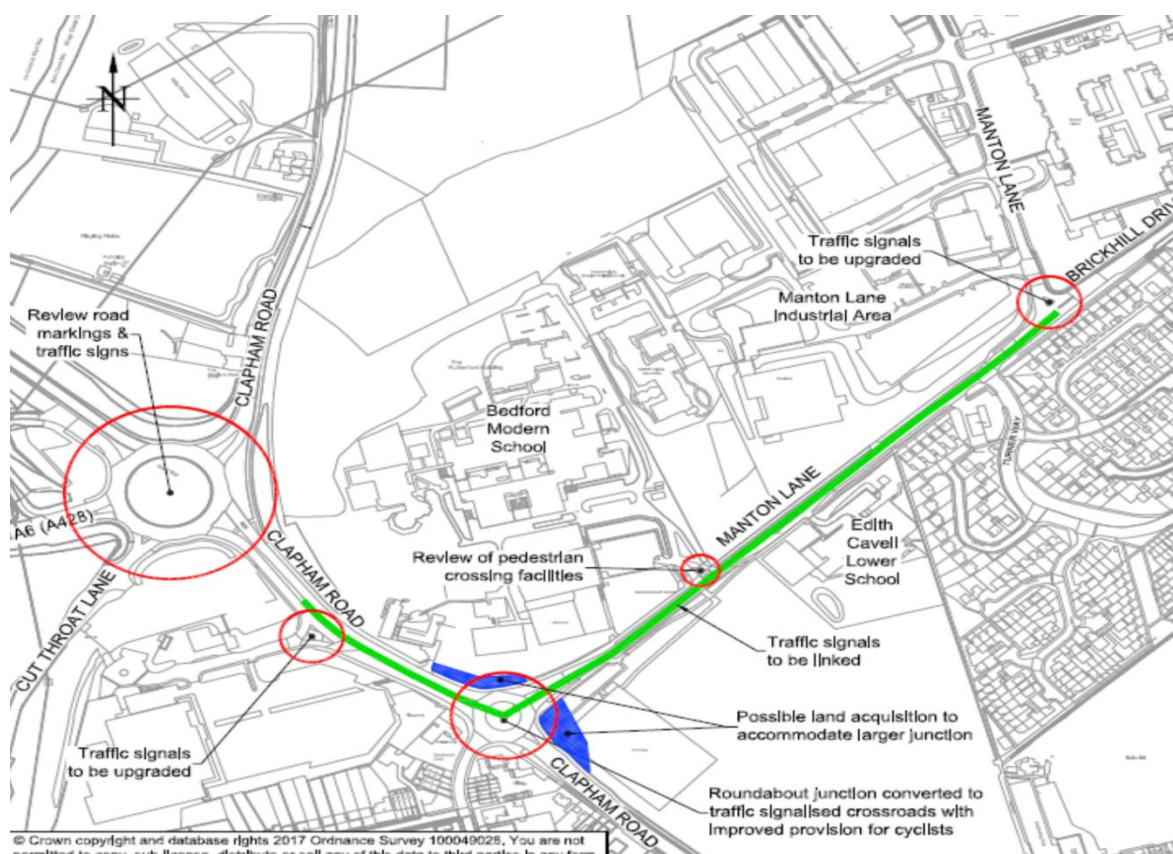
The Clerk asked whether there had been a mistake in that we applied for £1061.08 funding for the church noticeboard (£900.21) and a larger dog bin for the Triangle (£171.80). However, we received only £900.21. Borough Cllr. T. Wootton advised that he would not be funding the dog bin but would be happy to consider applications for the balance of £99.79 towards something else to make it up to the £1000 maximum allocated to our parish.

Roads Grant

The Government has announced a £3.5m contribution to Bedford Borough Council's planned £4.8m road reconfiguration at what has been dubbed Bedford's 'Northern Gateway'.

The Council's plans include a review of road markings at the Paula Radcliffe Way roundabout, upgrades to traffic lights and the potential enlargement of the Manton Lane / Clapham Road junction. It is envisaged that the scheme will begin in the summer of 2018 and be completed by spring 2020.

The below map of the proposed works was provided at the October meeting of the Council's Environment & Sustainable Communities Committee:



Town
Centre

Consultation

The Council undertook a 3 week consultation in October on proposals to regenerate Bedford town centre. The 'Bedford Masterplan' document set out draft plans to use in particular, publicly owned land in the urban area for redevelopment, including:

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- The identification of sites for residential and employment development in locations such as those in and around the train station area and sites to the south of the river.
- The redevelopment of properties, particularly in the area connecting the train station, Midland Road and the town centre, as well as the creation of new public and green space in the urban area.
- The final Masterplan will 'set parameters for the scale, massing and materiality of new buildings within sensitive areas of the town centre. This is important so that new development is in keeping with the existing character of Bedford and responds to its context'.

To see the consultation document and the plans in more detail search 'Bedford Live Regeneration Projects'.

Adoption Appeal

During National Adoption Week in October, the Council issued a call for anyone who would like to discuss possibilities around adoption and fostering to get in touch. The appeal focussed in particular on the need to find homes for siblings who currently make up half of children in care in the Borough.

For more information call the Council's Adoption and Fostering Team on 01234 718718 or adoptionandfostering@bedford.gov.uk

Mental Health

The Bedfordshire Clinical Commissioning Group (BCCG), the body responsible for organising NHS services locally, recently undertook a public consultation on developing mental health crisis care services.

Reporting to the Council's Adult Services and Health Committee in October, BCCG representatives said they had put forward the following options for service amendments:

- Expansion of **Mental health professionals in Primary Care** (GP practices)
- Expansion of **Mental health professionals in Hospital** (A&E)
- Continuation & expansion of **Mental Health Street triage** - a 999 response with police, ambulance and mental professional in attendance).
- **Crisis Cafés** - a place where anyone experiencing a mental health problem diagnosed or not, can drop in for a cup of tea and a chat and can request more formal help if needed.
- **Crisis Sanctuaries** - offering intensive, short-term support so individuals can manage and resolve their crisis in a residential setting (rather than hospital).
- **Host Families** - families where individuals can get the help and support they need for a short period of time
- Expansion of current **out of hours telephone line** and **teams**

The responses to the consultation are now being considered. Service changes could be in place by early 2018.

Flu Vaccine

The Council has issued a reminder that pregnant women and children aged between 2 and 8 years old are eligible to receive a flu vaccination for protection over the winter months.

For more information speak to your GP, midwife or local pharmacy.

Carers' Resource

The Council has teamed up with Carers UK to provide an online resource with advice and support to those caring for someone who is ill, disabled or elderly.

Upon registering, carers will be able to access information on matters such as understanding their rights and possible access to financial assistance, resources on products and services and finding out about support networks.

For more information visit carersdigital.org and create a new account by using code DGTL9072. Alternatively, you can contact Carers in Bedfordshire for advice and support by calling 0300 111 1919.

Cllr Tom Wootton: 07771575227 / tom.wootton@bedford.gov.uk

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7. Closure of churchyard path scheduled for Christmas Day 2017 (the only disabled access to the Country Park).

The churchyard path is the only disabled access to the Country Park. However it is not designated as a right of way on the definitive map. The only right of way is via Footpath 10 from Honeydon Road behind the church but this is not suitable for disabled access.

The church has advised that the path is scheduled to close on Christmas Day 2017. It was last closed on 23rd December in 2015 using a sign and tape across the path. The Clerk has received a query about whether the churchyard footpath could be claimed as a right of way and whether the closure could be moved or prevented.

The Clerk presented the following correspondence regarding the path:

*Stuart Freshwater
3 Queens Road
Colmworth
Beds*

*The Reverend Sheila Morton
The New Rectory
High Street
WILDEN
Beds MK44 2PB
01234 772895
revsheila@btinternet.com
03 December 2009*

Dear Mr Freshwater

Re: Path through churchyard of St Denys Church, Colmworth

As Incumbent of St Denys Church, Colmworth, I hereby grant permission to Colmworth Parish Council the right to take pedestrians by foot and disabled vehicular access only over the path marked in red on the enclosed plan. This is a personal and restricted access for the use of pedestrians and disabled vehicles only to Colmworth Country Park. It is authorised with the following conditions:

- Maintenance is to be shared between the Parish Council and the Parochial Church Council in accordance with used and agreed basis.*
- The Incumbent and Parochial Church Council members accept no responsibility for damage to any vehicles whatsoever.*
- Any damage caused by vehicles to gravestones adjacent to the path must be made good to the satisfaction of the Incumbent.*
- The Incumbent maintains the right to restrict access to disabled vehicles at any specific times such as funerals and weddings.*
- This right of way can be terminated on three month's advance notice at any time.*

This right of way shall be suspended for one whole day in every year when access shall be denied, namely on New Year's Day, the 1st of January each year.

Yours sincerely

Rev'd Sheila Morton
Rector Wilden, Colmworth & Ravensden

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On 1st May 2010 The Rev. Morton sent the Parish Clerk a letter expressing concerns that the expected grant to improve disabled access had not been forthcoming from the Parish Council and explaining that unless the path was improved the church would close it. On 22nd September 2010 the Parish Council sent the Rev. Morton a cheque for £900 to improve the path for disabled access to the Country Park.

Cllr. E. Pegler suggested that in view of this there is no basis to challenge the right of the church to close the path and proposed that the Parish Council should request that the path be closed on a Tuesday in January rather than on Christmas Day or New Year's Day and that the path be closed by means of a sign. Councillors voted unanimously in favour and the motion was passed. The Clerk will write to the church wardens.

8. Planning applications (8.15-8.25)

- Consider and comment on new applications
 - 17/02754/FUL Change of use and conversion of redundant agricultural store to dwelling at Tenacres, Lt. Staughton Rd. Councillors were in support of this application.
 - 17/02811/FUL Erection of a new greenhouse outbuilding at Low Farm, Wilden Road. Cllr. E. Pegler did not participate in the discussion. The remaining Councillors were unanimously in support of the application.
- Planning application 17/02101/FUL residential development comprising eight dwellings with associated accesses and infrastructure. Location: Land off Little Staughton Road, Colmworth. The application was withdrawn on 10th October 2017 but another application is expected shortly.
- Consider new policy for viewing planning applications. Having been previously circulated the Parish Council approved the new policy – proposed by Cllr. T. Frew and seconded by Cllr. E. Pegler. The Clerk will put it on the planning page of the website.
- Government consultation: Planning for the Right Homes in the Right Places. The Parish Council did not comment on this consultation.

9. Data Protection Policy (ensuring compliance with new General Data Protection Regulations).

- The Clerk's training session on the GDPR has been postponed but the Information Commissioner has advised that the Clerk should not be using personal e-mail addresses for Parish Council business and all electronic data should be stored with password protection eg a password protected computer or password protected cloud storage and backups on a password protected external hard drive. The current external hard drive is not password protected since upgrading to Windows 10. Cllr. E. Pegler proposed that the updated data protection policy be adopted, that the Clerk should set up a separate e-mail address for Council business and await news from Bedfordshire Association of Town and Parish Councils regarding the need for Councillors to use personal e-mail addresses and that the purchase of a password protected external hard drive be approved for £60. The hard drive will need to be purchased by the Clerk and reclaimed since none of the suppliers will accept cheque or BACS payments. The proposal was seconded by Cllr. T. Frew and Councillors were unanimously in favour. The new policy will be uploaded to the Parish Council website.
- The Clerk will attend GDPR training with the Society of Local Council Clerks on 7th November at a cost of £5 each for Staploe and Colmworth Parish Councils (£10 total).

10. Consider how to prevent parking on kerbs (Cllr. P. Ball)

Cllr. P. Ball explained that a number of parishioners with pushchairs and mobility scooters / frames were finding it difficult to use the pavement in Little Staughton Road due to cars being parked on the pavement. Councillors suggested that a note should be displayed in the Chronicle requesting that people do not park on kerbs. If the problem persists Borough Cllr. T. Wootton suggested that the Parish Council ask Bedford Borough Council Highways Department to put a sign up. Failing that he suggested notes on windscreens and then contacting the police to issue a fixed penalty notice. The Clerk will write a note to put in the next Chronicle.

Borough Cllr. T. Wootton explained that the Borough Council can put in new parking spaces – for example the new grasscrete spaces in Wilden. Councillors agreed that the Clerk should ask Cllr. L. Knight to talk to Bedford Borough Council Highways Department.

11. Chronicle

- Future management of the newsletter. David Michell has offered to continue editing the November and January editions with some administrative support from the Clerk. Cllr. E. Pegler will talk to David about what is involved and what computing skills might be required.
- Consider repaying David or pay new editor for Photoshop software (£59.99). David repaid this to the Parish Council when he resigned but it was agreed to repay it to David since he is still acting as editor and if another

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editor takes over at a future date Chronicle funds will be used to pay for their software. Councillors voted unanimously in favour of this proposal.

12. Finance:

- **Receipts and payments** are listed on p7. These were proposed by Cllr. E. Pegler and seconded by Cllr. P. Ball.
- **Bank reconciliation** - shown on p8-9
- **Apply for precept.** As agreed in the budgeting meeting of Colmworth Parish Council on 4th October Cllr. E. Pegler proposed that the Council apply for a precept of £13,670 and Cllr. T. Frew seconded the proposal. Councillors voted unanimously in favour and the Clerk and Chairman signed the declaration of precept. The approved budget and precept is expected to leave us with approximately £8000 of available reserves at the end of March 2019 which is within the recommended range (ie. more than half the annual budget but less than the annual precept). This precept will cost the average band D household £72.33 per year or £6.03 per month as part of their Council Tax bill. and will be a 2% increase on the precept levied in 2017/18.

Effect of Precept on Annual Council Tax Bill by Property Type				
Figures shown are for the Parish Precept part of a household's annual council tax bill				
	2017/18	2018/19	£ Increase	% increase
Precept	£13,406.00	£13,670.00		
Council tax bas	189	189		
Band A	£47.14	£48.22	£1.08	2
Band B	£55.00	£56.26	£1.26	2
Band C	£62.85	£64.29	£1.44	2
Band D	£70.71	£72.33	£1.62	2
Band E	£86.42	£88.40	£1.98	2
Band F	£102.14	£104.47	£2.34	2
Band G	£117.85	£120.55	£2.70	2
Band H	£141.42	£144.66	£3.23	2

- **Internal interim audit.** The Council's internal auditor is Kim Webb of 20, Staploe. She is a qualified accountant and will conduct an interim audit of the accounts later in November at a budgeted cost of up to £50.

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Colmworth Parish Council

Summary of Transactions for Approval at Meeting on 1st Nov 2017

Receipts to Main Parish Council Account 73419584				
Date	Payee	Details	Cheque Number / Reference	Amount
14/09/2017	Bedford Borough Council	Precept		£6,703.00
14/09/2017	Bedford Borough Council	Council Tax Support Grant		£10.50
13/10/2017	Hutchings	Donation to Country Park from J. Huthings funeral		£172.50
Total				£6,886.00
Receipts to Chronicle Account 10232793				
Date	Payee	Details	Cheque Number / Reference	Amount
12/10/2017	Tracy Mead Roots & Newts	Chronicle advertising	10170	£96.00
13/10/2017	Woodfines	Chronicle advertising	10168	£96.00
16/10/2017	GSN Conservatories	Chronicle advertising	10169	£96.00
24/10/2017	Kymbrook Pre-School	Refund for Chronicle advertising	Inv 10167 Chq 100004	-£18.00
Total				£270.00
Payments from Main Account 73419584				
Date	Payee	Details	Cheque Number / Reference	Amount
15/09/2017	Bedford Borough Council	Invoice for village gates	16137477	£2,719.20
23/09/2017	Jewsons	Refund for Cuprinol	100007	-£54.00
25/05/2017	Sundeala Limited	Backing board for Lt Staughton Rd noticeboard	Order 80963	£66.11
27/09/2017	RSPB Sales	Barn owl box in mem of J. Hutchings	01614479	£149.99
06/10/2017	NEST	Clerk's pension August & Sept	Direct Debit	£134.10
23/10/2017	NEST	Clerk's pension Oct	Direct Debit	£67.05
23/10/2017	Opus Energy	Electricity for street lights 6th Sep - 5th Oct	Direct Debit	£23.21
24/10/2017	Royal British Legion	Silent Soldier	100194	£250.00
01/11/2017	T. Frew	Concrete and teak oil for rose arbour	100195	£13.77
01/11/2017	Toner giant	Yellow ink cartridge	100197	£89.26
01/11/2017	L. Crawford	Expenses for Sep & Oct	100196	£37.36
01/11/2017	Weston Mitchell	Wood preserver for noticeboard	100199	£27.70
01/11/2017	W.T. Saunders Ground Care	Playing field grass cut #10 of 10	100200	£67.20
01/11/2017	Beds & Cambs Whole Home M'nance	Play area inspection & bin emptying	100201	£20.00
23/11/2017	NEST	Clerk's pension Nov	Direct Debit	£67.07
30/11/2017	L. Crawford	Clerk's salary & WFH for November	Direct Debit	£336.53
Total				£4,014.55
Payments from Chronicle Account 10232793				
Date	Payee	Details	Cheque Number / Reference	Amount
24/10/2017	JCB Printing	Printing the November Chronicle	100003	£250.00
Total				£250.00
Posted balances after the above transactions clear				
Main Parish Council Account 73419584				£18,941.09
Chronicle Account 10232793				£2,527.94

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COLMWORTH PARISH COUNCIL BANK RECONCILIATION 1st APR 2017 TO 26th OCTOBER 2017

Date of bank statem't	26/10/2017	Line of cash book:		114		
Prepared by Mrs. Lucy Crawford, Parish Clerk						

BARCLAYS						
Main Account 73419584						
DATE			Receipts	Payments	Transfers	Balance
01-Apr-17	Balance bf	£14,498.22				
26-Oct-17	Posted balance per accounts	£19,532.91	£17,840.41	£12,805.72	£0.00	<u>£19,532.91</u>
Unpresented cheques / uncleared payments:						
24/10/2017	British Legion silent soldier			£250.00		
31/10/2017	L. Crawford salary for October			£336.53		
	Total			£586.53		
26-Oct-17	Balance as per bank statement	£20,119.44				
26-Oct-17	Posted balance - cleared balance	-£586.53	Equal to unpresented cheques			
26-Oct-17	Balance cf	£19,532.91				

BARCLAYS						
Chronicle Account 10232793						
			Receipts	Payments	Transfers	Balance
01-Apr-17	Balance bf	£2,303.38				
26-Oct-17	Posted balance as per accounts	£2,527.94	£1,026.00	£801.44	£0.00	<u>£2,527.94</u>
Unpresented cheques / uncleared payments:						
24/10/2017	JCB Printing (November Chronicle)			£250.00		
24/10/2017	Kymbrook Pre-School refund			£18.00		
	Total			£268.00		
26-Oct-17	Balance per bank statement	£2,795.94				
26-Oct-17	Posted balance - cleared balance	-£268.00	Equal to unpresented cheques			
26-Oct-17	Balance cf	£2,527.94				

SUMMARY OF ALL ACCOUNTS						
			Receipts	Payments	Transfers	Balance
01-Apr-17	Balance bf	£16,801.60				
26-Oct-17	Balance per accounts	£22,060.85	£18,866.41	£13,607.16	£-	<u>£22,060.85</u>
26-Oct-17	Balance per bank statements	£22,915.38				
26-Oct-17	Balance cf	£22,060.85				

Public Works Loan for Country Park. Loan Number 494311

Opening Balance Outstanding 1/4/2017	Principal Repayments to 26/10/2017	Closing Balance Outstanding 26/10/2017
£15,227.03	£326.97	£14,900.06

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Colmworth Parish Council Reserves 26th Oct 2017		26/10/2017						
Date of Parish Council Meeting:		01/11/2017						
Fund Name	Funds Reserved	Income to reserve	Expenditure from reserve	Transfers to / from Current up to	Funds Reserved	Funds to be added / withdrawn from unearmarked reserves on	Balance close of	Comment
	01/04/2017	26/10/2017	26/10/2017	26/10/2017	26/10/2017	01/11/2017	01/11/2017	
Transparency code fund	£0.00	£457.56			£457.56		£457.56	For additional hours to comply with the code
Legal expenses for renewal of Playing Field lease	£290.00			-£290.00	£0.00		£0.00	
Insurance excess	£100.00			£150.00	£250.00		£250.00	
Hedge cutting	£0.00	£100.00			£100.00		£100.00	Use in autumn 2018
Country Park dog bin	£50.00		£50.00		£0.00		£0.00	Donated for purchase of a dog bin for C. Park. Purchased October 2018
Country Park	£1,000.00	£377.50	£176.27		£1,201.23		£1,201.23	£377.50 donated in memory of J. Hutchings. £51.28 used for bench. £124.99 for owl box.
Neighbourhood Plan (if grant funds don't cover)	£1,000.00				£1,000.00		£1,000.00	
Traffic calming / street light replacement	£1,450.00	£1,000.00	£50.00	£1,000.00	£3,400.00		£3,400.00	£50 withdrawn for bulbs to plant by village gates
Elections	£750.00				£750.00		£750.00	
Garden Club	£134.80	£496.00	£271.27		£359.53	-£13.77	£345.76	£137.95 + rose arch £133.32 + £13.77 balast, concrete and oil for rose arch
Village gates	£1,469.20	£1,250.00	£2,719.20		£0.00		£0.00	
Chronicle	£2,303.38	£1,026.00	£801.44		£2,527.94		£2,527.94	
Total earmarked reserves	£8,547.38	£4,707.06	£4,068.18	£860.00	£10,046.26	-£13.77	£10,032.49	
Available reserves	£8,254.22				£12,014.59		£12,014.59	
Earmarked reserves = funds set aside for a specific purpose. These can only be reallocated to another purpose if the council passes a resolution to do so.								
Available reserves = total balance in the accounts less the earmarked reserves. This should be a minimum of half our annual budget (£6700) and a maximum of the parish precept (£13 406) at the end of the financial year (31st March 2018).								
On 1st November we have £12 015 of available reserves. This is relatively high because we have just received the second half of the precept.. Based on the predictions of the budget reviewed on 13th September the available reserves are expected to fall to £7966.53 by 31st March 2018 which is within the recommended range.								

13. Highways

- Highways report from Cllr. L. Knight
 1. Fence in Honeydon Road; posts have been cut off at ground level
 2. Accident in Wilden Road; we had another accident in Wilden road and action was taken for Bedford Borough Council to view the scene. It was reported to the police who will be viewing the incident report
 3. The extension of the 40MPH at Roothams Green; has been completed, which means this section of road until the end of Colmworth Parish is now 40MPH. Bedford Borough Council are looking to extend the 40MPH to link up to the 30MPH at the bottom of Chequer's Hill. We are also looking to pursue with Bedford Borough Council the possibility of reducing within our Parish boundary the limit to 30MPH due to the recent spate of accidents.
- Accident in Wilden Road (Cllr. E. Pegler). On 19th October a car went into the ditch and the driver was taken away in an ambulance. There have now been 5 incidents since the end of May. Cllr. E. Pegler is logging all incidents on Wilden Road as evidence to support a request for a 30mph limit.

14. Neighbourhood Plan

- Consider how to proceed in view of the resignation of R. Jones (Chairman of the Neighbourhood Plan Committee) Cllr. E. Pegler will convene a meeting of the Neighbourhood Plan Committee when there is further information about the Local Plan from Bedford Borough Council. She will attend a meeting with the Mayor regarding the supersites on 6th November.

15. Dog bins

- 3 new bins were installed in the Country Park in October.
- Ward funding for large Triangle bin. Ward funding will not be made available for this.
- Consider whether to install a new bin near the entrance to School Lane and how to fund it. The Clerk has written to Bedford Borough Council Environmental Services to find out whether any of the proposed locations are suitable. She will also write to Ivor Seabrook to ask about a dog bin being sited on his land.
- If these two bins are to be purchased it was agreed that funding would need to come from contingency funds or savings in other areas of the budget. This will be discussed at the January meeting.

16. Country Park, Playing Field and Gardening Club

- Further donations to the Country Park from J. Hutchings funeral £172.50. Consider recommendations from Country Park Working Group on how to spend the donations. No recommendations have been received yet so this will be discussed in January.
- Replacement platform for junior multiplay in the play area. The second platform of the junior multiplay is beginning to rot and the Clerk has requested a replacement free of charge from Proludic. She has been advised that this should arrive in November.
- Gardening Club reports / expenses .The Gardening Club submitted a request to purchase some wild narcissi at a cost of £110.50. This was approved unanimously. Cllr. T. Frew and the Gardening Club have planted 110kg of bulbs in the Triangle, by the gates and on the verges. The rose arbour is up in the Triangle. Cllr. T. Frew claimed £13.77 for ballast, concrete and oil for the rose arch from Gardening Club funds.

17. Review asset register

The updated asset register was proposed for adoption by Cllr. P. Ball and seconded by Cllr. E. Pegler. It is shown on p11-13 of these minutes.

18. Review Clerk and Councillors allowances

The Clerk receives a mileage allowance of 45p per mile for the use of her own car for Parish Council business. She also receives a Working From Home Allowance of £18 per month for use of her home office for Parish Council business. Councillors are also entitled to claim 45p per mile for the use of their own cars for Parish Council business eg. attending meetings and to reclaim expenses such as printing ink and postage incurred in the course of Council business. Councillors unanimously agreed that there was no need for any change to these allowances.

19. Human Resources Committee

- Appoint a new member to the committee to replace D. Michell. Councillors agreed to ask Cllr. B. Brightman.
- Clerks request for one week unpaid leave 2018. Councillors were unanimous in approving this.

20. Good neighbour scheme

Cllr. E. Pegler proposed that we invite Wendy Jephcote to speak to us either before a Parish Council meeting or at the pensioners lunch as she was concerned that there might not be time to give it sufficient attention during a Parish Council meeting. Councillors were unanimously in agreement. The Clerk will write to Wendy.

Date of Next Meeting: Wednesday 10th January 2018

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ASSET REGISTER						
Ref No	Description / Location	Date acquired	Purchase cost (for audit)	Replacement value	Value to insure	Notes
Colmworth Parish Council (General)						
CPC1	Notice board at Little Staughton Road	Pre-2000	£600.00	£1,500.00	£1,500.00	Refurbished in 2013 for £600. Proxy cost of £600 given.
CPC 1.5	Notice board at Village Hall	February 2012	£650.00	£2,000.00	2000	
CPC2	5 street lights on telegraph poles	July 2000	£1,325.00	£2,750.00	£2,750.00	
CPC3	Street light & column at Church Rd - nr pumping station	Dec. 2002	£1,050.00	£1,600.00	£1,600.00	
CPC4	Dog litter bin - Chapel Lane	Oct. 2003	£68.00	£87.00	£0.00	Below excess of £100
CPC5	Dog litter bin - Green Lane	Jan. 2007	£76.00	£87.00	£0.00	Below excess of £100
CPC6	Dog litter bin - Church Road - near to Church	Nov. 2009	£94.00	£186.00	£186.00	
CPC7	Dog litter bin - Honeydon Road	Estimated Oct 2003	£68.00	£87.00	£0.00	Below excess of £100
CPC8	Dog litter bin - Shelford Lane	Estimated Oct 2003	£68.00	£87.00	£0.00	
CPC9	Vehicle activated speeding sign - Little Staughton Rd	February 2007	£4,500.00	£5,700.00	£5,700.00	
CPC10	Vehicle activated speeding sign - Church Road	Sept. 2007	£4,500.00	£5,700.00	£5,700.00	
CPC12	Bench at Triangle	February 2014	£186.45	£190.00	£190.00	
CPC13	Edging for Triangle	2013-14 accounts	£259.46	£265.00	£265.00	
CPC14	Defibrillator and cabinet at Village Hall	January 2015	£1.00	£1,515.00	£1,515.00	Donated Beds Fire & Rescue Service as part of their defibrillator initiative. Value in 2015 was £1500
CPC15	Projector	July 2015	£415.83	£419.99	£419.99	
CPC 15.5	Triangle Village Green Unit VG51. Community asset.	1st Oct 1970	£1.00	£0.00	£0.00	
CPC16	Triangle light meter	2015-16 accounts	£330.00	£333.30	£333.30	
CPC18	Village sign roundel (Bedfordshire) ^b	Pre 2000	£1.00	£0.00	£0.00	Original value unknown.
CPC19	Lions head water pumps x 5 (Lt. St. Rd, Church End / Honeydon Rd, Chapel End, Wilden Rd, City Lane. Community assets.	Pre 2000	£5.00			Don't insure - would not replace. Community assets. 3 more added to this register (5 in total)
CPC20	Bow saw x2	July 2016	£1.00	£20.00		Donated
CPC21	first aid kit	July 2016	£1.00	£38.00		Donated
CPC22	claw hammer and way marker disc	July 2016	£1.00	£10.00		Donated
CPC23	spade	July 2016	£1.00	£15.00		Donated
CPC24	fork	July 2016	£1.00	£15.00		Donated
CPC25	shovel x 2	July 2016	£1.00	£42.00		Donated
CPC26	slasher	July 2016	£1.00	£25.00		Donated
CPC27	pick axe	July 2016	£1.00	£20.00		Donated
CPC28	rammer	July 2016	£1.00	£45.00		Donated
CPC29	lever bar	July 2016	£1.00	£20.00		Donated
CPC30	hand auger	July 2016	£1.00	£25.00		Donated
CPC31	lump hammer	July 2016	£1.00	£13.00		Donated
CPC32	sledge hammer	July 2016	£1.00	£25.00		Donated
CPC33	pruning shears	July 2016	£1.00	£15.00		Donated

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Ref No	Description / Location	Date acquired	Purchase cost (for audit)	Replacement value	Value to insure	Notes
CPC34	small axes x2	July 2016	£1.00	£24.00		Donated
CPC35	ear defenders	July 2016	£1.00	£7.00		Donated
CPC36	warning signs	July 2016	£1.00	£12.00		Donated
CPC37	misc items in one cardboard box	July 2016	£1.00	£20.00		Donated
CPC38	long billhook	Nov 2016	£1.00	£20.00		Donated
	Total hand tools				£411.00	£19 nominal value. Donated by the footpath group and kept in the Village Hall garage °
CPC39	Brush cutter		£1.00	£600.00	£600.00	Stihl brushcutter. Andy Clarke's garage. Donated by the footpath group.
CPC 40	Noticeboard at Channels End	Unknown - old	£1.00			In need of renovation or removal
CPC 41	Village gates	May 2017	£2,719.20	£2,719.20	£2,719.20	Purchased from Bedford Borough Council using donations from parishioners.
CPC 42	Silent Soldier (British Legion)	November 2017	£250.00	£250.00	£250.00	Purchased using donations from parishioners.
	Gardening Club Assets					
GC1	Triangle Lights	2015-16 accounts	£119.97	£121.17	£121.17	
GC2	Rose Arch on Triangle	Sep 2017	£133.33	£133.33	£133.33	
	Colmworth Playing Field - Church Road -(CPF)					
CPF1	Playing Field - leased so not an asset but recorded here for clarity	March 2005	£1.00	£0.00	£0.00	Church Road - 99 year lease from BBC renewed on 10th March 2017.
CPF2	Goal posts	Nov. 2005	£485.00	£655.00	£655.00	
CPF3	Notice boards	Sept. 2006	£35.00	£45.00	£0.00	Below excess of £100
CPF4	Notice board on gate - est. val. £25 No cost	Feb.2010	£25.00	£29.00	£0.00	Below excess of £100
CPF5	Childrens' Play equipment	Feb. 2009	£50,000.00	£60,500.00	£60,500.00	Purchased through Big Lottery Grant
CPF6	Seat - from Bedford Borough Council	Sept. 2008	£150.00	£181.00	£181.00	
CPF7	Fencing and gate - School Lane	May 2009	£1,770.00	£2,145.00	£2,145.00	
CPF8	School Lane - no parking sign on Tythe Farm land	July 2009	£106.00	£128.00	£128.00	
CPF9	Small gate to Village Hall car park	August 2010	£375.00	£433.00	£433.00	
CPF9.5	Large gate to Village Hall car park from playing field	Pre-2000	£450.00	£450.00	£450.00	Value at installation unknown. First added to register in April 2017 but installed pre-2000. Based on replacement value. Includes cost of gate, posts and installation costs
CPF10	Litter bin	November 2011	£82.00	£91.00	£91.00	
CPF12	Goal nets and ties	2013/14 accounts	£127.50	£132.00	£132.00	
CPF13	Safagrass mats for play equipment	2014-15 accounts	£88.00	£90.00	£0.00	Below excess of £100
	Colmworth Country Park (CCP)					
CCP1	Land at Church Road - Country Park	1 Feb 2008	£75,000.00	£0.00	£0.00	Approx 5 Hectares
CCP2	Gate on access road	Nov. 2008	£459.00	£555.00	£555.00	Supplied by M. J Little

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Ref No	Description / Location	Date acquired	Purchase cost (for audit)	Replacement value	Value to insure	Notes
CCP3	Oak trees and stakes (community asset - proxy cost)	Jan 2009	£1.00	£0.00	£0.00	Original cost £522
CCP4	Orchard trees (community asset - proxy cost)	Dec 2009	£1.00	£0.00	£0.00	Original cost £327
CCP5	Trees for copse extension (community asset)	Sep 2009	£1.00	£0.00	£0.00	Originally donated - value £3000
CCP6	Two table and seats sets - located by pond	April 2011	£589.00	£647.00	£647.00	
CCP7	Notice board/display stand	April 2011	£320.00	£351.00	£351.00	
CCP8	Table and seat set - located by Park entrance	October 2011	£252.00	£277.00	£277.00	
CCP9	Signage	July 2014	£210.00	£217.00	£217.00	
CCP10	Bird Hide at Country Park	July 2013	£1,375.00	£1,471.00	£1,471.00	
CCP11	Bridge at Country Park	August 2013	£5,600.00	£5,800.00	£5,800.00	
CCP12	WW1 Commemorative Plaque	May 2015	£96.00	£97.00	£0.00	Below excess of £100
CCP13	Bench in memory of H. Colgrave at entrance to CP	3rd August 2011	£250.00	£275.00	£275.00	Money for bench donated by Shirley Payne. CPC bought it.
CCP14	Bench in memory of J. Rainford north of orchard	October 2016	£1.00	£375.00	£375.00	Bench donated by Jean Rainford's daughter Jo. (Purchased for £375)
CCP15	Two low rustic style benches	2010 or later	£450.00	£500.00	£500.00	Original cost unknown.
CCP16	Bench in memory of J. Hutchings (made by Tom Frew)	Sep 2017	£51.28	£51.28	£0.00	Below excess of £100
CCP17	3 Glasdon dog bins (green)	Sep 2017	£259.56	£259.56	£259.56	Insure all with excess of £100 in case of damage to more than one
CCP18	Owl box in memory of J. Hutchings (RSPB)	October 2017	£124.99	£124.99	£124.99	
	Total Value of Current Assets		£153,458.37	£99,902.62	£99,242.34	
1/11/2017	Lucy Crawford					
	= asset was newly acquired since March 2017					
Assets are registered at their purchase cost for audit purposes. Proxy cost given to the Noticeboard at Little Staughton Rd (£600), Village Hall large gate as cost when purchased is unknown and they were bought before 2000. (See Governance & Accountability for Local Councils 5.59).						
Donated assets eg. the tools, the defibrillator and J. Rainford's bench are recorded at £1. (See Governance & Accountability for Local Councils 5.59).						
Community assets eg Triangle, trees, roundels on village signs and water pumps are valued at £1 as they have no resale value but need to be recorded as belonging to the Parish Council. (See Governance & Accountability for Local Councils 5.60).						
	^b The original village sign depicting the Bedfordshire emblem is held by Stephen Coleman (North Beds Archivist) Tel 0300 300 6027.					
	c Given to the Gardening Club by Ian Lack who used them for the Footpath Group in the past. Available for use by residents. Custodians are Tom Frew and Andy Clark					