

COLMWORTH PARISH COUNCIL

**Minutes of the meeting of Colmworth Parish Council held on
Thursday 01st July 2021 at 7.00pm outside Colmworth Village Hall**

Present: Councillor Pegler (Chair), Councillor Frew, Councillor Palmer, Councillor Knight, Councillor Ball, Borough Councillor Tom Wootton

Apologies: Councillor Brightman,

In Attendance: One member of the public.

Clerk: Lizzie Barnicoat

2021/044. Apologies

Apologies were received and accepted from Councillor Brightman,

2021/045. Declarations of interest

There were no declarations of interests received for the meeting.

2021/046. Approve the minutes of the Parish Council meeting on 06th May 2021

The Council accepted the minutes as a true record of the meeting.

Councillor Pegler – Proposed. Councillor Knight – Seconded. All in favour, resolution passed.

The Chair adjourned the meeting at this point

2021/047. Public Open Forum

A resident expressed concern regarding the Local Plan 2040 document out for consultation, which gave no designation to the village, given that the previous Local Plan had classified Colmworth as a Group 3 village. Without this grouping there was a worry this would be a risk for the village. They also commented that the Denybrook proposals showed no provision for improving the local road network, having access concerns and expecting to have seen more local improvements at this stage. The resident was thanked for raising this items and the Council would take these forwards as part of their considerations.

The Chair reconvened the meeting at this point

2021/048. Planning

Update on planning applications – Clerk had sought clarity regarding **21/00962/S73A** from Planning Officer Omar Sharif on whether the PCC as an adjacent land owner had been notified, response detailed the local authority do not investigate who the land owner of an adjacent site is.

21/01552/FUL and **21/01553/LBC** for Conversion of existing overnight accommodation barn and the kitchen/restaurant areas to create 2 additional dwellings, whilst retaining the existing pub with living accommodation above at The Wheatsheaf, Wilden Road – the Council considered the application in detail, understanding it is an unfortunate fact that the past 18 months of pandemic have been extremely harmful to the hospitality industry. Businesses have been closed for much of the time and remain under restrictions, meaning that income levels have been heavily curtailed, highlighting the volatility of earnings characteristic of the industry and making it a particularly difficult time to sell a business at what would have been considered a reasonable price two years ago. However, we are also mindful that this pub/restaurant is the only hospitality venue within, or close to, the village and is considered to be a valuable Community Asset. That in itself does not make it a viable proposition, but we do not believe that the application incorporates adequate financial information and analysis to demonstrate that the business could be more of a success in the future after downsizing than in its present configuration. There are a number of issues that merit close consideration: - The application acknowledges that planning consent for the accommodation block was granted subject to it not being used for permanent residential accommodation, - The heritage and status of The Wheatsheaf, which is a listed building, will be compromised by being reduced in scale and effectively attached to a residential dwelling, - No financial assessment or analysis of the proposal has been provided, it seems counterintuitive to more

than halve the size of the restaurant to improve income. The viability of this proposal has not been demonstrated. - The property as it stands is a Community Asset. Before being broken up it should be marketed for a reasonable period at a price reflective of current market conditions. We sympathise with the applicants and acknowledge that marketing has been ongoing for a period but the pandemic has affected the industry badly and a period of calm may be required to achieve a realistic sale. For these reasons the Parish Council is opposed to the application.

21/018430/TPO T1 – Oak, remove all dead branches greater than 20mm in diameter and complete an aerial inspection of the tree. Crown lift to 4 metres removing smaller branches wherever possible at Cartlodge 1 Church Lane - the Council considered the application and unanimously agreed no objection to this work.

Clerk to submit comments.

2021/049. Ward Report

Report circulated, recent Parliamentary debate on East West Rail discussed, Clerk to forward recent communication from local MP, Richard Fuller, EP to follow up and make contact with Mr Fuller as well. The Council expressed they wished to be part of the walk along the proposed route with Mr Fuller, feeling there needs to be greater transparency of the decision made to select a route north of Bedford. EP agreed to raise these concerns and collate a letter.

2021/050. Boundary Commission Borough Council Ward final recommendations

Draft recommendations had been circulated, it is proposed Colmworth remains in the Wyboston ward with one elected Borough Councillor, it was agreed no response to be submitted to this consultation.

2021/051 Highways, East-West Rail and Rights of Way

East-West Rail response submitted.

Discuss any Highways matters – Bushmead Road was discussed, Cllr Wootton outlined the most recent meeting feedback, traffic counts had been undertaken, it was felt the road needs to be regraded with concerns over safety as large lorries are travelling on the wrong side of the road. Cllr. Wootton is following up on the issues with pot holes, speeding traffic and overgrown hedge vegetations, to check when next meeting is planned, and to keep the Councillors updated.

The invoice for the average speed cameras had been chased request for clarity for when kurb cleaning is done and the rota for this was also on this communication.

The vehicle activated signs and poles have been removed from asset register, revised document circulated.

Speed camera data report received, circulated and uploaded to Parish Council website. There continues to be positive feedback on the effectiveness of the camera, though there remains concern over the vegetation blocking the camera. In a future village publication there to be information on the confirmation from the local authority there is no issue with this, Clerk to action.

Signage illustrating the number of speeding tickets issued was suggested as a future Ward Fund application, Clerk to liaise with the local authority and find out how much this may cost.

Discuss any Rights of Way matters – Definitive Map and Statement for the parish received electronically from Bedford Borough Council. Issues continue to be reported through BB, Clerk to check on the progress of the new signs needed and if the ramblers have managed to progress.

2021/052. Country Park, Playing Field, Gardening Club and Triangle

Garden Party event planning continues to progress well.

Great Crested Newt test results received and circulated.

Cycling event update, there has been no further communications received from the event organisers.

Review inspections for the playing field including external inspection report, May report circulated, awaiting June's, it was noted missing invoice payment appears to be outstanding, EP to follow up with MP and Clerk to ensure this is paid.

External full inspection to be a future agenda item completed, although copy of ROSPA inspection full external report chased, they sent the invoice in reply, still awaiting report, so has been followed up, it will be circulated as soon as it is received, and will be a future item.

The circulated document was discussed, review of the Bye Laws and Rules of the County Park it was unanimously agreed to ratify the updated circulated document. This to be placed on the website by the Clerk.

A new noticeboard for the Park was discussed, LK to revisit the different options of how to display information about the facility, so feedback to the next meeting. There will be a public meeting planned

for September/October to gauge residents interest and feedback on the options. LK would liaise with EP on this to move towards the production of a final version of information that could be displayed.

2021/053. Finance

Review receipts and authorise payments

TF declared an interest in the payments and took no part in the vote. The Full Council approved and agreed the following payments, resolution passed.

Martin Phillips	Play area inspection (June invoice)	£10.20
Martin Phillips	Play area inspection (July invoice)	£51.00
Backlight Ltd	Administration services	£1032.72
Troy Planning and Design	Planning consultant advice fee (Invoice 1986) to be ratified	£954.60
W T Saunders Ground Care	Country Park grass cut	£95.48
JCB Printing	EWR leaflet printing	£27.00
Cellmark	DNA GCN survey to be ratified	£216.00
W T Saunders Ground Care	Playing Field grass cut	£139.99
Troy Planning and Design	Planning consultant advice fee (Invoice 2008) to be ratified	£1141.20
Ionos	Monthly charge for email	£2.40
W T Saunders Ground Care	Country Park grass cut	£95.48
ROSPA	Play safety inspection	£94.80
Tom Frew	Reimbursement of expenses	£35.19

Insurance policy ratification - the previous quotation was challenged, alternative quotes sought, electronic updates sent, policy renewal secured with a saving, at a cost of £787.21 through Zurich, a three year long term agreement was secured, this was ratified by the Council.

Receive the bank reconciliation – an updated bank mandate needs to be completed with Barclays for a read only access for the Clerk, to be followed up.

Financial assistance application form – drafted form circulated, to be reviewed by Councillors and to be a future agenda item. PB to complete information for Bowls Club application to come to a future meeting.

External audit submission – submission made.

Mail server – email storage was discussed, there are some issues being experienced, the Clerk to investigate and it was agreed additional storage to be secured to ensure efficient communications.

Clerk contract – EP discussion with Clerk. Allocation of 2 hours a week to the Office holder role, this was unanimously agreed, and that payment for this work done from April through to end of June be authorised. The payroll provider had been instructed, the management of the payment would be done through the service provider.

Employment Contract had been shared, it was asked that the core roles and responsibilities to be added into the model contract, Clerk to action.

Administrative services contract shared and approved for 6 hours a week support.

2021/054 Local Plan 2040 consultation including Denybrook Garden Village

Planning consultant meeting had recently taken place, it was agreed to hold an extraordinary meeting on 26th August for the Parish Council to agree their submission to the consultation.

Raising awareness of consultation and encouraging resident engagement was discussed, a leaflet circulation to the village would take place shortly, with it being agreed to hold a drop in

face to face event for residents in August. There would also be a further leaflet to residents later on in the consultation to raise awareness of the need to respond and engage in the process. GP drafting first leaflet, Councillors offered support with planning for the face to face event.

Borough Council Local Plan workshop attendance, GP booked to attend on 12th July.

It was unanimously agreed for the Parish Council to fund the leaflet and printing for the items planned given this is a very important local matter. The planning consultant costs continue to be carefully monitored and donations have been received to support with this.

Date of Next Meeting: Thursday 26th August for an extraordinary meeting, next scheduled Parish Council meeting to be Thursday 2nd September 2021 at 7pm, Cllr. Wootton gave apologies for absence for the August meeting and LK for the September meeting.

Actions/Updates:

Councillor Pegler and Councillor Knight sent Declaration of Acceptance of Office forms.

Number of website updates made, need to upload/check latest version is online for the Country Park Working Group Terms of Reference, Staffing Committee Terms of Reference, Gardening Club Working Group Terms of Reference, Risk Assessments (Parish Council, Country Park, Playing Field) and Scheme of Delegation.

No communication from Opus following confirmation the streetlights had been disconnected and they would finalise the bill.

Clerk had sent request for the village gates to be cleaned, this had been actioned.

The Luton stacking action group details had been shared by the Clerk, EP sent communication to group. The Village Hall main hall booking was secured for 1st July.

Gardening Club communications and clarity over reserve levels held, initial review done, response sent, need to work out why there is a discrepancy of £63.64

Dog waste bin emptying clarity sought from BBC, response circulated.

Correspondence list

NALC Events Bulletin emails

Age Partnership email promoting services

BBC Planning weekly list email

Homewatch newsletter copy

Homewatch article submitted

Online playgrounds promotional information

CPRE update emails

NFP Workshops bid writing information

Beds Police crime statistics – circulated

BATPC Councillor Finance Training information

BBC Planning Officer communications regarding 21/00962/S73A

BBC Planning Officer communications with time extension request for 21/01552/FUL and

21/01553/LBC - confirmed

Chronicle article submitted

Came and Company insurance renewal communications – confirmation policy lapsed with them

Zurich Insurance policy communications – renewal in place, documents received, circulated

Further reminder regarding Bedford electoral review consultation – agenda item

Communications regarding meet the new Police Crime Commissioner information – circulated circulated to BB, meeting later on this year

Surge testing in the local area communications

Information Commissioner Office renewal notification communications – confirmed direct debit set up, received certificate that renewal has taken place

Parish and Town Council Network Meeting information

BBC Agenda for Standards Committee

EWR consultation response communications – response submitted

AGAR submission - gentle reminder

BBC Local Plan parish workshops – circulated

BATPC HM The Queen's Platinum Jubilee information – circulated

GCN Edna Test results received – shared with TF

BBC Definitive map and Statement 2020 information – forwarded

BFARe Judicial Review update

Copied into dangerous footpath issue to be reported to BBC
Regular Colmworth Trumpet communications received
Sports Development in Bedford communications
A428 Black Cat to Caxton Gibbet improvement works Western Area Community Forum information
– circulated
JCB Printing communications regarding EWR leaflet printing
BBC Planning Policy additional information regarding new settlement – forwarded on as relating to
Denybrook
Resident communication of submission to EWR consultation
Zurich insurance payment confirmation
New Police Inspector for the local area introduction – forwarded to BB
Resident communication regarding ditches awaiting BBC Officer to make contact – responded and
chased Officer
Colmworth Hall hire communications
Gardening Club communications and clarity over reserve levels held – responded to
BBC Neighbourhood Development Plans adopted update
BBC Local Plan workshops invite – forwarded, GP booked
ROSPA Play inspection communications
BBC Tree planting communication – letter forwarded
BBC Local Plan 2040 Draft Plan strategy consultation launch – forwarded
BBC Colesden Road Wilden to Colmworth Carriageway resurfacing works – forwarded, 19th July
start
Payroll service provider communications – ongoing

Meeting closed at 8.40pm