

COLMWORTH PARISH COUNCIL

**Minutes of the meeting of Colmworth Parish Council held on
Thursday 11th May 2023 at 7.30pm at Colmworth Village Hall**

Present: Councillor Pegler, Councillor Palmer, Councillor Marsh, and Councillor Frew, Councillor Ball.

Apologies: None

In Attendance: Two members of the public.

Clerk: Lizzie Barnicoat

2023/01 Election of Chair

Councillor Pegler – Proposed as Chair by. Councillor Palmer – Seconded by Councillor Frew. All in favour, resolution passed. Councillor Pegler signed Declaration of Acceptance of Office form.

2023/02 Acceptance of Office Declarations of Interest, Registers of Interest

All Members completed their Acceptance of Office Declaration, and Register of Interest forms. Members to submit their updated registers of interest in accordance with the Council's Code of Conduct for Members which had been circulated to all, Clerk to arrange for submission of Register of Interest forms to the Monitoring Officer.

Action: Clerk

2023/03 Election of Vice Chair

Councillor Marsh – Proposed as Vice Chair by. Councillor Palmer – Seconded by Councillor Pegler. All in favour, resolution passed.

2023/04 Apologies

No apologies were received.

2023/05 Approve the minutes of the Parish Council meeting on 02nd and 30th March 2023

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

Councillor Pegler – Proposed. Councillor Palmer – Seconded. All in favour

The Chair adjourned the meeting at this point

2023/06 Public Open Forum

Heavy vehicle usage of Wilden Road accessing the village from Church Road in Wilden Road and Chequers Hill, by placing it at the Colmworth boundary would cause lorry turning issues, but this to be followed up with Andy Prigmore again to raise the concern.

Footway outside 11 Little Staughton Road Clerk to follow up need for maintenance to be extended further along as the surface is very poor state, this to be followed up by Clerk with the local authority to check when the repairs and due to be carried out and the extent of them.

Flagpole suggestion of where to site the pole, exploration of whether planning permission would be needed and what regulations would need to be adhered to for highway safety by Clerk and follow up to see if the Village Hall could potentially site the pole Cllr Frew to liaise.

The Chair reconvened the meeting at this point

2023/07 Planning

Local Plan 2040 Parish Council representation at public hearings – following the extraordinary meeting held the Parish Council had submitted request to have representation at the appropriate hearing sessions between June and September. Cllrs Pegler and Palmer had liaised with the planning consultant regarding written statements and representation at four hearings. Councillors discussed and it was agreed that liaison remains ongoing with the planning consultant with this. Clerk to follow up check on Register of Interest form.

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23/00813/FUL Proposed detached private gymnasium with green external cladding facade (to match the adjacent storage shed) at Cherry Tree Cottage, Colesden Road adjacent parish application received – Councillors had no comment.

Decisions to be noted

23/00585/TPO T1 Yew - Reduce tree in width by 2 to 2.5 metres, cutting back to viable growth points, Reduce tree in height by 2 metres, cutting back to viable growth points, Crown lift to 2.5 metres from ground level at Rosedene Little Staughton Road – Permitted

23/00248/FUL Removal of chimney stack at Tideswell Church Road - Permitted

23/00249/LBC Removal of first-floor chimney breast and above chimney stack with internal alterations to partition walls at Tideswell Church Road - Permitted

2023/08 Ward Councillor report

None received.

2023/09 Highways, East-West Rail and Rights of Way

EWR matters – Cllr. Palmer reported that there continues to be communications from the East West Rail Bedfordshire representatives Group, however, the next meeting is not due to held until the final route alignment is announced which is expected this month. Richard Fuller MP has announced objection to the project.

The latest regarding the potential leak along Wilden Road causing flooding has continued to be pursued with the local authority Officers. Anglian Water engineers have done further analysis on the water collecting to confirm it is now water they are responsible for and that it is surface related rather than mains related. An order had been raised by the Borough Council Highways Inspector for the drain to be cleared, however, the wait time it had been outlined would be quite lengthy due to a backlog of works. Clerk had continued to chase regularly and copy a number of individual into to try move it along.

2023/10 Village matters

Thanks given to those who had attended and supported the recent community litter pick event arranged in April, along with those who supported the coronation event as well. Next one to be arranged for bank holiday August, Clerk to arrange equipment.

The Parish Council currently has vacancies it was noted and there is the ability to co-opt given the recent call for election.

Coffee with Cop event update, Police have confirmed they are looking for a Saturday or evening event, Village Hall have agreed in principle to support, 17th June onwards Councillors discussed how best to support this event being successful, it was agreed to be on 6th July with Clerk to follow up with Police and advertise in Chronicle.

Draft bulky waste service for 29th July at two locations, to be advertised in the Chronicle by the Clerk.

2023/11 Country Park, Playing Field, Gardening Club and Triangle

Councillor Marsh has continued with inspections, these have been circulated to Councillors. The external inspection, Cllr. Marsh was again thanked for his work on this area. Tape and signage had been placed on the large climbing frame, along side alerts on various media outlets to make the community aware of the reasons behind this. Ongoing liaison had taken place with the contractor who had carried out repairs as agreed previously, these had now been completed. Councillors discussed the quotation to remove the climbing frame in light of the cost implication to carry out the necessary repairs. It was agreed to have a communication with the costs of removal, repair and maintenance to go on social media and website with ideas welcomed to come forward plus in Chronicle. Clerk to explore alternative options including funding for a new structure.

Litter in the park recently, the bin in the park was and continues to be very full, by the entrance gate from School Lane, Clerk to check who empties the bin with local authority in the first instance and likelihood of getting a wheelie bin for the park.

Two trees in churchyard with accelerated disease issues, Andrew Brightman to revisit and review the trees in question, Councillors agreed. Clerk to see what is in the budget for a tree survey for future works.

Councillor Frew had provided a useful update for all, circulated ahead of the meeting regarding the Country Park including information on the volunteering day at the Country Park held on 8th May. Scything course has been confirmed for 12th July it was noted in the Country Park.

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Other matter updates raised previously at the last meeting will be covered in the action tracker within the minutes below including the Anglian Water water supply quotation for a supply to the triangle and supporting information regarding this which had been shared with Councillors.

2023/012 Review of Council annual items

Documents to include - Code of Conduct had already been covered and noted no change required as no change in statutory legislation or guidance in this area. The Working Group membership and Terms of reference were agreed as being unchanged, with members to be:

Country Park - It was unanimously agreed to appoint the Working Group, with members to be Councillor Frew, NF, MP, HP, AC, SC, resolution passed.

Gardening Club - It was noted currently supporting this work are Councillor Frew, NF, HP, HB, SW resolution passed.

Appointment of members to other responsibilities

- Highways (Councillor Pegler/Marsh)
- To include Speed / lorry watch
- St. Denys Church PCC representative (Councillor Pegler)
- Friends of St Denys representative (Councillor Pegler)
- Rights of Way (Councillor Pegler)
- Business Representative (Councillor Palmer)
- Village Hall representative (Councillor Palmer)
- Communications (Councillor Marsh)

It was unanimously agreed to elect Councillors to these areas.

General Power of Competence – the Council did not wish to invoke this.

Risk Assessments review relating to the Parish Council, Country Park and Playing Field had been shared ahead of the meeting, no changes proposed, Councillors unanimously agreed to resolve to approve the documents.

Review of the council's subscriptions - Bedfordshire Association of Town and Parish Councils (£97) and Council for the Protection of Rural England (£36 renews August), no change agreed.

Insurance - Review and agree quotation for insurance information had been shared with Councillors. Zurich had notified Council of renewal premium to be £700 in region, within the communication it welcomed an online quote to be explored, the Clerk had done this and been quoted a renewal figure of £536.00, Clerk had followed up and challenged why the cheaper price had not originally been provided. Councillors agreed that best value to be sought.

Scheme of Delegation – no changes proposed as current working practices are sufficient, unanimously agreed to approve the document.

Updated documents with correct dates to be uploaded to the website. **Action: Clerk**

2023/13 Finance

Review receipts and authorise payments – see below and it was noted first half of precept has been received and it was ratified that the Public Works Board Loan payment had debited recently as well.

Receive the bank reconciliation up to 31st March 2023 – this had been shared and the internal audit is currently being undertaken. It was noted a full external audit would be required.

Councillor Frew, Councillor Marsh, declared an interest in the item so did not vote, the Full Council approved and agreed the following payments, resolution passed.

Backlight Ltd	Administration services	£451.77
BATPC	Membership renewal	£97.00
Tom Frew	Expenses reimbursement	£58.13
Village Hall	Hire costs	£56.00
CPM Playgrounds	Play area maintenance repairs	£1854.00
Zurich	Insurance renewal	£536.00
W T Saunders Ground Care	Grass cutting	£78.42
Malcolm Marsh	Reimbursement of black tape	£9.99

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Brightman Brothers	Village Hall tree work	£540.00
These payments below are only for ratification		
Ionos	Monthly charge for March email to be ratified	£20.40
Ionos	Monthly charge for April email to be ratified	£20.40

Internal audit – awaiting report feedback.

Borough Councillor Ward Fund – make contact that money on notice and can be paid back or redirected to another village project.

Date of Next Meeting: Thursday 29th June 2023 at 7pm, Village Hall –to be held in the Randall Room.

Actions/Updates:

This continue to be displayed in the action tracker below.

Correspondence list

NALC Events Bulletin emails
Age Partnership email promoting services
BBC Planning weekly list email
Online playgrounds promotional information
CPRE update emails
NFP Workshops bid writing information
Beds Police crime statistics – circulated
Chronicle article communications - submitted
BBC Agenda for Standards Committee
Regular Colmworth Trumpet communications received
BBC highways regarding average speed cameras data – forwarded, uploaded to website
Playground & Public Park Services promotional information
Street Trading (new application), outside of town centre, ALL CONSENT STREETS
EWR Local Representatives Group communications
Webnos alerts of maintenance checks carried out
CPRE March and April 2023 Newsletter
BBC Officer communications on village litter pick in April
BATPC New Councillor induction training
March and April play area inspection reports – circulated
CPM Playgrounds contractor liaison regarding play area repairs
ROSPA play area inspection notification – forwarded
Colmworth Village Hall booking communications
PWLB lending statement
BBC parish precept first half receipt received
Bedfordshire Luton and Milton Keynes Health and Care Partnership information
BBC Local Plan public hearings information and communications
Zurich policy renewal information - circulated
CPRE newsletter
Website administration communications
HMRC Government Gateway communications
Internal auditor communications

Meeting closed at 8.35pm