

COLMWORTH PARISH COUNCIL

Minutes of the meeting of Colmworth Parish Council held on
Thursday 1st September 2022 at 7.00pm at Colmworth Village Hall

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

Apologies: None received.

In Attendance: Three members of the public and Borough Councillor Wootton.

Clerk: Lizzie Barnicoat

2022/050 Apologies

No apologies were received.

2022/051 Declarations of interest

There was a declaration of interest from Councillor Frew under finance received for the meeting, it was noted.

2022/052 Approve the minutes of the Parish Council meeting on 30th June 2022

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

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

The Chair adjourned the meeting at this point

2022/053 Public Open Forum

A member of the public raised the increasing number of water leaks, Wilden Road opposite Cornfields, opposite Wheatsheaf Farm, temporary road closure in place including road dug up, however, the leak remains a problem. Clerk to investigate with Anglian Water contacts, copying in Borough Council Highways as well as Borough Councillor.

Articles most welcome by 11th September for the Chronicle. It was suggested that the Parish Council post to the local village group page, it was felt posting on the village group signposting to the Parish Council page, to promote the Parish Council page as well as the Parish Council website. Cllr Marsh and the Clerk to investigate. Cllr Pegler to follow up with those running the Trumpet to find out their future plans for the communication method.

The Chair reconvened the meeting at this point

2022/054 Planning

Bedford Borough Council Local Plan public consultation – since the last meeting every household had received a leaflet from the Parish Council on how to engage in the consultation. Work had also continued on ensuring a thorough and robust response was sent to the Regulation 19 consultation. The full response produced by the planning consultant had been shared with Councillors ahead of submission. Councillors again thanked Cllr Palmer for all the work involved. The Parish Council response had also been placed on the Parish Council website, an article will be done for the Chronicle as well.

Conformation on how the Parish Council manages planning application/appeals received outlined as a reminder for all Parish Councillors, outlining again the processes followed regarding how planning applications/appeals are managed to ensure a consistent approach on this.

It was noted that there were no planning applications received after the publication of the agenda.

Decisions to be noted

22/01116/FUL Conversion of existing outbuilding to annexe at 1 Manor Farm Cottages, Church Road – granted

22/01094/FUL New glazed linkway to connect two existing converted barn and the pool barn at Low Farm, Wilden Road – granted.

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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 – refused

22/01396/CPNQ prior notification for change of use from an Agricultural building to a dwelling house(s) (use Class CS) including associated building operations reasonably necessary to convert the building at Tenacres, Little Staughton Road – granted

Notification that 22/00001/FUL Link between garage and annex bedrooms, conversion of garage to annex living room and associated works to curtilage listed building at Channel End Farm, Channels End Road has been taken to appeal.

2022/055 Ward Councillor report

Councillor Ward report received, reminder of forthcoming Richard Fuller MP visit. Clerk to send request to Borough Councillor and copy Officer in regarding the defibrillator case.

2022/056 Highways, East-West Rail and Rights of Way

EWB matters – Cllr. Palmer had continued to engage and keep up to date with the number of activities that remain ongoing regarding East West Rail. The latest regarding the East West Rail Bedfordshire representatives Group meeting was fed back, the next focus will be the process of the business plan being discussed. Also the response to Cllr. Pegler letter to Grant Shapps in light of the recent statements made on East West Rail was outlined.

The Parish Council had also followed up via Richard Fuller MP in light of the statement made by the Transport Secretary and recent announcement that government had deemed this section of the EWB undeliverable.

Highways matters included Clerk had continued to receive, circulate and publish the latest average speed camera data to various platforms as usual, including in the Chronicle.

The Police Road Safety Fund latest regarding a site meeting to look at potential locations for the two highway poles and one activated Vehicle Activated Sign on Wilden Road had been followed up with Andy Prigmore/Dave Murphy several times

Rights of Way matters – The bridge raised at the last meeting, in need of repair, at the bottom of Kennels Farm and Bushmead crossroads, had been followed up with the local authority by Clerk copying Councillor Brightman in. There was uncertainty of the location of the bridge, which had to be clarified, Footpath 13 and 23, it was noted so Clerk to follow up with the Borough Officers again. Also noted a large map of the paths could be available through the Ward Fund.

2022/057 Village matters

Community litter pick event had been booked, reminder that it is to be held on 3rd September, 10am till midday, triangle to be the meeting point. Clerk had notify the local authority using the same format of Low Farm and triangle to be the collection points. Had been advertised on various local platforms with Cllr Frew to be where the equipment to be dropped, Clerk to alert Officers.

Operation London Bridge book of condolences, Cllr. Pegler had followed up options with Redhouse were outlined, so to be sourced from an online source. BATPC latest guidance has been received and shared with all Councillors.

Following the Village Hall meeting attended by Councillors Pegler and Knight, who met with Village Hall representatives to discuss the trees raised previously. Andrew Brightman had looked at the two trees by the Village Hall to review them as there had been concern expressed if they fell, there would be damage to the building. Feedback and recommendations from Andrew Brightman are ongoing, meeting with Councillor Pegler and Andrew Brightman to look shortly.

Richard Fuller MP due to be holding a surgery in the village on Friday 2nd September, this had been shared via various local platforms. There is also a surgery event in Wyboston being held next week, again residents, encouraged to attend and raise items, with the Clerk to also raise awareness as usual via various platforms.

It was noted the defibrillator checks continue to be carried out regularly.

Councillor vacancy it was noted one vacancy currently, with document on more information on the role of the Parish Council collated kindly by Cllr. Palmer to encourage someone to step forward, all

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Councillors agreed the document. This to be shared on the Chronicle, as well as on the Parish Council website.

2022/058 Country Park, Playing Field, Gardening Club and Triangle

Councillor Marsh has continued with inspections, these have been circulated to Councillors. The external inspection report had been reviewed with a list of repairs collated for taking forwards for the work to be quoted. Cllr. Marsh was thanked for his work on this area. The list to be shared with some local contacts for quotes it was agreed.

A meeting had been held with the Country park volunteers recently, all thanked for attending the useful get together which had been very helpful. There was a good turnout, with feedback shared, with clarification to be sought from the insurers on scything activities on the Occupiers Liability Act, if members of the public come to the Country Park with a professional teaching them to scythe.

The next steps regarding the Country Park is to hold a village meeting to outline how the park became to be a village asset, how it is funded and managed as well, looking for this to be held in the new year with lots of publicity of the meeting as well.

There was a discussion on how best dogs can enjoy the Country Park, and this will be explored with the advice and input from the Borough Council Officer with a meeting being arranged by the Clerk.

An information document shared amongst Parish Councillors to be publicised via the various platforms about the Park, to raise awareness. Exploration also to be made about improvements to the noticeboard facility, approach to be made by the Clerk to Ward Fund.

Update on this ? One of the Country Park bench needs some maintenance work, so the seat has been removed, with the stumps to be replaced shortly.

Damage to the triangle update on communications with insurers was given. At the last meeting it was not that they had advised that landscaping is not covered under the policy so the only claim potentially to be made would be for the noticeboard, the policy excess is £100. No further action to be taken it was agreed following the policy wording review.

2022/059 Policy Document review

Following the work done by Cllr. Marsh and the Clerk when reviewing the website in depth, the following policies required small amendments to be made, these updated documents had been shared with Councillors ahead of the meeting. It was unanimously agreed to approve the following revised documents: Privacy Notice, Retention Policy, Staff, Councillors, Volunteers Privacy Notice, Staffing Committee Terms of Reference, Complaints Procedure, Data Protection, Hiring the Field for an Event, Risk Assessment, Subject Access Policy, Data Security Breach Response, Gardening Club Terms of Reference. The updated documents to be published on the Council website by the Clerk.

2022/060 Finance

Review receipts and authorise payments – see below

The Full Council approved and agreed the following payments, resolution passed. *Councillor Frew declared an interest in the agenda item so took no part in the vote.*

Tom Frew	Reimbursement of expenses relating to Country Park	£12.17
These payments below are only for ratification		
Public Works Loan Board	Loan repayment	£677.95
JCB Printing	Local Plan leaflet	£100.00
Ionos	Monthly charge for July email to be ratified	£11.40
Ionos	Monthly charge for August email to be ratified	£11.40
Troy Hayes Planning	Consultant fees	£4200.00

To note due to the overpayment made to Backlight Ltd in error, as a result off set of fee resulting, so no charge for fee for July or August at this meeting. £688.48 plus VAT to be paid back, therefore no outstanding payment owed.

External audit – paperwork had been submitted, awaiting audit report feedback.

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Bank mandate to be printed and signed by the Clerk to update the access.

Date of Next Meeting: Thursday 3rd November 2022 at 7pm, Village Hall.

Actions/Updates:

Regular social media and village circulation communications have continue to be made between meetings.

Item on hold regarding the options for a new noticeboard at the Park continue to be carried forward as the project remains on hold at present.

VAT reclaim collated, HMRC portal logging on problems previously, Clerk has still not received new login details via post, so requested to be resent.

The bank mandate change remained ongoing, Clerk ongoing.

The Council organising cabinet to enable the facility to be kept water tight, the estimated for this will be in the region of £500, with a Ward Fund application to be made in April. It was unanimously agreed that the Parish Council contribute £50 towards this project, resolution passed, Clerk to arrange, had followed up with Cllr. Wotton, and nudged again, awaiting feedback.

It was noted the Chronicle needs updating with the correct Village Hall representative, Clerk to follow up, will be done in next article submission.

Future agenda item noted regarding Manor Farm Barns electricity usage Clerk will write in November requesting the switching on, outlining the Parish Council agreement to pay for an associated costs. Though between meetings, update had been received that a meter reading for the triangle taken on 5th July showed it currently is 150.99. In January after turning off the Christmas lights it was 150.45 and The Cartlodge has confirmed that the electricity is now switched off.

Grass cutting contractor quotation option 1 confirmation had been sent.

Clerk to monitor the hedge being cut at the Playing Field as it was not done last year, it is therefore expected to be cut in the autumn time this year.

It was noted at this point of the meeting that the Village Hall Management Committee link to continue was discussed, that the Parish Council will not be able to send an in person representative, so Cllr Palmer to be the liaison, point of contact. Clerk to follow up with the Village Hall Management Committee and arrange for the meeting minutes to be shared so Councillors can remain up to date.

Trustee consideration of the village charity was outlined, with Councillors asked to think about potentially coming forward if interested to enable the funds to be used to support those in need. The hardship aspect was talked through, being mindful of the current climate and how could potentially be supportive.

The local school bus issue was outlined, residents are following this up directly being proactive, the Clerk to respond, outlining the Parish Council are sympathetic to the issue, understanding the matter is being looked into and will support if needed.

Future agenda item to be the Christmas lights, along with a water tap at the triangle.

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

Regular Colmworth Trumpet communications received

BBC highways regarding average speed cameras data - forwarded

Street Trading (new application), outside of town centre, ALL CONSENT STREETS

EWR Local Representatives Group communications – shared with Cllr Palmer

Webnos alerts of defibrillator maintenance checks carried out

CPRE July 2022 Newsletter

BBC Volunteering Officer ongoing communication on arranging litter pick

Communications to arrange a meeting with Country Park volunteers

Cllr Wootton Ward Fund communications

Colmworth Village Hall booking communications

BBC Local Plan consultation information

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Play area inspection reports – circulated
 Website administration communications
 HMRC Government Gateway communications
 OFFICIAL - PWLB lending facility Repayment Notice - 28 July 2022 - COLMWORTH PARISH COUNCIL (BEDS)
 BBC communication regarding Ravensden Neighbourhood Development Plan
 BATPC National Civility and Respect Project – Update
 Triangle sub meter: Parish Council Electric Reading – responded to
 BBC Code of conduct complaint decision against Colmworth Parish Council
 Mazars confirmation of Annual Return being received
 Resident communication to Parish Council Chair regarding planning matters – responded to
 Resident communication seeking more information on the costs involved with the Parish Council response to Denybrook as part of the Local Plan consultation – responded to
 Get your Parish Council involved in the Queen's Green Canopy project
 EWR Local Representatives Group for Bedfordshire – Update on meetings #3, #4 and #5
 New property claim Colmworth Parish Council YLL2720867553 communications
 Parish and Town Council Network - Marketplace Event - 29 September 2022
 BBC Planning Appeal Consultation letter
 Communications regarding letter to be sent to MP regarding EWR
 Follow Up From The Hedgehog Highway Project Enquiry
 Change in Community Inspector – forwarded
 BATPC Finance Training Programme – forwarded
 EWR Bedfordshire Local Representatives Group – meeting #4 reminder and pre-reading
 CPRE August newsletter
 IMPORTANT UPDATE- EWR Bedfordshire Local Representatives Group meeting #4 NOW VIRTUAL ONLY
 Councillor communications from resident regarding dogs in the Country Park
 BBC Dog Control Order PSPO 2022 Extension
 Avian Influenza case confirmed in Central Bedfordshire (in proximity to Bedford Borough)
 Community Policing Priority Update and Extension – forwarded
 Ideas for Memorials and Commemorative Spaces
 BATPC Update - Star Council Congratulations and Voting, Training Programmes for Finance and Civility & Respect
 Reply from Department of Transport to Parish Council communication
 PCC & Ward/Council Meeting - Bedford - Green
 SAAA 2022 Opt-out Communication
 BBC Emergency Temporary Road Closure Wilden Road Colmworth 2022- 065
 EWR Bedfordshire Group – Meeting #4 follow-up: slides, transcript and recording now available on Community Hub
 BBC Officer communications about Public Orders relating to dogs
 Update: BATPC AGM, Points of Light, Star Council Awards Voting and Vacancies
 BBC *INVITE* Parish and Town Council Network Marketplace Event - 29 September 2022
 Consent granted: A428 Black Cat to Caxton Gibbet improvements

Meeting closed at 8.30pm