

CHALGRAVE PARISH COUNCIL

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THE **NEXT MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **MONDAY, JUNE 18th, 2018** at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. TO AMEND, APPROVE AND SIGN MINUTES OF MAY 15th, 2018 MEETING
4. SPECIFIC DECLARATIONS OF INTEREST
5. POLICE MATTERS
6. REPORT from WARD COUNCILLOR MARK VERSALLION
7. REPORT from ALL SAINTS CHURCH, CHALGRAVE
8. MATTERS ARISING FROM MAY 15th, 2018 MINUTES
9. POINTS RAISED from APRIL/MAY 2018 CORRESPONDENCE
10. MAY/JUNE 2018 CORRESPONDENCE RECEIVED
11. TEBWORTH POND
12. TO DISCUSS MILLENNIUM AND COMMUNITY AWARDS
13. ACCOUNTS-a) Cheques for Signature
14. HIGHWAYS ISSUES
15. COMMITTEE REPORTS
16. ITEMS FOR INCLUSION ON THE NEXT AGENDA
17. TIME AND DATE OF NEXT MEETING

MINUTES of the meeting of Chalgrave Parish Council held on Tuesday, May 15th, 2018 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr Jan Day; Cllr. Ken Green; Cllr D Levy; Cllr. Kevin Ludgate; Cllr P Parry; Cllr P Whitton; Lesley Smith-Clerk.

Guests: Mr Alan Jones; Public Liaison Manager Costain Galliford Try Highways
Mr Pascal Baptista; SMP Project Director Costain Galliford Try JV
Mr Richard Summers; SMP Project Manager AmeyArup

Public present: 0

Committees

Planning	Cllr Levy-Chair	877149		
Footpaths	Cllr Green-Chair	874107	Cllr Levy	877149
Website	Cllr Green	874107		
Speed Watch	Mike Wells-Chair	877098	Cllr Levy	877149

Responsibilities

Cllr Parry	Highways liaison			07831605600
Cllr Ludgate	Police liaison			07768606968
Cllr Whitton	Fly tipping	Buses	Pond	07808174843

1. APOLOGIES FOR ABSENCE

Ward Cllr M Versallion; PCSO Wells.

2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN.

- a) **The current chairman, Cllr Parry, stepped down. Cllr Levy took the chair pro-tem.**
- b) **Nominations for Chairman. Cllr Whitton nominated Cllr Parry. This was seconded by Cllr Day. The vote was unanimous. Therefore Cllr Parry is duly elected as Chairman.**
- c) **Nominations for Vice-Chairman. Cllr Ludgate nominated Cllr Green. This was seconded by Cllr Whitton. The vote was unanimous. Therefore Cllr Green is duly elected as Vice-Chairman.**

3. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Parry signed his Declaration of Acceptance of Office form. The clerk counter-signed.

4. ELECTION OF COMMITTEES CHAIRMEN.

- a) **Planning. Cllr Green nominated Cllr Levy. This was seconded by Cllr Whitton. The vote was unanimous. Therefore Cllr Levy remains as Chairman of the Planning Committee.**
- b) **Footpaths. Cllr Levy nominated Cllr Green. This was seconded by Cllr Ludgate. The vote was unanimous. Therefore Cllr Green remains as Chairman of the Footpaths Committee.**
- c) **Speed Watch. Cllr Parry nominated Mike Wells. This was seconded by Cllr Green. The vote was unanimous. Therefore Mike Wells remains as Chairman of the Speed Watch Committee.**
- d) **Website. Cllr Parry nominated Cllr Green. This was seconded by Cllr Levy. The vote was unanimous. Therefore Cllr Green becomes Chairman of the Website Committee.**

5. M1 JCT13-16 SMART MOTORWAY SCHEME: PRESENTATION by MR ALAN JONES

- a) **Summary. Mr Jones explained that another lane is to be added between jcts 13-16. This is a three-year scheme. The site office will be at jct 15A and it will have an open-door policy.**
- b) **Trees need to be cut down so there will be road closures between 12am and 6am. It is likely to be noisy so there will be information on the website as to where the work will be taking place to advise residents, and updates will be sent to parish councils. Cllr Parry asked how over runs were managed. Mr Jones replied that they had a good record for keeping to time but the work could continue the next day if necessary.**

- c) **Cameras.** There will be cameras throughout the works for safety reasons e.g. breakdowns.
- d) **M1: 7.5 Tonne Limit Signs.** Cllrs Parry and Levy brought up the lack of signage on the M1 approaching jct 12. Consequently some HGV drivers are unaware of the weight limit through Toddington, Tebworth and Wingfield and turn off the motorway. By the time they become aware of the limit they are unable to turn around and end up coming through the villages. Mr Jones said he has regular meetings with Highways England and will bring this issue up with them.
- e) **Diversion Routes.** Mr Baptista will double check the diversion routes that will be in place whilst work is in progress.

6. MINUTES OF APRIL 24th, 2018 MEETING

The minutes of the April 24th, 2018 meeting were approved and signed as correct by the chairman.

7. SPECIFIC DECLARATIONS OF INTEREST

None.

8. POLICE MATTERS

- a) **Crime figures.** There were 2 crimes reported in April 2018. No further details available.

Offence	Number
ATTEMPTED BURGLARY RESIDENTIAL - DWELLING	1
THEFT FROM MOTOR VEHICLE	1
Grand Total	2

- b) **The Lane, Tebworth.** On May 3rd, 2018 a safe was found in a gateway on The Lane. It had been forced open and costume jewellery and documents were found nearby. The police were notified and have investigated the incident.

9. REPORT FROM WARD COUNCILLOR VERSALLION

No report this month.

10. REPORT FROM ALL SAINTS CHURCH

- a) **Chat and Chomp Event.** The first Chat and Chomp event took place on Saturday, May 12th, from 10am until noon. The event was well attended by Chalgrave parishioners. Bacon and sausage rolls and cake were on offer. The event raised £171. Another Chat and Chomp is provisionally arranged for July.
- b) **A Disabled Friendly Toilet** is being installed and, hopefully, will be in before September 12th, 2019 when All Saints Church will celebrate its 800-year birthday.
- c) **June Barton**, a long-standing committee member of St Georges and Wedding Secretary for both All Saints and St Georges for many years, passed away on Saturday morning. The date of her funeral at St Georges is yet to be announced.
- d) **Peter Freeman**, the organist, continues to plan and play the hymns each Sunday to coincide with the lectionary readings. He also plays music before and after the service.
- e) **Grant.** Mr Calder thanked the PC for this year's grant to support the upkeep of the Church grounds. He also thanked the PC for attending services and supporting the church's fund-raising activities.
- f) **AGM: April 29th, 2018.** The AGM was well attended and new committee members were elected.

Notices.

- **Cake Stall.** Saturday, May 19th-Toddington Village Green. In aid of St Georges organ fund.
- **Just 10 course:** exploring the 10 commandments. Wednesday May 23rd, 7.30pm at Wilkinson Hall, Toddington.
- **Bank Holiday at Home with The Friends** -Monday, May 28th, from 10.30am. Plant Stall; children's crafts. Coffee, cake and cream teas-2pm until 4pm
- **Strawberry and wine evening:** Saturday June 3rd, 7pm at 21 High Street in aid of The Friends of St George.
- **Parish Eucharist.** Reverend Linda Washington will lead the Eucharist this Sunday at All Saints at 9.30am.

11. MATTERS ARISING FROM APRIL 24th, 2018 MINUTES

- a) **Emergency Planning.** Cllr Levy will ask Barbara Jackson to contact cllrs again for their opinions on the draft plan. In progress. **DL**
- b) **School Buses.** Three children now dropped off on Toddington Road after school rather than outside the Grand Chapel.
- c) **CBC Highways: Proposed Speed Limit Changes in Tebworth.** Awaiting report on the April 11th, 2018 meeting, which was to approve the 20mph advisory speed limit through Tebworth. Ongoing.
- d) **Local Plan.** CBC's Local Plan went to full Council on April 26th, 2018. An update is in correspondence.
- e) **BATPC: Training Programme.** Cllrs Day and Ludgate will be attending on July 17th. **JL; KL**
- f) **Houghton Regis Town Council.** Request to join forces with HR Town Council to put pressure on CBC to tackle fly tipping more efficiently. Cllrs Parry and Whitton are agreeable to meeting with HR Town Council to discuss. To be arranged. **PP; PW**
- g) **Chalgrave Memorial Hall.** Hiring agreement form. Clerk to complete. **Clerk**
- h) **Bin Collection Consultation.** CBC has decided on the new bin collections. Information is in correspondence.
- i) **NALC: National Planning Policy Framework (NPPF) Consultation.** Cllr Green responded on behalf of the PC.
- j) **Nominations for Community and Millennium Awards.** The PC has received two nominations for the Community Award. No nominations yet for the Millennium Award.
- k) **CBC: Government Consultation on Unauthorised Traveller Encampments.** NALC will be responding to the consultation. Details of the questions they will be responding to are in correspondence.
- l) **The Villages Focus Group** emailed suggested responses to the relevant sections of the National Planning Policy Framework consultation with a request for individuals to respond. The consultation ended on May 10th.
- m) **Rural Services Network.** Article headed 'Government is failing Rural Communities.' Statement from House of Lords select committee. The PC wrote to Andrew Selous MP asking for his opinion on the statement. Awaiting response.
- n) **NALC: 2018 Model Standing Orders.** Clerk to amend old Standing Orders if necessary. Ongoing. **Clerk**
- o) **NALC: General Data Protection Regulations (GDPR).** MPs accepted the Government's recommendation to exempt parish and town councils from the legal requirement to appoint a DPO. The Bill is not an Act yet although it is not expected this amendment will be reversed. Ongoing.
- p) **St Mary's Close Lamp Post.** Cllr Green has contacted UK Power Networks to inform them that the lamp post is not shown on their mapping service.

12. POINTS RAISED on MARCH/APRIL 2018 CORRESPONDENCE

- a) **CPRE Fieldwork.** Information on the legal loophole which allows developers to cut the number of affordable homes in rural areas. Cllr Green suggested writing to CBC to stress the need for affordable housing and the need to close the loophole. No decision made.
- b) **Government Consultation on Unauthorised Traveller Encampments.** Cllr Parry will complete the consultation. **PP**

13. APRIL/MAY 2018 CORRESPONDENCE RECEIVED

- a) **Parish Council Insurance.** Cllr Levy proposed, seconded by Cllr Parry, that the PC goes for the three-year Long-Term agreement option, This year's premium is £476.89 compared to £499.35 for one year. **All agreed.** **Clerk**
- b) **Aerial Photography.** The PC is eligible to join the Aerial Photography Great Britain Agreement (APGB). It provides free access to aerial photography and height data from 1st April 2018. The PC agreed to go ahead and apply. **Clerk**
- c) **Bedfordshire Bugle.** May 2018 newsletter in correspondence.
- d) **Clerks and Councils Direct.** May 2018 magazine in correspondence.
- e) **London-Luton Airport.** Transform magazine in correspondence.
- f) **Go Guiding.** May magazine in correspondence

14. COLLECTING RESIDENTS' EMAIL ADDRESSES

Cllr Green has suggested having a data base of residents' email addresses, subject to them being agreeable to giving them to the PC and subject to being compliant with GDPR. The email addresses could be used to

forward important information e.g. consultations such as the recent bin collection consultation. Cllr Green will find out about how to put this into action. **KG**

15. TEBWORTH POND

Awaiting a date from the Tribunals Service for the mediation meeting. Ongoing.

16. ACCOUNTS

a) **Cheques for Signature.** The following cheques have been approved and signed:

Chq No:	Payee	Description	Amount £
1118	BATPC	New Councillor training for Cllr Ludgate	25.00
1119	Lesley Smith	Clerk's salary plus expenses: April/May '18	432.52
1120	BATPC	Annual affiliation fee	107.00
1121	David Hyde	Internal audit fee: year end March 31, '18	40.00
		Total	604.52

b) **External Audit Annual Return 2017/18**

Internal audit completed. The Annual Return to be submitted to Mazars by July 6th, 2018. **Clerk**

17. HIGHWAYS ISSUES

- a) **Faulty Street Lamp outside the Sunday School, The Lane, Tebworth.** A date has been given for UK Power Networks to transfer the service cables to the new lamp. Once this has been done the contractors will remove the old column. Progressing.
- b) **Other Faulty Lamps.** Cllr Green has also reported a faulty lamp on The Lane and one in St. Mary's Close. Ongoing.
- c) **Blocked Drain outside Mulberry Lodge.** Cllr Green has reported this and has been told that it will be cleared as part of the general gully clearing programme. Ongoing.
- d) **Roundabout on B5120/Link Road.** Works are being planned and a complete re-design of the roundabout is scheduled for 2018. Clerk has contacted Highways England to find out when work will actually begin on the roundabout. Awaiting response. Ongoing.
- e) **7.5 Tonne Limit Signs on the M1** are needed on the M1 jct 12 in order to prevent HGVs travelling through Toddington and Tebworth. The clerk has contacted Highways England about this. Awaiting response.
- f) **Benches on The Lane.** Cllr Green asked if the PC was agreeable to three simple benches being installed down The Lane. There were no objections to this proposal. Contact HW with request. **Clerk**
- g) **Roadworks; The Lane.** Taking place 21-26th May 2018. Information in correspondence.
- h) **Fly Tipping: CCTV Cameras.** Cllr Green suggested that CCTV cameras could be placed at sites where fly tipping frequently takes place. Discuss at meeting with Houghton Regis Town Council. **PP; PW**

18. COMMITTEE REPORTS

a) **Planning**

i. Applications

Application No.	Address	Proposed work	PC comments	CBC decision
17/05314	Church Cottage, Chalgrave	Single storey extension to the side of the property (Retrospective)	Object. Had this been included in the original application it would have been refused	To be decided.
17/05994	Lane Farm, The Lane, Tebworth	Subdivision of farmhouse & partial demolition, conversion & extension of barns to form 7 dwellings, with associated parking, landscaping & formation of new access	Some of the The PC's concerns are: The development is too big Increased traffic numbers The Lane is only single track Construction traffic	Granted
18/00863	Willow Tree Farm,	Retrospective demolition of existing outbuilding & rebuilding to match.	No objections	Granted

	The Lane, Tebworth	Installation of roof lights in existing house		
18/00964	Pond Farm, Hill Close, Wingfield	Replacement of agricultural barn with a new 3-bedroom dwelling	Application forwarded to cllrs for comments	To be decided
18/01191	Ashworth, Hill Close, Wingfield	Erection of PCVU conservatory		To be decided
18/01224	78 Wingfield Road, Tebworth	Demolition of porch & side buildings. Erection of single & two storey front extensions: two storey side/rear extensions: single storey rear extension		To be decided

- ii. Barn Conversions. The PC is concerned about the number of local barns being converted to dwellings. CPRE has been contacted. Awaiting response. CPRE articles from previous years on the subject in correspondence. Cllr Green commented that the National Planning Policy Framework (NPPF) made no mention of this issue.

b) Footpaths

- i. Michelle Flynn is the parish's Footpaths Officer again. She will be in the parish this Friday May 18th.
- ii. Cllr Day has joined the Footpaths Committee.
- iii. Cllr Whitton mentioned that the headland footpath on The Slype is not being cut. Cllr Green said that there is no requirement to cut headlands.
- iv. Rogation Walk-May 6th. 5 people took part in the morning and 1 in the afternoon.

c) Speed Watch

No report this month.

d) Website

No report this month.

19. ITEMS FOR INCLUSION ON NEXT AGENDA

Millennium and Community Awards.

20. DATE AND TIME OF NEXT MEETING

Monday, June 18th, 2018 at 7.30pm.

Meeting closed at 21.07

Signed by Chairman.....

Dated.....