

CHALGRAVE PARISH COUNCIL

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4 HOME FARM
TEBWORTH
LEIGHTON BUZZARD
BEDFORDSHIRE LU7 9QD

THE **ANNUAL MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **TUESDAY, MAY 21st, 2019** at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. ELECTED MEMBERS TO SIGN DECLARATION of ACCEPTANCE of OFFICE FORMS
3. TO ELECT CHAIRMAN and VICE-CHAIRMAN
4. CHAIRMAN TO SIGN DECLARATION of ACCEPTANCE of OFFICE FORM
5. TO ELECT COMMITTEES CHAIRMEN: a) Planning: b) Footpaths: c) Speed Watch:
d) Website
6. OPEN FORUM
7. MINUTES OF PREVIOUS MEETING
8. SPECIFIC DECLARATIONS OF INTEREST
9. POLICE MATTERS
10. REPORT from WARD COUNCILLOR MARK VERSALLION
11. REPORT from ALL SAINTS CHURCH, CHALGRAVE
12. MATTERS ARISING FROM APRIL 16th, 2019 MINUTES
13. POINTS RAISED from MARCH/APRIL 2019 CORRESPONDENCE
14. APRIL/MAY 2019 CORRESPONDENCE RECEIVED
15. TO DISCUSS the MILLENNIUM and COMMUNITY AWARDS NOMINATIONS 2018
16. EMERGENCY PLAN
17. ACCOUNTS-a) Cheques for Signature
18. HIGHWAYS ISSUES
19. COMMITTEE REPORTS
20. ITEMS FOR INCLUSION ON THE NEXT AGENDA
21. TIME AND DATE OF NEXT MEETING

MINUTES of the meeting of Chalgrave Parish Council held on Tuesday, April 16th, 2019 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr Jan Day; Cllr Ken Green; Cllr Kevin Ludgate; Cllr Phil Parry; Cllr Paul Whitton; Lesley Smith-Clerk.

Public present: 0

Committees

Planning	Cllr Levy-Chair 07931408697		
Footpaths	Cllr Green-Chair 874107	Cllr Levy 07931408697	Cllr Warburton 07941624419
Website	Cllr Green 874107	Cllr Warburton 07941624419	
Speed Watch	Mike Wells-Chair 877098	Cllr Levy 07931408697	

Responsibilities

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

1. APOLOGIES FOR ABSENCE

Cllr Debbie Levy; Cllr Peter Warburton.

2. MINUTES OF MARCH 21st, 2019 MEETING

The minutes of the March 21st, 2019 meeting were approved and signed as correct by the chairman.

3. SPECIFIC DECLARATIONS OF INTEREST

None.

4. POLICE MATTERS

a) Crime figures. There were 5 crimes reported in February and March 2019. No further details available.

Date	Offence	Location	Number
28/02/2019	Assault occasioning actual bodily harm	Featherbed Lane	1
07/03/2019	BURGLARY-Business and Community	Not given	1
14/03/2019	THEFT FROM MOTOR VEHICLE	Toddington Road	1
18/03/2019	Assault without injury-Common assault & battery	Hockliffe Road	1
23/03/2019	Assault occasioning actual bodily harm	Tebworth Road	1
Grand Total			5

b) Community Priority Setting Meeting. Quarterly meetings are planned to engage local communities set priorities on the issues important to each parish. In correspondence. The first meeting is scheduled for Tuesday, October 1st, 2019

c) Police and Crime Commissioner. April 2019 newsletter in correspondence.

5. REPORT FROM WARD COUNCILLOR VERSALLION

No report this month.

6. CHURCH REPORT

No report this month.

7. MATTERS ARISING FROM MARCH 21st, 2019 MINUTES

a) CBC Highways: Speed Limit Change to 20mph through Tebworth. Cllr Parry has contacted Toddington Parish Council for details about the new sign on the approach into Toddington from the M1 direction. **PP**

b) Houghton Regis Town Council. Cllrs Parry and Whitton to arrange a meeting with HR Town Council to discuss the problem of fly tipping. Ongoing. **PP; PW**

- c) **Stealthcam/CCTV Sign.** A site needs to be chosen for the sign. Cllrs Ludgate and Whitton will investigate. Ongoing. **KL; PW**
- d) **Queen's Head Pub.** The clerk has applied for the garden to be included as part of the pub's Community Asset status. Ongoing.
- e) **Swift Boxes.** With reference to a recent edition of the Wildlife Trusts' recent newsletter Cllr Levy suggested asking if we could install some Swift boxes at Chalgrave Churchyard. The church has been contacted. Clerk to follow up. **Clerk**
- f) **Arrangements for The Parish Assembly. Thursday April 18th, 2019.** In progress. **DL; PP; Clerk**

8. POINTS RAISED on FEBRUARY/MARCH 2019 CORRESPONDENCE

None this month.

9. MARCH/APRIL 2019 CORRESPONDENCE RECEIVED

- a) **Query about Driveway-53 Wingfield Road.** Cllr Green recently received an email via the website from the resident querying whether his boundary went right up to the road. The PC discussed the matter and it was decided that Cllr Green advises the resident to look at his plans again as they should clearly show the extent of his property. Clerk to respond on behalf of the PC. **KG; Clerk**
- b) **Mark Versallion; CBC Local Plan.** The Planning Inspector's public hearings are scheduled for 21-26 May 2019 at the CBC offices at Chicksands. PCs are invited to make representations at the hearings.
- c) **CBC Local Plan: M1 to A6 Link Road.** CBC has submitted a planning application for the proposed M1 to A6 link Road. Information in correspondence.
- d) **CBC: Safer Central Community Safety Partnership 2019-2021.** Information in correspondence.
- e) **London Green Belt Council.** March 2019 newsletter in correspondence.
- f) **Affinity Water: Water Resources Management Plan 2020-2080.** Survey available online at Consultation@affinitywater.co.uk In correspondence.
- g) **CPRE.**
- i. **Countryside Voice.** Spring 2019 magazine in correspondence.
 - ii. **Fieldwork.** Spring 2019 magazine in correspondence.
- h) **Public Sector Executive.** April/May 2019 magazine in correspondence.

10. TEBWORTH POND

Clerk to check with Land Registry whether the Caution against First Registration is still in place. Also to follow up on the PC's application for adverse possession of part of the pond. **Clerk**

11. CHALGRAVE COMMUNITY EMERGENCY PLAN

The plan is now complete. To be kept on agenda. **Clerk**

12. ACCOUNTS

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

<u>Chq No:</u>	<u>Payee</u>	<u>Description</u>	<u>Amount £</u>
1145	Mark Didcock	Notice board repair	120.00
1146	Parrott & Coales	Solicitor's fee relating to Tebworth Pond	1692.00
		Total	1812.00

- b) **External Audit Annual Return 2018/19**

- i. Section 1, Annual Governance Statement of the Annual return 2018/19, was completed by the PC and signed by the chairman and clerk.
- ii. Section 2, Accounting statements, 2018/19, was approved by the PC and signed by the chairman.
- iii. The Certificate of Exemption (from a limited assurance review) was signed by the chairman. The Annual Return to be returned to Mazars by July 5th, 2019. **Clerk**

13. HIGHWAYS ISSUES

- a) **Parish Walkabout.** Awaiting response from the Highways Area Engineer to arrange a date for the walkabout. The extent to which the verge at the junctions of Chalgrave Road/Lords Hill and Tebworth Road/Lords Hill is of particular concern. **KL; Clerk**
- b) **Roundabout at Lords Hill/Link Road.** The PC has received an email from Highways England regarding its query about the lane markings at this roundabout. The PC agreed to write a letter to Highways England to complain

that they have been aware of the issues at this roundabout for some time but only now are considering potential changes to the road markings. Clerk to follow up. **Clerk**

- c) **Gulleys.** Cllr Day will check the gully opposite Sign of the Times to try to find out whether that one was included. **JD**

14. COMMITTEE REPORTS

a) Planning

i. Applications

Application No.	Address	Proposed work	PC comments	CBC decision
18/04553	North Star Cottage, Watling St, Hockliffe	Demolition of buildings/structures; retention of pallet operation & expansion of the operation's facilities	Revise to no objections	To be decided
19/00101	53 Wingfield Road, Tebworth	Demolition of existing outbuilding, and rebuild 4m single storey rear extension.	No objections	Granted

- ii. **Lane Farm.** There has been a complaint that a wall has been demolished and rebuilt in the wrong place. Cllr Green has looked at the line of the wall and it appears to be exactly in line with the old wall. The old barn was directly against the wall and Cllr Green thinks that the new wall may be the wall of the rebuild.

b) Speed Watch

Two Speed Watches were carried out in March.

c) Footpaths

Brian Harwood from CBC has surveyed some of the footpaths and Cllr Green would like to write to him to thank him for his help. Cllr Green will draft a letter. Ongoing **KG**

d) Website

No report this month.

15. ITEMS FOR INCLUSION ON NEXT AGENDA

Elections

16. DATE AND TIME OF NEXT MEETING

Tuesday, May 21st, 2019 at 7.30pm.

Meeting closed at 20.31

Signed by Chairman..... Date.....