

CHALGRAVE PARISH COUNCIL

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4 HOME FARM
TEBWORTH
LEIGHTON BUZZARD
BEDFORDSHIRE LU7 9QD

THE **NEXT MEETING** OF CHALGRAVE PARISH COUNCIL WILL BE HELD ON **TUESDAY, APRIL 21st, 2020** at 7.30pm AT CHALGRAVE MEMORIAL HALL.

Lesley Smith, Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE
2. OPEN FORUM
3. MINUTES OF PREVIOUS 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 MARCH 17th, 2019 MINUTES
9. POINTS RAISED from JANUARY/FEBRUARY 2020 CORRESPONDENCE
10. MARCH/APRIL 2020 CORRESPONDENCE RECEIVED
11. EMERGENCY PLAN
12. ACCOUNTS-a) Cheques for Signature b) Preparations for Audit
13. HIGHWAYS ISSUES
14. COMMITTEE REPORTS
15. ITEMS FOR INCLUSION ON THE NEXT AGENDA
16. TIME AND DATE OF NEXT MEETING

MINUTES of the meeting of Chalgrave Parish Council held on Tuesday, March 17th, 2020 at Chalgrave Memorial Hall, Tebworth at 7.30pm.

Present: Cllr Jan Day; Cllr Ken Green; Cllr Debbie Levy; Cllr Frances Masters; Cllr Phil Parry; Cllr Peter Warburton; Lesley Smith-Clerk.

Guest: Mrs Barbara Jackson

Public present: 1

Committees

Planning	Cllr Levy-Chair 07931408697		
Rights of Way	Cllr Green-Chair 874107	Cllr Levy 07931408697	Cllr Warburton 07941624419
Website	Cllr Warburton 07941624419		
Speed Watch	Mike Wells-Chair 877098	Cllr Levy 07931408697	
Pond	Barbara Jackson 07960445492	Cllr Day 875921	

Responsibilities

Cllr Parry	Highways liaison	07831 605600
Cllr Ludgate	Police liaison	07885 375363
Cllr Masters	Fly tipping	07530 803903

1. APOLOGIES FOR ABSENCE

Cllr Kevin Ludgate.

2. MINUTES OF FEBRUARY 20th, 2020 MEETING

The minutes of the February 20th, 2020 meeting were amended, approved and signed as correct by the chairman.

3. SPECIFIC DECLARATIONS OF INTEREST

- a) Cllr Green is a member of the Memorial Hall Committee. He declared an interest prior to the discussion about swift boxes for the hall: Item 9g)
- b) Cllrs Day, Green and Masters are members of the Chalgrave News team: Item 7b) and 9f)i
- c) Cllr Masters' husband is Chairman of the Senior Citizens Committee: Item 7c)

4. POLICE MATTERS

- a) **Crime Figures.** No crimes were reported during February 2020.
- b) **Beds Police and Crime Commissioner: 4th Year Report Launch.** Thursday, March 19th, 2020, 16.00-20.00, at Youthscape, Bute Street, Luton.
- c) **Leighton Rural Priority Setting Meeting** on March 19th, 2020 at Astral Community Centre, Leighton Buzzard, 18.30-20.30. Cllr Parry will not now attend due to Covid-19.
- d) **Beds Police and Crime Commissioner: On the Record.** March 2020 newsletter in correspondence.

5. CHURCH REPORT

No report this month

6. REPORT FROM WARD COUNCILLOR VERSALLION

No Report this month.

7. CHALGRAVE COMMUNITY EMERGENCY PLAN

- a) **Emergency Plan (EP).** Cllr Parry explained the purpose of the Plan, which is designed to respond to an emergency in all or part of the local community such as the water outage before Christmas. Barbara Jackson, the Team Coordinator, went on to explain that the EP is an internal document and, as advised by CBC, is not to be published. The EP is a live document and subject to amendments when required.

- b) **Response to Requests for Help.** There are four points of contact, which are published in The Chalgrave News. Appropriate action will then be organised.
- c) **Covid-19 Response.** Letters have been delivered to the senior citizens who are on the Senior Citizens Committee list with phone numbers to call if help is needed. It was agreed to leaflet every household with contact details as suggested by Paul Whitton. **«AddressBlock»**

8. TO DISCUSS THE CHALGRAVE.ORG WEBSITE

Cllr Warburton said that the website stands well as a place of record. However he questioned whether Facebook or WhatsApp were more appropriate to circulate more immediate information. Cllr Green made the point that items such as agendas, minutes and finances and road closures need to be on the website. Cllr Warburton will upload information such as road closures onto the site. **PW**

9. MATTERS ARISING FROM FEBRUARY 20th, 2020 MINUTES

- a) **Smart Motorways.** The government are currently looking into the safety of smart motorways.
- b) **Keep Britain Tidy-Great British Spring Clean.** Event cancelled until September because of Covid-19
- c) **Chalgrave Church Spring Afternoon Tea** is likely to be cancelled because of Covid-19
- d) **Fly Tipping.**
 - i. Cllr Masters said there is a possible prosecution regarding a recent incident of fly tipping on Tebworth Road, Wingfield.
 - ii. CCTV Signs. Two signs have recently been erected in Tilsworth. It was agreed that the PC asks CBC for identical signs for popular fly tipping spots in the parish. **Clerk**
- e) **Town and Parish Council Conference: January 22nd, 2020.** Cllr Green attended. The PC has not received the minutes. Cllr Green will chase. **KG**
- f) **A5-M1 Link Road/B5120 Roundabout.**
 - i. Cllr Warburton wrote an article on the roundabout, which was published in the Spring edition of the Chalgrave News.
 - ii. At the January meeting the PC **agreed** to put a comment on HE's Facebook page. Cllr Parry will do. Ongoing, **PP**
- g) **Swift Boxes.** *Cllr Green has declared an interest.* The Memorial Hall Committee has agreed that boxes can be put up at the hall and has also agreed to pay half of the cost, which is £125 for the boxes and accessories. The PC is paying the other 50%. Cllr Green has volunteered to install them. **KG**
- h) **Defibrillator.** The cabinet light is not working. Although the bulb has been replaced it is still not working. Barbara Jackson will contact Community Heartbeat for advice and help. Ongoing. **BJ**
- i) **Lane Farm, The Lane, Tebworth.** CBC has listed several conditions relating to rebuilding Lane Farm. The PC has requested that CBC keeps the PC informed on the redevelopment and be allowed to comment.
- j) **Wildlife Trust BCN Wild Places: Great Crested Newt Conservation.** Cllr Parry has asked Roger Fenwick if there are newts in the pond in the copse alongside Chalgrave Road but Roger said he has not seen any. Cllr Day will contact the Wildlife Trust to see what could be done to create habitats for newts. **JD**
- k) **Parish Assembly: April 16th, 2020.** The PC is awaiting advice from NALC on holding PC meetings during the Covid-19 pandemic. **Clerk**

10. POINTS RAISED on JANUARY/FEBRUARY 2020 CORRESPONDENCE

Cllr Masters asked if the PC was intending to promote the Great British Spring Clean.

11. FEBRUARY/MARCH 2020 CORRESPONDENCE RECEIVED

- a) **NALC: Coronavirus Information.** In correspondence.
- b) **London Green Belt Council.**
 - i. Press Release from Housing Secretary Robert Jenrick MP setting out proposals to update the planning system. In correspondence.
 - ii. Ministry of Housing, Communities & Local Government. Planning for the Future-see i. In correspondence.
 - iii. Telegraph Article by Andy Street, Mayor of the West Midlands-building on brownfield land to protect the Green Belt. In correspondence.

- iv. E-Newsletter: March 2020. The Housing Delivery Test. In correspondence.
- c) **CBC: Additional Funding for Supported Bus Services.** Information in correspondence.
- d) **BATPC: Bedfordshire Bugle.** March 2020 edition in correspondence.
- e) **Bedfordshire VJ Commemoration.** 75th anniversary commemoration on Saturday, 15th August, 2020 at Elstow Green, Bedford, 12pm-5pm. Information in correspondence.
- f) **Clerks and Councils Direct.** March 2020 magazine in correspondence.
- g) **Public Sector Executive.** February/March magazine in correspondence.

12. ACCOUNTS

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

Chq No:	Payee	Description	Amount £
1055	Bedfordshire Swift Group	Swift boxes and accessories	125.00
1056	Lesley Smith	Clerk's salary + expenses;Feb/March '20	437.83
1057	Chalgrave Memorial Hall Committee	April 2019-March 2020-Hall hire for PC meetings	234.00
Total			796.83

- b) **Bank Statements; 11/03/2020**

- i. Current Account: £7,034.62
- ii. Reserve account: £5,776.79

13. HIGHWAYS ISSUES

- a) **Pond Farm.** The caution sign for the bend near Pond Farm had been knocked over, but possibly replaced now with a new sign. To be checked.
- b) **Parking on Corner of Toddington Road and Wingfield Road.**
 - i. CBC is carrying out a consultation regarding installing double yellow lines at this location and up to St Mary's Close. Consultation ends March 25th, 2020.
 - ii. The PC will ask CBC for two parking spaces to be left before the junction of Wingfield Road with St Mary's Close. **PP; Clerk**
- c) **Street Lamps.** Cllr Green will follow up the lamp near 72 Wingfield Road, Tebworth, which is still flickering. **KG**
- d) **B5120: Potholes.** The potholes between Toddington and Tebworth Road have been marked up for repair.
- e) **B5120** will be closed from March 25th, 2020 for 5 days. The diversion is via the A5. The PC has not received any details of the closure. Follow up. **Clerk**
- f) **Flooding opposite the Queen's Head** has been reported. Ongoing
- g) **Road Traffic Accident at 1 Home Farm.** Another accident recently occurred where a car failed to make the bend at this location causing damage to the property. CBC is going to install chevrons on the bend. Date of installation will be early in the new financial year. Ongoing.

14. COMMITTEE REPORTS

- a) **Pond.**
The grass by the bench has been cut.

- b) **Planning**

- i. Applications

Application No.	Address	Proposed work	PC comments	CBC decision
19/03654/PCB	St Mary's Close, Tebworth	Payphone Kiosk removal	No objections	Consultation period. To be decided
20/00592	College Farm, Chalgrave Road, Chalgrave	External Alterations to Flexible Use Building	No issue with the external improvements but concerned that the building will ultimately be converted into houses	Consultation period. To be decided

- ii. Crane at Trinity Hall Farm. CBC Planning has asked to be sent a photograph of the base of the crane to determine whether it is a permanent fixture. Cllr Parry will go and photograph. **PP**

c) **Speed Watch**

Speed Watch is to be organised for next week.

MW

d) **Rights of Way (ROW)**

- i. The Flitwick volunteer group has been putting up way markers and other signage.
- ii. Some stiles still need repair.

e) **Website**

Already discussed in item 8

15. ITEMS FOR INCLUSION ON NEXT AGENDA

Internal and external audits.

16. DATE AND TIME OF NEXT MEETING

Tuesday, April 21st, 2020 at 7.30pm.

Meeting closed at 20.46

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