

**GREAT DENHAM PARISH COUNCIL**

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on 5th June 2017 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present: Parish Councillors

Jim Weir (JW) - Chair; Steve Gallagher (SG); Tony Harrison (TH); Martin Stuart (MS)

Borough Councillor

Mark Smith (MWS)

Parish Clerk

Roz Buchanan (RB)

In Attendance

Anna O'Meara

Action

The meeting was adjourned for public questions as follows:

- **The road closure signs need to be correctly relocated on Anglia Way and King Alfred Way.**
RB will contact the developer.
- **When will the lines on the roundabout in Kingswood Way be painted?**
JW has received confirmation they will be done within the next two weeks.
- **The two lights in Broadmead Avenue are still not working.**
MWS confirmed he had spoken to Bedford Borough Council (BBC) and they have advised they will follow this up with the developers.

Clerk

There were no further questions and the meeting was reopened.

1. Zaria Bettles – presentation on Rights of Way Survey

JW welcomed Zaria Bettles (ZB) to the meeting.

ZB explained that following a reorganisation her title is now Highways Inspector, and the Rights of Way (RoW) team has been merged with Highways under the management of Andy Prigmore. The Borough is divided into five areas – the town centre and 4 rural areas – with two officers responsible for each area. ZB manages the western area with her colleague Benjamin Keep. Each area is now subject to a three yearly survey which was completed for Great Denham during March and April.

By far the biggest contract is that for Seasonal Vegetation Clearance with two cuts done per year. As this takes up the largest part of the budget ZB would appreciate information from the Parish Council (GDPC) and residents as to which paths are used the most and those which are not.

Community involvement is encouraged when volunteer tasks are carried out with the Ramblers Association and this will be particularly relevant in the Country Park.

The green metal footpath signs are statutory whilst the yellow painted posts are not but the Highways team does try to maintain these. The Highways team is responsible for ensuring there are open accessible surfaces whilst landowners are responsible for “furniture” e.g. gates. Any issues can be reported via the Highways Helpdesk with ZB copied in.

The (PCs) raised a number of issues as follows which ZB suggested they email to her so she can follow them up:-

JW

- The self-set trees at the roundabout crossing to the river
- Dead trees on the bypass
- Resurfacing of Footpath 1 across the golf course
- Cleaning of reflective posts at the pedestrian crossing from the golf course to the riverside path on the A428
- Resurfacing of Footpath 5 sections A1 and A2
- Creating a RoW on the footpath which runs beside the golf club to the pedestrian crossing on the A428
- Creating a RoW on the riverside path to give access to the entire loop of the river

ZB explained that there are two routes which can be used to create a RoW. The first is via “dedication” whereby Highways work with the landowner to obtain their agreement. The second is to

prove use, but it is more difficult to produce the evidence required.

Resolved: TH proposed and it was unanimously agreed that GDPC should request the process be started to create the RoW noted above.

ZB advised that the Definitive Map would be closed in 2026 meaning that changes by dedication could still be accepted, but those by way of use could not.

MW asked if the Highways team were liaising to ensure that footpaths running through Open Space areas maintained by the Environment department were joined up and complimentary. ZB advised they would be doing so in the future.

ZB handed some footpath maps (copy attached) to the Parish Councillors (PCs) which were much appreciated.

JW thanked ZB for a most informative and helpful presentation.

Note: 7.55pm ZB left the meeting.

JW

2. Apologies

Apologies were received from Donna Parsons.

Resolved: The apologies were accepted.

3. Declarations of interest

JW declared a non-pecuniary interest as a trustee of Great Denham Community Hall (GDCH) and a governor of Great Denham Primary School.

MS declared a non-pecuniary interest as a trustee of the GDCH.

4. Minutes of the last meeting - 8th May 2017

Resolved: The minutes were agreed as an accurate record and signed by JW.

5. Local Services

a) Great Denham Community Hall

MS reported that the Management Committee was forecasting a small loss of £2-3k for the current financial year. However, a new employment model is being considered with a manager to market the Hall more effectively and this, together with the current high level of bookings, means the Hall will go into the new financial year with a very healthy outlook. The Trustees will stand for re-election at the Annual General Meeting in September and a report for the community will be included in the next newsletter.

b) Bus service – update on diversion of services 11 and 24

Bedford Borough Council (BBC) has worked with the bus providers to ensure diversions are in place for services 11 and 24 whilst King Alfred Way and Anglia Way are closed. There is a temporary bus stop in Anglia Way.

Following a meeting with Stagecoach the fare for service 11 has been reduced to £2.20 over the summer months. The Residents Association has suggested some improvements to the route which MS will feed back to Stagecoach.

There was a suggestion from a member of the public that the fare remained at £3.20 if travelling to the train station. MS thought this unlikely but will check to ensure it is not the case.

MS

MS

6. Planning/Infrastructure

a) Planning applications

- i. **17/01209/FUL – 9 Church End, Biddenham – extend/refurbish existing bungalow**
GDPC has been consulted on this as it is in an adjoining parish.

Resolved: It was unanimously agreed that there were no objections to this application.

- ii. **17/01202/S73A – The Hut, Church End, Kempston. Retrospective application for planning permission to retain temporary double module classroom**

GDPC has been consulted on this as it is in an adjoining parish.

Resolved: Following a discussion it was unanimously agreed to support the views submitted by local residents and Kempston PC. RB will draft a letter.

Clerk

b) Local Plan 2035

Paul Rowland has advised that sites 132 and 135 in Great Denham are already in the planning trajectory and planning applications are expected in due course. These two sites will not, therefore, be included in the Local Plan.

Sites 133 and 134 are for sports use in the Country Park and will be excluded from the Local Plan on that basis. However, this does not prevent the land owners from making speculative planning applications should they choose.

Resolved: It was unanimously agreed that GDPC would put on record to BBC its objection to any future speculative planning applications for these sites. RB will draft a letter.

Clerk

c) CCTV (Installation/Maintenance) – discuss installation of wireless transmitters and PTZ camera

The signal has been lost between the three central cameras due to the construction of a three storey building in the line of sight of the wireless transmitter. The cost to resolve this will be £2.2k plus Vat.

The cost to install a Pan, Tilt and Zoom camera to improve the evidence provided in the Sainsburys car park area is £1.7k plus Vat.

Resolved: It was unanimously agreed that all of the above works be carried out. TH will contact Ace Fire & Security.

TH

7. Finance

a) Finance Report and Payments – signature of cheques/initial invoices/approve and initial Bacs payments

The Finance Report had been circulated and a copy is attached to these minutes. All receipts were available for inspection

Resolved: All payments were approved and all Bacs payments approved by two councillors were initialled together with the invoices. There were no cheques which required signature.

b) Annual Audit – resolution to accept internal audit report and re-appoint internal auditor

The Annual Audit report from the internal auditor had been circulated and a copy is attached to these minutes.

Resolved: It was unanimously agreed that GDPC was a custodian trustee and the Community Hall should remain in the Assets Register at its full value.

Resolved: There were no other material issues to be considered.

Resolved: The Audit Report was accepted and RB will request Lizzie Barnicoat to act as internal auditor in 2017/18.

Clerk

c) Grant application from Denham Raptors Football Club

JW had put the applicants in touch with the organisers of the existing Great Denham Football Club which is affiliated to the Football Association, but a response has not yet been received. The application is for £350 and it was agreed this may be unnecessary duplication.

Resolved: JW will follow up contact between the applicants and the existing football club.

JW

8. Correspondence

All correspondence was available at the meeting and a list is attached to these minutes.

Resolved: No correspondence required discussion.

9. Any other business – for exchange of information only

- SG noted that the house in Saunton Close which was the subject of a closure order had metal covers on the doors and windows and thought the three months may be up. He will check the date.
- RB read out an email asking when the lights in Broadmead would be repaired (see Public Questions above) and when the drains would be cleared.
JW advised the developers have been asked to carry out clearance of the drains on numerous occasions but they will not do so until roads are adopted by BBC.
- MWS confirmed that officers from BBC would soon be in touch with GDPC about the Ward Fund application to buy a floor cleaner for the Community Hall.

SG

- MS expressed his dissatisfaction with the poor quality and infrequent grass cutting by the developer and their subcontractor, which is extremely detrimental to the appearance of the parish. He believes GDPC should not allow John Hipkiss to keep order and BBC should be held to account in ensuring the work is properly carried out. MS has written to Ian Bennett who will attend a site meeting and he will also discuss matters further with Paul Pace of BBC on 27th June. If matters do not improve MS will write to the Chief Executive.
- Note: 8.30pm the representatives of Great Denham Raptors arrived and JW advised them of the decision at item 7c above.
- JW thanked RB, who is retiring, for her work with GDPC during the last nine and a half years and welcomed the new clerk, Anna O'Meara, who will take over from 1st July.

There was no further business and the meeting closed at 8.35pm.