

**GREAT DENHAM PARISH COUNCIL**

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on 1st October 2018 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present: Parish Councillors

Jim Weir (JW) - Chair; Steve Gallagher (SG); Donna Parsons (DP); Parbinder Kaur (PK)
Michael Cuthbertson (MC)

Borough Councillor

Mark Smith (MWS)

Parish Clerk

Anna O'Meara (AOM)

Public

9 members of public attending

	Action
The meeting was adjourned for public questions as follows: 1. <u>Streetlamp at Edith Avenue is still not working</u> This has been reported to the developers on a number of occasions. Action: Clerk to report to DWH again. 2. <u>What is the latest situation on OMS (Open Space Management)?</u> JW explained that following the Parish Council Meeting in June, attended by the Mayor and Chief Exec of Bedford Borough Council, and subsequent correspondence, as reported at the August PC meeting, this is now at an impasse and there is no further action available to the Parish Council. Residents must now pursue this directly with the Local Government Ombudsman themselves if they wish – the information obtained by the Parish Council is available on the PC website. MWS reported on his action from the last meeting, that he had spoken with Kempston Rural PC re possibility of a joint effort to assume management of the OMS, but whilst they recognised the situation, they do not have the same issues. It was noted that the Mayor and Chief Exec still had outstanding actions from the June PC meeting. Action: Clerk to write to Mayor/Chief Exec re the outstanding actions. Action: Clerk to ensure PC website has relevant information for residents to use should they choose to do so. 3. <u>Parking at the Pavilion</u> Now the Football pitches at the pavilion are in use, parking has once again become a significant nuisance for residents at the end of King Alfred Way/Queen Eleanor Drive. Visitors are not always using the car park, and also parking from Park Runners is worsening. The Clerk explained the actions taken so far to try and address this – she has written and spoken with the Borough Council to highlight the issues and concerns, and has provided contact details for the Park Run to liaise directly with BBC and the Football teams using the pitches in order to gain access to the Car Park. It was also noted that the original plan for the Pavilion parking had 92 spaces, but to date only 50 seem to have been provided; this is exacerbating the situation. Action: Clerk to write to Paul Pace to clarify situation with number of parking spaces, and when the full 92 will be provided. UPDATE: BBC have asked all football teams to ensure that they publish the parking arrangements to all parents and also visiting teams in advance of matches. Final snagging meetings with DWH for transfer of Pavilion are taking place at the moment. 4. <u>What is the progress on the proposed parking restrictions that have been discussed and agreed?</u> Clerk advised that whilst everything has been in place re permissions from the developer and available funding, the response from BBC has been delayed, which has been frustrating to both the Parish Council and to Residents. The BBC has now confirmed that the contract has been placed for this work, expected to take around 12 weeks – response received 6th September, so expect to see	

	this completed 12 weeks from that date. 5. <u>Various issues re parking were raised via email and reported by the Clerk</u>, including parking at the Pavilion (raised above) and residents charging electric cars by running cable across pavements causing a hazard. Action: Clerk to report these via appropriate channels. 6. <u>Street signage on King Alfred Way/Anglia way (received via email)</u> A resident reported that there is no clear signage at the point where Anglia Way becomes King Alfred Way, and this is causing issues re mail deliveries, etc. Action: Clerk to report to BBC and to developers (as roads still not adopted) There were no further questions and the meeting was reopened.	
1.	<u>Apologies</u> There were no apologies for the meeting as all Councillors were present.	
2.	<u>Declarations of interest</u> JW declared a non-pecuniary interest as a trustee of Great Denham Community Hall (GDCH) and a governor of Great Denham Primary School. SG declared a non-pecuniary interest as a trustee of the GDCH.	
3.	<u>Minutes of the last meeting (28th August 2018)-</u> Resolved: The minutes were agreed as an accurate record and signed by JW.	
4.	<u>Councillor Vacancy – update on casual vacancy and co-option</u> DP reported that following the required process, no request for an election had been received by the Monitoring Officer. As a result, the Parish Council will be co-opting to fill the vacancy. 3 people had expressed an interest in serving as a Parish Councillor, and DP and SG had now met all 3 candidates for a short informal discussion. All candidates had skills and experience which would make them suitable to serve as a Parish Councillor. As there is only 1 vacancy at this time, the Council have invited Michael Cuthbertson to join the Council, and he has agreed. Resolved: Michael Cuthbertson was voted unanimously to join the Parish Council as a co-opted member. Resolved: Michael Cuthbertson (MC) signed the Acceptance of Office and took his place at the Meeting. All candidates were thanked for their interest. JW explained that there will be further Councillor positions available in the future, and hopefully they will be interested to put themselves forward again.	
5.	<u>Consultations</u> A number of consultations have been received for which the Parish Council are invited to comment. (a) Old Persons Accommodation Strategy 2018-2023 (b) Draft Tenancy Strategy 2019-2024 (c) Bletsoe Neighbourhood Plan The Clerk has provided a short summary as a briefing, and did not note any concerns re impact on Great Denham from these consultations. Resolved: All Councillors to review the consultation documents and advise Clerk of any response to be sent before the respective deadlines.	
6.	<u>Pride in Great Denham</u> (a) <u>Litter Pick</u> DP reported that the 3rd successful Litter Pick had taken place on Sunday 16th September 2018. 20 people participated, including a large number of children, and 14 bags of rubbish were collected. Thanks again to everyone who supported the Litter Pick.	

	(b) <u>Proposal for Bulb Planting weekend in Great Denham</u> Clerk has investigated a potential bulb-planting weekend in Great Denham. It was proposed to plant up the verges at the entrance roads (Kingswood Way and King Alfred Way) to give a good showing of daffodils for the spring; she has been in contact with the Borough Council re potential support and they may be able to provide some equipment, they will also visit to conduct a site survey for safety and can arrange purchase of the bulbs. Bulbs will cost c.£150 per 1000 bulbs; 1000 bulbs will provide approx. 16 square metres of planting. Resolved: Bulb-planting weekend to be arranged and a suitable date identified. Budget for purchase of bulbs will be made available. (c) <u>Provision of Christmas Lights on tree at entrance to Great Denham (Kingswood Way).</u> The tree will be decorated from early December, making an attractive and welcoming feature; as in previous years, BBC will be contacted re installing the lights – provision has been made for this in the budget. PK asked if a cheaper option might be identified from an alternative supplier. Resolved: All agreed to the installation of Christmas Lights. Clerk to identify if any supplier can provide more cheaply; if not arrangements to be made with BBC.	
7.	<u>Communication with residents/developers/Beds. Bor. Council/Services</u> <u>Parish Council Network event with Alistair Burt MP</u> This is taking place on Saturday 10th November 2018, and councillors are invited to attend. Resolved: SG, DP and MC expressed interest in attending. All to confirm to Clerk, who will respond on behalf of the Parish Council.	
8.	<u>Planning/Infrastructure</u> (a) <u>CCTV – renewal of annual maintenance contract</u> The contract with ACE Security is due for renewal on 13/10/2018. SG reported that after a number of meetings re previous outages and the service being provided, he was pleased to report that improvements have been seen. Renewal has been negotiated to convert the existing contract to a full service, which will include all callouts, parts and labour going forward; in recognition of previous problems and the Parish Council's on-going commitment to the supplier, there will be no increase in the annual charge. This is a good deal for the Parish Council: a higher specification service contract for no additional charge and will enable us to budget with greater certainty going forward. Resolved: The annual maintenance contract was agreed on the new terms and signed by the Clerk. The renewal fee was authorised and the invoice signed by 2 Councillors; the Clerk will pay by BACS. (b) Consultation: Local Plan 2030 The amended plan has been sent out by BBC for comment. The Parish Council have already responded to earlier versions of this plan, and no significant changes to this response were identified. Resolved: no further response required at this stage.	
9.	<u>Clerk's Report</u> (a) Finance Report & payments – initial invoices/approve & 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. (b) Quarterly Financial Check for end September DP reported that the check had been completed satisfactorily and no issues identified. Resolved: Quarterly Financial Check completed. (c) Grant Application: Great Denham Brownies.	

	An application for £400 has been received by 1st GD Rainbows/2nd GD Brownies for purchase of badge books and Skill Builder Cards. Around 45 GD residents will benefit directly, and the group also has a waiting list. It was noted that the badge books would not be re-usable. It was also noted that no alternative funding was being sought for this from other sponsors. Resolved: Parish Council to award £400 to 1st GD Rainbows/2nd GD Brownies as per their application, but to highlight to them that the Council expects any future requests to identify other sources of funding in addition to that requested from the Council. Resolved: Clerk to review Grant Application Policy and Form to reflect requirement for applicants to state other sources of funding and bring to future Council meeting for approval. (d) <u>First discussion on parish priorities for 2019/20 and future years.</u> A first draft of potential areas for discussion, compiled from responses received from residents and a review of previous minutes and issues raised, has been circulated. Discussion and review of these then took place, and Councillors identified those things which should be considered as long term ideas (3 years+), and those that should form part of the budget preparation for 2019/20. Action: Clerk to update document as input to further meetings and budget preparation.	
10.	Correspondence All correspondence was available at the meeting and a list is attached to these minutes. Resolved: No correspondence required discussion	
11.	<u>Any other business – for exchange of information only</u> <u>1.</u> Clerk advised that an extension to the closure of Footpath Number 1 has been made until October 2019. <u>2.</u> DP reported that she is still investigating potential sources for the purchase of a defibrillator for Great Denham, and will report back to a future meeting, but is hopeful that Beds Fire and Rescue may be a suitable supplier. <u>3.</u> JW informed the meeting that after serving as a Councillor for the last 12 years, he will be standing down in early November. He offered his continued support to the Council from the public seats. Sincere and heartfelt thanks were expressed to Jim for the energy, passion and commitment he has shown to the community of Great Denham during this time, and previously as a founding member of the Great Denham Residents' Association. His voice at the Council table will be missed.	
	There was no further business and the meeting closed at 9.06pm.	