



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on Monday 9th April 2018 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present: Parish Councillors

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

Borough Councillor

Mark Smith (MWS)

Parish Clerk

Anna O'Meara (AOM)

10 members of Public in attendance

		Action
	The meeting was adjourned for public questions as follows: 1. <u>Thank you to Parish Council with regard to the changes to numbers 11 and 24 bus services.</u> The service seems to have much improved since the changes and usage is growing (between 4-10 people using in mornings, average of 6 people in evening services). Is there an opportunity to move the bus stops to a different location on King Alfred Way? Action: MS to speak further with BBC. 2. <u>When is the road King Alfred Way/Anglia Way going to be made up?</u> We have asked the developer DWH for expected timeframes and await a response. 3. <u>Pot Holes.</u> Pot Holes on King Alfred Way/Anglia Way are getting worse. Action: Clerk to write to DWH asking for these to be repaired Pot Hole on Greenkeepers road (by School) – this has been reported to BBC and works have been ordered. Awaiting progress. 4. <u>Any update on Pedestrian Bridge across River?</u> This is one of many items we have written to DWH asking for update; awaiting response. 5. <u>Increase in crime in Great Denham.</u> It has been reported via Facebook that a number of cars had their tyres slashed on Sunday. We have written to Community Policing team asking for information on this. Whilst no consolation for those directly involved, the monthly crime stats provided by the police indicate that crime in Great Denham is still below the average for Bedford. 6. <u>Streetlight at end of Edith Avenue is still not working.</u> This has already been reported for repair to DWH. Action: Clerk to chase repair with DWH. 7. <u>Lifebelts on balancing ponds?</u> With the recent rain these are now very full and a potential danger. Lifebelts have been requested a number of times previously, but BBC have not agreed these. Comparison with Kempston was raised – the balancing ponds at Wilkinson Road Kempston do appear to have lifebelts). Action: JW is meeting Health and Safety rep from BBC on another matter and will raise again with them. There were no further questions and the meeting was reopened.	MS Clerk Clerk JW
1.	<u>Apologies</u> Apologies were received from Donna Parsons (DP) and Parbinder Kaur (PK)	

(b)	<u>Open Space Management (OMS)</u> MS provided an update on current discussions with Bedford Borough Council following a meeting with Mayor/Chief Exec 19th February 2018. The disappointment of the Parish Council with the response from BBC to the issues raised at that meeting was recorded. As the openness and transparency promised by the Borough Council in July 2017 is still not evident, specifically (a) with regard to how any spend to date has been used, (b) the legal status of the two large Play Parks within the Country Park boundary and (c) the deployment practice of staff, vehicles and equipment between Great Denham/Kempston areas and OMS/BBC Council Tax maintained areas. It was also noted that no work has been done on the OMS area in last 4-5 weeks. MS is meeting Adrian Tott (team supervisor) 10/4/18 to raise specific maintenance concerns. It is also still not clear on whether 2018/19 invoices are being issued; the Parish Council has asked for this to be suspended until the outstanding questions have been answered. A public question was asked on status of any monthly direct debits that have already been set up, and whether these would also be suspended pending answers; no information is available on this. MWS commented that it was the right of everyone paying £120 to know these things, and that elsewhere parks etc. are covered by a special area charge in council tax, which would have been a suitable alternative approach for Great Denham, as it is a fair charge across all residents for the benefit of the service provided. Bedford Borough Council has now referred this matter to the Corporate Complaints Process; estimated response date for this is 4th May 2018. MS is liaising with the appropriate department on this and will update at future Parish Council meetings. Action: MWS to raise the issue of direct debits with BBC and seek clarification. Action: MS to continue to report back at future meetings	MWS MS
6.	<u>Local services</u> (a) <u>Play Areas – state of Great Portway Play area</u> MWS reported that annual safety inspections have been taking place, and that replacement/upgrade plans were normally triggered after 20 years. As the Great Portway area is now c. 20 years old, it will soon come under this review process, although there did not appear to be any immediate plans re upgrade. He confirmed that he will contribute Ward Funds to facilitate this upgrade. Action: MWS to provide further details on this once available (timing, plans) (b) <u>Areas for further development – Parish Plan/Priorities</u> JW advised that it would be appropriate for the Parish Council to develop and document its priorities for 1 year and 3 years as an Action Plan. The Clerk has investigated a number of options to do this, some of which may involve cost; it is felt this work can be done by the Council itself at minimal cost. The Plan will include approach on communicating with residents via What's App/Text as suggested by Councillor Kaur (and subject to Data Protection requirements) and she will provide more information on this at a future meeting. Resolved: An Action Plan will be created for the Council to cover 1 year and 3 years. The process to create this will be kicked off at Annual Parish Council Meeting in May.	MWS All
7.	<u>Planning/Infrastructure</u> (a) <u>The following planning applications were reviewed and response noted.</u> (i) 18/00645/DC3 – 6 classroom extension, Great Denham Primary School. 2 things to note: the proposed extension to the car park: it is not clear how the traffic flow will work, and also noted some existing spaces will be lost. ; a potential additional exit seems to exist on the plans, but concerns that there is no real space for this. Additionally it was noted that an area of open space will be lost at the school as a result of this. JW advised that Sport England will insist on an area of open space/play and the school governors were investigating options for this. Resolved: no objections, but to comment as per notes above. (ii) 18/00677/ADV – non-illuminated sign, Unit C, Roman Gate.	Clerk

	Resolved: Whilst it was noted that the proposed style differs from 2 of the existing units, there are no objections to this application.	Clerk
(b)	<u>CCTV installation/maintenance – update on future plans</u> SG reported on recent meetings with ACE Security re current service performance and future options to site recording in-house. SG is not recommending making these changes at current time as the service provide by ACE needs to see improvement before any such further investment should be considered. In the meantime we will continue to explore potential other suppliers, and will be visiting BBC Monitoring Centre to seek their input and advice. A 3-month extension to the current maintenance contract at no charge is being provided by ACE whilst these issues are resolved. Resolved: a written proposal to be prepared for Council to discuss and agree way forward. This will be done once all inputs have been obtained.	SG
(c)	<u>Consultation – National Planning Policy Framework (NPPF)</u> Resolved: no comments on this consultation.	
8.	<u>Clerk's Report/Finance</u>	
(a)	Finance Report & payments – signature of cheques/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. Cheque 100417 was signed by JW and MS	
(b)	Quarterly Bank Reconciliation. Resolved: confirmed that reconciliation had been completed by DP and no issues identified.	
(c)	Annual Accounts 2017/18. These were available for review and signature. Resolved: statement of annual accounts signed by Chairman	
(d)	Annual Audit: Internal Auditor will complete their review during April/early May, in order for Annual Audit documents to be signed at May Meeting. Public rights of inspection will take place from 6/6/18 to 17/7/18 and notices will be published to confirm details.	
(e)	Risk Register 2018. This was reviewed at March meeting and further amendments were made. Resolved: amended register agreed and signed by Chairman	
(f)	New Councillor Training: this will be run by BATPC, with 2 sessions in May and July Resolved: agreed to fund this (PK to attend) and form signed. Clerk to make arrangements.	Clerk
(g)	New Software for Parish Council laptop. Current version of Microsoft Office needs replacing. Given the age of the current laptop JW proposed purchase of new laptop with appropriate software to meet all requirements (inc those of GDPR). Resolved: agreed to purchase new laptop for Council to be used by Clerk. Clerk to make purchase.	Clerk
(h)	Consultation: Review of Local Government Ethical Standards. Action: Councillors to read briefing and advise Clerk via email of any response.	All
9.	Correspondence All correspondence was available at the meeting and a list is attached to these minutes. Resolved: No correspondence required discussion	

10..	<u>Any other business – for exchange of information only</u> • JW advised that May 2019 elections will be for 9 Councillors for Great Denham and encouraged any interested parties to get in touch • Clerk reminded everyone that bulky waste collection will take place Sunday 13th May 8.30 – 10.15am.	
	There was no further business and the meeting closed at 8.35pm. Next meeting will be Annual Parish meeting and Annual Parish Council Meeting, 14th May 2018.	