



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on Monday 2nd September 2019 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present:

Parish Councillors: Donna Parsons (DP) - Chair; Jo Ruskin (JR); Chris Slinn (CSL); Chris Staite (CST)

Parish Clerk: Anna O'Meara (AOM)

Members of the Public: 2 in attendance

Public Questions

The meeting was adjourned for public questions (which had been received via email) as follows:

1. The large roundabout on A428 Branston Way at entrance to Great Denham is in need of attention, and signs are damaged.

This roundabout is the responsibility of Highways, Bedford Borough Council.

Action: Clerk to write to Highways to request that action is taken.

2. Parking continues to be a problem on grass verges along Greenkeepers Road? Is this still being monitored?

DP confirmed that the No Verge/No Pavement parking remains in operation and enforcement vehicles are seen in Great Denham. A recent Freedom of Information request to the Borough Council reported that 34 Fixed Penalty notices had been issued since the restriction were put in (up to June 2019).

3. There continue to be burger trailers parked on Greenkeepers Road and electrical cables stretching from the house to the trailers. Can any action be taken to get these moved?

DP confirmed that this had been reported on a number of previous occasions; the Police team had also attended and spoken to any residents where parking was considered to be inappropriate. There is no action that can be taken unless any vehicle is causing an obstruction, in which case this can then be reported to the Police. The Parish Council website has information on how to report parking issues, and to whom.

4. Does the Parish Council have a list of HMOs (Houses of Multiple Occupancy) in Great Denham?

DP noted that whilst the Parish Council have previously raised concerns about parking capacity when a HMO licence is issued, unfortunately this is not a criteria used by the Borough Council, and the Parish Council is not advised of any licensing requests.

The meeting was re-opened.

1. Apologies

Apologies were received from Parish Councillors Michael Cuthbertson, Steve Gallagher, Louise Evans and Jim Weir (Borough Councillor).

Resolved: The apologies were accepted.

2. Declarations of Interest

DP declared a non-pecuniary interest as trustee of Great Denham Community Hall (GDCH).

3. Minutes of the last meeting (1st July 2019)

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

4. Conclusion of External Audit

The completed audit report had been received from the auditors Mazars. The report is available on the Parish Council website.

Resolved: the completed report and recommendations were accepted.

5. Safety and Security

a) Streetwatch

CST reported that 8 Streetwatch signs and cable ties had been provided by the Police to be put up around Great Denham.

CST also reported that there had been very few patrols over the summer and that new members are needed; the joining process will now be easier than previously.

Action: Clerk to publicise recruitment on PC website, Facebook and Twitter.

Action: Clerk to also investigate costs of obtaining more Streetwatch signs.

Resolved: it was agreed to put the signs on the main roads (Greenkeepers Road, Saxon Way, King Alfred Way, Anglia Way, Great Portway, Kingswood Way, Carnoustie Drive and one at the Retail centre). Clerk to write to the developers/Council/Retail Centre property management to request permission.

b) Annual Police Parish Council Conference and Policing Priority Meetings

DP advised that she may be able to attend the Annual Police Parish Council Conference on 1 October. No Councillors in attendance were available for the Policing Priority Meeting on 18th September.

Action: Clerk to confirm availability with absent Councillors and advise each event accordingly.

6. Environment – Update on measures to deter traveller invasions

Clerk reported that following the traveller invasion of the Country Park, the Parish Council had asked the Borough to consider installing some deterrent measures, in particular to prevent access over the football pitches and via the access road on the roundabout. She confirmed that bollards had now been installed along the length of the football pitch onto King Alfred Way and that concrete blocks have been placed on the access road. An order for rising bollards on the paths to the far pitches has been placed. It was noted by Council that the recent invasion by the travellers had been dealt with very promptly by the Borough, and the travellers removed by Police using section 61 powers. All agencies involved were thanked for their support.

Action: Clerk to advise residents that deterrents had been put in place via social media and website.

7. Traffic and Parking

a) No Verge/No Pavement Parking – to consider changes

Updates had been received from both the Highways Officer and the developer DWH following the meeting with residents of Lindsey Close on 4th June. The developers are reluctant to agree to the amended restriction suggested by the Highways Officer at the June meeting, as they feel that allowing partial parking on the pavement will result in damage, and also create issues for pedestrians. The developer recommends that any decision is taken by Highways once the road is adopted; this is unlikely to happen for another 18 months. It was recognised that this is now at an impasse in terms of a suitable solution, as removing the restriction will result in pavement parking and therefore damage to the pavements. In discussion it was noted that the pavement is wider than the minimum requirement, and the

Parish Council will investigate with the developer whether the pavement could be narrowed to widen the road for parked vehicles. The current restrictions will remain in place for now.

Action: Clerk to ask DWH to consider reducing the width of the pavement in Linsey Close/widening the road as a possible solution.

b) Update on meeting with Retail Centre Property Manager

Clerk reported on the meeting held on 14th August (Councillor Cuthbertson also in attendance) in response to proposals by Sainsburys to request parking restrictions to be put in place at the Retail Centre. The Property Manager confirmed that he currently does not plan to pursue this as it would adversely impact other shops in the Centre. He has offered to come and speak at a future PC meeting if further proposals are received. He also confirmed that more signs would be sourced to highlight the no parking in the loading bay, and that the centre car park would be resurfaced and repainted in due course (probably next year).

c) Pedestrian Crossing on Anglia Way

A number of residents had raised concerns on the need for a pedestrian crossing on Anglia Way (by the Eatery). DP outlined the information available as this has been investigated on previous occasions. The estimated cost of a crossing is c.£85k; before agreeing to a crossing the Borough Council complete a feasibility study, this is chargeable, and is likely to cost in the region on £3k. A Feasibility study will evaluate location based on foot and vehicle traffic etc, and the Parish Council have previously been advised that a recommendation for a crossing would be unlikely. It was noted that the crossing points installed at the entrance to Anglia Way and by the Estate Agents do provide sufficient visibility.

Resolved: it was agreed that given the previous advice received and the cost of the feasibility requirement this would be not be pursued at this time.

8. Local Services

DP reported back on the last quarterly meeting held with the developers. A copy of the meeting notes is attached to these minutes. This was the second meeting held; these have been very constructive and David Wilson Homes have been very helpful and responsive to actions raised at the meeting. The next meeting will be held in November.

9. Community Events and Engagement

a) Great Denham Fireworks Event – proposal

Following discussions with the Bedford Golf Club on holding a Fireworks Event for the Community, a proposal has been circulated for discussion. A copy of the proposal is attached with the minutes. The School PTA will be invited to do a bucket collection for funds during the event.

Resolved: It was agreed to host a Fireworks Event for the Great Denham Community on Sunday 3rd November 2019. This will be held at the Bedford Golf Club and will be jointly hosted with them.

Resolved: The Parish Council will fund the Fireworks Display to the value of £2800 + VAT.

Resolved: The Parish Council will take necessary steps to manage traffic and parking as outlined in the proposal.

Resolved: The Parish Council will promote the event to Great Denham residents.

Action: Clerk to write to the Friends of Great Denham regarding the proposed bucket collection.

b) Bulb Planting for 2019

Following the success of the bulb planting on Kingswood Way entrance to Great Denham the Council were asked to consider 3 opportunities for bulb planting in 2019 (proposal attached), as follows:

- Planting at the entrance to Great Denham on King Alfred Way. It is proposed to machine plant daffodils in this area.
- Planting in the Community Garden area (Village Green). It is proposed to machine plant an insect friendly mix as part of the overall project for the Community Garden (see 9c).
- Hand planting of the daffodils left from last year's event and tulip bulbs donated by the Borough Council – locations and dates to be agreed, but this provides a great opportunity for community activity.

Resolved: Machine planting of daffodils to a maximum budget of £1000 (estimated coverage 100m²) to be organised with the Borough Council. An application for Ward Funding towards this would be made (Action: Clerk).

Resolved: Machine planting of an insect friendly mix in the Community Garden area to a maximum budget of £1000 to be organised with the Borough Council (Action: Clerk).

Resolved: Bulb planting days to be held – locations and dates to be agreed at next PC meeting.

c) Community Garden Project

JR gave a brief update on this project following a meeting of the Working Group. The current planning includes a pathway, insect friendly bulb planting, a statue/sculpture and benches and bins; the Scholl have also been invited to get involved in the project. It is proposed to fund this using some of the CIL monies discussed at previous meetings.

- Estimates have been received from 2 suppliers for the tarmac pathway through the Garden (linking the Park and Ride to Kingswood Way) and an application for funding will be made to the Ward Fund.
- Bulb Planting has already been discussed (9b above); it was felt that planting this year would be preferable so that there would be flowers in the space for 2020, rather than delay to 2021.
- A brief for the sculpture/statue is being written and would be issued to local artists.
- The Forest Leader at the Primary School will be contacted once term starts to get involved.
- Provisional dates have been sent for any ground's clearance work/tidying; these will be published and promoted to encourage participation in due course. (17th November, 8th/15th December).

10. Code of Conduct/Ethics

Clerk reported from the event held by the Borough Council on 23rd July 2019. Great Denham Parish Council has adopted the Code of Conduct of Bedford Borough Council, and all Councillors sign the Code of Conduct on their acceptance of office and are asked to familiarise themselves with it. Slides from the event will be circulated for information.

Action: Clerk to circulate slides.

11. Planning

a) Planning application 19/01564/FUL – 12 and 12A Vicars Close, Biddenham.

Resolved: it was noted that a response was submitted by the deadline during the summer break and no objections were recorded.

b) Planning application 19/01689/FUL – 19 Woden Gardens

Resolved: no objections or comments to this application were recorded.

c) Bedford Local Plan 2030 – consultation on modifications

Resolved: no responses to the modifications were noted.

12. BATPC AGM

The AGM will be held on 17th October; nominations are also invited from any Parish Councillor wishing to stand for the County Committee.

Resolved: no one is available to attend from Great Denham. No nominations were identified.

13. Borough Councillors Report

Jim Weir had sent his report for September which DP shared with the meeting. A copy is attached with these minutes. The main items included:

- Local Plan 2030 (see item 11c) – consultation closes 1st October 2019.
- Council funding for a number of new projects, including average speed cameras, security improvements to Willow Drift traveller site, improvements to open spaces, highways and the public realm, continuation of Council Jobs Hub.
- Bedford Town Consultation – to complete the survey <https://forms.bedford.gov.uk/TCS/>
- Rough Sleeper Support Grants
- Special Educational Needs and Disabilities Support
- Children's Mental Health Support
- Ward Fund – application deadlines
- Active Adults Exercise Classes.

DP also reported on the efforts being made by JW to clarify the situation regarding potential replacement of streetlights in Great Denham as this had been raised by a number of residents. Whilst the situation was still not completely clear, the Borough Council have advised that they intend to replace any non-LED lights with LED versions, to include remote monitoring; this will result in a change of the lamp design unless the Parish Council funds replacement in the existing heritage style. Due diligence on numbers, timing and costs is required before a meaningful discussion can be had by the Parish Council.

Action: Jim Weir to continue to seek clarification and keep the Parish Council informed.

14. Finance and Clerk's Report

- 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.

- b) Annual Insurance Renewal

Renewal documents and quotation had been received from the Council's insurers; we are currently in year 2 of a 3-year arrangement.

Resolved: Renewal of insurance at amount quoted was agreed.

- c) Website Accessibility – report on actions to achieve compliance.

A report on work to prepare the Council's website was presented, and a website accessibility statement is now available on the website. Work will continue to improve accessibility as business as usual.

Resolved: the report was approved.

- d) Grant application – Tea and Talk

An application for funding of 50% of the cost of room hire for the weekly Tea and Talk meeting had been received. The Community Hall CIO have confirmed that they will continue to meet the remaining 50% of costs.

Resolved: Funding to the value of £780 was agreed. As the group making the application are volunteers and do not have a group bank account, the monies will be released directly to the Community Hall on receipt of an invoice, and will be reported to Council via the monthly financial report to ensure due diligence if the group folds.

e) Update on previous actions not covered in agenda items

Clerk reported verbally on a small number of items which remain open awaiting response.
No item required further discussion by Council.

15. Correspondence

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

Resolved: No correspondence required discussion.

16. Any Other Business (For Exchange of information only)

The next Community Litter Pick will be held on Sunday 8th September 2019, starting at 10am. Meet at the Community Hall, refreshments and equipment will be provided.

Clerk also reported that the Litter Pick equipment on permanent loan from the Borough Council should be delivered on Wednesday 4th September and will be stored at the Hall.

17. Date of Next Meeting

Next Parish Council Meeting will be held on Monday 7th October 2019.