



GREAT DENHAM PARISH COUNCIL

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

Present: Parish Councillors

Donna Parsons (DP) - Chair; Steve Gallagher (SG); Michael Cuthbertson (MC); Joanne Ruskin (JR);

Borough Councillor

Mark Smith (MWS)

Parish Clerk

Anna O'Meara (AOM)

Members of Public

2 present

		Action
	The meeting was adjourned for public questions as follows: 1. A resident stated that they felt more should be done to tackle littering at source; whilst they were happy to support Parish Council litter picks, it would be good to see enforcement having some effect. The proposed Streetwatch scheme in Great Denham will include littering in its remit, and will work with the Borough Environment team 2. A resident recorded thanks to the Parish Council for the provision of the Community Defibrillator now situated at the Community Hall. There were no further questions and the meeting was reopened.	
1.	<u>Apologies</u> Apologies were received from Chris Slinn (CS) Resolved: The apologies were accepted.	
2.	<u>Declarations of interest</u> JR declared a non-pecuniary interest as 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 -</u> Resolved: The minutes were agreed as an accurate record and signed by DP	
4.	<u>Safety and Wellbeing</u> a) <u>Crime Stats/Policing Priorities</u> The next Community Policing event will take place on 13th March – Clerk and Councillors Slinn and Ruskin are available to attend. The Council reviewed the crime stats for the last 12 months and previous 2 years; concerns were noted at the 175% increase in assault crimes over that period. The priorities for next quarter were agreed as theft (in particular from/of vehicles), parking and drugs. Resolution: Clerk to complete and return form and advise attendance at meeting. b) <u>Highways</u> We have been notified by DWH of road resurfacing on Saxon Way which will result in road closures of the section opposite the Retail centre (from junction with Kingswood Way) – closure will be on 5th and 6th March and then again for 5 days from 11th March, for trench digging and surfacing work. DWH have advised that all residents will be given advance notice of this closure by the contractors. As a result of these closures, we have also been advised by the Borough Council that the number 11 and 24 buses will not be able to operate down King Alfred Way/Anglia Way during this time, and will use the Carnoustie Drive/Kingswood Way stop. This has been published on Facebook and the Parish Council website to inform residents. It was also noted that the parking around the new Pavilion is still a problem during the	

	Parkrun/Football on Saturday mornings. Parking on the roadside is restricting the road for drivers. It would be helpful if Parkrun users parked at Park and Ride as originally planned, as the timing clash of activities mean the car park is not fully available to football pitch users when they arrive. Action: Clerk to contact Parkrun organisers, Football Clubs and also Borough Council to escalate the issue. It was also noted that the very large Barratts signage is making the situation worse, as it reduces visibility in this area. Action: Clerk to write to Barratts to raise the concern on visibility and road safety and ask for signage to be removed as soon as possible. c) <u>Neighbourhood Watch/Streetwatch</u> The attendance at the recent Neighbourhood Watch meeting on 20th February 2019 was very disheartening: of a registered 173 Neighbourhood Watch members, only 5 people attended the meeting. In the absence of an Area Co-ordinator, the Beds and District team will liaise and focus on Street Co-ordinators, as they hold all contact information. The Parish Council will promote Neighbourhood Watch whenever it can; it was suggested that a possible NW stand at the next Summer event at the Community Hall may be worthwhile. The Streetwatch initiative is gaining momentum and a kick-off event is planned in April; the Police will be attending the event, where training will be given, and then an accompanied patrol for 1 hour will follow. Resolution: The Parish Council will fund 2 hours room hire for this event at the Community Hall to maximum of £20, to help to promote crime prevention.	
5.	<u>Pride in Great Denham</u> a) <u>Great British Spring Clean and Litter Pick</u> The date is confirmed for 14th April 2019, between 10am and 12 noon. We will meet at the Community Hall; all equipment and refreshments will be provided from outside the Hall on this occasion due to room availability. It was recognised that as bookings at the Hall increase, we will need to consider options for these community activities in the future, as the Community Hall may no longer be a viable option as a meeting/return venue. b) <u>Parking in Muirfield</u> The Council has received a complaint from a Muirfield resident regarding parking by parents during school drop-off and pick-up times; this was discussed with the Highways Department at a meeting in November, as 2 previous attempts to introduce parking restrictions to address this had failed at consultation stage, following objections from Muirfield residents themselves. The School has also been in contact with the Highways Department, and a meeting has been arranged with the School, Highways and the Parish Council to discuss what options might be considered and best way to progress this. An update will be provided at a future meeting.	
6.	<u>Local services</u> a) <u>Report from Rural Broadband Meeting hosted by Alistair Burt MP on 1st March 2019</u> Clerk and CS attended this meeting on behalf of the Council. A Consortium of Bedford Borough Council, Central Beds Council, Milton Keynes Council and BDUK have been running a project to provide Broadband to Rural areas in the county. Project 2, to provide Fibre to the Cabinet, is near completion and Project 3, Fibre to the Premises, will be out to contract soon. These are focused on the very rural parishes; there is no impact on Great Denham. b) <u>Council elections May 2019.</u> Clerk reminded the Council of key dates for the May elections, which take place on 2nd May 2019. Nominations open on 26th March and close at 4pm on 3rd April. Nomination papers are available from the Clerk. Following the Community Governance Review, Great Denham Parish Council will increase from 5 to 9 Councillors following this election. Information will be posted on our website and Facebook	

	page and Parish Noticeboards to encourage residents to stand as Parish Councillors; the Council will also provide a drop-in session for anyone wishing to find out more, or who has any questions; this will take place on Saturday 23rd March at 9.30am in the Community Hall.	
7.	<u>Planning/Infrastructure</u> a) <u>Bromham Neighbourhood Plan</u> This is out on consultation. Council considered it to be a very thorough piece of work. Resolution: there were no comments on the plan. b) <u>Planning Application 19/00236/FUL – Ramsmead, 9 Church End, Biddenham</u> This application had been received as it is in an adjoining parish. Resolution: there were no comments on this application.	
8.	<u>Finance/ Clerk's Report</u> a) <u>Finance Report & payments – signature of cheques/initial invoices/approve & initial Bacs payments</u> The Finance Report had been circulated and a copy is attached to these minutes. All receipts were available for inspection. It was noted that all mileage claims must show journey details (postcodes or map). Resolved: All payments were approved and all Bacs payments approved by two councillors were initialled together with the invoices. Cheque 100421 was signed by DP and SG. b) <u>Grant Applications - 3 applications for funding had been received.</u> - Autism Bedfordshire – it was noted that this was the third year an application had been received from this group, and that the amount requested had increased each year. Following discussion, the Council agreed that the number of Great Denham residents benefitting from the activities of the group was not of sufficient number to justify the increase from last year. Resolution: A grant of £200, the same amount as last year, was agreed for Autism Bedfordshire. - YMCA – Council expressed concern that the amount of money being requested (£723.75) was significant and that the number of Great Denham residents benefitting from the activities of the group did not justify such an amount. They are welcome to submit a further application in the future if they are able to demonstrate that greater benefit to Great Denham residents. Resolution: An award of £125 towards one term venue hire was agreed for YMCA. 1st Great Denham Brownies – The Council agreed on the value of the activities provided by the Brownies, and have previously made a grant to the 2nd Great Denham pack. It was noted that there are two packs in GD and the cost seems proportionate to the number of members, Resolution: An award of £106.55 was agreed for 1st Great Denham Brownies. c) <u>Internal Audit - Review of effectiveness</u> The document was circulated to Council for consideration with the meeting papers. Resolution: It was unanimously agreed that all the criteria of the Effectiveness of Internal Audit were met and the document was signed by DP (copy attached). d) <u>Asset Register</u> The current asset register was circulated to Council for consideration with the meeting papers. 2 new items have been added: the new Parish Council computer and the Community Defibrillator and cabinet. It was noted that a number of items purchased for the Community Hall at time of build were still on the Council's asset register and should be donated to the Hall at a future date. Action: All to review the register and identify those items which they would propose to donate to the Hall, for discussion at future meeting. Resolution: The current asset register was agreed. e) <u>Risk Register</u> This was reviewed and the impact of each risk discussed and recorded. Resolution: The Risk Register was agreed with the amendments discussed. Resolution: The Fidelity Guarantee of £150k which is included in Council Insurance was	

	agreed to be adequate for Council needs at this time. f) <u>Review of Council Standing Orders</u> It is good practice to review these annually. Whilst no changes were identified, new NALC Model standing orders are now available. Clerk proposed that it may be appropriate to bring Council standing orders into line with these. Action: NALC Model standing orders to be circulated to Council to consider and advise Clerk they wish amendments to be made. Any amended orders to be considered for agreement at future meeting. g) <u>Council Expenses Policy</u> A draft policy to enable Councillors to reclaim Travel and Subsistence expenses occurred on authorised Council business was circulated with the meeting papers for consideration. MC excused himself from voting on this proposal as he had initially raised the question of a policy. The following additions to the proposed policy are to be included: to specify that the maximum mileage claimed in any one year may not exceed the HMRC threshold, and that all mileage claims are supported by a map and/or postcode details of journeys made. Resolution: Proposed policy agreed by Councillors DP, SG and JR, with the above amendments. h) <u>Report on items of interest from SLCC Practitioners Conference (attended by Clerk)</u> Report attached to minutes. Clerk recommended that the Council agree arrangements required for death of Senior Person of State. Action: Clerk to check plans with Borough Council and St James Parish and bring proposal back to Council for agreement.	
9.	<u>Correspondence</u> 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> • Planning Appeal Decision re Bromham Nurseries – MC reported that he had attended the appeal hearing and had now received a copy of the decision. The appeal had been dismissed. • The meeting with the Community Engagement team from Borough Council is scheduled for 8th March. • An issue raised re business activities at a residential property is awaiting response from Planning.	
	There was no further business and the meeting closed at 9.45pm	