



GREAT DENHAM PARISH COUNCIL

Minutes of the Annual meeting of Great Denham Parish Council held at 7.30pm on Tuesday 4th May 2021. The meeting was held remotely.

Present:

Parish Councillors: Donna Parsons (DP) - Chair; Chris Staite (CST); Helen Allen (HA); Chris Slinn (CSL); Vince Arthur (VA)

Borough Councillor: not in attendance

Parish Clerk: Anna O'Meara (AOM)

Members of the Public: no members of the public in attendance

1. Election of Chair and Vice Chair of the Council.

As this is the annual meeting of the Parish Council the first item of business is election of Chair and Vice Chair.

Chair – DP was nominated by CST and seconded by CSL.

Resolved: DP was elected unanimously as Chair. The Declaration of Acceptance of Office was duly signed and dated (witnessed via videoconference).

Vice Chair – CST was nominated by DP and seconded by VA and HA.

Resolved: CST was elected unanimously as Vice Chair.

DP then chaired the meeting which was then adjourned for Public Questions.

Public Questions

2 questions had been received from residents which were read out by DP.

1. What is the latest re the land known as the kick about area and the scrub land behind it?

DP advised that the latest update the Parish Council has is that this site has been submitted by DWH to the Borough Council as part of Call for Sites for the Local Plan review: the outline submission refers to 60 houses. The Borough Council will be publishing the draft Local Plan in the summer, when we will then get more detail. It was recognised that the Kickabout area is valued by GD residents but that the call for site proposal will mean it is built on.

Action: a meeting will be arranged with Jon Shortland, Director of Planning for BBC to investigate what options might be available to retain the kickabout part of the land.

2. What is the current position on the S106 commitment to build a bridge between Great Denham and Kempston which was 'valued' at approximately £400,000? Resident asked if the Borough Councillor will raise this with his fellow Borough Councillors and keep GD residents fully informed as to how we will benefit as GD residents from any reduction in financial value, should the bridge project be renegotiated or cancelled completely? Some of us already pay three fees for living in GD so if there is a reduction the benefit needs to come to us, and not be retained by BBC to spread across the borough as a whole. DP advised that the latest update the Parish Council has is that the developer DWH has been asked to submit a redesign for the bridge and that they are still in dialogue with the Borough Council.

Action: JW will be asked to investigate and report back to the next PC meeting.

The meeting was reopened.

1. Apologies

A leave of absence has been agreed for Cllr Ruskin. Cllr Evans did not attend due to illness.

Resolved: Apologies from Cllr Evans were accepted.

2. Declarations of Interest

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

3. April meeting – minutes and resolutions

Resolved: Due to the period of national mourning for HRH Prince Phillip all decisions taken at the April Meeting were ratified by this meeting.

Resolved: The minutes of the meeting held 12th April 2021 were agreed as an accurate record and signed by DP.

4. Annual Audit

a) To receive the Internal Auditors report for 2020/21

The report from the Internal Auditor has been circulated to Council.

Resolved: The Internal Auditors report and recommendations were approved.

b) To review and approve the Annual Governance and Accountability Return (AGAR) for 2020/21 for submission to external auditor

DP read out the Annual governance statements in Section 1 of the AGAR.

Resolved: All statements in Annual Governance Statement were agreed unanimously. DP signed Section 1 of the AGAR.

The Accounting statement Section 2 had been circulated to Council before the meeting.

Resolved: Section 2 of the AGAR was agreed unanimously and signed by DP and Clerk.

c) To approve dates for Public Rights of Inspection of Accounts for 2020/21

Resolved: dates for Public Rights of Inspection of Accounts agreed to be between 3/6/2021 and 14/7/2021 (a 30-day period). Notices will be posted on the PC website and noticeboards.

5. Golf Course Update

DP reported that the last meeting with Bidwells had taken place on 16th April 2021 but unfortunately the Bidwells representatives were not in attendance. As a result, a written update had been requested send supplied as follows:

- We are sourcing some kissing gates to be installed on the boundaries of the PROW. These will most likely be metal and will allow signage to be fitted to them. Following the installation of these additional marker posts can be installed.
- The course has been harrowed and the contractor put a tractor wheel over the holes and collapsed them. When on site we asked a gentleman to leave and he had an umbrella as a marker!
- The land has been prepared for growing a grass crop. We just now need the growing conditions to improve.
- Details for marketing the club house are being produced. A planning application is also being produced and will likely be submitted in the next 10 days.

The next meeting with Bidwells is scheduled for 11th June 2021.

Clerk reported that she was still waiting for a response from the Borough Council to the Nomination of the golf course land and buildings as Assets of Community Value and has been chasing as the 8-week window for response is up shortly.

6. Neighbourhood Development Plan

In LE absence the Clerk gave a short update on the Steering Group meetings. The SG had now met with 2 Planning Consultants with a view to engaging one or both to support the work on the Neighbourhood Development Plan; applications for grant funding from Locality were being prepared, including applications for appropriate Technical Support Packages.

Resolved: authority to engage the preferred Planning Consultant was delegated to the Steering Group in order to submit grant applications.

7. Great Denham Community Hall

a) Agree renewal of service contract for boiler/heating system

Since discussion at last meeting 2 alternative quotes for this work have been obtained from local companies and circulated to Council.

Resolved: Council approved quote and move of work to Christy Plumbing, and will review this annually. Clerk to make necessary arrangements.

b) Consider proposed work at the Hall by CIO

DP advised that the CIO is proposing to make some internal alternations to the Hall, but that a formal proposal of these changes has not yet been received.

Resolved: agreed to defer to future meeting for review once proposals received.

c) Update on progress on Hall lease

Clerk reported that she has received a query from the CIO which has been passed to the solicitor for answer – it relates to the circumstance of how to treat any assets added to the Hall by the CIO should the lease be terminated. Whilst this scenario is extremely unlikely, she will get an answer for the CIO in order to resolve their concern and progress to final version of the lease for signature.

8. Local Services

a) Purchase and installation of 2 benches in Country Park

Quotes have been obtained to purchase and install 2 benches in the Country Park.

Resolved: agreed to proceed with purchase of benches from Borough Council and installation from DJT surfacing. Locations of benches to be confirmed.

b) To agree Great British Spring Clean Litter Pick dates

It was noted that a number of emails/letters have been received from residents regarding the growing amount of litter around Great Denham.

Resolved: agreed to hold event on 6th June 2021. Clerk to arrange promotion of event to residents.

9. Traffic and Parking

It was noted by Council that issues relating to inconsiderate or parking likely to cause a hazard or obstruction continues to be reported by residents; this includes parking on verges and pavements, thus blocking footpaths to pedestrians. The Council will pursue this with Highways to determine what action can be taken.

Resolved: Council to publish advice/guidance to residents via website and social media to encourage greater consideration from residents to their neighbours, before looking to implement any permitted restrictions or penalties.

10. Delegation of Authority/Remote meetings

The legislation permitting the Council to hold meetings remotely will expire on 6th May 2021, and has not been extended for meetings in England. The Council discussed the options available for holding face to face meetings, and how to ensure Council business can be conducted effectively in the meantime.

Resolved: it was agreed that face to face meetings will not return until July, and then under Covid-secure conditions; this means the June meeting will not take place.

Resolved: a scheme of delegation of decisions to the Clerk was approved to manage Council business until meetings can resume. 2 councillors to be consulted over email before any decision taken or payment made.

11. BATPC Affiliation 2021/22

Resolved: affiliation to BATPC approved for 2021/22 and payment of affiliation fee of £830 approved.

12. Planning

Notification of a planning appeal had been received: 21/00013.HASREF – 15 Woden Gardens.

Resolved: Council noted that there no changes to its original response to the planning application in questions.

13. Borough Councillors Report

JW was not present at the meeting to present a report. A written report will be requested for circulation.

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 published on the website. All receipts were available for inspection

Resolved: The Finance report was noted and all payments approved. The Internal Auditors invoice was approved (received after the Finance Report had been circulated).

b) Update on actions from previous meetings

Clerk gave a brief update on the following:

- A summary of all outstanding items has been sent to Highways for response and update.
- Road Resurfacing King Alfred Way/Anglia Way – DWH have notified that resurfacing work on the next section will start on 6th May (Queen Eleanor Drive to Edith Avenue)
- A summary of all outstanding items has been sent to the Environment team at Bedford Borough Council for update and response.

15. Correspondence

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

Resolved: No correspondence required follow up.

16. Any Other Business

For Exchange of information only – no decisions may be made here.

- Clerk advised that she has chased Royal Mail regarding replacement of the Postbox on Kingswood Way; in January this was advised to take 3-4 months, and she has chased. The latest update is they are awaiting arrival of equipment which has been delayed due to Covid.
- Clerk reported that following complaints on the recycling bins in Park and Ride she has confirmed with Bedford Borough that these are emptied weekly. Residents are advised to report any issues to recycling@bedford.gov.uk.
- Clerk reported that she has received complaints re noise nuisance from dogs left to bark outside in gardens and is following up with individual residents and the Borough Council.

17. Date of Next Meeting

Monday 5th July 2021 – this will be the first face to face meeting since lockdown.

APPENDIX - Finance Summary

Bank Balances

Treasurer current account - **£75774.73** BMM deposit account - **£120,084.96**

Receipts since previous report

Date	From	Detail	£
21/04/2021	HSBC	Interest on deposit account	1.02
15/04/2021	BBC	1st instalment Precept payment	29489
Total			29,490.02

Payments since previous report (figures include VAT)

Payment type	Payee	Detail	£
Cheque	ICO	ICO registration fee renewal	40
BACS	Groundwork UK	Repayment of unspent Locality Grant (NDP)	167.34
Total			207.34

Payments approved (figures include VAT)

Payment type	Payee	Detail	£
BACS	ACE Security	Additional works to CCTV system	920.4
BACS	HMRC/Clerk	Payroll for April	1155.25
BACS	EON	Unmetered supply charge - CCTV camera	61.03
BACS	BATPC	Affiliation Fees 2021-22	830
BACS	Internal Auditor	Internal Audit 2020/21	75.00
Total			3041.68