



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on Monday 4th April 2022. The meeting was held in the Great Denham Community Hall, Great Denham. It was also available via Zoom for members of the public

Present:

Parish Councillors: Chris Staite (CST) (Chair); Vince Arthur (VA); Chris Slinn (CSL); Ryan Craze (RC); Jo Ruskin (JR)

Parish Clerk: Anna O'Meara (AOM)

Borough Councillor: Jim Weir (JW)

Members of the Public: 3 members of the public in attendance

Public Questions:

The meeting was adjourned for the following public questions/issues submitted by email:

- A resident on Lindrick Close has raised concerns about parking on the roads off Greenkeepers Road: many residents of Greenkeepers are now parking their cars on the smaller roads off the main road: this is reducing parking for residents of these roads. The resident also noted that rubbish bins are not being removed from the pavements once collection has completed, and the bins are causing an obstruction.
Action: The Council noted the inconvenience this is causing residents in these areas. Whilst it has no enforcement powers at its disposal, a reminder will be posted on Parish Council social media sites and website reminding all residents to park considerately and that rubbish bins must be removed from pavements once refuse vehicles have attended each Wednesday.
- A resident has asked the Council to consider making provision for electric vehicle charging stations, as many residents do not have the facility within their own boundaries. Council noted that they have previously responded to the Borough Council nominating the Park and Ride and Sports Pavilion car parks as potential sites for EVC units but had received no response; the Council also noted that the installation of paid for charging points would need to be managed by the Borough Council, including payment collection, as this was their land, but that investigations would be made on the feasibility and appetite of the Borough Council to support this.
Action: Clerk to follow up on earlier email to Borough Council with a view to investigating what could be done and costs. JW to support discussion with Borough Council.
Action: Clerk to write to Vail Williams to enquire about any plans to install charging points in the Retail Centre Car Park.

2 members of the public in attendance have expressed an interest in the remaining Parish Councillor vacancy and took the opportunity of attending to introduce themselves. Individual meetings will be set up and co-option will be added to the agenda of the May meeting.

The meeting was reopened.

1. Apologies

Apologies have been received from Councillors Louise Evans, Donna Parsons and Helen Allen.

Resolved: Apologies were accepted.

2. Declarations of Interest

No interests were declared.

3. Minutes of March 2022 meeting

Resolved: The minutes of the meeting held 7th March 2022 were agreed as an accurate record and signed by CST.

4. Catalyst Housing Association

Julia Levett-Faid attended via Zoom to introduce herself. Julia is the new Neighbourhood Customer Specialist (Housing Officer) for the area which included Great Denham. She will be working with the 300 properties managed across Great Denham to understand and address resident issues, and to build a relationship with the Parish Council.

Councillors welcomed her and asked what general feedback from residents she had already picked up on: Julia noted that whilst there were a few niggles on things such as parking and rent, feedback on the community in general was positive. Council asked whether Catalyst would be interested in supporting any future work on provision of Youth facilities, as meetings had been held with a previous Housing Officer but nothing had progressed: Julia indicated that she would be interested in engaging on any discussion on this. Council also asked what feedback had been picked up re provision of facilities for various age groups: Julia will bring anything on specific demographic requirements to future meetings.

Julia also raised concern from Catalyst residents re provision of bike stores; CST advised that provision for bike storage should already be in place at flats or houses, but that the Streetwatch team were aware of possible security concerns and that this may be something for Catalyst to look into further.

5. Annual Accounts 2021/22

Resolved: The Annual Accounts for 2021/22 were approved and signed by CST as Chair of the meeting.

6. Update on recent issues with the Development

JW gave a short summary of the recent issues reported by many residents regarding the pre-adoption work being undertaken by David Wilson Homes, namely the removal of the feature ("Stonehenge") at the corner of Mercia Road/Greenkeepers Road and the removal of turf/proposed block paving of the Meaningful Meeting place. JW has engaged officers of Borough Council Planning, Environments and Adoptions departments, as well as DWH, to broker an agreed solution which meets the needs of residents:

- The Meaningful Meeting place, where the Tommy memorial is installed, will be re-turfed and the Borough Council have confirmed they will maintain once this is handed over for adoption.
- The mini "Stonehenge" feature on Mercia/Greenkeepers – this will be re-established once the necessary structural reports have been completed.
- The Borough Council has agreed to pass the revised plans which are required for this.
- Unfortunately, the parking spaces removed on Mercia/Greenkeepers will not be re-instated as they were specifically provided as a temporary arrangement to support the sales office whilst it existed.

JW has asked the Borough Council to ensure that communication with both him and the Parish Council is improved as future items move into pre-adoption phase, to prevent further occurrences.

Action: Clerk to re-instate quarterly meetings with the developer, to include a review of the schedule of proposed future works.

Chair: Date: PC minutes 04042022 Final

7. Update on other items covered at previous meetings

- Pedestrian footbridge to Kempston – the engineering department at Bedford Borough Council has confirmed that recent repairs to the footbridge costs £55,000 and were not funded from S106 monies. A feasibility study on the nature of further repairs required will be done in next 12 months so that costs can be established (this will address the deteriorating supports etc). The engineering team leader also advised that any required work to the Back Channel bridge to make it accessible will be dependent on satisfactory dialogue with the landowner (Wingfield Trust), but that currently they are not responding.
Action: Council would like to explore what other options might be considered as alternatives; to be included in meeting with Director of Planning that is to be arranged.
- Gates/railings at the school (Kingswood Way entrance) – since issuing the agenda Clerk reported that these have now finally been installed; this has taken over 2 years and many hours of chasing!
- Meeting with Borough Council Parks and Events team – Clerk reported that this meeting had taken place on 11 March and gave the following update:
 - The opening of Archers Rest Cafe at the Pavilion – this will now be 12th April.
 - The provision of electrical connection for the defibrillator (which the Parish Council are purchasing) has been escalated, as no response is coming from Building Works Control.
Action: JW to escalate on behalf of the Parish Council
 - Improvement to Overflow Parking areas: the specification for this has now been agreed and work is scheduled to be done in the summer.
 - Parish Council asked that all users of the football pitches are asked to use the car park to avoid congestion on the streets.
 - Painting of netball court markings on MUGA – the work has been ordered and should be done in April.
 - Summer events in Country Park – one booking for a funfair is in place for 21/22 May.
 - State of paths in Country Park – the Borough are supportive of the need to improve these but have no budget for this work. They agreed to the Parish Council obtaining costings and to investigate other opportunities for funding the work.
 - A wildlife survey will be done in the Country Park this year; the Parish Council asked for details that can be included in its Neighbourhood Development Plan.
- Jubilee Big Lunch – use of the toilet facilities at the Community Hall has been confirmed.

8. Provision of Youth Facilities

The Parish Council has included a funding provision for this in its 2022/23 budget and the Clerk has met with the Hall CIO as they are also looking into this. A trustee from the Hall was in attendance at tonight's meeting. JW has also contacted the Borough Council and has arranged a meeting to discuss potential inclusion of Great Denham in upcoming contracts.

Resolved: following a brief discussion it was agreed that a small working group of the Parish Council, the CIO and the Ward Councillor would be formed to develop a proposal for an appropriate offering. Cllr Ryan Craze to lead this for the Parish Council.

Action: JW to extend invitation to Borough Council meeting to Cllr Craze and CIO Trustee.

9. Sculpture and Gateway Feature for King Alfred Way entrance

Council discussed the outline ideas document sent by a local supplier and also potential locations for a Gateway Feature (budgeted for in earmarked reserves). It was noted that a plinth in keeping with the stonework of the Kingswood Way feature would be preferred, and that the sculpture should rest on this; it was also noted that preferred location would be on existing Highway's land, as this will ensure no issues with adoption would arise.

Action: Clerk to ask local supplier to sketch plinth/sculpture

Action: JW/Clerk to speak to Highways to identify suitable location which they would agree.

10. BATPC

Resolved: renewal of subscription to BATPC for 2022/23 was agreed at cost of £851.00

11. Former Golf Course

No updates on this have been received from the landowners' agents.

JW asked that footpaths 2,5,7, and 14 which cross the golf course are submitted to the Rights of Way Officer for next cutting schedule.

Action: Clerk to make arrangements.

12. Neighbourhood Development Plan

Clerk gave a brief update on this. The Steering Group met to review work schedule: the draft plan is being worked on and will hopefully be available for Regulation 14 consultation in the summer; once comments from this have been reviewed and any amendments made, the plan will then be submitted to the Borough Council. The Plan will be brought to Parish Council meetings in advance of both these events for review and approval.

A newsletter will be delivered to all residents in April – this provides an update on the draft plan and policies, the Green Infrastructure Plan and the new Design Code.

Grant funding for 22/23 has now been agreed and the NDP Steering Group will be submitting a grant application to cover remaining costs; in line with the grant requirements, unused monies granted in 21/22 will be repaid.

Resolved: the repayment of unused NDP funding for 21/22 was approved (estimated figure of £5403)

13. Planning and licensing

Street Trading License – Forte T/A Sava

Resolved: No Comments or objections on this license application.

Clerk advised that another notification of extended hours for Dessert Boss had been received and would be dealt with under the agreed Schedule of Delegation.

14. Borough Councillors Report

JW has provided a report on a number of items, including the recent works on the development (item 6 above). JW brought 2 additional items to attention of Councillors:

- Estate Management charges – JW highlighted a charge of £8,800 to residents for the supply of electricity and maintenance of seven lampposts; he has asked the Borough to adopt these streetlights promptly to avoid this charge. This is being reported in local media as well.
- JW advised that he has responded to a social media post by the Liberal Democrats to highlight the role of the Parish Council and funding provided by them for the Pedestrian Crossing on Anglia Way and as Ward Councillor he is funding the 20-mph zoning of the area.

The report has been circulated to councillors and will be made available on the Parish Council website. Councillors had no further questions on any items in the report.

15. 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 approved.

b) Reserves Policy for 2022/23

Resolved: The Reserves policy was approved by Council. Council will consider any new projects and bring to future meetings as required.

c) VERU grant – repayment of unused funds

The Parish Council was awarded £4982 grant by the PCC for a joint project with the Community Hall CIO "Career Skills Hub". Equipment for the project was purchased in September 2020. Unfortunately, due to Covid lockdowns and the departure of the Project leader, in spite of efforts to relaunch this, it will no longer be able to run. Clerk has advised the PCC and confirmed that the equipment can be retained for any future use to the benefit of residents, and that the remaining grant funds should be repaid.

Resolved: Council approved repayment of remaining grant monies £2712.24. Clerk to arrange this on receipt of demand and repayment process from PCC.

d) Arrangements for July meeting

Clerk advised that she will not be able to attend July meeting and that she will make alternative arrangements for clerking support if required.

e) Update on actions from previous meetings

Clerk gave a brief update on the following:

- The annual Boiler service for the Heating/Boiler system at Community Hall has been set for June and costs in line with previous years.
- The defibrillator and cabinet for the Sports Pavilion have been ordered (see item 7 above for update on electrical supply).
- The Pedestrian Crossing on Anglia Way is now publicised for comment.

16. Correspondence

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

Resolved: No correspondence required follow up.

17. Any Other Business

Clerk noted that the following had been received and will be brought to next meeting:

- Renewal of ICO fee

18. Date of Next Meeting

Monday 9th May 2022. This will be the Annual Meeting of the Parish Council.

APPENDIX - Finance Summary to 30th March 2022**Bank Balances**

Treasurer current account - £71,392.04 BMM deposit account - £120,099.51

Receipts since March report

Date	From	Detail	£
21/03/2022	HSBC	Interest on deposit account	4.47
TOTAL			4.47

Payments since March report (figures include VAT)

Payment type	Payee	Detail	£
BACS	Henry Parrott	Installation of poppies (Tommy statue)	398
BACS	GDCH	Room hire for PC meetings (Dec/Jan/Feb/Mar)	80
BACS	GDCH	Room hire for Tea and Talk (from grant)	180
BACS	Wellers Hedley	Costs for Hall lease	300
BACS	HSBC	Monthly account fee	8
BACS	Bed Borough Council	Installation of defib post Carnoustie Drive	112.70
BACS	BATPC	New Councillor Training	30
BACS	Chapman Planning	Consultant costs – NDP	350
BACS	Clerk/HMRC	Salary and NI/PAYE payment	1416.39
BACS	Community Heartbeat Trust	Defib and Cabinet for Sports Pavilion	2118
BACS	Pam Anthony Payroll	Payroll Services Jan-Mar	37.50
BACS	Sure2Door	Print and delivery of NDP Newsletter	880.24
BACS	Clerk Expenses	Reimbursement of Survey Monkey subscription (NDP)	384
BACS	Bed Borough Council	Installation and storage of Xmas lighting	2420.26
TOTAL			8715.09

Committed funds not yet invoiced (work to be completed) figures excl VAT

		£
Pedestrian crossing	Anglia Way	40,000
TOTAL		40,000