



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on Monday 7th March 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: Donna Parsons (DP) (Chair); Chris Staite (CST) (Chair); Vince Arthur (VA); Chris Slinn (CSL)

Parish Clerk: Anna O'Meara (AOM)

Borough Councillor: Jim Weir (JW) via Zoom

Members of the Public: 3 councillors attended via Zoom as members of the public.

Public Questions:

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

- A resident has raised concerns about vehicles cutting through the grassed area between Stedeham Road and Woden Gardens, and that other similar areas had been fenced off. Council noted that this area is private driveways, and that therefore no action may be possible.

Action: Clerk to advise the resident to raise the issue with the Borough Council, and also Jim Weir, in case it is possible to look at something on the adjacent council land which may alleviate this.

- A resident on Garyn Lane has asked that the signage on this lane be improved, as the road is currently split into 3 parts, and the layout is confusing. Clearer signage to indicate which road is odd numbers/even numbers would be helpful.

Action: Clerk to request this from the developer.

- A resident has raised concerns about parking at entrances along Anglia Way, and that double yellow lines on these junctions/entrances would be beneficial.

Action: Council have previously asked Highways to provide double yellow lines on all junctions. Highways were waiting for resurfacing to be completed. Clerk to chase.

The meeting was reopened.

1. Apologies

Apologies have been received from Councillors Louise Evans, Jo Ruskin, Ryan Craze and Helen Allen. (Cllrs Evans, Ruskin and Craze attended as members of the public via Zoom)

Resolved: Apologies were accepted.

2. Declarations of Interest

DP declared an interest as a Trustee of Great Denham Community Hall

3. Minutes of February 2022 meeting

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

4. Community Events

a) To agree participation in Great British Spring Clean 25th March to 11th April

Resolved: Following discussion on suitable dates and locations, it was agreed to hold a litter pick on Sunday 10th April 2022, 10am to noon, in Great Denham Country Park.

Posters to be created to promote the event.

b) Annual Parish Meeting arrangements

Resolved: this will be held before the Annual Meeting of the Parish Council, on 9th May. Meeting to start at either 6.30 or 7pm, depending on number of groups attending.

Action: Clerk to write to all local groups, including those who have applied for and received grants from the Council, to advise them of the date and gauge their interest in attending and/or supplying short update on the group's activities.

c) Jubilee Big Lunch – date and arrangements

Following discussion, it was agreed to hold this as a picnic on the Kickabout land opposite the Community Hall and to decorate the area. Time and date: Sunday 5th June, starting at 12 noon. DP has requested an event pack from the national organiser.

Action: Clerk to write to DWH to obtain permission to use the Kickabout area.

Action: DP to request the use of the Hall facilities during the event with the Hall Trustees at their next meeting.

Further to the discussion at the January Council meeting, purchase of a commemorative item for children of Great Denham Primary School was considered.

Resolved: purchase of leather bookmarks embossed with the Queen's Platinum Jubilee logo and the Parish Council logo was approved.

5. Richard Fuller surgery

Richard Fuller, MP for Great Denham, is holding a drop-in surgery for residents at the Community Hall on Thursday 10th March at 6pm. Council discussed a number of items that they would like raised with Richard, and JW agreed to include these in the pre-meeting call he is having with the MP:

- Open Space Management charge and continued use of management companies by the developer
- The continuing situation with the former golf course and its closure
- Support for Parish Councils to continue to meet remotely, and the ability to hold hybrid meetings.
- Support for the Civility and Respect programme being run by NALC and SLCC, and addressing bad behaviour and bullying of councillors and council employees.
- Use of S106 monies
- Provision of funding for Neighbourhood development plans

A number of Councillors offered to also attend the surgery if possible.

6. Great Denham Flood Group

DP reported that she had held a meeting with those residents who had volunteered to become members of this group. A template Flood Plan will be completed and those areas of Great Denham identified as priority for potential flooding.

Action: the draft plan for Great Denham will be circulated to Council once available.

7. Review of Council Standing Orders, Asset Register and Risk Register

a) Council Standing orders (Financial and Non-Financial)

Resolved: Council re-approved the current versions of these orders (V6 Financial, V7 Non-financial) with no changes required.

b) Asset Register for 21/22

Resolved: Asset Register approved. Asset Register value £221,852). Disposal of following assets approved – Tommy statue (vandalised) value £125 and Old PC laptop value £662.

c) Council Risk Register

The Risk Register has been updated to reflect the increased value of bank holdings.

Resolved: Risk Register approved.

8. Highways – Pedestrian Crossing for Greenkeepers Road

Council had met with Highways in 2020 to review potential locations for a pedestrian crossing on Greenkeepers Road (school end); at the time Highways Officer advice was to delay a request for this work until the crossing requested on Anglia Way had been scoped and agreed. The crossing on Anglia Way has been programmed into the Highways work schedule.

Resolved: Council confirmed request to Highways for design and installation work for pedestrian crossing on Greenkeepers Road. Council also approved budget of £20,000 from earmarked funds towards this work. Clerk to submit request to Highways.

9. Former Golf Course

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

10. Neighbourhood Development Plan

LE was invited to give an update by DP. LE reported that the Vice Chair of the steering group has sadly resigned; the group plan to meet on 24th March, and will also be working on a newsletter to be printed before the end of March. LE also informed the Council that due to personal circumstances the planning consultant has had to push the writing of our draft plan back into next financial year; as a result, we will not be able to use that portion of the grant by end March and must repay it to Locality; we will then have to reapply for funding again, although the availability of funding has not yet been confirmed by the government. As a result, the Council may need to provide funding of c.£6,000 cover in order to complete the Neighbourhood Plan work. It was noted that £2,000 has already been earmarked for neighbourhood planning as contingency, remainder will come from general reserves if required. Once the status of grant funding for 2022/23 is established the Steering Committee will re-apply for grant funding.

Resolved: Council agreed to provide budget cover to completed the work, if grant funding is no longer available.

11. Consultation

Submissions have been invited for topics for the Bedford Borough Council Scrutiny and Oversight committees.

Resolved: following discussion the Council agreed to submit the following topics for consideration:

- **Open Space management charge**
- **Use of S106 monies (with reference to the pedestrian bridge (see below))**
- **Inadequate provision of secondary school places, in particular with reference to the size and continued expansion of Great Denham.**
- **Safe discharge of hospital patients into home environments (adult social care).**

12. Planning and licensing

- a) Planning application 22/00408/FUL – single storey rear extension and loft conversion, 17 Woden Gardens, Great Denham

Resolved: No comments or objections on this application.

b) Street Trading License – Gino Soft Whip

Resolved: No Comments or objections on this license application.

c) Update on provisions of Pedestrian/Cycle Bridge and use of S106 monies

The planning application for this bridge (ref 17/02642/FUL) was submitted and then withdrawn in June 2018. Provision for funding for this bridge was included in the S106 agreement between David Wilson Homes and Bedford Borough Council in March 2007. A resident had raised a question regarding this bridge with the Mayor, and had flagged concerns to the Parish Council and Borough Councillor.

On investigation by JW it appears that a modification to the S106 was agreed between DWH and the Borough Council in November 2021, and as a result the sum of £688k has been paid to the Borough by DWH in lieu of providing the bridge. No communication regarding this S106 modification was made to either the Parish Council or the Borough Councillor, and without the information obtained by the resident this would not have come to light.

JW has contacted the Director of Planning for BBC who has apologised for not informing either him or the Parish Council of these changes, and who has stated (via email) that these funds will be held *“for use at Kempston Mill Bridge or any other bridge capable of serving the development.”* It was also clear from the email exchange with the Director of Planning that he was unaware of previous proposals from the Parish Council (and previously the Residents Association) for use of these funds to improve facilities for residents in the Country Park, including upgrade of the back-channel bridge and improvements to the footpath surfaces.

Resolved: Council will ask the Director of Planning for a detailed breakdown of the funds received, the plans for the existing Kempston Mill bridge and future uses of the £688k. A meeting with the Director of Planning will be requested for this purpose.

Resolved: Council also recorded their thanks to the resident who brought this to their attention, given the lack of direct communication from the Borough on this matter.

13. Borough Councillors Report

JW has provided a report on a number of items, including the pedestrian bridge (above); this 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.

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 approved.

b) Renewal of resolution to pay using BACS/Internet banking

Resolved: Council approved continued use of BACS and Internet banking to manage payments and receipts.

c) Review of earmarked and general reserves for 2022/23

Council noted the current breakdown of reserves.

Resolved: Council approved use of CIL monies for items previously covered by earmarked reserves, and that these funds will now be available for new projects. A review of the Reserves Policy for 2022 will be an item for the April meeting. Council will also consider any new projects in use of funds.

d) Revised pay scales for employees from 1 April 2021 (NALC guidance)

Resolved: Council noted that the pay award of 1.75% from 1 April 2021 had now been agreed and that this would be applied from 1 April 2021. Payroll Services provider to be briefed to include any backdated pay in March salary payment.

e) Update on actions from previous meetings

Clerk gave a brief update on the following:

- Highways Officer has confirmed that the line markings/change of line markings on Kingswood Way/Great Portway junction has been requested, awaiting scheduling.
- Clerk has confirmed with contractor that the lockable gates on the railings outside the school (Kingswood Way) should be installed by end of March.
- Tree planting in the Country Park was organised by the Borough Council and supported by 3 residents (in spite of the rain).
- The post for the Carnoustie Drive defibrillator has been installed and the cabinet will be fixed in next week. 3 residents have offered their help to do the monthly status reporting on it.

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

Clerk noted that the following had been received and will be brought to Council in April:

- Entry feature King Alfred Way/Swan feature
- Youth leader and provision of youth activities.

17. Date of Next Meeting

Monday 4th April 2022

APPENDIX - Finance Summary to 28th February 2022**Bank Balances**

Treasurer current account - £80,107.13 BMM deposit account - £120,095.04

Receipts since January report

Date	From	Detail	£
21/02/2022	HSBC	Interest on deposit account	1.02
TOTAL			1.02

Payments since January report (figures include VAT)

Payment type	Payee	Detail	£
BACS	HSBC	Monthly account fee	8.00
BACS	The Loop	Subscription renewal	10
BACS	Clerk/HMRC	Salary payment and NI/PAYE payments to HMRC	1155.25
TOTAL			1,173.25

Payments for approval (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
TOTAL			958

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

		£
Pedestrian crossing	Anglia Way	40,000
Defibrillators	Pavilion	1565
TOTAL		41,565