

GREAT DENHAM PARISH COUNCIL

Minutes of The Great Denham Parish Council Meeting held on 7th October 2024 at 7.30pm at Great Denham Community Hall.

MINUTES

Present: Cllrs Jon Hannah (Chair), Joanna Szaub-Newton, Anna O'Meara, Janice Moran, Joe Quinn, Chris Staite, Jim Weir (also borough councillor), Robbin Brough (Parish Council Clerk).

1 **Apologies for Absence:** Helen Allen (prior commitment).

2 **Declarations of interest in items on the agenda:** None

3 **Public Open Session – One resident in attendance**

A resident attended the meeting to discuss his concerns with the change of use of a residential property on Great Portway. The home is being used to care for youth over the age of 16 years of age. There has not been a planning application submitted for the works which have been completed on the property or for the change of use.

Cllr Weir has been looking into the matter, so far, he has determined the company running the care home is registered with Ofsted, but the Great Portway property is not listed as one of their registered properties.

4 **Correspondence received since the last meeting (requiring council attention)**

- A resident emailed regarding a number of issues they wanted to raise at the Park and Ride – Clerk has reported these to the appropriate officers at Bedford Borough Council.
- A couple of residents emailed pictures of wildlife after reading in the newsletter the parish councils request for pictures to be used on an interpretation board – Clerk will present these photos to the council for consideration.
- A resident emailed to request assistance with finding who is responsible for maintaining a small, grassed area on Lindrick Close – Clerk has been informed by BBC this area was not part of the adoption agreement. Clerk has contacted DWH to ask for the area to be maintained.

5 **To confirm the minutes of the parish council meeting held on 2nd September 2024**

Resolved to approve the minutes as an accurate record.

6 **Clerk's report on actions not covered by agenda items**

- *To request a quote from BBC Highways for the installation of additional barriers on Anglia Way. **Complete.***
- *To contact BBC and DWH to request quote for structural testing of 8 lamppost columns along King Alfred Way and Queen Elenor Drive for possible Christmas light decorations. **Ongoing.***
- *To contact BBC Highways for an update on Greenkeepers Road crossing cost and consultation. **Complete.***
- *To contact BBC Highways for an update on the proposed Give way markings. **Complete.***

7 **Finance**

- *To approve payments and note income and balances.*
Resolved to approve payments as shown in the appendix.
- *To note the Spend versus Budget variance report.*
Report received and noted. See appendix.
- *To review the parish council financial controls.*
Action: Clerk to make changes to section 5, Banking Arrangements and Authorisation of Payments to reflect the councils current banking methods and accounts.
- *To note the second quarter financial checks.*
The council received feedback from Cllr O'Meara who completed the second quarter financial checks. There were no issues highlighted and the check was signed off.
- *To receive the outcome of the external audit for 2023/24 from Mazars*

*Mrs R Brough, Clerk, Great Denham Parish Council
E-mail: clerk@greatdenhamparishcouncil.gov.uk*

Resolved to accept Mazars completed audit. The council received the completion letter from Mazars and noted the comments received.

Annual Parish Council Insurance Renewal

To consider the quotes received from insurance providers.

Resolved to renew the parish council insurance with Clear Councils Insurance for one year at a cost of £4581.46.

Planning Applications:

To consider any planning applications received since the last meeting – includes any received after the agenda is issued up to the date of the meeting.

APPLICATION NO: 24/01783/FUL Full Planning Application

PROPOSAL: Garage conversion to create bedroom

LOCATION: 2 Whitings Great Denham Bedford Bedfordshire MK40 4GE

Resolved to not provide a comment for the above noted planning application.

APPLICATION NO: 24/01837/S73A Retrospective planning permission Application

PROPOSAL: Single storey rear extension with roof lantern and loft conversion with front and rear dormers (revised scheme) (development already carried out).

LOCATION: 17 Woden Gardens Great Denham Bedford Bedfordshire MK40 4GU

Resolved to not provide a comment for the above noted planning application.

APPLICATION NO: 24/01658/FUL Full Planning Application

PROPOSAL: Erection of two dwellings

LOCATION: 16 Vicars Close Biddenham Bedford Bedfordshire MK40 4BG

Resolved to not provide a comment for the above noted planning application.

Borough Councillors Report

Update from Borough Councillor Jim Weir.

See parish council website for full report.

Great Denham Summer Fete Wrap Up

To discuss the feedback received from the “wash up” meeting held after the fete.

The council were pleased with how the event went especially considering the hail and torrential rain which fell half way through the afternoon. The council will consider moving the date for next year’s summer fete. Planning for the 2025 summer fete will begin 6 months prior to the event.

Action: Clerk to contact BBC to arrange a meeting to discuss event licensing options in November.

Speed Watch Village Signage

Proposal from Cllr Moran: To consider the purchase of permanent speed watch signs to be placed on the main roads within Great Denham.

Action: Clerk to add this proposal to a future agenda once a cost for signage has been obtained.

20mph Speed Limit across Great Denham

Proposal from Cllr O’Meara: To consider her proposal presented for the installation of a 20mph speed limit across Great Denham. To consider the funding requirements of this project.

Resolved to support the proposed installation of a 20mph speed limit throughout Great Denham.

Action: Clerk to present the proposal to BBC Highways Officer and request costs for consultation and signage.

Upgrade of MUGA Court

Proposal from Cllr O’Meara: To consider what is required for use by the GD Netball team and how this could be facilitated by the installation of line painting on the court, provision of booking facilities and provision of floodlighting.

Resolved to support the motion of improving the netball facilities located at the Great Denham Country Park.

- 15 **Action:** Clerk to contact BBC Parks Officer to discuss the parish councils ideas and ascertain whether BBC would be supportive of the improvements to the MUGA, which is owned by them.

David Wilson Homes Community Support

To receive an update from Cllr O'Meara on the available DWH community support funding following a meeting held 19th September 2024.

- 16 David Wilson Homes informed the parish council they have recently provided financial support to the Community Hall Events Committee to assist with some of the costs associated with their Summer Event. David Wilson Homes will consider contributing more funding within the community. They have asked the parish council to provide some options, identifying which ones are the highest priority. The council have provided a list and have highlighted the areas which would provide the most benefit to Great Denham residents.

Carols by Torch Light Event

To discuss whether the parish council would like to host a Carols Event this year. If the council agrees to host the event the council will decide a budget and committee for planning the event.

Resolved to hold the Carols Event on the 23rd of December from 6:30pm to 7:30pm.

- 17 The council formed a working group to organise the event. They will meet prior to the November parish council meeting to discuss plans and decide on a budget needed which they will propose to full council at November's meeting.

Great Denham Primary School

To receive an update on engagement with the primary school on how the parish council can support the current Year 4 project on Water Disasters and the creation of water safety signs designed by the students to be placed in the country park.

- 18 The primary school has proposed a few dates when the parish council could attend the school to listen to the proposals from the Year 4 students. Cllr O'Meara will share these dates with the council and the date which works for most councillors will be the one chosen.

Business for future agendas (No actions can be taken on items not on the agenda)

- To consider Cllr Payne's proposal to install lighting along the footpath which runs between Sainsbury's and the Country Park.
- To discuss the current CCTV provision in the village.
- To begin discussing the 2024/2025 budget.

Date of the next meeting: 4th November 2024, Great Denham Community Hall.