

	STUDHAM PARISH COUNCIL MINUTES OF GENERAL MEETING HELD MONDAY 6TH JANUARY 2020 @ 7 PM	
	Councillors Present: Bob Wilkin (BW), Mark Poyner (MP) (from 7.10 pm), Geoff Shute (GS), Chrys Smith (CS), Lynne Smith (LS) & Alan Wright (AW). Also, in attendance: Ward Councillor: Kevin Collins (KC) 2 members of public (arrived 7.30pm) Julie Cooper (Clerk)	
1.	Apologies for absence. Councillor Mo Rashid & Ward Councillor Eddie Perry	
2.	Declaration of Interest. (Personal and / or Prejudicial) Item 6c - School crossing site– CS & Clerk	
3.	Public Question time. a) The two members of public wished to be updated on the school crossing site on Church Road. BW advised that planned alterations to Church Road were being considered following a site visit by Councillor Dalgarno. The previous plan has been reviewed by CBC and an initial draft reissued with very little change. Proposal includes a single yellow line (conservation zone standard), only operational between 8.30am – 9.30am & 2.30pm – 3.30pm with a crossing and footpath along edge of West Common to School Lane corner. It is anticipated that opposition from residents will be forthcoming. A question was raised regarding the consultation process. BW will ascertain from CBC when and how this will occur and pass on the information to relevant stakeholders. BW went on to suggest that an 'Open Meeting' might be in order as soon as the consultation dates are known and will liaise with the school. MP proposed a 'drop in' style to provide information.	BW
4.	Matters for the Central Bedfordshire Councillors. a) It was noted that Eddie Perry is very unwell at this time. Auto responder has been put in place on EP's e-mails, in his absence all calls will be forwarded to Councillor Collins. b) KC requested the PC stance with regard the planning application relating to land to the rear of Bell Cottages. MP advised that the PC do not believe any 'very special circumstances' apply, so are not supportive. c) It was acknowledged that any planned alterations to Church Road will only be beneficial if restrictions are actively policed. KC advised that CBC have funding for an additional 6 wardens specifically targeting school access points. d) BW advised KC that the 3 PC's Kensworth, Studham & Whipsnade have written a joint letter (yet to be sent) to advise Boundary Commission that no change would be preferred. KC feels this is reasonable as there is no obvious means of alternative division. 2 members of the public arrived at 7.30pm e) BW advised KC that a new website (www.skwale.co.uk) with regard to the changes planned at London Luton Airport had been set up to represent the interests of Studham, Kensworth and Whipsnade, this information has been passed on to residents through the PC e-mail system. KC will advise when CBC response to the consultation is prepared. KC left the meeting at 7.40 pm 2 Members of the public left the meeting at 7.40pm	
5.	To approve the minutes of the meeting held on 2nd December 2019 The minutes were approved as a correct record of the meeting. Any matters arising therefrom Item 9f – CS Not sure whether fly tipping has been removed following report to CBC. To follow up.	CS

6.	Report of the Chairman – Councillor Wilkin. a) Formal Code of Conduct Complaint against two Councillors. Although this complaint was dismissed by Stephen Rix (CBC) the complainant has pursued it by way of providing additional information, therefore this complaint will now be passed to the next stage. The next stage in the process is to carry out an initial assessment in consultation with an Independent Person. Both Councillors have taken up the opportunity to also meet with the Independent Person. No further update. b) Boundary Commission warding review, as per item 4 d). This draft was approved for submission. c) School crossing site. See Item 3a above. d) Removal of Soldier and Nurse Memorial silhouettes. A request was made that they be allowed to remain permanently but upon discussion the meeting concluded that their erection should be temporary each year. BW PROPOSED and the meeting AGREED the PC have a policy in place for erection during the month of November only. e) Ongoing review of SPC Policies and Procedures, BW worked through Complaints Procedure & Standing Orders. AW has advised a list of policies advised for a quality council; some are legal requirements some best practice. MP suggested that completion of drafts by April would allow approval in May at start of each year. Priority will be given to those which are compulsory for the website. Additional excel finance spreadsheets are required for the website. AW to advise the Clerk. f) Senior Citizens Lunch –a formal letter of thanks to Liesa and all those who organised is requested of the Clerk. CS advised that much thank you correspondence have been received from attendees. g) Emergency plan – receipt has been acknowledged by CBC. BW requested information from them to complete it. h) T&PC Conference has been reconvened for 22nd January from 5.30pm BW not now able to attend, CS to attend with MR.	AW
7.	Report of the Vice-Chairman – Councillor Poyner. a) To approve the minutes of the meeting held on 10th December 2019 The minutes were approved as a correct record of the previous meeting. Any matters arising therefrom In relation to comments made on Emergency Services access to the rear of The Bell Cottages, CS was able to give an update on the requirements for fire service. b) New Planning Application to be considered: CB/TRE/00523 – 40 Woodland Rise, Studham. LU6 2PF Standard response to Andy Jones for his recommendation. c) Other Planning Matters: Longyards (Rear) (26 November 2019) – no update Mobile Phone Mast – remains o/s Neighbourhood Plan - No update Longyards (Front) - No update. Hedgeside - No update. Valley View – remains o/s The Clerk advised a new application has been notified by CBC – meeting Monday 13th @ 6.30pm. d) Other Matters Village Hall - Meeting held on Friday 6 December- matters ongoing.	
8.	Report of Councillor Rashid. Councillor Rashid was not present.	

9.	Report of Councillor Shute. Councillor Shute's report was accepted, as distributed. This included the following; a) Friends of Studham Common – next meeting 18th January 2020. War memorial – Reported railings still not secure. Nick Opperman advised accordingly. b) Salt Bins – Payment is still outstanding for damaged bin. BW to visit resident personally. c) Dunstable Road – Gullies still require cleaning, blocked drains at entrance to Linney Head and Hedgeside. Footpaths still need attention, overgrowth forcing pedestrians into road. In addition: d) Gardener Contract to be allowed to roll over for a further year. GS suggests a new portfolio holder to take this up after the May re-organisation of Councillor roles. e) GS and Gardener are looking at cost of skip to dispose of rubbish when trees on Church Road/Church Mead footpath are cut back. 14yd skip plus a permit and 3 days' work would cost around £900. Consideration was given to whether it might be more appropriate to fell the trees completely which would need to be undertaken by a tree surgeon, quotes to be sought, circulated and agreed by e-mail. It is proposed that these works would be undertaken in mid-February. Financial reimbursement should be requested from relevant residents. BW requested background information and historical communications and agreed a site survey to establish exactly the extent of works required and boundary positions, before writing to residents. Response requested in writing with a deadline of 1st February if there are any objections. ● Car Parking Options Review. Having looked at possible options – current site on Common would only give additional 8 spaces max, cost probably not justified. Land outside Methodist Chapel would need additional groundwork. BW opinion, PC should have a brain storming meeting to establish possible sites then consult with parishioners, before taking anything forward. MP suggested that an external specialist ought to be employed to determine the best sites available. Perhaps add this question to the proposed drop in in regarding the school crossing consultation.	BW GS BW GB Cle
10.	Report of Councillor C Smith. a) Highways. Works requested have mostly been done. Woodland Rise – Islands will be cut back by CBC which will help alleviate moss, no new 'smiley face' VAS are being permitted. b) Sports & Social Club – formally advertising for a new Steward in The Link in February. c) Playing Fields - The Playing Fields Committee would be meeting on 14th February. d) Village Hall – A new trustee has been appointed. Specifications for replacement floor have now been received, anticipated to undertake work during school summer holidays as this quietest time. An asbestos survey has been undertaken.	
11.	Report of Councillor L Smith. VE Day 2020. A concert which had been planned to be held in the Village Hall has now been cancelled. Maybe the Soap Box Derby could be arranged for that weekend with a military theme? The PC perhaps purchase a flag to be flown on the day. LS to investigate with flag makers.	
12.	Report of Councillor Wright. Following NALC advice of Home Office Consultation on Strengthening Police Powers to Tackle Unauthorised Encampments. AW has prepared and circulated a draft response to this consultation. – two small additions were agreed, this was then approved. AW to forward to be submitted by Clerk. a) Website. 2019 will be archived by the end of the week. E-Mails are being well received. Finance documents are still to be added. Clerk to submit necessary documents to AW. b) Defibrillator. Nothing to report.	Cler Cler
13.	Precept Application for 2020/2021 BW has produced and circulated an extensive spreadsheet based on historical figures provided by the Clerk. Based on this BW recommended the Precept Application be set at £22,118 a slight increase on last year. AW Proposed, MP Seconded. APPROVED for submission.	
14.	Accounts for Payment. A request for payment of accounts relating to December 2019 (Period 9) was presented and approved.	
15.	Budget Statement Period 9 Financial statement of income and expenditure for the year to date, 2019/2020 was presented.	
16.	Correspondence. a) Thank-you letter from Magpas for the donation towards their running costs. b) Thank-you letter from Eastern Area Air Ambulance for the donation towards their running costs. c) BATPC renewal information, due 1st April – it was agreed to pay from next financial year's budget.	

17.	Report of Clerk. It was agreed that the Annual Parish Meeting (APM) would be held in the Village Hall at 8.15pm on Monday 6 th April. The usual PC to precede this at 6pm in small room.	
18.	Items for inclusion in February 2020 Parish Link. APM, LLA website, VE Day, Reporting Highways issues.	
19.	Review ongoing actions list. An update of the Ongoing Actions was circulated ahead of the meeting by BW.	
20.	Items for the next Agenda Nothing at this time.	
	Date and time of future meetings. - Monday 3rd February 2020 @ 7pm - Monday 2nd March 2020 @7pm	
		Meeting Closed at 10.10 pm