

STUDHAM PARISH COUNCIL
MINUTES OF GENERAL MEETING
HELD
MONDAY 1ST JULY 2019 @ 7 PM

	<u>Councillors' Present:</u> Bob Wilkin (BW), Mark Poyner (MP) from 7.12pm, Geoff Shute (GS), Chrys Smith (CS), Alan Wright (AW). Ward Councillor Eddie Perry (7.30pm to 9.13pm) <u>Also, in attendance:</u> 3 members of the public. Mike Dowd – by invitation (8pm to 8.30pm) Julie Cooper (Clerk)	
1.	Apologies for absence. Ward Councillor Kevin Collins.	
2.	Declaration of Interest. (Personal and / or Prejudicial) Councillor Smith & Julie Cooper – Item 7 – School Footpath	
3.	Public question time. None at this time.	
4.	Matters for the Central Bedfordshire Councillors. Item deferred to after Item 8. • CBC Local Plan is on-going. • Cllr. Perry recently attended a G&T Meeting which was attended by some 35 representatives from the Focus Group. There is currently no requirement for additional pitches in CBC. The population of the site on the A5 is growing rapidly. EP is very keen for a Councillor to represent Studham on the Focus group as he is there in his capacity of Ward Councillor. MP suggested this should be considered when the PC is at full capacity. The Focus group represents 22 parishes and 4 wards. • Luton Borough council are looking to build some 5000 new homes on CBC land. • London Luton Airport have made an application for a relaxation on Noise issues. CBC not acting at this time. Evidence shows that LLA are not currently meeting their targets. As CBC has responded the PC does not need to do so. A meeting for local residents with LLA representatives is being held at Slip End V.Hall on 9th November. • A Planning conference is scheduled for 16th July – MP suggests this is for New Councillors', he will check. • MP requested support regarding concerns over management process of the Telephone mast application. EP will refer to Cllr Collins for any updates. • EP advised that whilst he does meet with Highways for another parish he feels Studham is far better served by Cllr. Smith's personal interaction. • An abandoned vehicle on Kensworth Road has been reported. • Land outside the Methodist Chapel is under discussion with CBC.	MP
5.	To approve the minutes of the Annual Meeting held on 3rd June 2019. Following the correction of typing errors, the minutes were approved as an accurate account. Matters Arising therefrom..... There were no material matters considered.	
6.	To approve the minutes of the Planning Meeting held on 5th June 2019. Minutes not currently available.	

7.	Report of the Chairman – Councillor Wilkin. - Confirmed the Annual Governance and Accountability Return 2018/19 was completed, and relevant documents uploaded to the website. - School Footpath – BW updated those present to confirm that the CBC application has been withdrawn prior to the proposed yellow lines and parking restrictions being put in place. CBC will not consider the suggested mirror, but the PC can proceed at their own expense, on private land, if deemed most appropriate solution. BW suggested a period of reflection ahead of convening meetings with School Governors, Parents and PC representatives to determine an acceptable solution to all concerned. BW to communicate with Joan Bailey to arrange a round table discussion which should be minuted. - Two Vacancies, to be filled by Co-option. Process has been started with new posters being designed, new dates to be completed and then promoted as widely as possible with the aim of having the co-optees selected ready for co-option at the September meeting. - CBC Licensing Policy Review – BW highlighted the areas of change and circulated to all interested parties locally, pubs, clubs & V.Hall. BW PROPOSED no comments on return as no material changes. SECONDED by AW. RESOLVED. - BW has designed an ‘On-going actions’ template in Excel. Each portfolio holder plus Clerk to have separate tab to keep actions from being forgotten. BW happy to keep updated as a working document with an opportunity to review at each meeting. - Ash die back – BW spoken to Chiltern Conservation Board & CS spoken to CBC Highways tree rep. All agreed for PC to convene a ‘three parishes’ meeting early September. Unfortunately, the best time to determine if trees are affected by the disease is June /July. - London Luton Airport have made an application for a relaxation on Noise issues. See item 4.	BW BW
8.	Report of the Vice-Chairman – Councillor Poyner. - Neighbourhood Plan – Progress to date. MP welcomed Mike Dowd and invited him to advise the councilors of the current position. This month sees the NP team on the last leg, dependent on receipt of ‘Site Assessment form’. A conference call with Locality is scheduled for later this week. An independent appraisal of sites will follow. On completion of the above the information will be included in the Draft Plan which will be ready by the end of July with anticipated completion by end August. The NP Team have been taking advice from CBC and BRCC. For clarification, the NP is NOT dependent on the CBC Local Plan being concluded. Next step is for the PC to approve the draft prior to publishing for public approval. (Cllr. Poyner reminded the meeting that the Green Infrastructure Plan is still incomplete as neither CBC nor the PC have taken responsibility.) When the Plan has passed scrutiny by CBC and an independent body it goes to referendum. MD agreed to send an e-mail confirming the process for PC to re-visit. It was suggested that it would be prudent to allow some £1,500 in the precept application for 2020/2021 - CB/19/00791/FULL – Longyards. Final Feedback. MP submitted a formal response to CBC on 10th July by e-mail. An informal meeting with developer was held but no update available. - CB/19/01130/TD – 02 Telecom Mast. – MP still chasing for a formal response following a meeting held in June. Another search for a suitable location is to be undertaken, if anyone is aware of a site please let them know. - CB/19/01529/FULL – Longrove House. The PC reviewed and have no issues with the elevation issues and the alterations to the access must be compliant with Highways. No material concerns. - CB/TRE/19/00183 – Glades, Byslips Road. It was accepted that this property falls within the remit of Whipsnade Parish Council. Clerk to acknowledge receipt and advise no objection from Studham. - CB/TRE/19/00232 - 49 Woodland Rise. PC have no concerns, happy for Andy Jones to determine. - CB/TRE/19/00237 - Tall Trees, Church Road. PC happy for Andy Jones (CBC) to determine accordingly. - CB/TRE/19/00239 - 4 Holywell Road. PC happy for Andy Jones (CBC) to determine accordingly. - Village Hall Floor replacement – It is clear that the project manager has been unable to source a contractor willing to undertake this task, this is causing severe delays. Cllr. Perry suggested this may be because the expertise of two different trades are required. He suggests therefore that the contract is split between a damp-proof specialist and a flooring specialist. MP has approached Andrew Whitely and hopes to arrange a site visit with CBC to ascertain the long-term possibilities for the hall. - MP confirmed that cheque payment has been raised for the insurance. Meeting reverted to Item 4 as EP joined the meeting.	

9.	Report of Councillor Smith. - Blocked drain images have been submitted to CBC – no response to date. - The Clerk to advise addresses of Dunstable Road properties whose hedges are causing concern to pass on to CBC for official letters. - GS reminded CS about a blocked drain at Hedgeside, Dunstable Road. - Playing Fields AGM was attended by 3 residents. A treasurer is required for upcoming year. - Contact with local metal detecting clubs is still outstanding.	
10.	Report of Councillor Shute. - Bus Shelter Roof – to request Nick Opperman provide a five-year solution with a budget of £300. - Noticeboards need to be treated. - Salt bin which was previously damaged has now dried out and requires refilling. - War memorial – reminded team that railings require more secure fixing.	
11.	Report of Councillor Wright. - Church Road/Church Mead footpath fence – defer. - Website – check for compliancy has highlighted only one deficiency which is the ability to adjust the font type and size. To adjust this would cost an additional £175, Following discussion it was agreed that no action to be taken as it is acceptable as is. 1 member of public left the meeting @ 9.37pm - Solar power defibrillators are not now being issued. New initiatives looking at ‘cold temperature’ units which do not need power but no decisions will be made until November.	
12.	Correspondence. - Notice of Village Hall AGM - Notice of Open Spaces Society AGM - Residents concerns over trip and injury hazard of overhanging buddleia and brambles on Church Road/Church footpath. BW to respond, GS to remind Gardener to attend to it.	
13.	Accounts for Payment. A request for payment of accounts relating to May 2019 (Period 2) was presented and approved for payment.	
14.	Budget Statement Period 3 The budget statement and bank reconciliation were presented and approved as an accurate account of the current financial position.	
15.	Items for the Parish Link. Not applicable at this time – next edition September, any suggestion for copy to Councillor Smith please.	
16.	Report of the Clerk. None	
17.	Items for the next agenda. None.	
	Date and time of future meetings. Monday 2 nd September 2019 @ 7pm Monday 7 th October 2019 @ 7pm Meeting Closed at 9.58pm	