

STUDHAM PARISH COUNCIL

MINUTES OF GENERAL MEETING

HELD

MONDAY 2ND DECEMBER 2019 @ 6 PM

	Councillors Present: Bob Wilkin (BW), Mark Poyner (MP) (from 6.30 pm), Geoff Shute (GS), Chrys Smith (CS), Lynne Smith (LS) & Alan Wright (AW). Also, in attendance: Ward Councillor: Eddie Perry (EP) 3 members of public	
1.	Apologies for absence. Julie Cooper (Clerk), Mo Rashid (MR) & Ward Councillor Kevin Collins (KC)	
2.	Declaration of Interest. (Personal and / or Prejudicial) Item 5a - School crossing site— CS	
3.	Public question time. a) EP asked whether the Council was planning to do anything to mark the 75th anniversary of VE Day. LS advised that she was tasked to look at options for the Council doing this, including consulting with SSAFA to find out the type of events other similar councils were organising and would be making proposals in the new year.	
3A.	Matters for the Central Bedfordshire Councillors a) Central Bedfordshire Council (CBC) has now reconvened the postponed Town and Parish Conference for 22 January 2020 at Chicksands. BW advised that BW and MR would be likely to attend. b) The Council should formally notify CBC (Brian Dunleavy) that it has appointed LS and MR as co-opted Councillors if it has not already done so. c) CBC would be pleased to see Councillors attending its meetings from time to time. d) Applications for proxy votes for the General Election have to be made by 5 December. e) CBC is reviewing the Polling Stations. EP suggested the Council should confirm that it wants to keep the Village Hall as Studham's Polling Station. BW said he would be happy to do so. f) Waste Collections. Green waste collections would be suspended from 9 December to 28 March 2020. Do not forget the revised waste collection dates over the Christmas period. Christmas trees will be collected for recycling between 6 & 17 January 2020. g) There was still time for applications to be made for the Ward Councillor's grant fund on a match funding basis. This should be done by the end of January 2020.	Clerk BW
4.	To approve the minutes of the Annual Meeting held on 4th November 2019. a) The minutes were approved as a correct record. b) Matters Arising therefrom: All addressed within portfolio holder reports.	
5.	Report of the Chairman – Councillor Wilkin. a) Formal Code of Conduct Complaint against two Councillors. The Councillors concerned had submitted their responses to CBC's Monitoring Officer who had determined that the complaint did not disclose a potential breach of the Council's Code of Conduct. He had therefore closed the complaint subject to his reserving the right to re-open the complaint if the complainant provided further information that disclosed a potential breach of the Code of Conduct b) School crossing site. A planned site meeting with Councillor Ian Dalgarno of CBC on 11 December had been postponed and was expected to be reconvened in the not too distant future. c) Boundary Commission's review of CBC's warding. BW advised that the Boundary Commission was likely to revise CBC's warding increasing the number of Ward Councillors from 63 to 67. BW was concerned that Studham should remain within the same ward as Whipsnade and Kensworth with which it had close affinity. He had written to the Chairpersons of Whipsnade and Kensworth proposing that they should make a joint submission to the Boundary Commission on this point. Kensworth was in agreement and Whipsnade was yet to reply. EP welcomed this proposal. The Council agreed to progress this, and BW would take the matter forward with Whipsnade and Kensworth.	BW

	d) Code of Conduct update. BW had circulated a minor update to the Code of Conduct for review and adoption by the Council. AW proposed and GS seconded its adoption. The Code of Conduct would be uploaded to the Council's website in the new year. e) Gates and Bollards at Church Road. BW reported that he had progress chased this with CBC's Countryside Manager who advised that further ongoing investigations are happening, and an assessment report will be prepared for CBC to evaluate its options.	AW
6.	Report of the Vice-Chairman – Councillor Poyner. a) <u>Planning Matters</u> <u>Planning Meeting (12 November 2019)</u> Minutes approved. No further comments made on Clement End Farm. <u>Studham – 106/126 Dunstable Road (12 November 2019)</u> Members of SPC met with the new planning consultant for the above site. No new proposals put forward. MP confirmed that he cannot see the site being developed following the planning refusal from CBC. <u>Longyards (Rear) (26 November 2019)</u> BW/MP met with Martin Grant Homes ("MGH") at the request of the developer. Initial meeting for the developer to understand what has occurred previously. MGH are reviewing their options for the site. <u>Mobile Phone Mast</u> MP to chase CTIL. No formal update but CTIL looking at a number of sites within Studham. <u>Neighbourhood Plan</u> No update. Matters are delayed due to the ongoing and emerging CBC Local Plan. <u>Longyards (Front)</u> - No update. <u>Hedgeside</u> - No update. <u>Valley View</u> - No update. Next Planning Meeting to take place on Tuesday 10 December 2019 in the Village Hall starting at 7pm. b) <u>Other Matters</u> <u>Parish Plan</u> MP to draft note for discussion at the PC January 2020 meeting. <u>Senior Citizens Lunch</u> Event to take place in Village Hall on Wednesday 4 December 2019. <u>Village Hall</u> Meeting to take place on Friday 6 December 2019 at 7pm. EP left the meeting at 7.05 pm.	
7.	Report of Councillor Rashid. Councillor Rashid was not present.	
8.	Report of Councillor Shute. Councillor Shute's report was accepted, as distributed. This included the following; a) Friends of Studham Common – work concentrated on bracken clearance on south border. No working parties will be held in December. b) Gates on Church Road – GS has requested a time log be kept of times when gates are closed. c) War memorial – Reported railings still not secure. Nick Opperman advised accordingly. d) Church Road/Church Mead Footpath – GS proposes undertake process of transferring ownership back to CBC as it is an unnecessary burden on PC, particularly allowing for ongoing resurfacing etc. Suggest PC offer to maintain via Parish Gardener. e) Studham/Whipsnade Lane – Cutting back now complete, leaf debris on ground at present, concerned this may get into gulley's on Dunstable Road. Drain outside Hedgeside particularly bad. f) Salt Bins – Full team of volunteers in place, all bins operational and lockable. g) Dunstable Road – Gullies still require cleaning, blocked drains at entrance to Linney Head. Footpaths still need attention, overgrowth forcing pedestrians into road. Major works required. A recent visit from Road Sweeper was inadequate as no clearing/sweeping was taking place. Reported to CBC. In addition: Bobby Scheme. In addition, GS reported that the Bobby Scheme was still in operation but that its website was not working. This scheme has proved useful to residents who had been the victims of crime and the Council should offer support to its continuation. GS proposed and CS seconded the payment of £50 to the Bobby Scheme.	Clerk

	Gardener. GS would be meeting with the gardener in the coming week to discuss work including that in relation to Meads footpath.	
9.	Report of Councillor C Smith. a) Highways. CS had met locally with CBC's Highways team: - The moss on Woodland Rise would be referred to CBC Waste Services for removal. - The team was advising the renewed use of their reporting portal. CS was content with this approach provided she received regular update reports of matters outstanding. It was expected that these would be provided. b) Road Closures. A closure of Byslips Road in February for pothole repairs was planned and another short closure of that road was expected in December. c) Sports & Social Club. CS reported that the club had experienced a break-in. Fortunately, the value of stolen goods was small and limited damage was caused. d) Playing Fields. The Playing Fields Committee would be meeting in January. e) Village Hall. Des Salmon had submitted a monthly report. The key points were that Tony Goodeve had agreed to join the Board of Trustees. The tender for the floor replacement had been specified subject to the result of an asbestos survey, so it was hoped that the project could proceed to tender shortly. An application for an additional £5,000 funding from s106 moneys held by CBC had been made. f) Fly Tip on Pedley Hill. MP advised CS of a recent fly tip on Pedley Hill. CS would liaise with CBC to arrange its removal.	CS
10.	Report of Councillor L Smith. VE Day 2020. See LS's response to EP under Item 3 above.	
11.	Report of Councillor Wright. a) Website. AW reported that the search facility on the website was now up and running. b) Defibrillator. The Red Lion defibrillator had been used recently and as a consequence its battery had to be replaced.	
12.	Accounts for Payment. A request for payment of accounts relating to November 2019 (Period 8) was presented and approved for payment.	
13.	Budget Statement Period 8 Financial statement of income and expenditure for the year to date, 2019/2020 was presented and approved as correct.	
14.	Correspondence. a) Thank-you letter from St. Mary's Parish Church for donation. b) Thank-you letter from the Parish Link for donation. c) Greensand Trust email re the establishment of the Woolnough Fund for Action was considered. In consideration of the benefits the parish received from the Greensand Trust it was proposed by GS and seconded by BW that a sum of £50 be paid to the Woolnough Fund subject to a payment of £25 also being made by the Friends of Studham Common [post meeting note. Such payment was approved by the Friends of Studham Common at its committee meeting on 3 December 2019]. The Council would wish to be updated about the progress of the Fund and its work. d) CPRE: Annual renewal reminder received at a cost of £36 per year. BW proposed and CS seconded renewal fee being paid. e) Open Spaces Society. Funding support request received. The Council had previously contributed to OSS and considered it continued to receive benefit from advice provided by OSS. Subject to it being checked that its previous contribution to OSS was at a similar level, it was proposed by GS and seconded by MP that a payment of £50 be made to OSS. f) BATPC advice of Home Office Consultation on Strengthening Police Powers to Tackle Unauthorised Encampments. AW agreed to consider the response to be provided by the Council to BATPC.	Clerk Clerk Clerk AW
15.	To approve the minutes of the Planning Meeting held on 12th November 2019 (Distributed) The minutes were approved as a correct account of the meeting.	
16.	Report of Clerk 2020/21 Precept Application. In the absence of the Clerk, BW advised the meeting that an initial draft of the Precept application and associated financial plan had been prepared for consideration and circulated	

	to the Councillors. Councillors were requested to provide any review comments to BW in advance of the next meeting where approval of the Precept application would be required.	All
17.	Review ongoing actions list. An update of the Ongoing Actions List had been circulated to Councillors on 28 November. MR's role as liaison Councillor for the May Fair to be added. Councillors were asked to review and provide any other comments they may have to BW.	
18.	Items for the next Agenda • Precept Application Approval • Police Powers re Unauthorised Encampments. Proposed response to be reviewed and approved.	
	Date and time of future meetings. • Monday 6th January 2020 @ 7pm • Monday 3rd February 2020 @ 7pm Meeting Closed at 8.05 pm	