

	STUDHAM PARISH COUNCIL MINUTES OF VIRTUAL GENERAL MEETING HELD MONDAY 5TH OCTOBER 2020 @ 7 PM	
	Councillors Present: Bob Wilkin (BW), Mark Poyner (MP), Mohammed Rashid (MR), Geoff Shute (GS), Chrys Smith (CS), Lynne Smith (LS) & Alan Wright (AW). Ward Councillor Eddie Perry (EP) arrived 7.30pm. Also, in attendance: 2 members of public. Julie Cooper (Clerk)	
a)	Apologies for absence. Kevin Collins.	
b)	Declaration of Interest. <i>(Personal and / or Prejudicial)</i> CS: 6 a) Parking at Chapel, 7 a) iii Planning application at 40A Byslips Road. (personal link to resident)	
c)	Public Question time. No questions raised by members of the public at this time.	
4.	Matters for the Central Bedfordshire Councillors. Delayed for the arrival of EP (approx. 7.30pm) • BW updated EP with regard the discussion already taken place ref. Item 6 a) • EP has enquired whether the CBC Legal team would be included in the proposed meeting and been advised that this is not the case. • KC at a cabinet meeting, hence his apologies. • CBC wish to remind everyone to get the app 'test & Trace'. Luton, Bedford & Milton Keynes and CBC statistics are all increased as of 30th September. • EP wished to know if we are notified of road closures, it is confirmed that we are via the Clerk. • CBC calling for nominations for 'volunteers of the Year 2020'. • CBC is allowing Ward Councillors a grant to offer to volunteers who have expended monies for the work during the emergency. EP will request money to Studham, Kensworth & Whipsnade. • CBC is encouraging all residents to register for the 'Test & Trace' scheme. • Dunstable are looking at offering free parking at two car parks. • Police precept meeting, KC attended and reminded that the villages do exist, as they seem to be forgotten. Requested they consider one third of their time should be spent around the villages. • New Chief Executive has now been appointed, 'Marcel Coiffait' will be taking up this role later this year, moving on from his current role of Director of Places and Communities. • BW – police looking at their priorities outside of Dunstable, in the villages this would be – licenced premises. • LS – any news on the grant for the Village Hall? EP will chase this up. EP left the meeting 20.08	
5.	To confirm approval the minutes of the virtual meeting held on 7th September 2020 The minutes were amended at Item 7 b) v to read No. 34 (not No. 38). Following this change these minutes were proposed, seconded, and approved as a true and correct record of that meeting. Any matters arising therefrom. No matters arising other than those included within the agenda.	
6.	Report of the Chairman – Councillor Wilkin. a) <u>Gates and bollards on the Common</u> – BW advised that the only substantial issue which has taken place is that the PC responded positively to attend / participate in a mediation process. For that to be beneficial however there are a few issues which CBC would need to confirm, for instance whether planning permission was sought, if appropriate, and how much of the development is on Common Land. It is also considered that The Methodist Chapel and Mark Horton have an interest in this matter. b) <u>Registration of public Rights of Way between Swannells Wood and The Red Lion.</u> – A matter which has been proposed and suggested by CBC. BW suggests it might be better to wait for clarification of the current situation. It appears the ROW was 'lost' at some point in the 1950's. If the land is 'Common' it	

	would not be necessary. Now is an appropriate time to consider where the RoW should be, and the likely costs involved. LS & BW will work together to establish a possible way forward. c) <u>Letter re Jill Cross</u> – BW has drafted and circulated a letter which will be forwarded once approved. d) <u>Flooding on Dunstable Road</u> – see CS report. Item 10	
7.	Report of the Vice-Chairman – Councillor Poyner. a) <u>New Planning Applications to be considered</u> – (A further four new applications have been received to be considered at a further meeting on <u>Tuesday 13th @ 7pm, via Zoom</u>). i. <u>CB/TRE/20/00398 – The Swallows, 6 Oakway, Studham, LU6 2PE</u>, - Works to trees protected by TPO SB/73/00004/G4. Fell Oak Tree. Request Andy Jones determine as appropriate. ii. <u>CB/TRE/20/00487 – 51 Woodland Rise, Studham, LU6 2PF</u>. – Works to trees protected by TPO SB/82/00003/G36. Crown reduction by 2-3m to the Oak tree T1 Request Andy Jones to determine as appropriate. iii. <u>CB/20/02952/FULL – 40A Byslips Road, Studham, LU6 2ND</u> Demolish existing and erect replacement dwelling. The PC have no material issues or objections with this proposal. b) <u>Other Planning Matters</u> – i. <u>Mobile Telephone Mast</u> – No further updates. ii. <u>Neighbourhood Plan</u> – No update. iii. <u>Land to rear of Bell Cottages</u> – Summary of meeting as advised last meeting has now been circulated to Councillors. iv. <u>34 Holywell Road</u> – Following concerns raised over this site it was agreed to keep an eye on this development until it is further advanced. v. <u>CBC Local Plan</u> - updated 11th September, consultation received 466 responses, now reverted to planning inspectors. vi. <u>CPRE Planning White Paper Consultation</u> – MP feels it is not appropriate for SPC to respond. Closing end of September. All in agreement. vii. <u>Permitted Development</u> – A query has been raised about permitted development on a site in Studham. MP of the opinion that in AONB or Green Belt PD's are not allowed? BW has reported this particular concern to CBC to determine a response, this will give the PC an indication as to what is allowed in GB /AONB./AOGLV. MP will contact Planning Team for clarification. viii. <u>Development Clements End Farm</u> – now progressing, applicant has requested a meeting regarding further development of the surrounding area. Revert to Item 4	
8.	Report of Councillor Rashid. a) <u>Insurable Assets List</u>. – MP will circulate a list of existing insured assets. b) <u>Local Overgrown Hedges</u> – MR has walked Woodland Rise and seen no serious concerns. c) <u>Portfolio's</u> - BW suggested it is now appropriate to consider reallocation of portfolio's and passing some responsibility on to MR & LS.	
9.	Report of Councillor Shute. a) <u>Hedgerows</u> - see below 10 c) x b) <u>Village Parking</u> – it is acknowledged that CBC have not given any response to the request for assistance with acquiring additional parking within the village centre. GS will resend the letter to Paul Burgess as a reminder. c) <u>Friends of Studham Common</u> – A memorial plaque to Peter Enright has been installed in the Enright Orchard on Middle common. Boundary trees have been trimmed and hedges cut back to allow better vision for drivers, highlight footpaths and clear bramble growth along with general trimming on Middle Common. a) <u>Village Gardening</u> – GS proposed the contract be fully reviewed to focus on priorities for 2021 and go out to tender. Hope to agree at December meeting for new contract to start 1st March. Existing contract to be circulated for perusal. BW will assist with preparing a replacement. Retender ought to be every three years. b) <u>The War Memorial</u> – The roof has still not been secured and should be undertaken urgently. CS to pursue builders.	CS

	c) <u>SPC Information Panels</u> – All four boards have now been sanded and re-oiled. The cost of £75 was proposed, seconded, and approved. d) <u>69 Holywell Road</u> – despite works being undertaken, following a letter from The Clerk, complaints are still being received to the effect that the footpath is still dangerous as not been cleared properly. It is understood that CBC have now sent a letter requesting more works are undertaken. GS advised that on the opposite side of the road is an empty property where the hedge is also overgrown, exacerbating the problem.	
10.	Report of Councillor C Smith. a) <u>Playing Fields</u> – No information thus far regarding a telephone mast. b) <u>Sports & Social Club</u> – Usage not as high as hoped. Obeying rules. EB Lions have encouraged their teams to join as family membership along with their supporters. This is a welcome boost to cashflow. c) <u>Highways</u> – Requested clearance of all drains, hope to be able to follow around. - The manhole lifted by flood water on Dunstable Road belongs to a utility company not CBC so awaiting repair. - CS will approach Mark Horton about hedge on Dunstable Road, GS to speak to Westhill Farm and CBC to approach John Thorne. - Holwell Road to Dunstable Road being acted on. - Recent flooding was a problem all around the village. Soakaway on Bell Hill has sunk, this will be looked at. - Soakaway in Woodland Rise which developed into a large hole in the pavement is being addressed by CBC. Filling needs to be undertaken CS will be kept updated. - BW advised that he reported a tree down in Buckwood Road using 'What3words' which was highly effective. - Pitman Pond has been reported, flood water runs down Church Road and down the school Hill. - AW reported a tree down in Studham Lane between Knoll House and barrier. CS to follow up. - The footpath which has been disintegrated from Holywell Road to Knoll House. CS advised that the usual 'village Walk' with CBC reps has not been undertaken and now too late in the year so she will pick up again early in 2021. - MR reported several hedges on Church Road are protruding onto pavement. LS added her concerns about hedges encroaching onto road from school hill to Church Close. CS & LS will walk together and provide a list to The Clerk for letters to be submitted to the householders. MP advised that Kensworth send one request and if not actioned they pass on to CBC to deal with the matter, when work is subsequently undertaken the cost is charged to the landowner. It is suggested that we should follow that example. One parishioner left the meeting at 20.37	
11.	Report of Councillor L Smith. a) Village Hall floor repair underway. Concrete has been poured and waiting for it to dry. b) LS met with GS on The Meadows Footpath, it was acknowledged that the conifer hedge has been cut back but not by enough to clear the streetlight. BW suggests that if it is cut back it will not regrow. LS advised safety more important than how green it looks. Top end of footpath, boundary to bungalow, chain link fence, gap of approx. 1 metre. Fence is not in good repair. Tenant has installed a fence for her own benefit. Estates office visited and agreed lots of undergrowth needs to be cut back. She will investigate rules and regulations and revert to LS. It was agreed therefore to take no further action on that part. It is suggested that the PC wait for CBC to take action and remove all the 'weeds' prior to repairing the fence. This area should be given consideration when reviewing the gardeners contract.	
12.	Report of Councillor Wright. a) <u>Defibrillator</u> – A new supplier, London Hearts, has contacted the PC and are able to supply a new cabinet which will run without power. Cost would be circa £1,500. A free training session is included upon purchase. Consideration was given to whether this should be included in next year's precept budget calculations, or go ahead whilst offer available? Where should this be sited? Near entrance to estate so people are aware, or triangle green? Should residents be consulted? LS suggested we canvass Holywell / Dunstable Road residents to ask do they wish one? Is so where? PC suggest two locations and be open to other suggestions. <u>Action</u> – AW & BW to draft letter to be circulated to residents, responses hopefully in time for next meeting. MP suggested don't defer, just go ahead provided funds available.	

	b) AW suggested that the footpath from Dunstable Road / Swannells Wood has disappeared. CBC have been advised, following clarification can we approach Mark Horton. MP however advised it was there yesterday, albeit very narrow.	
13.	Accounts for Payment. <u>Requests for payments</u> relating to September was circulated for approval. Harvest Festival contribution decision food bank / Bishops appeal. Agreed food bank through the church.	
14.	Budget Statement Period 6 a) <u>Financial statements</u> including an Income & Expenditure report & Bank Reconciliation, relating to period six were circulated for information and subsequently approved. b) <u>Village Hall Floor</u> – expecting Ward Councillors Grant to be paid to PC and passed on to the VH. An additional expenditure has now arisen as the suspended floor extends below the storage cupboard & the stairwell. Taken this into account £7015 is likely to be required from the PC from the pledged £10K (minus the £4K) c) Next month the budget process calculation will need to be considered.	
15.	Items for the next Parish Link. <u>November</u> – Letters to residents, No SC Christmas Lunch. Monthly Zoom meetings. Gardeners Contract.	
16.	Correspondence. No further correspondence has been received.	
17.	Report of Clerk. Councillors expenses are usually paid in November, clarification was sought to process them accordingly. Look at setting up internet banking in the New Year.	
18.	Review ongoing actions list. An update of the Ongoing Actions was circulated ahead of the meeting by BW. GS or CS to urgently contact Nick Opperman to hasten the roof fixing of the war memorial Clock.	
19.	Items for the next Agenda Memorial Service. Precept budgeting ideas. Gardeners contract.	
	Date and time of future meetings. • Tuesday 13th October 2020 @ 7pm (virtual meeting via Zoom) • Monday 2nd November 2020 @ 7pm (virtual meeting via Zoom) • Monday 7th December 2020 @ 7pm (virtual meeting via Zoom) • Monday 11th January 2021 @ 7pm (virtual meeting via Zoom) Meeting Closed at 21.55 pm	