



MINUTES OF PARISH COUNCIL MEETING

HELD

Monday 9th January 2023 @ 7 pm

	Councillors Present: Bob Wilkin (BW), Mark Poyner (MP), Geoff Shute (GS), Mohammed Rashid (MR), Chrys Smith (CS) & Alan Wright (AW) Also in attendance: Clerk – Sally Harrop (SH) Ward Councillor – Eddie Perry (EP) 1 Member of the Public (MOP)
1	Apologies for absence Councillor Lynne Smith Ward Councillor Kevin Collins
2	Declarations of Interest. Personal /or Prejudicial • None were declared.
3	Public Question Time • No questions were raised at this time.
4	Matters for the Ward Councillor Councillor Eddie Perry • Response received from Matt Jones (MJ) – (Trees Officer for the Highways Dept at CBC) regarding the recent tree planting in Studham – CBC do not plan to remove any of these trees. However, all trees will be subject to inspections and maintenance. EP will contact the resident in Church Close and copy BW into this email. MP asked EP to raise the issue of a lack of response to SPC from MJ, EP advised he will not do this on behalf of SPC. BW suggested that EP escalate this matter higher than MJ, EP agreed to investigate. • An Enforcement Order is to be prepared for 8 Oakway regarding the building of an enclosure for an outdoor swimming pool. • CBC's budget information for the coming year is online. • LS has previously enquired about the 'over 55' housing designation in Church Mead as there has been a rumour that this designation could be removed. EP has contacted the housing dept at CBC who haven't yet responded, he will chase this. • AW asked about Longyards and the mobile home enforcement, EP has not heard anymore from CBC. • Comments were made to EP about CBC staff not responding to various enquiries/emails.
5	To confirm the minutes of the meeting held on: i. Monday 5th December 2022 The minutes were accepted as a true record of the meeting.
6	Report of the Chairman – Councillor Wilkin. a) Precept 2023/24 – Budget circulated, all in agreement of requesting a precept of £24102 for 2023/24, which is an increase of 3%. SH to complete relevant forms and submit to CBC.

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	b) <u>Election May 2023 and Encouragement of New Councillors</u> – BW, MR and CS confirmed they will stand again. MP and GS intend to stand down. AW and LS are currently undecided but will make a decision before the next SPC monthly meeting on 6th February. BW commented that we need to publicise the election and that SPC will have vacancies. BW has already spoken to one resident who has expressed an interest and is happy to speak to anyone else who has any questions. Suggested we use parish notice boards and put notices in local pubs, village hall, social club. Also publicise via Facebook and the parish email. Current councillors who wish to stand again need to reapply. c) <u>Chilterns Conservation Board's AONB Boundary Review</u> – Consultants have been appointed to review boundary. BW has done some research; there is no suggestion that the size of the AONB might be reduced but there is some potential for it to be extended. d) <u>Asset Register</u> – SPC need to complete a list of what the assets are, BW will email councillors and the auditor. A value then needs to be attached to each one. e) <u>Carbon Literary awareness course run by CBC</u> – not of any interest to SPC. f) <u>SPC website domain name</u> – needs to be updated, AW and GS will make enquiries. g) <u>Request from Studham School for funding of marketing materials</u> – MP questioned why the school are short of numbers. The request for funding will be formally discussed at next month's meeting. BW will ask for further information from the school. AW commented that the mother and toddler group may fold due to low attendance, as the school is now taking children aged 2+.
7	Report of the Vice-Chairman – Councillor Poyner All planning responses MP sent to CBC before Christmas have been acknowledged and sent via parish email/added to website - apart from CB/22/04453 Land at rear of Plot 6 Clements End Farm – AW to action. a) <u>New planning applications</u> i. <u>CB/22/04642/FULL – Venture, Dunstable Road, Studham LU6 2QJ</u> – Demolition of existing garage, utility area and front porch. Construction of a two-storey side and front extension, front porch, increase in roof height and formation of gable ends with addition of dormers on the front elevation and a detached double garage – Comments made that plans are not very inspiring and, disappointingly, SPC had had no engagement from the developer. No change to site access. SPC considered the plans as not contentious. The existing garden outbuilding doesn't have planning permission which isn't mentioned. SH to draft response for MP to review. b) <u>Other Planning Matters</u> i. <u>CB/21/0183/FULL – Equestrian Centre, Clements End Road</u> – Enforcement issue continues which MP will continue to chase. Diversion of Footpath 29 - SPC has no issue with this. Regarding the residential dwelling, a MOP advised roof has not gone on, builders were trying to cover the building work done so far for protection until permitted to continue. MP explained that as the permission for this building was subject to conditions which have not been met, construction should not have been started. EP and 1 x MOP left at 8.20pm c) <u>Other Matters</u> i. MP has emailed Katherine Wingate at Carmargue UK to advise why SPC are not proceeding with the Neighbourhood Plan. ii. CBC email regarding Electric Vehicle Charging Guidance for New Developments discussed.

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	iii. Village Hall rebuild group update, meeting held 12th December - there are now two architects to consider. MP will remain on this committee after he stands down as a parish councillor.
8	REPORT of Councillor Rashid. a) <u>Crime</u> – Nothing listed to report. BW mentioned an incident where ponies were intimidated by dogs along Byslips Road. b) <u>Bedfordshire PCC Budget</u> – BW has put poster on parish noticeboard. c) <u>PCSO Laura Tuck</u> - has contacted SPC re holding some engagement events at the Village Hall. Studham Neighbourhood Watch and SPC would wish to be involved. - SH to respond. d) <u>Meeting with Chief Constable of Bedfordshire Police</u> – Invitation from MP Andrew Selous - GS & BW to attend, SH to respond. e) <u>Neighbourhood Watch Signage</u> – Nationally updated signage is being introduced. SPC may be able to assist with the cost if local signage is to be updated. CS also mentioned 'no cold calling signs', which need to be updated - BW will pursue with CBC trading standards. f) <u>Street Signs</u> – it was felt that a lot of these need to be cleaned, CS to contact Emma Kines (Principal Highways Officer at CBC) with photo examples of some of the signs that need attention. SPC will also obtain a quote for the work.
9	REPORT OF Councillor Shute. See notes already provided. a) <u>Public Footpaths</u> – A large oak tree has fallen blocking the track at the south end of Studham Lane, reported via FixMyStreet. b) <u>Hedge at 69 Holywell Road</u> – Hedge is very overgrown, this is a CBC responsibility to pursue with the owner of the property. It was noted that the property is currently for sale. c) <u>Salt Bin on School Lane</u> – reminder that salt bins are for pavements and highways - to be put in Parish Link.
10	REPORT OF Councillor C. Smith. See notes already provided. a) <u>Car Parking</u> – MP feels we should get a plan to show what SPC would like. BW advised there has previously been a walk around with CBC to discuss what was possible. MP suggested a formal plan is sent to CBC and maybe an idea to combine this with Village Hall rebuild plans. Discussed, a parish surgery is expected to be held before elections in May 2023, this could also be discussed at the same time. b) <u>Highways</u> – Reports entered on FixMyStreet. c) <u>Playing Fields</u> – Car park extension to start at earliest opportunity. d) <u>Sports and Social Club</u> – Discussions taking place re opening times due to energy price rise. e) <u>Warm Hubs</u> - to continue until end of March. f) <u>May Fair</u> – AW asked if this would be at the Studham playing fields – it is hoped this will be the case, but it could be on the common if necessary. g) <u>War Memorial Repairs</u> - CS has emailed Nick Opperman, work will be completed when the weather is warmer.
11	REPORT OF Councillor L. Smith a) <u>Village Hall</u> – Frozen downpipe has now been replaced.
12	REPORT OF Councillor Wright – a) <u>Defibrillators</u> – 2 defibrillators were taken out of service in December, now repaired and back in service. AW to publicise February training. b) <u>Website archived</u> – invoice received.

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13	ACCOUNTS FOR PAYMENT (relating to November 2022) Accounts payable were approved for payment and schedule signed. Payments already authorised by BW & MP on 05/01/23. BW advised that some payments need to be made more quickly and then ratified at the next meeting, these include the clerk's salary and HMRC. SH asked that all councillors make sure that they can access and approve payments. These are set up on Scribe and the date on Scribe needs to match the date the payments are made from the bank account.
14	BUDGET STATEMENT (Distributed) The financial statement of income and expenditure for the year to 31 st December 2022 was approved. VAT position on Scribe reports discussed, SH to investigate producing different reports.
15	CORRESPONDENCE. 3 magazines left for Councillors to review. <u>Studham School</u> – request for marketing funding, will be discussed formally on February 6 th . <u>Chilterns Conservation Board</u> – Thank you email received for SPC donation of £100, GS to respond.
16	REPORT OF CLERK. <u>Authorising Lloyds Bank Payments</u> - discussed in 13). <u>IONOS website service</u> – future payments to be made from SPC account. <u>Clerk's Pension</u> – to be set up by DMC Payroll.
17	ITEMS FOR THE NEXT PARISH LINK. Elections. Salt bins reminder re correct use and joining the group if able to help. Defib training – further information to be provided nearer the time, depending on numbers.
18	ITEMS FOR THE NEXT AGENDA. Set the date for the annual parish meeting.
19	DATE AND TIME OF FUTURE MEETINGS Monday 6 th February 2023 @7pm Monday 6 th March 2023 @7pm Meeting closed at 9.35 pm

Signed