



Minutes of the Studham Parish Council Annual Meeting and General Meeting

Held at Studham Scout HQ

on

Tuesday 7th May 2024

Part A – Annual Meeting

	<u>Councillors Present:</u> Lola Harris (LH), Susan Holliman (SH), Jane Jacoby (JJ), Jennifer Rushmer (JR), Chris Morrell (CM), & Jason Jackson (JJK) <u>Also in attendance:</u> Clerk – Brian Mew (BM) 3 Members of the Public (MoP)	
04/202425	APOLOGIES FOR ABSENCE Councillor Mo Rashid (MR) Central Bedfordshire Council (CBC) Ward Councillor – Kevin Collins (KC) CBC Ward Councillor – Vicky Malone (VM)	
05/202425	ELECT A CHAIRMAN FOR THE ENSUING YEAR LH was elected as Chairman for the ensuing year.	
06/202425	DECLARATION OF OFFICE – CHAIRMAN LH signed the Declaration of Office of Chairman.	
07/202425	ELECTION OF A VICE- CHAIR FOR THE ENSUING YEAR Election of a Vice Chair was deferred until the next meeting.	
08/202425	APPOINTMENT OF PORTFOLIO HOLDERS FOR THE ENSUING YEAR Existing Portfolio Holders were confirmed as follows. Cover for Crime and Schools Liaison would be considered at the next General Meeting.	
	i) Planning - All	viii) Salt Bin Management - JJ
	ii) Highways LH,JJ	ix) Village Hall Liaison - JJ
	iii) Crime - MR	x) CBC Grass and Verge Maintenance - CM
	iv) School Liaison - MR	xi) Friends of Studham Common Liaison - CM
	v) Defibrillator Management - SH	xii) Footpaths and Rights of Way - JR
	vi) Studham Playing Fields Liaison - JJK	xiii) Welcome Packs - JR
	vii) Studham Sports and Social Club Liaison- JJK	xiv) SKAW Good Neighbours Liaison - JR
	PART A Meeting ended 6.06pm	

Part B – General Meeting

	<u>Public Participation</u> No questions from MoP. MoP advised that there appeared to be new Planning amendments in respect of Clements End. Reactivating Local Neighbourhood Plan would be considered on a future agenda.
09/202425	DECLARATIONS OF INTEREST AND DISPENSATIONS SH declared a Disclosable Pecuniary Interest in Item 14/202425 i. LH declared a Disclosable Pecuniary Interest in Items 24/202425 and 25/202425 JR declared a Disclosable Pecuniary Interest in Items 24/202425 and 25/202425
10/202425	It was RESOLVED that the minutes of the Parish Council Meeting of 5th March 2024 and the minutes of the Extraordinary Meeting of 2nd April 2024 were approved as a correct record and duly signed by the Chairman.
11/202425	REPORT OF THE INCOMING CHAIRMAN LH reported on Local Transport Plan, Local Plan, and Local Nature Recovery Plan CBC Topic Sessions. Bus Service Provision – concern was expressed over forthcoming bus service reductions and a lack of detail regarding request stops in current published timetables. More detailed timetables to be requested from CBC. LH had attended the Scouts St. Georges Day Parade in Dunstable on 28th April. The retaining wall in the village was on the CBC schedule.
12/202425	REPORT OF PORTFOLIO HOLDERS Councillor Holliman – <u>Defibrillators</u>; Planning Defibrillator Refresher Training for volunteers - SH would investigate further re: potential uptake. Telephone numbers of volunteers also required updating. Councillor Jackson - <u>Playing Fields/Studham Sports and Social Club Liaison</u>; Planning. Area of new Klargestre to be landscaped before May Fair. Family Fun Day was being planned for 8th or 15th June. Playing Fields are considering cricket pavilion repairs and some tree removal. Councillor Jacoby – <u>Salt Bins</u>; Village Hall Liaison; Highways; Planning. Salt bins full and ready for next winter. Councillor Morrell - <u>CBC Grass & verge maintenance</u>; <u>Friends of Studham Common Liaison</u>; Planning. Verges generally in a good state. Gardener to be asked to cut small area at top of Pedley Hill Triangle. CBC Tree Planting Scheme – CM will be liaising with CBC and attending CBC topic session. CM referenced the Local Transport Plan consultation and the possibility of cycleways. Councillor Rushmer – <u>Footpaths</u>; <u>Rights of Way</u>; <u>Welcome Packs</u>; Studham, Kensworth, and Whipsnade Good Neighbours (SKAW) Liaison; Planning. Some new welcome packs had been issued. JR was liaising with SKAW regarding donation.

13/202425	REPORT OF WARD COUNCILLORS VM had provided a brief report on her first year as Ward Councillor. Reported that reductions in councillors' allowances and the new Green Waste scheme had enabled more spending on Childrens' Services and Care in the budget. VM's main work in Studham had involved liaison on highways and parking issues, and she hoped to lobby for CCTV in respect of fly tipping in the coming year.
14/202425	PLANNING APPLICATIONS – To review and comment on new planning applications received from Central Bedfordshire Council. Note: SH left meeting 8.00pm i. CB/24/00603/FULL – 27 Holywell Road, Studham, Dunstable, LU6 2PA - Demolition of garage and rear extensions. Erection of a 2 storey side and rear extension and renovation of existing. Central Bedfordshire Council Planning Pages SPC was happy for the CBC Planning Team to determine as appropriate within planning guidelines but commented that it should be ensured that the 60% maximum increase of extension in the Green Belt is adhered to per the CBC Design Guide, and that CBC should check that all stated permissible areas being used are part of the original dwelling house. Note: SH rejoined meeting 8.05pm ii. CB/24/00906/FULL - 7 Valley Close, Studham, Dunstable, LU6 2QN - Single storey side extension following removal of conservatory. Central Bedfordshire Council Planning Pages SPC was happy for the CBC Planning Team to determine as appropriate within planning guidelines. iii. CB/24/00884/FULL - 62 Holywell Road, Studham, Dunstable, LU6 2PD - New pitched roof to replace the flat roof over rear first floor Juliette balcony and construction of a terraced rear gazebo Central Bedfordshire Council Planning Pages SPC was happy for the CBC Planning Team to determine as appropriate within planning guidelines. iv. CB/24/00676/FULL - Hedgeside, Dunstable Road, Studham, Dunstable, LU6 2QJ - Demolition of three existing structures and erection of a bungalow. Central Bedfordshire Council Planning Pages SPC decided to formally OBJECT to planning consent being granted. SPC considered that the proposal represented inappropriate development in the Green Belt and made the following comments and concerns: - Concern that this was inappropriate backland development. - SPC noted Natural England's objection and request for a Habitats Regulations Assessment. - Loss of trees and hedgerow. - Visual impact, with the proposed property being on a raised elevation visible from the footpath. - Biodiversity gain was not mentioned. - Vehicle access and emergence on to Dunstable Road. - Concern that the proposal could provide an access to the open farmland with the intention of enabling its future development. v. CB/24/01241/FULL- 52 Woodland Rise, Studham, Dunstable, LU6 2PF Single storey rear extension and extension to existing rear patio area. Central Bedfordshire Council Planning Pages SPC was happy for the CBC Planning Team to determine as appropriate within planning guidelines. vi. CB/24/00144/TDM – Whipsnade Wild Animal Park, The Green, Whipsnade, Dunstable, LU6 2LF - Telecommunications Determination Masts: Erection of 25m telecommunications mast together with ancillary equipment. Note: Studham PC is not a Statutory Consultee for this application. Central Bedfordshire Council Planning Pages SPC was pleased to note the amended plans, Planting Plan, and Tree Protection Report, and reiterated its support for this application.

15/202425	ANNUAL PARISH MEETING The Annual Parish Meeting held on 30 th April 2024 was considered to have been a successful and well received event. One particular point of note was for SPC to be more involved in communications support for SKAW and Neighbourhood Watch.
16/202425	CENTRAL BEDFORDSHIRE COUNCIL LOCAL TRANSPORT PLAN It was agreed that all councillors would feedback comments on this consultation to BM, with a response being collated for the next meeting.
17/202425	ACCOUNTS FOR PAYMENT It was RESOLVED to approve accounts for payment for April 2024.
18/202425	BANK RECONCILIATION It was RESOLVED to approve Bank Reconciliations for year to 31 st March 2024 and the year to 30 th April 2024.
19/202425	BUDGET STATEMENT It was RESOLVED to approve the financial statement of income and expenditure for the year to 31 st March 2024, and the year to 30 th April 2024.
20/202425	CORRESPONDENCE Correspondence circulated to Councillors prior to meeting was received: Bedfordshire Police – New Community Sgt – Sgt Hayley Miles Central Bedfordshire Council (CBC) – Bus Service 40 CBC – Local Transport Plan Consultation CBC- Town and Parish Council Updates CBC – Topic Sessions – Local Plan; Local Transport Plan; Tree Planting Chilterns National Landscape (formerly Chilterns AONB) – Name Change and Newsletters East Anglian Air Ambulance – Thank You for Donation Greensand Trust – Impact Report Open Spaces Society (OSS) – Latest News National Association of Local Councils (NALC) - Newsletter
21/202425	ITEMS FOR THE NEXT PARISH LINK - Waste Collection / Green Waste - Overgrown Hedges - Fix My Street - Annual Parish Meeting Thanks - Cold Calling - Date of next meeting
22/202425	ITEMS FOR THE NEXT AGENDA - Election of Vice Chair - Crime and School Liaison portfolio cover - AGAR3 Accounts and Governance Return 2023/24 - Local Transport Plan Response - May Fair Feedback - Donations
23/202425	DATE AND TIME OF FUTURE MEETINGS General Meetings: Tuesday 4th June 2024 at 7.00pm Tuesday 2nd July 2024 at 7.00pm Tuesday 6th August 2024 at 7.00pm All at Studham Scout HQ Clements End Rd, Studham, Dunstable LU6 2NG

24/202425	Note: LH and JR left meeting 8.30pm EXCLUSION OF PRESS AND PUBLIC It was RESOLVED that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
25/202425	PROPOSED EVENT It was agreed that no action be taken regarding the proposed event.
	PART B Meeting ended 9.05pm

Signed by Presiding Chairman