



**Minutes of the Studham Parish Council General Meeting**  
**Held at Studham Scout HQ,**

**Tuesday 3<sup>rd</sup> June 2025 at 7.00 pm**

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                  | <p><b><u>Councillors Present:</u></b> Jane Jacoby (JJ) (Chair for meeting), Chris Morrell (CM), Susan Holliman (SH), Jennifer Rushmer (JR)</p> <p><b><u>Also in attendance:</u></b></p> <p>Clerk – Brian Mew (BM)</p> <p>Central Bedfordshire Council (CBC) Ward Councillor – Vicky Malone (VM)</p> <p>4 Members of the Public (MoP)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                  | <p><b><u>Public Participation</u></b></p> <p>MoP raised a question regarding suggestions to Studhambury event organisers as referred to in June Parish Link.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>28/202526</b> | <p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>Councillors Lola Harris (LH), Jason Jackson (JJk), Mo Rashid (MR),</p> <p>Central Bedfordshire Council (CBC) Ward Councillor – Kevin Collins (KC)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>29/202526</b> | <p><b><u>DECLARATIONS OF INTEREST AND DISPENSATIONS</u></b></p> <p>None.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>30/202526</b> | <p><b><u>APPROVAL OF MINUTES</u></b></p> <p>It was <b>RESOLVED</b> that the minutes of the Parish Council Meeting of 3<sup>rd</sup> May 2025 were approved as a correct record and duly signed by the Chairman.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>31/202526</b> | <p><b><u>REPORT OF THE CHAIRMAN</u></b></p> <p>None.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>32/202526</b> | <p><b><u>REPORT OF PORTFOLIO HOLDERS</u></b></p> <p><b><u>Councillor Holliman</u></b> – Defibrillators; Community Governance Review; Planning SH had been in touch with Community Heartbeat regarding Annual Compliance checks and retraining. Retraining to be discussed next month.</p> <p><b><u>Councillor Jackson</u></b> - Playing Fields/Studham Sports and Social Club; Planning. None</p> <p><b><u>Councillor Jacoby</u></b> – Salt Bins; School; Highways; Planning. None</p> <p><b><u>Councillor Morrell</u></b> - CBC Grass/Verge maintenance; Studham, Kensworth, and Whipsnade Good Neighbours (SKAW); Welcome Packs; Planning. None</p> <p><b><u>Councillor Rashid</u></b> – Crime; Village Hall; Planning. None</p> <p><b><u>Councillor Rushmer</u></b> – Footpaths; Rights of Way; Studham Common; Planning. JR reported tree down on Middle Common, FOSC may deal with. Anti-Social Behaviour reported on West Common – litter bin damaged – and middle common -large Barbeque. Also overnight camper van parking, etc.</p> |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 33/202526 | <p><b>REPORT OF WARD COUNCILLORS</b></p> <p>SPC noted its congratulations to KC and VM on being appointed as CBC Chair and Vice-Chair respectively. VM reported that officers were liaising with the coach operators regarding continuing problems with engine idling / parking in the village. Pedley Hill / B440 junction – trees and vegetation to be trimmed. VM reported 50% decrease in fly tipping in hotspots. All fly tipping incidents to be reported with FixMyStreet and what 3 words references if possible.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 34/202526 | <p><b>PLANNING APPLICATIONS</b> – To review and comment on new planning applications received from Central Bedfordshire Council.</p> <ul style="list-style-type: none"> <li>i. <b>CB/TRE/25/00188 – 12 Woodland Rise, Studham, Dunstable, LU6 2PF</b> - Works to a trees protected by a Tree Preservation Order: SB/82/00003/G58 (T1) Veteran Oak tree to reduce crown by 25% approximately 1-2m off crown (T2) Chestnut &amp; Cherry trees to raise the canopies over the footpath to approximately 3-4m (T7) Fell suppressed leaning Cherry tree to ground level <a href="#">TP Online Pages</a> SPC was happy for the CBC Planning Team to determine as appropriate.</li> <li>ii. <b>CB/TRE/25/00192 - High Stanners, Swannells Wood, Studham, Dunstable, LU6 2QB</b> - Works to trees protected by a Tree Preservation Order: SB/84/00014/G6 Front garden (T1) Ash tree dead wood removal and reduction of overhanging canopy (T2) &amp; (T3) Ash trees felled to ground level due to ash die back <a href="#">TP Online Pages</a> SPC was happy for the CBC Planning Team to determine as appropriate.</li> <li>i. <b>CB/25/01435/FULL - Land to the rear of 48 Church Road, Studham, LU6 2QA</b> - Erection of three dwellings with associated access, parking and landscaping <a href="#">Central Bedfordshire Council Planning Pages</a> SPC was happy for the CBC Planning Team to determine as appropriate, but agreed with the recommendation of the Principal Highways Officer that the parking for Plot 1 should be revised to ensure provision of a 2m footway.</li> <li>ii. <b>CB/25/00890/FULL - Land at the corner of Pedley Hill and the B440, Dagnall, Beds</b> - Temporary permission (3 years) for an agricultural workers dwelling (prefabricated unit) along with ancillary temporary storage and boiler unit (retrospective). <a href="#">Central Bedfordshire Council Planning Pages</a> SPC decided to formally <b>OBJECT</b> to planning consent being granted. Planning applications CB/23/00936/FULL and CB/24/02821/FULL have already been refused retrospective approval and this application is for the same proposal. This application should be refused, and enforcement actioned by CBC. Suitable Alternative Natural Greenspace (SANG) / Strategic Access Management and Monitoring (SAMM) - As the site is within the Beechwoods SAC then this illegal dwelling is taking up the potential for a dwelling with permission opportunity to make use of the Studham Common SANG which is limited in number. Biodiversity – The mandatory 10% net gain for biodiversity will not have been calculated so there is no way of now knowing if the threshold would have been reached. Area of Outstanding Natural Beauty (AONB) – Prefab structure negatively impacts views of the AONB and open green space. Highways – SPC agrees with the Highways Officer that the location is not considered to be sustainable. The access to the site is regarded as being inadequate due to high road speeds and poor visibility at that point. Building Regulations – As a makeshift unit, the structure is highly unlikely to comply with Building Regulations and no evidence of this has been provided. Housing Standards – SPC notes that the proposal does not meet the Nationally Described Space Standards (NDSS), which are required for all residential dwellings.</li> <li>iii. <b>CB/25/01233/FULL - Tanglewood, 16 Oakway, Studham, Dunstable, LU6 2PE</b> - Single storey rear and front extensions <a href="#">Central Bedfordshire Council Planning Pages</a> SPC was happy for the CBC Planning Team to determine as appropriate, but noted the need for it to be confirmed that the proposed increase is within planning guidelines.</li> </ul> |
| 35/202526 | <p><b>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR3) 2024/25</b></p> <p><b>It was RESOLVED</b> To approve the 2024/25 Annual Governance and Accountability Return and Accounting Statements.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 36/202526 | <p><b>INSURANCE POLICY RENEWAL</b></p> <p><b>It was RESOLVED</b> to place the Parish Council's Insurance Policy with Zurich Insurance for 2025/26, at a saving of over £500.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>37/202526</b> | <b>NEIGHBOURHOOD PLAN</b><br>SPC considered an update on Neighbourhood Planning and approved the Neighbourhood Plan Scope and Project Plan. Noting that further programme funding from Locality was unlikely to be forthcoming, SPC re-affirmed its commitment to funding the Neighbourhood Plan process from its own resources. It was also agreed to approach CBC ward councillors for some funding from their delegated ward councillor budgets. |
| <b>38/202526</b> | <b>COMMUNITY GOVERNANCE REVIEW</b><br>It was agreed to issue the information item regarding the CBC Community Governance Review on the website and parish email.                                                                                                                                                                                                                                                                                    |
| <b>39/202526</b> | <b>MEMORIAL BENCHES</b><br>SH gave a brief update on memorial benches, which will be further discussed at the next meeting.                                                                                                                                                                                                                                                                                                                         |
| <b>40/202526</b> | <b>DEFIBRILLATOR SERVICE CONTRACT</b><br>It was agreed to renew the annual Defibrillator service contract with Community Heartbeat.                                                                                                                                                                                                                                                                                                                 |
| <b>41/202526</b> | <b>ACCOUNTS FOR PAYMENT</b><br>It was <b>RESOLVED</b> to approve accounts for payment for May 2025.                                                                                                                                                                                                                                                                                                                                                 |
| <b>42/202526</b> | <b>BANK RECONCILIATION</b><br>It was <b>RESOLVED</b> that the Bank Reconciliation for the year to 31 <sup>st</sup> May 2025 was verified as correct and duly signed.                                                                                                                                                                                                                                                                                |
| <b>43/202425</b> | <b>BUDGET STATEMENT</b><br>It was <b>RESOLVED</b> to approve the financial statement of income and expenditure for the year to 31 <sup>st</sup> May 2025.                                                                                                                                                                                                                                                                                           |
| <b>44/202526</b> | <b>CORRESPONDENCE</b><br>Correspondence circulated to Councillors prior to meeting was received:<br>Beds Connected – PCSO Engagement Sessions<br>Beds Connected - News<br>CBC – Town and Parish Council Update and Forum<br>CBC – Local Plan Update<br>Chilterns National Landscape – Nature Recovery Plan<br>Chilterns National Landscape – Chilterns Boundary Review<br>Friends of Studham Common - News<br>Open Spaces Society - News            |
| <b>45/202526</b> | <b>ITEMS FOR THE NEXT PARISH LINK</b> <ul style="list-style-type: none"> <li>- Fly Tipping and Rogue Waste Carriers</li> <li>- Neighbourhood Plan</li> <li>- Community Governance Review</li> <li>- Hedges</li> </ul>                                                                                                                                                                                                                               |
| <b>46/202526</b> | <b>ITEMS FOR THE NEXT AGENDA</b> <ul style="list-style-type: none"> <li>- Memorial Benches</li> <li>- Neighbourhood Plan</li> <li>- Community Governance Review</li> </ul>                                                                                                                                                                                                                                                                          |
| <b>47/202526</b> | <b>DATE AND TIME OF FUTURE MEETINGS</b><br><b>General Meetings</b><br><b>Tuesday 1<sup>st</sup> July 2025 at 7.00pm</b><br><b>Tuesday 5<sup>th</sup> August 2025 at 7.00pm</b><br><b>Both at Studham Scout HQ Clements End Rd, Studham, Dunstable LU6 2NG</b>                                                                                                                                                                                       |
|                  | <b>Meeting closed at 9.00pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                     |

Signed by Presiding Chairman