



**Minutes of the Studham Parish Council General Meeting**  
**Held at Studham Scout HQ,**  
**Tuesday 7<sup>th</sup> October 2025 at 7.00 pm**

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|                   | <p><b><u>Councillors Present:</u></b> Lola Harris (LH), Chris Morrell (CM), Jennifer Rushmer (JR), Mo Rashid (MR)</p> <p><b><u>Also in attendance:</u></b></p> <p>Central Bedfordshire Council (CBC) Ward Councillor – Vicky Malone (VM)</p> <p>Clerk – Brian Mew (BM)</p> <p>8 Members of the Public (MoP)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                   | <p><b><u>Public Participation</u></b></p> <p>MoPs raised questions regarding the consultation process for the memorial bench on Holywell Green. This was to be discussed later in the meeting</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>100/202526</b> | <p><b>APOLOGIES FOR ABSENCE</b></p> <p>Cllrs Jason Jackson (JJK), Susan Holliman (SH)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>101/202526</b> | <p><b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b></p> <p>None.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>102/202526</b> | <p><b>APPROVAL OF MINUTES</b></p> <p><b>It was RESOLVED</b> that the minutes of the Parish Council Meeting of 2<sup>nd</sup> September 2025 were approved as a correct record and duly signed by the Chairman.</p> <p>For: LH, JR, MR</p> <p>Against: CM</p> <p>CM objected to the September minutes on the grounds that his reasons for formally objecting to the August minutes had not been fully minuted. In particular, CM considered that the background to the references regarding the proposed funding for benches and the Chairman's Expenses budget should have been recorded, in that CM was of the view that parish council finance rules did not allow for a discretionary Chairman's Allowance. CM was advised that the Chairmans Expenses budget has consistently been included in the budget. This had been confirmed by BM during the September meeting and in previous meetings. It was noted that a draft budget for next year would be considered at the next meeting and that part of this consideration would seek to clarify the position. JR asked CM to provide evidence and links supporting his claim that there is no Chairmans Expenses budget and to clarify the source of this assertion.</p> |
| <b>103/202526</b> | <p><b>CO-OPTION OF NEW COUNCILLOR</b></p> <p>LH reported that one application had been received for the vacant position and that interview arrangements would be confirmed for the week commencing 13<sup>th</sup> October 2025.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <b>104/202526</b> | <p><b>REPORT OF THE CHAIRMAN</b></p> <p>LH had attended CBC Town and Parish Council Topic Session on Local Green Spaces. Slides and notes to be circulated. Neighbourhood Plan walk around had taken place, focussing on paths and design. First draft report had been received from consultants, to be considered by steering committee. Next steps would be engagement exercises early in the New Year. LH had identified continuing issues with advertising boards in the parish, MR to contact relevant premises. No highways updates available but stop/give way signs issues on Pedley Hill had been reported. Community Payback Team would be in the parish on 13<sup>th</sup> October, repainting benches and war memorial railings and undertaking churchyard maintenance.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>105/202526</b> | <p><b>REPORT OF PORTFOLIO HOLDERS</b></p> <p><b>Councillor Holliman</b> – <u>Defibrillators; Community Governance Review; Planning</u>. Nothing to report.</p> <p><b>Councillor Jackson</b> - <u>Playing Fields/Studham Sports and Social Club; Planning</u>. Nothing to report.</p> <p><b>Councillor Morrell</b> - <u>CBC Grass/Verge maintenance; Studham, Kensworth, and Whipsnade Good Neighbours (SKAW); Welcome Packs; Planning</u>. CM had been in contact with SKAW regarding a possible Christmas social event. To be discussed later in the meeting.</p> <p><b>Councillor Rashid</b> – <u>Crime; Village Hall; Planning</u>. MR reported latest Crime Statistics from Beds Police. Concern that 11 instances had been reported in August. No Village Hall Updates.</p> <p><b>Councillor Rushmer</b> – <u>Footpaths; Rights of Way; Studham Common; Planning</u>. JR reported on Friends of Studham Common events including next working party on 18<sup>th</sup> October, Fungus Foray on 19<sup>th</sup> October, and discovery of first dormouse on the common for 6 years. Footpaths - conifers in Meads Path were becoming overgrown. To be discussed as to whether they could be cut back by the Community Payback team. Paul Harris continues to maintain Footpath 18, as he has done for several years. SPC extended its thanks to him for his ongoing efforts.</p> |
| <b>106/202526</b> | <p><b>REPORT OF WARD COUNCILLORS</b></p> <p>VM provided an update regarding current discussions on school coach. Ongoing issues would continue to be reported to VM, Beds Police, coach company, and CBC.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>107/202526</b> | <p><b>PLANNING APPLICATIONS</b> – To review and comment on new planning applications received from Central Bedfordshire Council.</p> <p>i. <b>CB/25/02718/FULL – 16 Church Close, Studham, Dunstable, LU6 2QE</b> - Demolition of conservatory and erection of single storey rear extension. <a href="#">Central Bedfordshire Council Planning Pages</a> SPC agreed to formally <b>OBJECT</b> to planning consent being granted. It appears that the proposed extension breaks the 45 degree rule from the next door property's (number 15) ground floor window/door which could result in unacceptable loss of daylight and overshadowing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>108/202526</b> | <p><b>MEMORIAL BENCH – HOLYWELL GREEN</b></p> <p>Consultation process for the memorial bench on Holywell Green was agreed. CM stated he would not support the bench unless its location was moved from a shaded area as currently shown on the location plan. CM stated that the bench should be situated in a sunny position. SPC had previously agreed that the Perry family could choose the bench's design, colour, and location, and precise location, design, and colour would be checked with them to confirm their wishes. Consultation document showing location, design and response form would be issued on the parish email and available on the SPC website. Only SPC electors would be able to respond.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>109/202526</b> | <p><b>DOG FOULING</b></p> <p>It was agreed to highlight dog fouling issues in parish information and the Parish Link. BM to contact CBC to ascertain whether there were any other ways in which SPC could assist regarding these issues.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>110/202526</b> | <p><b>REMEMBRANCE SUNDAY</b></p> <p>Arrangements were confirmed for Remembrance Sunday.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <b>111/202526</b> | <b>CHRISTMAS SOCIAL EVENT FOR RESIDENTS</b><br>CM and BM had been in touch with SKAW and St Marys Church respectively. BM would contact Whipsnade Village Hall Christmas Lunch organisers to see whether SPC could subsidise places for Studham residents at the Whipsnade Christmas Lunch. If this was possible, BM would liaise with SKAW and St Marys Church regarding potential attendees.                                                                                                                                                                                                                                                                             |
| <b>112/202526</b> | <b>AUDITED ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR3) 2024/25</b><br>The Audited AGAR3, the Audit Completion Notice, and the Audit Completion Letter for 2024/25 were noted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>113/202526</b> | <b>ACCOUNTS FOR PAYMENT</b><br><b>It was RESOLVED</b> to approve accounts for payment for September 2025.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>114/202526</b> | <b>BANK RECONCILIATION</b><br><b>It was RESOLVED</b> that the Bank Reconciliation for the year to 30 <sup>th</sup> September 2025 was verified as correct and duly signed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>115/202425</b> | <b>BUDGET STATEMENT</b><br><b>It was RESOLVED</b> to approve the financial statement of income and expenditure for the year to 30 <sup>th</sup> September 2025.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>116/202526</b> | <b>CORRESPONDENCE</b><br>Correspondence circulated to Councillors prior to the meeting was received:<br>Beds Connected – News<br>Beds Police – PCSO change<br>Beds Police – Remembrance Day Advice<br>Bedfordshire Rural Communities Charity (BRCC) - News<br>Central Bedfordshire Council (CBC) – Town and Parish Council Updates<br>CBC – Waste Strategy<br>CBC – Transport Survey<br>Chilterns National Landscape – News<br>Chiltern Society – News and AGM<br>CPRE Bedfordshire – News, AGM, and Understanding Planning Workshop<br>Friends of Studham Common - News<br>Open Spaces Society – News<br>Whipsnade Parish Council - Whipsnade Village Commemoration Event |
| <b>117/202526</b> | <b>ITEMS FOR THE NEXT PARISH LINK</b> <ul style="list-style-type: none"> <li>- Remembrance Sunday</li> <li>- Dog Fouling</li> <li>- Overgrown trees and hedges</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>118/202526</b> | <b>ITEMS FOR THE NEXT AGENDA</b> <ul style="list-style-type: none"> <li>- Co-option</li> <li>- Draft Budget</li> <li>- Memorial Bench</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>119/202526</b> | <b>DATE AND TIME OF FUTURE MEETINGS</b><br><b>General Meetings</b><br><b>Tuesday 4<sup>th</sup> November 2025 at 7.00pm</b><br><b>Tuesday 6<sup>th</sup> January 2026 at 7.00pm</b><br><b>At Longrove Scout Site, Byslips Road, Studham, Dunstable LU6 2ND</b>                                                                                                                                                                                                                                                                                                                                                                                                             |
|                   | <b>Meeting closed at 9.10pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

Signed by Presiding Chairman