

GRAVENHURST PARISH COUNCIL

At an Ordinary Meeting of Gravenhurst Parish Council held at the Village Hall, Gravenhurst on Monday, 15th July 2019.

Present: Councillors: N Lockey (Chairman), R Brewer, P Robertson, P Sibley and C Tearle
Ward Councillor: None
Clerk: A Marabese
Public: 1 member of the public

Meeting commenced at 20:20

6904. Apologies for absence

Apologies were received and accepted from Ward Cllr Graham.

6905. Chairman's announcements

- a. Reminder given on public session parameters.
- b. Meeting expected to finish on time therefore no extension required at present.
- c. Reminder given to all regarding data protection and privacy

6906. Members interest

- a. To receive declarations of interest from councillors on items on the agenda
Cllr Robertson declared an interest in agenda item 6910.a.
- b. To receive written requests for dispensations for disclosable pecuniary interests
None received.
- c. To grant any requests for dispensation as appropriate
None received.

PUBLIC SESSION

6907. The Chairman suspended Standing Orders at 20:22 to receive a report from the Neighbourhood Plan Steering Group and to allow members of the public to address the Council in relation to items on the agenda or request matters to be discussed at a subsequent meeting.

- a. Cllr Graham not present.
- b. Mr Blackwell reported the following on behalf of the NP Steering Group:
 - Villagers are to be encouraged to keep wildlife records and reporting data on the Bedfordshire Natural History Society website.
 - The Group have discussed the progress of CBC's emerging Local Plan and the allocated sites for Gravenhurst. Although the plan calls these sites 'potential', they will in fact be developed and so a better description would be 'pending'.
 - A grant of £4340 has been awarded to the Group from Groundworks UK.
 - The consultant engaged to assist with the writing of the Plan is currently reviewing the Groups draft plan and supporting material.
 - Next meeting of Group will be on 30th July.

Mr Blackwell was asked if the proposed cost of £300 to print the draft plan was correct. He responded that this was an estimate and that whilst copies of the draft plan would be printed it was hoped that most people would access the document online.

- c. Members of the public addressed the Council as follows:
 - None

Standing orders re-instated at 20:30.

MINUTES

6908. Adoption of minutes of the Annual Meeting of Gravenhurst Parish Council held on Monday, 17th June 2019

Proposed Cllr Tearle/Seconded Cllr Robertson. Resolved that the minutes of the Parish Council Meeting held on 17th June 2019 having been previously circulated, were taken as read and signed as a correct record. Carried

CLERKS REPORT

6909. Review of the Clerks report - points to note:

- a. Barton Road development – The Clerk wrote to the Landowner and the area has now been cleared to include the verge.
- b. Flooding outside Chestnut House. Problems continue but no resolution from CBC. *It was agreed that Cllr Graham would follow this up with CBC.*
- c. Village welcome packs – Email requests for information sent to all village organisations. 3 responses received so far.
- d. Southern Electric – Issue with May billing identified and reported to SSE. Direct debit is on hold pending correct billing – this is still the case.
- e. Street Lights with ivy – Cllr Brewer has where possible removed ivy from around street lights and cut the ivy at the base. *The Clerk is still to write to the owners of Chestnut House regarding ivy around the street light in their garden.*
- f. Barton Road water mains replacement – Anglian Water have advised the replacement will now not happen this financial year. They will remain in contact with the Clerk.
- g. Welcome Packs – So far 4 village organisations have responded. *The Clerk was asked to re-send the request to organisations.*
- h. Complaint received regarding hedge blocking footpath - *The Clerk was asked to write to the homeowner offering assistance to cut back the hedge.*
- i. Clophill Road speed reduction measures installation - *The clerk was asked to write an article and publish accordingly when the speed reduction measures are installed.*
- j. Income – Listed on bank reconciliation but includes: HMRC VAT return £1833.47, CBC S106 £2100, Bank Interest £2.36 and £65 allotment rent.

PLANNING AND HOUSING

Cllr Robertson left the room

6910. Planning applications to consider

- a. CB/19/01732/FULL – 7 Barton Road, MK45 4JP – Garage conversion and new porch with alterations to various windows and doors.

Proposed Cllr Tearle/Seconded Cllr Lockey. Resolved that the Council has no objection to planning application CB/19/01732/FULL. Carried

Cllr Robertson returned to the meeting.

6911. Neighbourhood Plan

None received.

ENVIRONMENT AND LEISURE

6912. To consider management of recreation ground.

The Clerk has provided the appropriate letters of authority to Mr. Swain. No update can be provided to the Recreation Committee at present as information to GPC is still pending. Cllr Lockey will request an update prior to the next meeting of the Council,

6913. To review Recreation Ground play area inspection report and consider recommendations.

It was previously agreed that the Clerk and Cllr Robertson would review the report and present recommendations to the Council at this meeting. This action has been deferred to the September meeting of Council.

6914. To consider how to deal with vandalism on the Recreation Ground. .

The Clerk was asked to write an article on vandalism for publication explaining that vandalism does not come without a cost to residents and that we should all be vigilant and report issues to Beds Police on 101.

6915. To consider GPC response to feedback received from residents who have received a letter on 'Dumping of Garden Waste'.

It was agreed that the 'dumping of garden waste on GPC land' would be monitored but that *Cllr Brewer will meet with one resident who has raised a particular issue (the Clerk to organise).*

6916. To consider action plan for allotments post working party visit on 8th July 2019 and Clerk to update on other allotment issues. #

The working party were unable to mark out allotment plots due to the huge amount of weeds, grass, shrubs etc. on site. Cllr Brewer has retained the marker posts for future use. The group did manage to measure the size of a number of 'worked' plots and found that they are all greater than the standard 10 pole size (250²mtrs). Cllr Thaneja also confirmed that the recommended cost for a 10 pole plot is £80. A large plot at Gravenhurst from April 2020 will be charged at £18. The group walked much of the allotment area and agreed that a great deal of work is required.

Specific suggested actions are as follows:

- Meet with plot holders on Friday 19th July, 18:30 to understand what they identify as their plot and confirm what items must be removed from the site. This includes hazardous objects, items left at the allotments for storage etc.
- Re-instatement of fencing in-between plots and residential gardens.
- Removal of hedging, shrubbery etc. post October 2019
- Digging (by tractor) of clear areas post October 2019. This will be required on a regular basis.
- Collation and removal of wooden pallets etc. left on the allotments. Possibly give to Gallop for bonfire celebrations.
- Notice to Quit to be sent to plot holders who do not sign the Allotment Tenancy Agreement.

HIGHWAYS AND LIGHTING

6917. Update on LED Street lighting replacement programmr.

The first phase of LED upgrades is now complete with all street lights on Clophill Road and the first three on Barton Road replaced. They are set at 18watts except PC1 on Barton Road which is set at 23watts. This is because it is situated on the junction with the High Street. Our contractor will check them at night to see if this is ok, however if there is any negative feedback he can easily adjust the brightness up or down. A revised street light register has been sent to UKPN so that energy charges can be updated by SSE accordingly.

CEMETERY

6918. Update from Clerk.

Focus will be on Cemetery issues once allotment tasks completed.

PROCEDURES AND POLICIES

6919. To consider co-option requests

None received.

6920. To consider renewal of DPO services from LCPAS at cost of £125.

Proposed Cllr Brewer/Seconded Cllr Sibley. Resolved to renew provision of DPO services via LCPAS. Carried

OTHER MATTERS

6921. To consider response to CBC consultation on its' Draft Statement of Licensing Policy
It was agreed that no response would be provided.
6922. Update on organisation of VE Day 75 celebrations
It was agreed that the Clerk would send out a reminder to local organisations asking them to consider options for VE Day 75 celebrations. The request should not ask for commitment but just participation in discussions. A kick off meeting will be planned for Tuesday 10th September in the village hall.

FINANCE MATTERS

6923. To consider tractor insurance renewal.
Proposed Cllr Lockey/Seconded Cllr Tearle. Resolved to renew tractor insurance with current provider. Carried
6924. Update on bank account changes
Instruction to provide new bank account will be given to Unity Trust at the end of August.
6925. To approve bank reconciliation(s).
Proposed Cllr Robbertson/Seconded Cllr sibley. Resolved that the bank reconciliation to 26th June 2019 as presented to Council be approved. Carried
6926. To approve payments to be made.
Proposed Cllr Tearle/Seconded Cllr Robertson. Resolved that payments as presented to Council be approved. Carried

Payments authorised prior to agenda and meeting			
NONE			
Payments requested with distribution of agenda			
305	MFU Mutual	Tractor Insurance renewal	£138.04
306	Andy Muskett Ltd	LED Street Lighting Replacement	£2,040.00
307	A Marabese	Jan - Jun 2019 Expenses	£117.29
308	A Marabese	August Sarlary (payable 6/8/19)	£357.26
Payments requested after distribution of agenda			
309	N Lockey / Hertfordshire Timber & Building Supplies Limited	Wooden stakes for allotments	£62.40

MEETING CLOSE

6927. Close of meeting
There being no further business the meeting was declared closed at 22:00pm
Certified a true copy of the Minutes of the Parish
Council Meeting held on 15th July 2019

Signed
(Chairperson)

Date