

GRAVENHURST PARISH COUNCIL

At an Ordinary Meeting of Gravenhurst Parish Council held at the Village Hall, Gravenhurst on Monday, 2nd September 2019.

Present: Councillors: N Lockey (Chairman), R Brewer, P Robertson and P Sibley
Ward Councillor: A Graham
Clerk: A Marabese
Public: 3 member of the public

Meeting commenced at 20:20

6928. Apologies for absence

Apologies were received and accepted from Cllrs Tearle and Thaneja.

6929. Chairman's announcements

a. Reminder given on public session parameters.

b. Approval required for meeting finish time.

Proposed Cllr Lockey/Seconded Cllr Brewer. Resolved to extend the meeting finish time to complete business to be transacted as per the agenda. Carried

c. Reminder given to all regarding data protection and privacy

6930. Members interest

a. To receive declarations of interest from councillors on items on the agenda
None received.

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

6931. The Chairman suspended Standing Orders at 20:24 to receive a report from our 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. Ward Cllr Graham reported the following:

- Meeting held with 7-37 Barton Road development site manager. Agreed that site traffic is to avoid the High Street, apple trees on site have been fenced off and roads on site to be constructed next week. It is difficult at present to review house heights on site however GPC and members of the public have requested that CBC surveyors attend site asap to ensure correct heights prior to substantial construction on site takes place.

Action: AG to liaise with CBC Planning and surveyor to check site levels prior to construction of groundworks commences.

Action: Clerk to request meeting with GUHG and Hearne Homes on site to discuss concerns, issues and complaints raised by residents.

- The strip of land adjacent to Whitestyles and the Village hall has been sold by CBC in mid-August to the Whitestyles developer without informing the parish council or confirming the parish council / recreation committee cartway rights over the land.

Action: AG & Clerk to request from CBC Assets team confirmation of remaining cartway rights for GPC/Recreation Committee.

- Water leak outside St. Mary's church in Lower Gravenhurst still under investigation

- b. Mr Blackwell reported the following on behalf of the NP Steering Group:
 - The status of the report is now 'Amber' as a review of the objectives and policies by Sally Chapman has provided significant feedback and delivery dates have been pushed back.
 - The NP group will be reviewing the Green Infrastructure Plan at its' next meeting on 3rd September.
 - On 19th September Sally Chapman will be holding a workshop on objectives and policy detail with the group.
- c. Members of the public addressed the Council as follows:
 - When will the drains and grips in the village be cleaned as many drains are blocked and some need fixing as broken?
 - Can the water leak outside 37A High Street be investigated again and the type of water leaking identified (does it contain chlorine)?
 - A fence has been installed to protect apple trees at the 7-37 Barton Road Development but more trees than approved have been previously cleared. Can this be investigated if not part of CB/EN/19/0402?
 - Vehicles entering the 7-37 Barton Road development have damaged the new tarmac and kerb/pavements at the site entrance and are going over the road banks and damaging the side drainage gullies. Can GPC contact CBC highways regarding this?
 - Can the streetlight between 35-37 Barton Road be fixed?
 - Why was CBC Planning enforcement asked by GPC to investigate the building under construction behind 36A High Street? Why did GPC not speak to the property owner? *Clerk – GPC is under an obligation to report issues raised by residents to the appropriate investigating organisation. It is not the responsibility of GPC to contact building owners regarding a potential breach of planning.*
 - Can a 'slow down' sign be installed on Shillington Road? *Clerk – The village entrance at Shillington Road is included in the approved RMF application and will have new signage, dragons' teeth and road markings.*

Standing orders re-instated at 21:10.

MINUTES

6932. Adoption of minutes of the Ordinary Meeting of Gravenhurst Parish Council held on Monday, 15th July 2019

Proposed Cllr Lockey/Seconded Cllr Brewer. Resolved that the minutes of the Parish Council Meeting held on 15th July 2019 having been previously circulated, were taken as read and signed as a correct record. Carried

CLERKS REPORT

6933. Review of the Clerks report - points to note:

- a. Barton Road development – The Clerk wrote to the Landowner regarding construction vehicles using Campton Road and the High Street to access the site. All contractors will be reminded of the correct route to site.
- b. Street lighting – Following street lighting upgrade, a revised contract with SSE is required.
- c. Income – Listed on bank reconciliation but includes: NP Grant £4340 and allotment Rent £24.00.

PLANNING AND HOUSING

6934. Planning applications to consider

- a. CB/19/02067/FULL - 41A Clophill Road, MK45 4JH - Single storey rear extension.
Council agreed that no comment was to be made for this application.
- b. CB/19/02238/FULL - 5 Parkside, MK45 4JJ - Single storey front extension involving alterations to rear elevation.
Proposed Cllr Brewer/Seconded Cllr Robertson. Resolved that the Council has no objection to planning application CB/19/02238/FULL. Carried

6935. Update on Oakridge DMC meeting outcome
18/04/165 - The Orchard Close planning application was withdrawn from the DMC agenda as the developer agreed to s106 monies as requested by CBC. The Clerk raised concerns as previously communicated to Cllr Graham with regards to actual s106 sums requested by CBC as in the last Planning Officers report it does not include £75k for offsite play equipment as previously agreed with CBC planning and supported by CBC Leisure team. If not included this would be a huge error on behalf of CBC that would require rectification.
Action: Clerk and AG to independently request confirmation that £75k as previously requested for play equipment is part of the s106.

6936. Neighbourhood Plan
The amber status of the report was noted by councillors.

ENVIRONMENT AND LEISURE

6937. To consider management of recreation ground.
Land Registry has confirmed receipt of a letter sent to them by Mr Swain asking about missing information but are yet to respond.
6938. To review Recreation Ground play area inspection report and consider recommendations.
Cllr Robertson has had a meeting with the Recreation Committee. The Recreation Committee will be obtaining quotes for minor repairs, and a request will be put to Council for funds. The basketball hoops are due to be reinstalled.
6939. Update on meetings regarding 'Dumping of Garden Waste' on GPC land by Cllr Brewer and agreement on actions.
Cllr Brewer had been unable to meet with the resident in question. Clerk and Cllr Brewer to request a meeting.
6940. To consider action plan for allotments post meeting with allotment plot holders on 19th July 2019 and Clerk update on other allotment issues.
Cllrs Brewer, Thaneja and Tearle met with 4 allotment plot holders on site. The group walked the site and agreed on actions required; removal of hazardous material, collation of old timber not required, etc. and were informed of actions that GPC hope to take; water on site, clearing of site, plot layout and measuring etc. Specific suggested actions are as follows:
- Installation of security drop down bollard at allotment entry point (where tarmac meets track)
 - 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. Give to Gallop for bonfire celebrations.
 - Notice to Quit to be sent to plot holders who do not sign the Allotment Tenancy Agreement.
 - Installation of water on allotments
 - Additional letter of concern to be sent to a specific plot holder

Proposed Cllr Lockey/Seconded Cllr Brewer. Resolved that the Clerk issue notice to quit and other letters as appropriate to allotment holders. Carried

6941. To approve expenditure and actions required on allotments subsequent to reports of crested newts on allotments behind High Street homes (Nature space Partnership).

Item deferred to next meeting as awaiting additional quotations.

HIGHWAYS AND LIGHTING

6942. To approve signing of SSE contract for additional street light (no 31).

Proposed Cllr Lockey/Seconded Cllr Brewer. Resolved to approve the signing of the SSE contract for additional street lighting (no31). Carried

6943. To consider response to CBC Street Lighting Review:

- a. Would GPC consider putting street lighting assets up for adoption?
- b. Would GPC wish to put any embellishments (festive lighting, banners, hanging baskets) on CBC Highway assets?

Proposed Cllr Lockey/Seconded Cllr Sibley. Resolved that the Clerk respond Yes to both questions a and b of the CBC Street Lighting Review and provide additional information as required. Carried

CEMETERY

6944. Update from Clerk.

A cremation is booked for 4th October 2019.

PROCEDURES AND POLICIES

6945. To consider co-option requests

None received.

6946. To approve amendments to Financial Regulations (as suggested by NALC)

Proposed Cllr Lockey/Seconded Cllr Robertson. Resolved to approve amendments to Financial Regulations and adopt v1.1 as previously circulated. Carried

6947. To consider website options available pending closure of current Beds Parishes services

It was agreed that the Clerk would provide proposals at the next meeting.

OTHER MATTERS

6948. Update on organisation of VE Day 75 celebrations

A kick off meeting is planned for Tuesday 10th September in the village hall. The Clerk has been asked to attend.

6949. To consider attendance at next Police Priority Setting Meeting on 18th September, 18:30 at Beds Police HQ, Kempston

The Clerk has been asked to attend is available.

6950. To consider attendance at BATPC AGM on Thursday 17th October at 19:00pm in Cople Village Hall, Grange Lane, Cople MK44 3TT

It was agreed that no-one would attend.

6951. To consider attendance at PCC Annual Parish Conference on Tuesday 1st October, 18:00 to 19:30 in The Rufus Ctr, Flitwick, MK45 1TH

It was agreed that Cllr Lockey would attend.

6952. To consider attendance at BATPC training sessions as required.

It was agreed that the Clerk would attend the Transparency and Audit training in February.

FINANCE MATTERS

6953. Update on bank account changes

Instruction to provide new bank account will be given to Unity Trust in the coming month.

6954. To review audited AGAR 2018-19 completion letter and notice.

The content of the external auditors AGAR 2018-19 completion letter and notice of completion of audit were noted by councillors.

6955. To approve bank reconciliation(s).

Proposed Cllr Lockey/Seconded Cllr Brewer. Resolved that the bank reconciliation to 26th July 2019 as presented to Council be approved. Carried

6956. To approve payments to be made.

Proposed Cllr Robertson/Seconded Cllr Sibley. Resolved that payments as presented to Council be approved. Carried

Payments requested with distribution of agenda			
310A	A & B Gardening Ltd	June Grass Cuts	£780.00
310B	A & B Gardening Ltd	July Grass Cuts	£678.00
310C	A & B Gardening Ltd	Notice board installation	£233.76
310D	A & B Gardening Ltd	August Grass Cuts	£498.00
311	CBC	Election costs - 2nd May 2019	£60.95
312	Mazars LLP	External auditor fee	£240.00
313	LCPAS	DPO Services - annual fee	£125.00
Payments requested after distribution of agenda			
314	A Marabese	August Salary (06/09/19)	
315	A Marabese	September Salary (06/10/19)	
316	HMRC	Q2 NI & PAYE	£121.00
	Values blacked out for privacy	TOTAL	£3,439.22

MEETING CLOSE

6957. Close of meeting

There being no further business the meeting was declared closed at 22:15pm

Certified a true copy of the Minutes of the Parish

Council Meeting held on 2nd September 2019

Signed
(Chairperson)

Date