

GRAVENHURST PARISH COUNCIL

At an Ordinary Meeting of Gravenhurst Parish Council held at the Village Hall, Gravenhurst on Monday, 21st October 2019.

Present: Councillors: C Tearle (Chairman), R Brewer, P Robertson, P Sibley (arrived 8.22) and A Thaneja
Ward Councillor: None
Clerk: A Marabese
Public: 1 member of the public

Meeting commenced at 20:15

6958. Apologies for absence

Apologies were received and accepted from Cllr Lockey.

6959. Chairman's announcements

- a. Reminder given on public session parameters.
- b. Approval required for meeting finish time.

Proposed Cllr Tearle/Seconded Cllr Robertson. 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

6960. Members interest

- a. To receive declarations of interest from councillors on items on the agenda
Cllrs Sibley and Robertson declared an interest in item 6966.
- 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

6961. The Chairman suspended Standing Orders at 20:17 to receive a report from the the Ward Councillor and 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. Mr Blackwell reported the following on behalf of the NP Steering Group:
 - The status of the report remains at 'Amber'. It is now hoped that the referendum will be held in the early summer of 2020.
 - Meetings on the Green Infrastructure Plan have resulted in updates to the plan. It has also been suggested that the Gravenhurst NP Steering Group contact other local steering groups to identify any joint projects and overlap in aspirations.
 - Meeting held with Sally Chapman for an objectives workshop and have reworked the vision statement, identified plan objectives and agreed a high level outline schedule. Writing of the key chapters and draft policies can now begin whilst the steering group focus on the background evidence report and consultation report.
- b. Members of the public addressed the Council as follows:
 - Clerk has received a repeated request regarding cleaning of the drains and grips in the village as previously responded to? *The Clerk was advised to respond and repeat information as previously supplied.*
 - Could the Clerk report damage to Barton Road (sunken road surface) at the bridge when entering the village? *Yes.*

Standing orders re-instated at 20:23.

MINUTES

6962. Adoption of minutes of the Ordinary Meeting of Gravenhurst Parish Council held on Monday, 2nd September 2019

Proposed Cllr Robertson/Seconded Cllr Thaneja. Resolved that the minutes of the Parish Council Meeting held on 2nd September 2019 having been previously circulated, were taken as read and signed as a correct record. Carried

CLERKS REPORT

6963. Review of the Clerks report - points to note:

- a. Planning enforcements – Update required on 19/0230 Whitestyles. Residents have requested that GPC seek further clarification from CBC on 19/0347 land to rear of 36A High Street.
- b. ROW footpaths – FP2 has been cleared by the ROW officer and he has written to the landowner asking them to complete works to both the footpath and ditch as it is their responsibility to maintain.
- c. RMF Clophill Road. The build out that went through TMM is being finished off. The RSA is being done in October and then CBC will get it costed for build. This will then go in 20/21 programme for construction along with all the gateway lining works and also the signs on Barton Rd. With the exception of Campton Rd as dragons teeth and SLOWs will be incorporated into the lining works off the back of the surface dressing. (This may have already happened). I have asked if a traffic survey to assess success of the build out will be conducted and am awaiting a response.
- d. Gov.uk GPC emails – Some councillors still not using the gov.uk email accounts. *Cllr Tearle will assist in set up.*
- e. Cemetery Training – Shefford TC have organised training with the ICCM on Cemetery Management Compliance for 21st November at a cost of circa £80 and need confirmation of attendance by 1st November. The Clerk would like to attend.
Proposed Cllr Tearle/Seconded Cllr Thaneja. Resolved that the Clerk attend ICCM Cemetery management Compliance training as organised by Shefford TC. Carried
- f. Income – Listed on bank reconciliation but includes: Cemetery £525. Pending income – NP £358 and Cemetery £35.

PLANNING AND HOUSING

6964. Planning applications to consider

- a. CB/19/02587/LB - 49 High Street - Listed Building: Installation of air source heat pump system/unit to rear wall.
Proposed Cllr Robertson/Seconded Cllr Brewer. Resolved that the Council has no objection to planning application 19/02587. Carried

6965. Update on Oakridge s106 play contribution.

The Clerk and Cllr Brewer advised that following the last parish council meeting they have exhausted all avenues of recourse with CBC and the developer regarding the decision to allow the developer to install a play area on site and to remove the s106 condition to provide GPC with a £75k contribution to play equipment. GPC will need to review in detail the play facilities when a reserved matters planning application is received. *The Clerk was asked to write to the Chair of the Recreation Committee to explain the situation.*

6966. Update on communication with GUHG re Barton Road development.

Councillors have reported that residents have raised complaints with them regarding mud on the road outside the development (no wheel washing facilities on site) and

that vehicles entering and leaving the site are causing damage to the road verges. *The Clerk was asked to contact CBC Enforcement regarding the complaints and also request a copy of the dilapidations survey conducted by the developer prior to the commencement of works.*

Complaints have also been received regarding boundary treatment and the issue of no communication about works with residents. *The Clerk was asked to contact both the developer and CBC regarding boundary issues (report damage to residents fencing, trespassing) and future management.*

6967. Update on learning from CBC planning training provided by Clerk.

Slides from the training session have been forwarded to councillors for review and it was thought that the session was worthwhile.

6968. Neighbourhood Plan – Proposal of any issues requiring Parish Council consideration.

The NP Steering Group have requested that GPC write to CBC requesting that they remove the site HAS19 The Pygthle from the allocated sites in the proposed Local Plan on the grounds of unsustainable development. *The Clerk was asked to clarify the consequences of the request and add the proposal to the next meeting agenda.*

ENVIRONMENT AND LEISURE

6969. To consider management of recreation ground.

No update received from Mr Swain or Land Registry.

6970. To review Recreation Ground play area inspection report and consider recommendations.

No update on actions and costs received since meeting with Cllr Robertson. *The Clerk was asked to write to the Rec Committee asking for details of works to include in 2020/2021 budget proposals.*

6971. 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. Cllr Brewer to request a meeting.

6972. To receive update on allotments and consider any actions required.

The Clerk was asked to:

- a. *Review all allotment contracts and issue appropriate letters to those who had not responded.*
- b. *Email plot holders about putting wood no longer required in pile by 1st November so that it could be given to the Gallop Committee for the Bonfire night celebrations.*
- c. *Cost and include actions for improvements as required in 2020/2021 budget proposal.*

Proposed Cllr Tearle/Seconded Cllr Brewer. Resolved to complete removal of trees and shrubbery on Shillington Road side of allotments as quoted by Village Trees.

Carried

Proposed Cllr Tearle/Seconded Cllr Brewer. Resolved to approve extension request to allotment holder to remove play house by end of November. Carried

6973. To approve actions required subsequent to reports of crested newts on allotments behind High Street homes.

The Clerk has received a response from the Ecology and Environment Officer at BRCC regarding the identification of the newts as per the photos and videos provided. He state that “Ideally we needed a shot of the underbelly to be 100% certain of the ID but those are not Great Crested Newts and are most likely Smooth Newts. Whilst it would not be right to deliberately harm them, these are not protected under the Wildlife and Countryside Act or European legislation so would

not warrant a full survey being undertaken". *The Clerk was asked to email BRCC photo evidence of the newt's underbelly when available.*

6974. To consider support for a Guided walk around Gravenhurst, conducted by a member of Shillington History Society. *The Clerk was asked to respond positively to the request.*

HIGHWAYS AND LIGHTING

6975. Update from Clerk.
As per Clerks report

CEMETERY

6976. Update from Clerk.
The Clerk informed Council that a resident had asked for permission to install a bench at the cemetery. *The Clerk was asked to write to the resident informing them that they would need to make the request in writing and adhere to the Council's product and installation specifications.*
The Clerk also raised issue about the overgrown flower borders and maintenance required to the wooden noticeboard in the cemetery. *The Clerk was asked to advertise for volunteers to help with the flower borders and to obtain quotes for maintenance required to the noticeboard.*

PROCEDURES AND POLICIES

6977. To consider co-option requests
None received.
6978. To approve Meetings – Recording and Filming procedure
Proposed Cllr Brewer/Seconded Cllr Thaneja. Resolved to adopt Meetings Recording and Filming v1.0, as previously circulated. Carried
6979. To consider website options available pending closure of current Beds Parishes services
Proposed Cllr Tearle/Seconded Cllr Robertson. Resolved to transfer website to Eyelid Productions Ltd and CloudNext and to approve the budget overspend for the purchase unless the Clerk can source a cheaper and more practicable solution. Carried

OTHER MATTERS

6980. Update on organisation of VE Day 75 celebrations
A meeting is planned for Friday 25th October with village organisations and residents to review plans for celebrations.
6981. Update on Police Priority Setting Meeting held on 18th September
None available
6982. To consider attendance at next Police Priority Setting Meeting on Wednesday 8th January, starting at 19:00hrs at Beds Police HQ, Bedford.
Cllr Brewer offered to attend on behalf of the Council.
6983. Update on PCC Annual Parish Conference held on Tuesday 1st October.
Deferred to next meeting.
6984. Update on BATPC AGM held on Thursday 17th October.
Cllr Brewer attended on behalf of GPC and the Clerk on behalf of Meppershall PC. The three guest speakers were the Programme Director of England's Economic Heartland, the Strategic Director of East West Rail and the Airspace and Noise Performance Manager from Luton Airport. All provided interesting information on developments for their areas of responsibility.
6985. To consider response to NALC's request regarding the National audit Office's second part of its consultation on the new Code of Audit Practice.

Proposed Cllr Tearle/Seconded Cllr Brewer. Resolved to request that the Clerk respond on behalf of the Council. Carried

6986. To consider response to CBC's consultation on Public space Protection Orders which relate to both dog control orders and public drinking.

It was agreed that councillors should all respond as individuals.

FINANCE MATTERS

6987. Update on bank account changes

The Clerk advised councillors that she had completed the Unity Trust online application form and the account transfer request that now required signing by all councillors.

Proposed Cllr Tearle/Seconded Cllr Thaneja. Resolved to sign the Unity Trust bank account application form and account transfer request. Carried

6988. Update on 2019-2020 budget v actual spend

The content of the report provided by the Clerk was noted.

6989. To approve bank reconciliation(s).

Proposed Cllr Robertson/Seconded Cllr Brewer. Resolved that the bank reconciliation to 23rd August 2019 and 26th September 2019 as presented to Council be approved.

Carried

6990. To approve payments to be made.

Proposed Cllr Tearle/Seconded Cllr Thaneja. Resolved that payments as presented to Council be approved. Carried

Payments requested with distribution of agenda			
317	Andy Muskett Ltd	Q2 annual street lighting maintenance	£117.00
318	Village Trees	Tree and shrub clearance - allotments - section 1	£470.00
319	Gravenhurst Village Hall	NP Meeting 17/10/19	£24.00
320	The Royal British Legion Poppy Appeal	Poppy wreath	£45.00
321	A Marabese	October Salary (payable 6/11/19)	

MEETING CLOSE

6991. 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 21st October 2019

Signed
(Chairperson)

Date