

STAGSDEN PARISH COUNCIL

Minutes of Meeting of the Parish Council

held Monday 8 May 2017
in the Village Hall at 7:30pm

PRESENT: Joanne Hodson, Roger Heron, Mandy Jauncey, Peter Brown, Esther Dickson, Ashley Kenlock, Cllr Mark Smith, Julie Betts (Clerk)

APOLOGIES: Jim Watson

ABSENT:

Action/Power

PUBLIC QUESTION TIME

Margaret Hakim asked the meeting about Neighbourhood Planning:

The Public
Bodies
(Admission to
Meetings) Act
1960 as
amended by
s100, LGA 1972

Facts:

- Stagsden is a group 3 village
- Bedford Borough Council is not proposing to allocate any growth in the local plan to group 3 and 4 villages
- 7 units might meet the needs of the village (survey results)
- There are around 120 houses in the centre of the village
- 67% of villagers support the development of a design statement (survey results)

Speculation:

- Manor Farm site – 30 houses proposed – this would be a 25% increase on the current 120 houses
- 90 Bedford Road site – 20 houses proposed – This would be a 17% increase on the current 120 houses
- Bother sites – 50 houses proposed – This would be a 42% increase on the current 120 houses
- These don't look like small/medium developments when looked at in context

Questions:

- Are our elected representatives preparing a Design Statement that reflects the facts stated about?
- i.e. no houses imposed by Beds Borough and survey results for small/medium development.
- Why is the Parish Council, as our elected representatives and duty bound to look after the interests of their constituents, even looking at, let alone discussing, speculative proposals that do not reflect the above facts? Surely policy comes before speculation?
- Do Parish Councillors agree that the priority should be to establish a policy which reflects the expressed wishes of the village and then discuss any proposals put forward that fit in with that policy?
- Are our elected representatives preparing a planning policy that will have clearly stated parameters within which building can take place – types of houses and size of development? Will this reflect the wishes of villagers i.e. small/medium?

- Will the planning policy take into consideration the effects that any development has on the quality of life of Stagsden residents?

Comments

- The Parish Council has obviously spent a lot of time and effort on this matter.
- The development of a Neighbourhood Plan will give the village a level of power that has been missing in the past when the planning dept has been able to dictate what happens. Everyone must be grateful for that.
- When land is in the hands of developers they have unlimited resources to push through anything which maximises their profits, they do not care about the effects they have on others. The Parish Council will not have the resources to fight any proposals.
- You, the Parish Council, have the power and duty as our elected representative to form a policy that reflects villagers' wishes.

Mandy Jauncey answered Margaret by saying the Neighbourhood Plan has to follow a process. Some sites that were voted for by the village were not medium sized sites. All sites have also been assessed against the relevant NPPF (National Planning Policy Framework) and the CSRIP 2008 (Core Strategy & Rural Issues Plan which is Bedford Boroughs Local Plan).

The group had a shortlist of 5 sites (1 withdrawn) that combines the results of the village's preferences from the Neighbourhood Plan survey, with assessment criteria that includes the above policies. These options will be put to the village again in an Issues and Options paper, which is due to be delivered in June 2017. Every resident has the chance to give their opinion by answering yes or no, to the short listed sites.

This is a transparent process, Parish Council and the Neighbourhood Plan group have an obligation to follow the process and to make sure residents are consulted. The information in the Issues and Options should be easy to read and understand. Information is also available on Stagsden Parish Council website, under Neighbourhood Planning.

The next event will be on 16 June 2017. This will be well advertised and open to all residents.

Lyndsay Maguire attended the meeting to ask about the newly installed LED street lights. She was concerned with the brightness and asked if something could be done to stop the light shining into her home?

Julie Betts to contact Bedford Borough Council Lighting Dept.

Julie Betts

1/17 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Jim Watson.

LGA 1972, Sch
12 para 40

2/17 **MINUTES OF PREVIOUS MEETING**

Minutes May 17

2

Signed (Chairman)

The meeting acknowledged that the minutes of the meeting held on Monday 20 March 2017 were a correct record.

LGA 1972,
Sch 12, para 41

RESOLVED

That the minutes of the meeting, held on 20 March 2017, were agreed and signed as a correct record.

3/17 **DECLARATIONS OF INTEREST**

As previously declared and as recorded in the minutes.

4/17 **REPORTS**

(a) Borough Councillor's Report, Mark Smith

No report.

5/17 **UPDATES ON CURRENT ISSUES**

(a) Police/Crime Report

Attached at Appendix A.

Next Priority Setting Meeting with Beds Police is Monday 15 May 2017 at Police Headquarters

Joanne and Esther to attend. Priorities to be Speeding, Fly-tipping and Rural Crime.

(b) Pub

No further progress.

(c) Speed Watch

Speedwatch carried out beginning of April by Mandy and Esther: 28 cars 2 speeders were sent letters from Beds Police.

(d) BATPC Transparency Code for Smaller Authorities

The Clerk had purchased a laptop from Just Computers for Stagsden business with the grant from the Transparency Code for Smaller Authorities.

(e) Neighbourhood Planning

Peter Brown declared an interest.

The Neighbourhood Plan group had drafted the Issues & Options Paper. This paper will set out all sites complete with maps and illustrations. Layouts are for illustrative purposes only.

All proposed sites are brown field sites.

The NHP budget had been slightly revised as the group were not using the proposed planning consultant.

Mandy had applied for a second grant to help with costs for the production of the plan.

It is now possible to get grant funding for technical reports etc and this will be considered.

Joanne Hodson had attended the last meeting.

(f) Conservation Areas

There is no conservation area in Stagsden. In terms of process towards getting one, this would involve an appraisal of the area in order to determine its special architectural and historic interest, production of conservation area appraisal and management plan documents, a formal public consultation exercise and ultimately the approval of the Council's Executive of the designation and adoption of the documents referred to.

Bedford Borough Council said these are substantial projects and they do not currently have any such assessments programmed in the next 12 months. They added that Stagsden would not meet the criteria for designation.

While there are some small historic pockets remaining and some very good historic buildings, The officer did not recall there being any really significant 'areas' which have special architectural and historic interest that might warrant designation.

(g) Village Hall

No update.

(h) Allotments

No update.

(i) Highway Verges

Dick Thompson had asked Cllr Smith to find out how the Highway verges were managed. Dick had attended a meeting with Mr Prigmore from Bedford Borough Council and would be providing an update for Parish Council.

Agenda next meeting

(j) Litter Pick Signage

Litter picks continue. 23 large bags of litter were collected on the last litter pick. Next Litter Pick 8 October 2017

Dick Thompson had asked if signage could be displayed at Spring Lane informing that volunteers pick litter at this area in the village.

Clerk had requested information from Bedford Borough Council.

6/17 **PLANNING**

(a) Report of Planning Applications

None.

(b) To Consider Planning Applications

17/00743/FUL Bromham Nurseries, Change of Use of Land to a residential caravan site for 4 gypsy families with a total of 8 caravans including 4 static mobile homes, laying of hardstanding, erection of 2 amenity buildings, installation of package sewage treatment plant and earthworks.

Town & Country
Planning Act
1990

RESOLVED

Objection, This had already been agreed prior to the meeting to meet the return date from Bedford Borough Council.

7/17 **FINANCE**

(a) Schedule of Receipts and Payments – April/May 2017, Appendix B

The Council received the schedule of receipts and payments made during April/May 2017.

LGA 1972, s150
(6)

Prop: Roger Heron, Sec: Peter Brown, All in favour

(b) Annual Return 2016-2017

The F&GP Committee, on behalf of the Parish Council, had considered the Annual Return for 2016/2017 (copy circulated).

	Section 1 Annual Return 2016/2017	£
1	Balance brought forward	9847
2	Annual Precept	8200
3	Total other receipts	5442
4	Staff Costs	2873
5	Loan	0
6	Total other costs	7128
7	Balances carried forward	13488
8	Total Cash & Short Term investments	13488
9	Total fixed assets	36385
10	Total borrowings	nil

Parish Councillors considered Section 2 of the Annual Governance Statement of the Annual Return and confirmed their responsibility for ensuring a sound system of internal control including the preparation of the accounting statements by answering "yes" to the 8 relevant sections of the return. Parish Councillors answered N/A to section 9 as Stagsden Parish Council had no trust funds.

The internal auditors report was positive and identified no specific concerns.

RESOLVED

That the Annual Return and Annual Governance Statement with respect to the Council's statement of accounts for the year ended 31 March 2017 and, in particular, that:

- (i) Section 1 of the Annual Return, Accounting Statements for 2016/2017, be approved.
- (ii) Section 2 of the Annual Governance Statement for 2016/2017 confirming by saying yes to all questions that to the best of our knowledge and belief Stagsden Parish Council has a sound system of internal control.
- (iii) The receipt of the independent Internal Auditor's report be acknowledged, and that had confirmed no issues with the Accounting Statements and Governance.

(c) **Budget Update**

The Clerk circulated a breakdown of the end of year turnout, attached at Appendix D.

8/17 **Amenities**

(a) **Play Areas**

Play areas had been pressure washed.

Esther to look at 'free equipment' to be provided in the play area.

ED

Julie Betts to look at container/Salt bin.

JB

Julie Betts contact Cllr Smith for funding towards a Bench and Picnic Table.

JB

(b) **Rights of Way/Footpaths –No update**

Footpath infrastructure – No update

(c) **Highways**

Ashleigh to contact new Highways Rep to report Bollard light out Bedford Road.

9/17 **NEW MATTERS FROM COUNCILLORS FOR DISCUSSION AT NEXT COMMITTEE MEETING**

Further defibrillator training.

10/17 **CORRESPONDENCE, APPENDIX H**

See Correspondence list attached, Appendix H.

Bulky Waste Sunday 21 May 2017, details advertised.

11/17 **DATE OF NEXT MEETING**

Meeting closed at 8.50pm.

The next meeting will be held on **Monday 17 July 2017 (7.30pm).**

MINUTES AGREED: _____

Date: _____ **2017**

APPENDIX A**CRIME STATISTICS**

OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	01/3/2017 00:00	BURY END STAGSDEN BEDFORD
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APPENDIX B**RECEIPTS & PAYMENTS Apr/May 2016**

	50.00	Stagden VH	Electricity defib
	100.00	Caroline Heaton	Defib
	478.99	Just Computers	new laptop
0.12		Nat West	Interest
4223		Bedford Borough Council	precept
	180	Bedford Borough Council	salary provision
	204.13	Bedford Borough Council	salary April 17
	135	Gill Wiggs	internal audit 16-17
	91	BATPC	affiliation fees 17-18
		Community Heartbeat	
	21.6	Trust	replacement light
4223.12	1260.72		
b/f	17079.69		

APPENDIX C**Correspondence List**

20.3.17	email	BATPC Louise Ashmore	new governance & Accountability	filed
11.4.17	email	Gill Cowie	briefing on Local Plan 2035	PC
21.4.17	email/letter	BBC	Local Plan Consultation	PC/Mandy
4.5.17	email	BATPC	Bugle	Jauncey
4.5.17	email	Stevington Historical Soc	Invite to event	PC
4.5.17	email	Beds Police	Priority setting meeting	PC
4.5.17	email	Beds Police	Crime Stats	PC
4.5.17	email	BATPC	3 Big Questions	PC
4.5.17	email	Marcol	Twinwoods development	Pc

APPENDIX D

Update as at 31.3.17	Budget	Actual
Receipts		
Interest	0	5.12
Precept	7950	8200
Precept top up grant	45	0
Grants	0	4509.16
Allotments	600	600
Total Receipts	8595	13314.28
Payments		
Election Costs	500	0
Staff costs (Salary/Expenses)	3250	2873.32
Admin (Stationery & Postage)	210	47.5
Councillor expenses	100	
Training	100	0
Subscriptions	90	90
Hall Hire	100	84
Village Hall	750	755.62
Grass Cut	700	400
S137/Community Action	250	150
Allotments	600	600
Bank Charges	0	25
Legal Fees	0	0
Audit	100	135
Insurance	600	627.92
Play Areas	785	0
Open Space	0	0
Maintenance of village furniture	110	4
Defibrillator	150	0
Good Neighbour Scheme	0	
Stagsden Historical Society	200	200
Councillor grants	0	749.16
Neighbourhood Planning		2780
Total Payments	8595	9521.52

Defib Checks S137 £100 debif, £50 VH
Electric

note: without VAT

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