

An ordinary meeting of Shillington Parish Council was held on Tuesday 3 October 2017 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present: John Clark Tracey Forsyth
 Alison Graham Tony Howells
 Angus McCormick Sally Stapleton
 David Mott David Simkins
 Derek Turner

Also present: Helen Smith (new Clerk to the Council), Karen Cousins (former Clerk to the Council) and Justin Wickersham (Optimis Consulting).

- 1) Apologies for absence were received from Cllr Ben Jepps.
- 2) No declarations of interest were received.
- 3) Minutes of the ordinary meeting held 5 September 2017 were agreed and signed.
- 4) There were no matters arising not covered by the agenda.

There were no members of the public present at the meeting.

5) **PLANNING:**

a) **DECISIONS** from Central Bedfordshire Council:

- i) CB/TCA/17/00319. Mr C Oliver, 8 Scyttels Court, Shillington.
Notification of works to trees in a Conservation Area: removal of 1 Crab Apple Tree and 1 Holly Tree. **NO OBJECTION 04.09.17**
- ii) CB/TCA/17/00328. Mr Hyde, 40 Apsley End Road, Shillington.
Notification of works to trees in a Conservation area: Conifer x3 - located in the rear garden - Remove all three trees as they are dying and falling apart. Cherry Tree - located in the rear garden - Prune back as has become oversized. **NO OBJECTION 06.09.17**
- iii) CB/17/03199/FULL. Mr & Mrs J Hillyard, Land rear of Mulberry Cottage, Apsley End Road, Shillington
Erection of One Dwelling - Self-build Lifetime Ecohome. **REFUSED 20.09.17**
- iv) CB/17/03257/FULL. Mr P Hallworth, 18 Bryants Close, Shillington.
Drop Kerb **APPROVED 12.09.17**

b) **NEW/REVISED APPLICATIONS:**

- i) CB/17/02941/FULL. North Herts Homes, Shillington Memorial Playing Field and Shillington Village Hall, Land to the East of High Road, Shillington.
Demolition of existing village hall; construction of 27 no. residential units, together with adequate off-road parking, private amenity garden space and landscaping; and erection of double garage for No. 37 High Road. – **Revised Application. SUPPORT, unanimous.**
- ii) CB/17/02990/FULL. North Herts Homes, Shillington Memorial Playing Field and Shillington Village Hall, Shillington Memorial Playing Field, Greenfields, Shillington
Demolition of existing club house and construction of a purpose-built community facility with gym, together with associated car parking. Relocation of existing storage container. **SUPPORT, unanimous.**

Justin Wickersham left the meeting at 20:05.

- iii) CB/17/04186/FULL. Mr & Mrs C Sharwood-Smith, Green End Farmhouse, Mill Lane, Pegsdon
Demolition of inappropriate porch. Alteration of old garage to form a home office and the construction of a new double garage and sun room. **SUPPORT, unanimous.**
- iv) CB/17/04192/LB. Mr & Mrs C Sharwood-Smith, Green End Farmhouse, Mill Lane, Pegsdon
Listed Building: Demolition of inappropriate porch. Alteration of old garage to form a home office and the construction of a new double garage and sun room. **SUPPORT, unanimous.**
- v) CB/17/04385/LB. Mr D Clarke, 14 Church Street, Shillington
Listed Building: replacement of one ground floor and one first floor window – all to match existing. **SUPPORT, unanimous.**

c) **INFORMATION:**

d) **APPEALS:**

- i) Notification received of planning appeal by Chamberlain Holdings PLC regarding refusal of planning permission for alterations to redundant agricultural building and conversion to dwelling, modification to access and creation of parking area at Former Pig Pen, Higham Road, Higham Gobion reference CB/16/03168/FULL. **DO NOT SUPPORT. On grounds of highways safety. Unanimous.**

6) **REPORT OF CENTRAL BEDFORDSHIRE COUNCILLOR (5mins):**

Central Bedfordshire Councillor Alison Graham reported:

- Thomas Meadow proposed development – the planning officer is having two more meetings with the developers and the application will then have to go through Development Committee because it is outside the settlement envelope and she has also called it in.
- Higham Road application for proposed grain store – the planning officer is having further meetings with the developer and it is too late for this to be called in to Development Committee
- Contrary to concerns raised with Cllr Graham by residents of the village, there are no plans for the buses to stop running.
- Highway reports - notifications are now rated by importance and given a response time.
- Central Bedfordshire Full Council voted unanimously for the leader Cllr James Jamieson to approach Central Government regarding the new housing need calculations. Central Bedfordshire's annual quota is 2500 houses but the Council is not able to achieve this. In 2016 they only achieved approx. 1800 houses.

7) **POLICE MATTERS:**

- a) Cllr Howells' report of Parish Council Police Conference attended on 20 September 2017 copied to all councillors for information.

8) **FINANCE:**

- a) Change of Authorise Account Person re Co-op Bank Account and NS&I account required due to the change in Clerk. **Resolution, proposed by Cllr John Clark, seconded by Cllr Alison Graham and unanimously agreed to approve the change of Authorised Account Person.**
- b) Purchase of new laptop, hard-drive and software for use by the Clerk to the Council. The Clerk provided details of equipment sourced from Laptops Direct: Acer Extensa 15 laptop (£358.31), Toshiba Canvio 500GB portable hard drive (£31.64) and Microsoft Office Home & Business 2016 (£158.31) – Total cost including delivery £553.21 excluding VAT. **Resolution, proposed by Cllr John Clark, seconded by Cllr David Simkins and unanimously agreed to purchase the equipment.** There was a discussion regarding the disposal of the existing laptop with respect to recycling and data protection issues. The Clerk will explore possible solutions.

9) **TRAFFIC/HIGHWAYS:**

- a) A list of current items of highway maintenance was received from the Clerk to the Council. The following additional items were noted:
- Cllr John Clark reported that the footpath in Hillfoot Road in the vicinity of White City / the Noah's Ark Pub was in poor repair. This has been reported to CBC previously and they have advised not a priority and they will monitor. To be reported again to CBC.
 - Cllr John Clark also reported that cones have been placed on the corner of Hillfoot Road opposite the entrance to White City and down towards the Noah's Ark pub. To be reported to CBC.
 - It was reported that the vehicle activated 30mph sign on High Road is obscured by trees. To be reported to CBC.
- b) Response received from CBC to council's request for financial reimbursement re reinstatement of verges in High Road following dredging. Noted and no further action to be taken.

10) **PUBLIC RIGHTS OF WAY - FOOTPATHS AND BRIDLEWAYS:**

- a) No response had been received from the landowner regarding the possibility of creating a gravel track on the fields along Upton End Road.

11) **VILLAGE SIGN:**

- a) The Chair, Cllr Sally Stapleton reported on the pricings received for the village signs:
- Signs are 1200mm x 600mm and cost £673.20 each
 - Tooling is a one-off cost at £454.80
 - Posts and fixings are £1016.82 for two posts
- It was suggested that two signs could be placed back to back on the village green. The Chair will check whether or not the signs can be placed on the existing posts. It was also suggested that the old sign from the village green could be reused at Apsley End Road where the existing sign is in need of repair.

The Clerk has three plaques commemorating the Festival of Britain which it was suggested could be used on the new community building.

12) **SHILLINGTON MEMORIAL PLAYING FIELD:**

- a) Cllr Alison Graham reported on a letter she had received from a young resident of the village regarding the age range of the current play equipment provided at the Playing Fields. The playground will move when new community building is constructed. Current equipment is for young age group (<11) – Council to consider something for older children. The Council agreed it would be nice have some new equipment installed before the play area moves, however concerns were raised about the play area being in use when the Playing Fields becomes a construction site for the new community building. It was suggested that the young resident who had raised the issue could be consulted with respect to the type of play equipment he would like to see provided for his age group. Cllr Alison Graham will respond to the resident advising the Council will consult with him when selecting equipment for the new play area.
- b) Quote awaited for repairs to barrier post at car park and play area gate.
- c) Order placed for replacement of wooden bollard and infilling of gaps around safety surfacing with sand.

13) **HORNS PASTURE:**

14) **REPORTS OF OTHER MEETINGS:**

15) **INFORMATION/CORRESPONDENCE:**

- a) Festival for Older people 2017 being held at The Rufus Centre, Flitwick on Friday 6 October from 10am to 2.30pm.
- b) Briefing Note from CBC re proposed merger of Luton & Dunstable Hospital and Bedford Hospital received and copied to all councillors for information.

16) **ACCOUNTS FOR PAYMENT:**

RESOLUTION, proposed by Cllr David Simkins, seconded by Cllr Angus McCormick and unanimously agreed 'to pay accounts as per list'

			AMOUNT	CHQ NO
1	DJ Granger Grounds Maintenance Limited (Invoice no 017785 dated 07/09/17) <ul style="list-style-type: none"> • 8th full parish grass cut of season • Cut top of ditch in High Road with flail • Cut newly seeded area of verges in High Road with flail • Cut top of ditch in Hillfoot Road • + VAT @ 20% 	£306.90 £160.00 £130.00 £25.00 £124.38	£746.28	301019
2	CPM Playgrounds Ltd (Invoice no 867 dated 11/09/17) <ul style="list-style-type: none"> • Operational playground Inspection September 2017 • +VAT @ 20% 	£66.00 £13.20	£79.20	301020
3	Office Depot (Invoice no 972225606 dated 13/09/17) <ul style="list-style-type: none"> • Brother laser toner cartridge • + VAT @ 20% 	£77.60 £15.52	} } £108.34	201021
4	Office Depot (Invoice no 972283820 dated 22/09/17) <ul style="list-style-type: none"> • 1 Box of A4 white copier paper • + VAT @ 20% 	£12.68 £2.54	} }	
5	Mrs K J Cousins (Clerk to the Council) <ul style="list-style-type: none"> • Salary for month of September 2017 • Allowance for month of September 2017 • Overtime for months of July, August and September 2017 • Holiday Pay in lieu of time off • Expenses for ¼ ending 30 September 2017 • Less PAYE • Less NI 	£485.14 £133.33 £259.69 £98.62 £65.95 -£195.40 -£35.61	£811.72	301022
6	HM Revenue & Customs <ul style="list-style-type: none"> • PAYE 		£402.60	301023
7	National savings & Investment - Shillington Parish Council <ul style="list-style-type: none"> • Transfer funds from Co-op Bank account to National Savings Investment account 		£10,000.00	301024

17) **AGENDA ITEMS FOR NEXT MEETING/ANY OTHER BUSINESS (information only):**

- a) Cllr Derek Turner reported that the annual seat survey was due. Once this has been undertaken he will submit a request for materials for repairs and preservative.
- b) Cllr Derek Turner has received a report of a camp at Horns Pasture in the blackthorn bushes at rear of 52 Bury Road. It was reported that there is a picnic table and plastic chairs in the bushes. Cllr Derek Turner advised it may be time to cut down bushes as they no longer offer much deterrent as the thorns are now above head height. Quote to be obtained from Martin Granger for pruning.
- c) Cllr John Clark advised that the former Clerk's gratuity would need to be discussed.
- d) The Chair, Cllr Sally Stapleton advised that she would be planting some daffodil bulbs in the verges which had been affected by the IDB dredging works.

There being no further business the meeting closed at 9.00 pm

..... (Signed)

..... (Date)