

An ordinary meeting of Shillington Parish Council was held on Tuesday 4 April 2017 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:	Mr John Clark	Mrs Tracey Forsyth
	Ms Alison Graham (Also CBC ward member)	Mr Tony Howells
	Mr Ben Jepps	Revd Angus McCormick
	Mr David Mott	Mr David Simkins
	Mrs Sally Stapleton (Chair)	Mr Derek Turner

Also present: Justin Wickersham and Claudia Dietz of Optimis Consulting, Paul Richards of Rowan Homes, Harry Hughes of Levitts Architects and Karen Cousins (Clerk to the Council).

- 1) There were no apologies for absence.
- 2) No declarations of interest were received from members.
- 3) Minutes of the ordinary meeting held 7 March 2017 were agreed and signed.
- 4) There were no matters arising not covered by the agenda.

5) **COMMUNITY PROJECT**

The Chair introduced and welcomed Justin Wickersham and Claudia Dietz of Optimis Consulting, Paul Richards of Rowan Homes and Harry Hughes of Levitts Architects who were attending the meeting to give an update on the community project.

Justin Wickersham advised that following the approval by the planning committee in November 2015, section 106 negotiations with regards to the community building and enabling residential development had started with Central Bedfordshire Council. There had however been a change to the board and leadership team at Rowan Homes and changes to the scheme were now being proposed. The approved scheme had shown a shortfall in funding of £370,000 which the parish would have had to find from grants and match funding. Due to the complicated and time consuming process of seeking match funding, etc the new board at Rowan Homes wanted to now deliver a scheme which they could 100% fund. The parish council wouldn't be expected to fund the capital costs, only furnishings, etc. To make the scheme viable amendments to the design of the community centre and housing scheme were now being proposed.

Residential scheme off High Road: The general road layout and parking court for the cottages in High Road would remain broadly unchanged. The number of new dwellings would increase from 19 to 27 but the units would be smaller. There would be more 3-bed properties and fewer 4-bed properties. There would be 2 additional two-bed bungalows (8 in total). No affordable housing was proposed for the site. Rowan Homes would be asking CBC to allow 100% of the s106 monies arising from the residential scheme (including the allocation for education) and s106 monies from other developments to go towards funding the community building at Greenfields. Occupation of some of the dwellings may be necessary before the community building is handed over to the parish.

Community Building: Amendment to the design of the community building incorporated additional features to expand and provide better facilities. The design is broadly as previously approved with an entrance foyer, central hall, offices, changing rooms, toilets, storage areas and a larger bar area. The major change was the addition of a 100m² gym which could be run as a commercial venture by an external company (Stevenage Leisure) to generate significant income to subsidise the running of the other facilities. There would be no change in the overall height of the building and it would be located in roughly the same position on the field.

It was not known whether the existing planning permission could be revised or whether a new planning application would be needed but Rowan homes were in discussion with CBC regarding this.

6) **PLANNING:**

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

- i) CB/TRE/17/00011. Ms E Allen, All Saints Church, Church Street, Shillington.
Prune group of 7 trees lining the church path. The trees are protected by TPO Ref: MB/TPO/76/0009 and are located within Group G7. **APPROVED 06.03.17**
- ii) CB/16/05029/FULL. Hawthorn Leisure Limited, Noah's Ark, Hillfoot Road, Shillington
Proposed construction of 2, three bedroom semi-detached dwellings with associated car parking, cycle and refuse storage, following relocation of petanque court, on land to west of public house. **APPROVED 10.03.17**
- iii) CB/17/00179/FULL. Mrs Hanscombe, Green Farm, Hanscombe End Road, Shillington
Single story side extension. **APPROVED 10.03.17**

- iv) CB/17/00180/LB. Mrs Hanscombe, Green Farm, Hanscombe End Road, Shillington
Listed Building: single story side extension. **APPROVED 10.03.17**
- v) CB/16/00242/FULL. Mr & Mrs Methven, 53 Bury Road, Shillington
Erection of a 2-storey side extension **APPROVED 09.03.17**
- vi) CB/17/00299/FULL. Ms C Sherry, 129 Bury Road, Shillington
Single & two storey side extensions with garage conversion and internal alterations.
APPROVED 14.03.17
- vii) CB/17/00307/FULL. Ms C Sherry, 129 Bury Road, Shillington
Single & two storey side extensions with garage conversion and internal alterations.
APPROVED 14.03.17

b) **NEW/REVISED APPLICATIONS:**

- i) CB/17/00276/FULL. GCK Developments Ltd, Land adjacent to 129 Bury Road, Shillington
Creation of two detached 4 bedroom dwellings, carport structure, vehicular cross over and associated works. *Revised Plans*. **SUPPORT, unanimous.**
- ii) CB/17/01109/FULL. Mr & Mrs J Hislop, 29 Church Street, Shillington
Alterations to the windows & doors on the ground floor rear extension (Cllr *Alison Graham declared an interest as a neighbour and took no part in the discussion or voting on this item*). **SUPPORT unanimous.**
- iii) CB/17/01170/FULL. GPD Estates Ltd, Chiltern View Poultry Farm, Higham Road, Higham Gobion.
Erection of detached garage. **SUPPORT, unanimous.**
- iv) CB/17/01405/FULL. Mr & Mrs G Alner, 102 High Road, Shillington.
Erection of two storey side extension **SUPPORT, unanimous.**

c) **INFORMATION:**

- i) As part of the Local plan process, a draft copy of the Community Plan for Barton-Le-Clay, Flitton and Greenfield, Gravenhurst, Pulloxhill, Shillington, Silsoe and Streatley and feedback form was available to view on Central Bedfordshire Council's website.
- ii) The owner of The Bungalow, Pegsdon Way, Pegsdon has assured CBC's enforcement officer that two replacement trees, as required under planning consent CB/14/05005/FULL will be planted in the front garden in the spring.

d) **APPEALS:**

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

Central Bedfordshire Councillor Alison Graham reported:

- Planning permission for 2no. three-bed semi-detached dwellings on land at the Noah's Ark PH, Hillfoot Road had been approved despite the concerns of the landlady of the Noah's Ark about the pub and new properties all being accessed from the same vehicular access.
- Changes to the Luton-Meppershall bus will become effective from 2 May.
- Localised Day Care Centres have the support of CBC's Executive

8) **POLICE MATTERS:**

- a) Councillors received a written report from Cllr Tony Howells of the Police Parish Priority Setting Meeting which he and Cllr Alison Graham had attended on Thursday 9 March at the Rufus Centre, Flitwick. Both thought that the meeting was unproductive.

9) **FINANCE:**

- a) **Resolution, Proposed by Cllr David Simkins, seconded by Cllr Angus McCormick and unanimously agreed 'to approve renewal of annual insurance from 1 April 2017 with Aviva at a cost of £936.22.'**
- b) **Resolution, Proposed by Cllr John Clark, seconded by Cllr Derek Turner and unanimously agreed 'to approve renewal of annual membership to Beds Association of Town & Parish Councils for the year 2017/18 at a cost of £423.00'.**
- c) Internal Audit for year ending 31 March 2017 to be carried out May 2017. Insurance was identified as an area to be specifically scrutinised on this occasion.
- d) The Clerk to the Council reported that a review of the price of electricity for street lighting had been carried out but only one supplier had been willing to quote. Utilitrack were therefore carrying out a further review in the hope of achieving more and cheaper quotes.
- e) The parish council considered making a donation to Victim Support but in view of the very limited use of the service by Shillington residents during the past year, council declined to make a donation on this occasion.
- f) Annual Risk Assessment Meeting to be held 11 April 2017. Cllrs Sally Stapleton, David Simkins, David Mott, Angus McCormick and the Clerk to the Council to attend.
- g) Letter of thanks for donation dated 13 March received from Autism Bedfordshire.
- h) Letter of thanks for donation dated 14 March received from The Wildlife Trust.
- i) Letter of thanks for donation dated 14 March received from Mid Beds Link-a-Ride.

- j) Letter of thanks for donation dated 16 March received from Mid Beds Citizens Advice Bureau.
- k) Letter of thanks for donation dated 20 March received from Whitbread Wanderbus.

10) 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:
 - Church Street - Street light outside no 20 not working.
 - Church Street - Gully outside no 20 in need of clearing.
 - Cllr Alison Graham reported that Martin Freeman, Highways Customer Service Manager, CBC was retiring. With no Area Steward and no Customer Services Manager the situation was not good.
 - Pegsdon Way, Pegsdon - Potholes continue to deteriorate
 - Pegsdon Way, Pegsdon – bushes still overgrowing pavement and 30mph sign near Two-Ways House.
- a) The Parish Council had been invited by Grand Union Housing Group to suggest a street name for the housing development on the former Greenfields / Hillfoot Road garage site. Ideas had also been submitted by pupils at Shillington Lower School. Before the garages were built on the site the land was farmed by the Jepps family and the parish council felt that for that reason Jepps Close would be an appropriate name for the road. The Jepps family were an old village family who had lived at Shillington for many generations and members of the family continue to live and farm in the village today.
- b) CBC consultation on its Parking Strategy which will set out a framework for how it will provide for, manage and make decisions about parking for residents, shoppers and commuters running until 16 June 2017. Parish Council to consider response at its May meeting.

11) WATERCOURSE MAINTENANCE:

- a) Confirmation received 20 March 2017 from the Director of Operations, Bedford Group of Drainage Boards that whilst it is the responsibility of the riparian landowner to accept the silt and deal with it as they so choose, on this occasion the Board will return to power-harrow and re-seed, once the silt has dried and settled on the Village Green and verges in High Road. Frog spawn found in the channel, whilst not a protected species, is to be captured and moved voluntarily by a local resident.

12) PUBLIC RIGHTS OF WAY - FOOTPATHS AND BRIDLEWAYS:

- a) Central Bedfordshire Council's Rights of Way Officer to inspect and advise of plans for improving muddy surface of FP62 (New Walk).
- b) Further copy of letter regarding possibility of creating a gravel track on fields along Upton End Road requested and sent to Shilcocks 16 March 2017 for consideration.

13) SHILLINGTON MEMORIAL PLAYING FIELD:

- a) **Resolution, proposed by Cllr Sally Stapleton, seconded by Cllr Angus McCormick and unanimously agreed to 'accept quotation dated 24 March 2017 from MJ Granger Grounds Maintenance Ltd for the replacement of 18 fence slats on the boundary fence at the play area and screw down protruding bolts on the wooden balance beams at a cost of £140.00 + VAT'.**
- b) Vandals had pulled the litter bin in the play area out of the ground. The litter bin was unusable but council decided not to replace the bin at this time. Any increase in litter would be monitored.

14) HORNS PASTURE:

15) REPORTS OF OTHER MEETINGS:

There were no reports from other meetings.

16) INFORMATION/CORRESPONDENCE:

- a) Response to invitation sent to Kathryn Holloway, The Police and Crime Commissioner for Bedfordshire to attend the Annual Meeting of the Parish on 17 May awaited.
- b) Details of the new timetable for the 78 bus service (Luton-Sheffield) now on the Centrebus website. The 79 bus service (Luton-Meppershall) will be withdrawn and partially replaced with the revised 78 bus service. The revised 78 bus service will be introduced with fewer journeys and a reduced Saturday timetable effective from 2 May.

17) ACCOUNTS FOR PAYMENT:

RESOLUTION, Proposed by Cllr Alison Graham seconded by Cllr Tracey Forsyth and unanimously agreed 'to pay accounts as per list'

			AMOUNT	CHQ NO
1	Shillington Congregational Church <ul style="list-style-type: none"> Hire of Church building for Parish Council meetings (including Annual meeting of the Parish & December finance meeting) year 1st April 2017– 31st March 2018(13 meetings) + annual risk management meeting 11 April 2017 		£220.00	300980
2	All Saints Church, Shillington <ul style="list-style-type: none"> Sponsorship of Illumination of church during Remembrance week (November 2017) 		£25.00	300981
3	Bedfordshire Association of Town & Parish Councils <ul style="list-style-type: none"> Affiliation fee 2017-18 		£423.00	300982
4	MJ Granger Ground Maintenance Limited (Invoice no 11420 dated 30/03/17) <ul style="list-style-type: none"> Tree work at Shillington Village Green and Horns Pasture + VAT @ 20% 	£180.00 £36.00	£216.00	300983
5	CPM Playgrounds Ltd (Invoice no 802 dated 22/03/16) <ul style="list-style-type: none"> Operational playground Inspection March 2017 +VAT @ 20% 	£66.00 £13.20	£79.20	300984
6	Andy Muskett Ltd (Invoice no 3446 dated 20/03/17) <ul style="list-style-type: none"> Street lighting maintenance quarter ending 31 March 2017 + VAT @ 20% 	£188.00 £37.60	£225.60	300985
7	Mrs K J Cousins (Clerk to the Council) <ul style="list-style-type: none"> Salary for months of March 2016, April & May 2017 - £1,440.99 to be paid in 3 instalments Allowances for months of March 2016, April & May 2017 - £400.00 to be paid in 3 instalments Overtime for months of January, February & March 2017 - £42.38 to be paid in 3 instalments Expenses for ¼ ending 31 March 2017 - £50.62 to be paid in 3 instalments Less PAYE £378.40 to be paid in 3 instalments 	£480.33 £133.33 £14.12 £16.87 -£126.13	£518.52	300986
8	HM Revenue & Customs <ul style="list-style-type: none"> PAYE National insurance 	£414.60 £13.08	£427.68	300987
9	Came & Company <ul style="list-style-type: none"> Parish Council insurance 2017/18 9.5% IPT 	£851.11 £85.11	£936.22	300988
19	Derek Turner <ul style="list-style-type: none"> Reimbursement for cost of materials purchased for refurbishment of bench in Bury Road 		£41.32	300989

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

- Cllr Ben Jepps had received an enquiry about the provision of a 'tractors turning sign' on the B655 which required the agreement of the parish council. It was believed that the sign would be located in Pirton parish so the Clerk to the Council would provide Cllr Jepps with contact details of the clerk to Pirton Parish Council to pass onto the relevant person.
- Following dredging of the watercourse several piles of rubbish and old tyres had been left on the verge. The Clerk to the Council would contact the Drainage Board.
- Ditches in the area near 'Northley' and 59 Hanscombe End Road in need of clearing.
- CBC had requested additional information relating to recreational open spaces and outdoor sport facilities in the parish so that they can, where necessary, seek contributions from developers that comply with the CIL regulations. Project cost information was needed for projects where the parish council might want developers to contribute and additional guidance would need to be obtained from CBC regarding this.

There being no further business the meeting closed at 9.20pm

S. Stapleton

02/05/17

..... (Signed)

..... (Date)