

An ordinary meeting of Shillington Parish Council was held on Tuesday 6 June 2017 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:	John Clark	Alison Graham (also CBC ward member)
	Ben Jepps	Angus McCormick
	David Mott	David Simkins
	Sally Stapleton (Chair)	Derek Turner

Also present: Karen Cousins (Clerk to the Council) and one member of the public.

- 1) Apologies for absence were received from Cllrs Tracey Forsyth and Tony Howells.
- 2) Council received a declaration of interest from Cllr David Mott in respect of the call for sites process.
- 3) Minutes of the ordinary meeting held 2 May 2017 were agreed and signed.
- 4) Matters arising not covered by the agenda (Information only).
 - 19 Bury Road – The Conservation Officer at CBC had held a site meeting at 19 Bury Road with Mr A Burton (owner) and his architect following the fire at the listed building. The remaining structure is highly precarious and difficult to survey in any detail but a final decision about the viability of repairs being made to the property would be made following a structural survey. Mr Burton had advised the Chair that he would be looking at re-visiting the existing planning permission,
 - Application CB/17/02264/FULL for development of land at 141 High Road, Shillington had been received by CBC and would be considered by the parish council at its July meeting.

The meeting was briefly adjourned to allow members of the public to speak but as the one member of the public present at the meeting indicated that he did not wish to speak, the meeting was quickly reconvened.

5) PLANNING:

a) DECISIONS from Central Bedfordshire Council:

- i) CB/16/05786/FULL. Mr & Mrs M Smith, Lindisfarne, 33A High Road, Shillington
Creation of first floor to bungalow with single storey front and side extension. Balcony over side extension and new detached garage following demolition of existing garage. Extension of existing crossover to High Road. **APPROVED 04.05.17**
- ii) 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. **APPROVED 28.04.17**
- iii) CB/17/01017/LB. Mr & Mrs P Meacher, 4 The Old School, Church Street, Shillington
Listed Building: Refurbishment of existing dormer window, replace all rotted timber sections and replace existing window frame with new double glazed timber frame. **APPROVED 10.04.17**
- iv) CB/17/01109/FULL. Mr & Mrs J Hislop, 29 Church Street, Shillington
Alterations to the windows & doors on the ground floor rear extension **APPROVED 24.04.17**
- v) CB/17/01405/FULL. Mr & Mrs G Alner, 102 High Road, Shillington.
Erection of two storey side extension. **APPROVED 17.05.17**

b) NEW/REVISED APPLICATIONS:

- i) CB/TCA/17/00185. Mr Smith, 91 Church Street, Shillington.
Notification of works to trees in a Conservation Area: Sycamore trees (shown on plan as T1 and T3) - reduce the canopy all round by 2-3m and remove major deadwood during climbing operations; and Mulberry (shown on plan as T2) - reduce canopy all round back to the previous reduction points. **SUPPORT, unanimous.**
- ii) CB/17/01909/FULL. Mr Goddard, 50 Apsley End Road, Shillington.
Single storey rear extension and single storey outbuilding **SUPPORT, unanimous.**
- iii) CB/17/02058/RM. Status Homes, Land Between 30 & 48 East Of, Hanscombe End Road, Shillington
Reserved Matters pursuant to the Outline planning application CB/15/03329/OUT for layout, scale, appearance and landscaping (Cllr David Mott advised that he would not be making comment on this application as he had a similar application currently being considered by CBC.) **DO NOT SUPPORT on grounds of (1) Concerns about the density of the development. 15 properties are considered too many for the site and the design of the plots does not comply with the recommendations of the Central Bedfordshire Design Guide, (2) Concerns regarding the impact on road safety in Hanscombe End Road where there are already issues of speeding traffic. The parish council does not consider the relatively low flat top road humps which are proposed to be an adequate traffic calming measure and (3) The**

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separation of affordable housing and market housing is considered contrary to the CBC Design Guide (Residential development) which states that “All schemes should be tenure blind so that the required affordable housing is indistinguishable in appearance from market housing”. Clearly by locating all the affordable housing in one part of the site with a separate access, affordable housing will be distinguishable from market housing. 4 for, 3 abstentions.

- iv) CB/17/02311/FULL. Mrs L Baker, 19A Church Street, Shillington.
Erection of two storey side extension, basement and garage conversion. (Cllr Alison Graham as a near neighbour and ward member declared an interesting in this application and did not vote) **SUPPORT but concerns expressed regarding vehicle movements, deliveries and parking issues during construction work. 19A Church Street is located in the Shillington conservation area, in the oldest part of Shillington and on one of the narrowest roads in the village. Council believe that large vehicles entering and exiting the site and parked construction vehicles would have a significant impact on residents of Church Street, the refuse collection lorry trying to access properties and motorists, including buses, passing through Church Street. Parish Council ask that conditions be included in any consent restricting the hours that vehicles may access the site to ‘non-peak time’ e.g. during the middle of the day. 6 for, 1 abstention.**
- v) CB/17/02201/FULL. Mr & Mrs Thwaite, The Old Rectory, Higham Road, Higham Gobion
Demolition of attached single storey garage & utility room; two storey front & side extensions (over part existing footprint at side); single storey rear extension; second floor alterations and construction of glass house in hidden valley; new garden wall and gates; residential oil tank boiler room behind garden wall. Addition of single storey side porch to eastern gable. Revision of approved applications CB/16/01441/FULL & CB/16/01442/LB **SUPPORT unanimous.**
- vi) CB/17/02202/LB. Mr & Mrs Thwaite, The Old Rectory, Higham Road, Higham Gobion
Listed Building: Demolition of attached single storey garage & utility room; two storey front & side extensions (over part existing footprint at side); single storey rear extension; second floor alterations and construction of glass house in hidden valley; new garden wall and gates; residential oil tank boiler room behind garden wall. Addition of single storey side porch to eastern gable. Revision of approved applications CB/16/01441/FULL & CB/16/01442/LB **SUPPORT unanimous.**
- vii) CB/17/02405/GPDE. Mr Jackson, 28 Hillfoot Road, Shillington.
Prior Notification of Householder Extension: single storey rear extension 4.5m beyond the rear wall of the original dwelling, maximum height of 3m and 2.8m to the eaves. **No comment considered necessary**

c) **INFORMATION:**

- i) Because of the general election happening on 8 June, CBC’s Executive will not now consider the Draft Local Plan until 20 June 2017. It is anticipated (subject to Executive approval) that the Plan will then be published for consultation from 4 July for 8 weeks.
- ii) Central Bedfordshire Council advise enforcement case regarding unauthorised change of use of agricultural building to shop at Lordship Farm, 77 Upton End Road, Shillington has now been closed.
- iii) Central Bedfordshire Council advise breach of planning confirmed regarding unauthorised development at 19 Church Street, Shillington.

d) **APPEALS:**

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

Central Bedfordshire Councillor Alison Graham reported:

- Noah’s Ark PH – There have been issues since construction of the two new dwellings began with plant filling the pub car park, blocking the access and affecting the pub trade. Previously agreed conditions have not been complied with e.g. re-siting of the petanque court prior to development commencing and the carrying out of a noise assessment. To Cllr Graham’s knowledge no reserved matters application has been submitted and she will be raising these issues with the planning officer. Rumour has that the pub has allegedly been sold.
- Planning – Cllr Graham had received notification of a planning application for development of land at 141 High Road, Shillington.
- Policing – Cllr Graham had meet with Neighbourhood Police Constable Aaron Dagley who is responsible for Shillington and he will be visiting the parish in due course.
- Highways – Cllr Graham continued to raise the issue of resurfacing of Church View Avenue and refreshing of white lines with John Chandler.

7) **POLICE MATTERS:**

- a) April and May crime figures copied to councillors.

- 8) **POLICIES AND PROCEDURES:**
- a) **Resolution Proposed by Cllr John Clark, seconded by Cllr Angus McCormick and unanimously agreed “to make amendments to its financial regulations as recommended by NALC following feedback from NALC County Officers and Member Councils, and Legislative Changes”**
- 9) **FINANCE:**
- a) Council received the report of the internal auditor for 2016/17.
- b) Annual Accounts 2016/17:
- i) **RESOLUTION, Proposed by Cllr Alison Graham, seconded by Cllr David Mott and unanimously agreed ‘to adopt and accept the End of Year Finance Statement for the year ending 31 March 2017’.**
- ii) **RESOLUTION, Proposed by Cllr Angus McCormick , seconded by Cllr Ben Jepps and unanimously agreed ‘to approve the answers given in the Annual Governance Statement as presented in section 1 of the Annual Return for the Year Ended 31 March 2017’.**
- iii) **RESOLUTION, Proposed by Cllr Derek Turner, seconded by Cllr David Simkins and unanimously agreed ‘to approve the Accounting Statement as presented in section 2 of the Annual Return for the Year Ended 31 March 2017’.**
- 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:
- CBC accepts that the Highways online Report-it system is not working and changes will be implemented in August.
 - Thomas Meadow – it as noted that the field is now being neglected and trees and weeds are overgrowing the adjacent pavement again. The Chair, Cllr Sally Stapleton agreed to request Justin Wickersham to request his client to cut back the overgrown vegetation. Cllr Angus McCormick urged councillors to contact any organisations who have contact with the disabled, etc to ask them to make representations about the dangers of the overgrown vegetation.
 - Apsley End Road – Shillington sign still hanging on one rusty leg. The Clerk to the Council reported that she had asked Beds Highways for the cost of a new sign and was awaiting their response.
- b) **Resolution, proposed by Cllr Alison Graham, seconded by Cllr Angus McCormick and unanimously agreed “to accept quotation dated 30 May 2017 from MJ Granger Grounds Maintenance Ltd for the severing of ivy at the base of street light pole no P003 in New Walk at a cost of £20 + VAT”**
- 11) **WATERCOURSE MAINTENANCE:**
- a) Power-harrowing and seeding of the village green and verges in High Road by Bedford Group of Drainage Boards had been completed and Cllr Derek Turner and a team of volunteers had carried out a thorough litter sweep. Central Bedfordshire Council had been requested to remove the old road traffic sign from the verge. DJ Granger Ground Maintenance Limited had advised that the seeded areas were still not in an acceptable state to be cut due to large stones and rocks in the soil. It was agreed to ask DJ Granger Ground Maintenance Limited to quote for rolling the areas and to strim the nettles along the edge of the watercourse.
- b) Complaint received from resident regarding the littered state of the verges following dredging had now been addressed and Cllr Derek Turner had responded.
- 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) **VILLAGE SIGN:**
- The Chair, Cllr Sally Stapleton advised that following the negative response at the May meeting to the original concept drawing of a new village sign, she would appreciate councillors input into the design of the sign. After much discussion it was agreed that a two sided sign on a single wooden (or metal) post possibly with a flower bed at the bottom would be preferable. It was agreed that a picture of All Saints Church viewed from Church Street could feature on the sign and the Chair would liaise with Diane Butler regarding the design and report back to the next meeting.
- 14) **SHILLINGTON MEMORIAL PLAYING FIELD:**
- 15) **HORNS PASTURE:**

16) **REPORTS OF OTHER MEETINGS:**

- a) Cllr Angus McCormick reported that he has attended a very good and well supported planning training event for town and parish councils held at Central Bedfordshire Council, Priory House on 16 May 2017. Briefing notes from the event were copied to all councillors.

17) **INFORMATION/CORRESPONDENCE:**

- a) Royal Mail Postbox HO08 relocated from High Road to beside bench in Upton End Road.

18) **ACCOUNTS FOR PAYMENT:**

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

			AMOUNT	CHQ NO
1	CPRE Membership 2017/18 (agreed at meeting 2 May 2017)		£36.00	300996
2	Shillington Village Hall <ul style="list-style-type: none"> 2017 contribution towards electricity supply to community defibrillator 		£50.00	300997
3	DJ Granger Grounds Maintenance Limited (Invoice no 017365 dated 09/05/17) <ul style="list-style-type: none"> 3rd full parish grasscut of season + VAT @ 20% 	£306.90 £61.38	} } £736.56 }	300998
4	DJ Granger Grounds Maintenance Limited (Invoice no 017433 dated 31/05/17) <ul style="list-style-type: none"> 4th full parish grasscut of season + VAT @ 20% 	£306.90 £61.38	} }	
5	MJ Granger Grounds Maintenance Ltd (Invoice no 11615 dated 17/05/2017) <ul style="list-style-type: none"> Litter picking and non-professional inspection of play area 01/07/16 to 30/04/17 + VAT @ 20% 	£1,403.30 £280.66	} }	
6	MJ Granger Grounds Maintenance Ltd (Invoice no 11617 dated 17/05/2017) <ul style="list-style-type: none"> Ground Maintenance Horns Pasture 01/07/16 to 31/03/17 + VAT @ 20% 	£882.54 £176.51	} }	
7	MJ Granger Grounds Maintenance Ltd (Invoice no 11616 dated 17/05/2017) <ul style="list-style-type: none"> Ground Maintenance Shillington Memorial Playing Field 01/07/16 to 31/03/17 + VAT @ 20% 	£1,148.94 £229.79	} £4,121.74 }	300999
8	Mrs K J Cousins (Clerk to the Council) <ul style="list-style-type: none"> Salary for months of March 2016, April & May 2017 - £1,450.61 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 	£485.14 £133.34 £14.14 £16.88 -£126.14	£523.36	301000
9	Office Depot (Invoice dated 30/05/2017) <ul style="list-style-type: none"> 1 x box C4 white envelopes 1 x box size 24 rubber bands + VAT @ 20% 	£9.34 £4.00 £2.67	£16.01	301001
10	J Smith <ul style="list-style-type: none"> Internal Audit 2015-16 (replacement for outdated cheque no 300912) 		£30.00	301002

11	J Smith • Internal Audit 2016-17		£30.00	301003
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Cllr John Clark carried out a check of the bank reconciliation for the end of April.

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

- Cllr Angus McCormick requested that the parish council consider providing a new notice board in Hanscombe End Road, possibly opposite The Old Swan. It was agreed that the Clerk to the Council would obtain a quote for a new notice board for council's consideration.
- Cllr John Clark expressed concern about vehicles parking on 'The Plantation'. It was believed that the vehicles were associated with the building work taking place at 1 Marquis Hill and the situation would be monitored to ensure vehicles didn't continue parking on The Plantation after work had been completed.
- The Clerk reported that as part of the consultation process for a planning application for 85 new dwellings at Stondon, Anglian Water had indicated that there are capacity issues at the Shillington Sewage Treatment Works and CBC had stated that the applicant would be required to work with Anglian Water to expand the capacity. It was agreed that this was useful information when considering applications in Shillington.
- The Clerk to the Council had contacted CBC following rumours that a telephone mast was to be installed on or in the tower of All Saints Church. CBC had advised that as the building was listed and within a conservation area planning consent would be needed but they could take no enforcement action unless work on or in the tower actually took place.

There being no further business the meeting closed at 9.10pm

..... (Signed)

..... (Date)