

An ordinary meeting of Shillington Parish Council was held on Tuesday 6 March 2018 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:

Mrs Sally Stapleton (Chair)		Ms Alison Graham (also CBC ward member)	
Mr David Mott	Mr David Simkins	Mr Ben Jepps	Rev'd Angus McCormick
Mr Derek Turner	Mr Tony Howells	Mr John Clark	Mrs Tracey Forsyth

Also present: Helen Smith (Clerk to the Council).

- 1) There were no apologies.
- 2) Council received a declaration of interest from Cllr Ben Jepps in respect of agenda item 19.
- 3) Minutes of the ordinary meeting held 6 February 2018 were agreed and signed with no amendments.
- 4) Matters arising not covered by the agenda (Information only).
At the February meeting councillors considered an application regarding 1 Shillington Bury which was unanimously supported. Cllr Graham advised she had not realised at the time that this was owned by someone with whom there is an ongoing appeal regarding a planning issue in Gravenhurst.
- 5) **PLANNING** (Next Development Management Committee meeting at Central Bedfordshire Council to be held 28 March 2018):
 - a) **DECISIONS** from Central Bedfordshire Council:
 - i) CB/17/05798/FULL. Mr W Burton, Land at the rear of 129 Bury Road, Shillington.
Change of use – from agricultural land to garden / residential.
APPROVED 26/01/18
 - ii) CB/17/05861/FULL. Mr & Mrs Johnson, 5a Hillfoot Road, Shillington.
Proposed garage and carport conversion to form annexe for elderly relative.
APPROVED 05/02/18
 - b) **NEW/REVISED APPLICATIONS:**
 - i) CB/18/00397/FULL. Mrs & Mrs T M Ritchie, 13 Church Street, Shillington.
Proposed demolition of a barn and erection of a single storey rear extension. **SUPPORT, unanimous.**
 - ii) CB/18/00447/FULL. Mr T Rushforth, The Crown, 104 High Road, Shillington.
New extended external drinking area. **DO NOT SUPPORT, unanimous. On the grounds that:**
 - whilst the Parish Council is keen for the pub to re-open and be successful, there have historically been parking problems when the pub was busy and there are concerns that a reduction in parking area will cause parking problems in the area.
 - c) **INFORMATION:**
 - i) Correspondence from Dr Carragher at Stondon GP Surgery regarding allocation of S106 monies - copied to all Councillors for information. Chair has contacted Stondon Parish Council as this was discussed at their meeting in February. Dr Carragher has attended one of their meetings. It is planned for the PC Chairs and Clerks meet to meet to discuss. Cllr Alison Graham expressed concern that the Stondon practice is privately owned and S106 is public money.
 - d) **APPEALS**
 - i) APP/P0240/X/17/3176488 - Appeal by Mr M Grainger against the decision made by Central Bedfordshire Council on application CB/17/00559/LDCE - Land at Bury Road, Shillington – Certificate of lawful use or development of mobile home as a dwelling.
DISMISSED 01/02/18
 - ii) APP/P0240/W/17/3185748 - Appeal by Mr & Mrs J Hillyard against the decision made by Central Bedfordshire Council on application CB/17/03199/FULL - Land at rear of Mulberry Cottage, Apsley End Road, Shillington - Erection of one dwelling – self build lifetime eco home.
DISMISSED 14/02/18
- 6) **REPORT OF CENTRAL BEDFORDSHIRE COUNCILLOR (5mins):**
Cllr Alison Graham reported:
 - The planning application for a grain barn at Higham Gobion had been approved by the Central Bedfordshire Council (CBC) Development Management Committee. Lots of conditions have been placed on the development.
 - She has requested a meeting with CBC Highways Area Custodian to discuss issues in the ward.
 - CBC have opened a consultation on waste collection.

- The Shillington School are keen to be involved in any WW1 commemorations planned for this year.

7) POLICE MATTERS:

- a) Council invited to send a representative to the next Bedfordshire Police Community Priority Meeting which is to be held on Wednesday 16 May 2018 at 19:00.
- b) January 2017 Crime Statistics emailed to all Councillors 5 February 2018.

8) FINANCE:

- a) **Resolved to make annual charitable donations as follows:**
 - i) **Link-a-ride:** Cllr Alison Graham advised they may be losing Council funding and going out to tender. **No donation to be made at present time.**
 - ii) **Whitbread Wanderbus: £200 donation, unanimous.**
 - iii) **Mid Bedfordshire Citizens Advice Bureau:** Cllr Alison Graham declared an interest and did not vote. **£200 donation 9 for 1 abstention.**
 - iv) **Autism Bedfordshire: £100 donation, unanimous.**
 - v) **Wildlife Trust for Bedfordshire:** Cllrs Derek Turner and Sally Stapleton declared an interest and did not vote. **£50 donation 8 for 2 abstentions.**
 - vi) **The Chilterns Conservation Board: £25 donation, unanimous.**
- b) Annual Risk Assessment Meeting due – Cllrs Sally Stapleton, John Clark, David Mott and Angus McCormick to attend. Clerk to arrange date.
- c) Response still awaited from HMRC to Council's letter and email regarding Former Clerks' retirement gratuity.
- d) Clerk to find out from other Clerks what accounting software they use.

9) TRAFFIC/HIGHWAYS:

- a) Clerk to the Council to provide a list of current items of highway maintenance.
Cllr John Clark asked that Council consider requesting that the yellow lines be extended on Hillfoot Road between the corner with Church Street and the bus stop. Also request a "Bus cage". Clerk to contact CBC.
- b) Response received from Watchschemes co-ordinator at Beds Police. Cllr Sally Stapleton reported that there are now 4-5 volunteers for SpeedWatch. She has completed the online training session and been in contact with Stuart Fairclough who works with the Watchschemes co-ordinator Jules Donel. The SpeedWatch group will need to obtain a Speed Indication Device (SID) machine as there is only one in the County, which is currently shared between all the Speedwatches in different villages. An application can be made to the Local Authority.
- c) Response received from Beds Police regarding parked vehicles on the High Road blocking the footpath and other parking / speeding concerns. Clerk to obtain speed cameras costings. Clerk requested to check that the raised table in Hanscombe End Road at the entrance to the new development was in the planning conditions.
- d) Council asked to comment on proposed street name of "Meadow View" for new development on land between 30 & 48 Hanscombe End Road. Cllr David Mott advised that historically this field has been known locally as "Sandy Heath". **Resolved: That the Council does not support the name "Meadow View" but requests "Sandy Heath Close", unanimous.**

10) PUBLIC RIGHTS OF WAY - FOOTPATHS AND BRIDLEWAYS:

- a) Response still awaited from landowner of New Farm regarding proposed permissive path at Upton End Road.

11) VILLAGE SIGN:

- a) The Chair will provide an update to the next meeting.

12) SHILLINGTON MEMORIAL PLAYING FIELD:

13) HORNS PASTURE:

- a) Council considered the quotation for cutting back the bushes where a den has been formed. Quote obtained was felt to be high and the Clerk to obtain another quotation. Council agreed to decide by email due to time limitations on cutting back hedgerows coming into the nesting season.

14) ASSETS OF COMMUNITY VALUE (LOCALISM ACT 2011):

- a) Chair to update on application to nominate The Crown public house as an asset of community value under the Localism Act 2011 at the next meeting.

15) CLERK CiLCA TRAINING

- a) **Resolved: Council to pay for the Clerk to attend BATPC "Local Council Clerk – Core Skills" course at a cost of £275 and to pay Clerk's time in attending (6 sessions @ 2hrs 45mins). Unanimous.**

16) GREENFIELDS DEVELOPMENT (JEPPE CLOSE):

- a) Council received response received from Grand Union Housing regarding issues raised at February meeting. Cllr John Clark reported that the additional bollard and repair of the hole had still not been undertaken. Clerk to contact Grand Union Housing.

17) GENERAL DATA PROTECTION REGULATIONS

- a) Information Commissioner is currently preparing guidance on whether a Clerk can act as the Data Protection Officer for a Town or Parish Council.
- b) NALC toolkit for local councils published - emailed to all Councillors 26 February 2018.

18) REPORTS OF OTHER MEETINGS:**19) INFORMATION/CORRESPONDENCE:**

- a) Bedfordshire Bugle and BATPC Training Programme Spring / Summer 2018 emailed to all Councillors 22 February 2018 for information.
- b) Councillors suggested Dr Graham Bellamy as the speaker for the Annual Meeting of the Parish on 15 May 2018. Cllr Sally Stapleton to invite him.
- c) Email received from resident regarding smells from cattle kept at rear of property. Cllr Ben Jeppe declared an interest in this item. Correspondence was noted by Councillors.

20) ACCOUNTS FOR PAYMENT:

Proposed by Cllr David Simkins, seconded by Cllr David Mott and unanimously agreed to pay the accounts as per the list:

			AMOUNT	CHQ NO
1.	Andy Muskett Ltd (Invoice no. 3751 dated 01/03/18) <ul style="list-style-type: none"> • 4th quarter street lighting maintenance • + VAT @ 20% 	£188.00 £37.60	£225.60	301053
2.	Lonsdale Direct Solutions (Invoice no. 220989 dated 07/02/18) <ul style="list-style-type: none"> • Printing Issue 134 Parish News 		£357.55	300011
3.	A Complete Cleaning Service (Invoice dated 19/02/18) <ul style="list-style-type: none"> • Cleaning 4 no. bus shelters 		£28.00	301054
4.	All Saint's Church Shillington <ul style="list-style-type: none"> • Grant awarded May 2017 for tower clock repairs 		£800.00	301055
5.	Mrs H Smith (Clerk to the Council) <ul style="list-style-type: none"> • Salary for month of January 2018 • Allowance for month of January 2018 • Expenses • Less PAYE 	£377.10 £133.33 £59.30 -£102.00	£467.73	301056
6.	HM Revenue & Customs <ul style="list-style-type: none"> • PAYE 		£309.60	301057

Cllr Alison Graham carried out a check of the bank reconciliation for the end of January.

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

- Cllr Tony Howells reported that the drains had not been cleaned outside The Grange, Shillington Road, Pegsdon.
- Cllr Tracey Forsyth reported that the ditch alongside the development on Hanscombe End Road has been filled with rubble.
- The Clerk reported that the last inspection of the war memorial by Cllr Sally Stapleton had identified some sunken paving. A quotation for repairs was being obtained from the war memorial gardeners. Also the right hand metal 'leg' supporting the 'Silver Jubilee' sign was showing signs of rusting through.

There being no further business the meeting closed at 9.30 pm

..... (Signed)

..... (Date)