

## SILSOE PARISH COUNCIL

Minutes of the Parish Council Meeting held in

Silsoe Village Hall on Wednesday 16<sup>th</sup> March 2016.

Present: Cllr J M Jarrard- in the chair.

Cllrs. I J Kelly, P Kevan, L Mann, E Owen, J McGrory, A Webb, and Central Bedfordshire Councillor A Graham.

D.Irons.

Apologies: Cllr R Vass, Cllr Flack.

### 157/16 PUBLIC PARTICIPATION

A resident, Alison Paul attended the meeting having already emailed the Parish Council over an issue of Road safety in respect of Wrest Park. The incident whereby her Daughter came close to being hit by a car took place in December 2015. and was reported to Jenny Mayer, General Manager for English Heritage at Wrest Park who was to investigate the incident further.

Alison Paul has since been in discussions with Paul Salmon at Central Bedfordshire Council who has agreed to investigate and assess the areas within 20 days of her notifying him, she is still awaiting a response from him. She has also met with David Taylor, who is the Manager of Wrest Park Ltd, previous discussions have taken place between the Parish Council and him and he wishes to reinstate these discussions. The Conservation Department at Central Bedfordshire are happy to look at any proposals.

**Resolved:** Alison Paul will organise meetings with Jenny Mayer and contact English Heritage to organise a meeting. The Parish Council will support Alison by attending these meetings and by reinstating discussions with David Taylor.

### 158/16 MINUTES

The Minutes had not been read by the Councillors, therefore it was requested that they be read during the meeting and if there were no amendments they would be signed as a true record by the Chairman.

**Resolved:** It was requested by Councillors that the Minutes be distributed earlier to enable Councillors to read them prior to the meeting.

The Chairman announced that it has been agreed that current Clerk to the Council, Mr Deryck Irons will retire as of 31<sup>st</sup> March 2016 and the new Clerk, Mrs Tammy Medley will take over from 1<sup>st</sup> April 2016.

**Resolved:** Councillor Jarrard will organise a change in Bank Mandate and have regular meetings with the new Clerk to support the changeover. Mr. Irons will organise a letter of appointment and will transfer all responsibilities, correspondence and emails to her. Once on the mandate the new Clerk will investigate online banking.

## 159/16 DECLARATION OF INTERESTS

None declared

## 160/16 POLICE ISSUES

Cllr Vass, in his absence provided statistics of crime in Silsoe:

Anti-social Behaviour -2

Burglary -3

Criminal damage and Arson -1

Drugs -1

Violence and sexual offences-2

The Clerk responded to the email from Police Sergeant G Kidd as discussed at the last meeting 145/15, and asked if it was possible for someone to attend the Annual Parish meeting? The response was that no one would attend the meeting and it is no longer necessary to email meeting Agendas to them.

The Councillors discussed the possibility of a Police Special being recruited and Cllr Graham highlighted the fact that the Police force are trying to recruit more Specials. Cllr Owen felt that it was important to discuss this further as the crime statistics were in fact not a good reflection on Silsoe; he requested that it be put on the Agenda for discussion at the next meeting.

**Resolved:** Cllr Owen will work with the new Clerk on organising a letter to the Chief Constable to investigate sponsoring Special officers. Crime/Police will be on the Agenda for the next meeting and Cllr McGrory and Cllr Vass will explore Policing further.

## 161/16 REPORT BY CENTRAL BEDFORDSHIRE COUNCILLOR

Cllr Graham reported that she has been approached by residents of 2 Ampthill Rd concerning a planning application and she has spoken to the Planning, Conservation and Horticultural departments at Central Bedfordshire Council. The application is currently being circulated to members of the Planning Sub Committee, the return date for the application is 29<sup>th</sup> March 2016.

A Planning Enforcement Notice has been served against The George Public House today for breach of S11 in relation to tree protection. Cllr Graham will investigate this further. It was also requested that if any Councillors notice any works being carried out on The George could they please inform Cllr Graham.

An enforcement case has been opened in respect of the A6, near the Gravenhurst Turn; the Parish Council will be kept informed.

Cllr Graham has been in talks with a Senior Officer at Amey, trying to resolve the issue of the Culvert in WestEnd Rd. The Officer has agreed that there is an issue and has requested that the Parish Council put this in writing. It was also requested that the Parish Council contribute to the costs The

Parish Council agreed that they were happy to write but not to contribute financially to the works being carried out.

**Resolved:** Cllr Jarrard will email [martin.freeman@amey.co.uk](mailto:martin.freeman@amey.co.uk).

Cllr Graham confirmed that the Newbury Lane application had been lost. Cllr Jarrard thanked Cllr Graham for her work and for presenting at the meeting.

Cllr Kevan raised an issue over a property being developed in Newbury Close, the neighbours were unhappy with the amount of damage to the verges as vehicles are parking there whilst the Resident's driveway is out of use. Cllr Graham advised that they could report this to highways.

**Resolved:** Cllr Jarrard will inspect the area.

#### 162/16 REVIEW OF APPOINTMENTS/ALLOCATION OF RESPONSIBILITIES

Cllr Jarrard requested for the Annual Parish meeting, which will take place on all Councillor's attend the Annual Parish Meeting on 30<sup>th</sup> March 2016 and to prepare a report on their area for delivery at the Meeting.

On 21<sup>st</sup> April at approximately 7pm Silsoe will be lighting the Beacon in celebration of the Queen's birthday. The Millennium trustees will be involved and providing refreshments and the Rotary club will be making the necessary Health and Safety arrangements. Cllr Owen and Cllr Jarrard will rehearse the lighting of the Beacon 1 week before.

#### 163/16 HIGHWAYS

The High Street Consultation held on 27<sup>th</sup> February at the Village Hall was well attended; the information has been collected and will be deliberated on by Central Bedfordshire Council once the Consultation period ends on 18<sup>th</sup> March 2016. The Parish Council will sit in on the feedback with Central Bedfordshire Council; a date is yet to be set.

The Croquet Club have reported that there is a large puddle on the road within Wrest Park that needs attention; it was thought that the land in question is the responsibility of Wrest Park Ltd.

**Resolved:** Cllr Jarrard will discuss the puddle with David Taylor at Wrest Park.

The Clerk highlighted that an email 'Call for sites' has been distributed to Councillors and the timeframe is 22<sup>nd</sup> March – 11<sup>th</sup> April.

#### 164/16 OPENING OF SILSOE COMMUNITY SPORTS CENTRE

Stevenage Leisure took over responsibility for the Sports Centre at 5pm on 15<sup>th</sup> March 2015 and the centre is due to open on 29<sup>th</sup> March. There will be an official opening on 14<sup>th</sup> May; all Councillors are requested to consider options of someone to officially open the centre.

The Centre will be open 7days a week, 6am-10pm offering a variety of activities.

The floodlights are now installed as is the furniture and the coffee machine will be being delivered next week. Stevenage Leisure will be having the gym equipment installed next week.

Councillor Jarrard thanked all of those who have been involved with and have helped on this project over the last eight years.

There will be a Grand draw and prizes of Gym membership, tickets will be being sold from mid-April/early May.

#### 165/16 FINANCE

Cllr Kevan updated the Councillors with the balances of the accounts and the forecast of payments for the remainder of this financial year. He requested that the Clerk supply him with all the financial documents in preparation for the Annual meeting and a copy of the Insurance policies.

The current Clerk will complete the VAT return for this year and will include the new Clerk so that she is able to take this over for the next financial year.

At the last meeting 149/15 it was agreed in principal to contribute £7000 towards refurbishments at the Village hall. This was agreed by all Councillors.

Two invoices have just come in:

£524.65 to Grangers for grass cutting.

£133.92 to A.Muskett for lighting.

All Councillors agreed to a £50 donation to MAGPAS Air Ambulance.

Central Bedfordshire Council have suggested that all Parish Councils register for e invoicing. Cllr Owen will speak to Jullian Goodyear about setting up an email address for the new Clerk to be used for this purpose as well as receiving general enquiries.

#### 166/16 CONSULTATIONS

The Current Clerk and Cllr Kelly have been in discussions with Grounworks/Tesco, to investigate the possibility of charitable money being available for Horticultural projects, namely the Millennium Green or the new Sports Centre. The new Clerk will take this on board once she is debriefed by the current Clerk.

The opening of the Post Office has been delayed due to a problem with power; it is now scheduled to open on 19<sup>th</sup> April.

#### 167/16 CORRESPONDENCE

1. In celebration of the Queen's 90<sup>th</sup> birthday, street and garden parties will be encouraged in Silsoe on Sunday 12<sup>th</sup> June.
2. There is a Town and Parish Council Conference on Tuesday 5<sup>th</sup> April 6-9pm, Cllr Jarrard will attend.
3. ROSPA are holding a Playground inspection course 17<sup>th</sup>-19<sup>th</sup> May.
4. Various mental health/parenting courses are available, the Clerk has details.

#### 168/16 NEIGHBOURHOOD PLAN

The Housing Needs Questionnaire was approved for printing and will be distributed at the end of March 2016, it was proposed that the distribution is shared amongst the Councillor.

**Resolved:** Cllr Kelly will coordinate this.

All of the survey Questionnaires will be collected and a report will be formed for delivery May 2016.

#### 169/16 PLAY AREAS

Adjustments to the Play area at the north end of the village will take place between 21<sup>st</sup> and 28<sup>th</sup> March. The play areas are all being inspected on a weekly basis and there are currently no problems.

The gardening club raised concerns over the entrance to the car park; it is in need of some repairs.

**Resolved:** Cllr Jarrard will look into this.

#### 170/16 MAINTENANCE

The seat outside the old post office needs repairing, the Clerk has the bolts.

**Resolved:** Cllr Kelly will look into this.

#### 171/16 ANNUAL PARISH MEETING

The Millennium green Trust will present their Annual Report at 7pm and then the Parish Council will commence at 7.30pm, followed by questions from the public.

#### 172/16 NEXT MEETING

The next Parish Council meeting will take place on Wednesday 20<sup>th</sup> April at 7.30pm in the Village Hall.