

## Minutes of the Parish Council Meeting

held on 17<sup>th</sup> May 2023 at the Silsoe Village Hall.

### Present:

#### Councillor Offer in the Chair

Councillor Gearey, Councillor Mann., Councillor Willard, Councillor Kevan, Ward Councillor Anna French.

Cllr Kelly via Zoom.

#### **45/23 ACCEPTANCE OF OFFICE/DECLARATION OF INTERESTS.**

Following the elections, the Councillors were required to complete an Acceptance of office at the start of the meeting, Clerk also asked them to follow the CBC link to complete their Declaration of interests within 28 days of them taking up office. (Official date of taking up office is 9<sup>th</sup> May 2023)

#### **46/23 ELECTION OF CHAIR AND VICE-CHAIR OF THE PARISH COUNCIL:**

Cllr Kevan Proposed Cllr Ian Kelly as Chair, seconded by Cllr Gearey, all Cllrs agreed.

Cllr Willard Proposed Cllr Peter Offer as Vice-Chair, seconded by Cllr Kevan, all Cllr agreed.

#### **47/23 MINUTES:**

The Minutes of the meeting held on 12th April 2023 were signed as a true record of the meeting.

Matters arising:

#### **48/23 APOLOGIES AND DECLARATION OF INTEREST/REQUEST FOR DISPENSATION:**

Cllr Kevan in relation to the Coronation mugs for the Scouting group.

#### **49/23 PUBLIC PARTICIPATION:**

Residents attended to discuss land to the rear of The Beeches which is advertised for sale and the possibility of TPOs for the trees in the area. Cllr Offer was able to highlight that the land is being offered for sale as different parcels, the residents are looking to purchase the piece immediately behind The Beeches to safeguard and protect it from development. The PC confirmed they would not be in favour of this land being developed, they are watching the area and monitoring any activity. Cllr Offer highlighted a possible issue with classification of the land, it is being offered for sale and marketed as agricultural land not allocated under the Local plan, however some of the land may still be classified as Parks and gardens, Cllr Offer will look into this further. To argue the value of the land would be difficult, There was an outline plan put forward for part of the land some years ago but as far as the PC is aware nothing is ongoing.

#### **50/23 CLOPHILL ROUNDABOUT REPRESENTATIVE:**

The contractor sent their apologies, they will no longer be attending Parish meetings. They are responding to emails and have agreed to raise the signs, they will contact CBC for permission for the size of the signs to be increased. Cllr Offer will watch this.

Chief Inspector Goldsmith attended the meeting as a resident and was able to discuss the Speed watch within the village, if evidence of an increase in volume and speed of traffic can be gathered then the Police can approach CBC for the speed limit to be reassessed. The Police are trying to work alongside speed watch so that prosecutions can be made.

## **51/23 UPDATE BY CENTRAL BEDFORDSHIRE COUNCILLORS:**

Ward Councillor Anna French was congratulated and welcomed to the meeting. Cllr French thanked Alison Graham for all her hard work as Ward Councillor. Cllr French lives in Barton and is a Landscape Architect, working in Wrest Park, she is particularly interested in Environmental issues, over development of land and sustainability.

Cllr French and Cllr Childs will aim to jointly cover the Parish and aim for one of them to try and attend the PC meetings, both will be contactable by residents.

In response to a post on FB, Cllr French will be meeting with residents on Saturday to discuss wildflowers within the village. The PC confirmed it was not against the idea in principle.

## **52/23 Finances:**

### **OUTING GOING PAYMENTS FOR APRIL:**

£3,684.38 David Granger  
£162 Website  
£27 Village Hall hire  
£51.56 N Power  
£275 Leena Baines (internal auditor)  
£261.60 Coronation Mugs, scouting groups  
£4,499.34 Solar air UK, deposit for solar panels

Approved payments and invoices due for payment in the current year so far total £22,598 (in Apr this was £11,289). This does include the latest invoices, as agreed above. The biggest expenditures are £7,901 for the speed signs (for which a grant was received in March for £5,000) and Grangers £6,983.

The bank account balances as of May 15th are:

Current a/c	£77,789.68	was £90,228.89.
Deposit a/c	£201,399.42	was £201,399.42.
Nationwide	£83,051.51	was £83,051.51.

Adjusting for the value of unapproved invoices included and expected to be paid, this leaves a total current PC cash balance of £350,166.27 (balance in the Mar meeting was £362,843.74). Apart from the payments proposed in this meeting, the speed signs payment has not cleared as of May 15<sup>th</sup>.

There are currently reserved balances of:

£15,000	General reserve	was £15,000.
£1,234	Allotment deposits	was £1,234.
£99,495	Sports Centre	was £103,994.
£91,616	Miller Homes Play Areas	was £91,853.
£187	Village Hall	was £187.

A VAT claim of £4,627 to Apr 17<sup>th</sup> has been submitted.

The funding available for new projects to end of March 2024 is £58,793 (last month was £58,793).

Clerk prepared all of the documents required for the audit and submitted them to the internal auditor, she then met with the auditor on 27<sup>th</sup> April 2023, the Internal audit is now complete.

Agree Risk assessment. Clerk has emailed the reviewed risk assessment to all Councillors in advance of the meeting. Cllr Offer proposed the adoption of the assessment, seconded by Cllr Willard, all Cllrs agreed.

Agree assets list. Clerk has emailed the reviewed assets list to all Councillors in advance of the meeting. Cllr Offer proposed the adoption of the assessment, seconded by Cllr Willard, all Cllrs agreed.

Internal auditor's report emailed to all Cllrs.

Clerk requested that the Councillors agree the Annual Governance statement section 1 and 2 then Clerk will submit the documents to the external auditor. Proposed by, seconded by, all in agreement. Clerk and Chairman signed the AGAR.

Clerk requested that Cllrs agree the Exercise of public rights dates as being 5<sup>th</sup> June till 14<sup>th</sup> July. Proposed by, Cllr Offer seconded by Cllr Willard, all Cllrs agreed.

S101 Local Government Act 1972 permits the Councillors to delegate the power of decision making to two members of the Council, usually the Clerk/responsible Finance Officer and one other. This will allow payments to be authorised and decisions to be made outside of a full Council meeting. Clerk will email all Councillors prior to any decisions being made. All councillors in agreement. Clerk and Cllr Kevan will be delegated the power, proposed by Cllr Offer seconded by Cllr Willard, supported by all other Councillors.

## **53/23 REVIEW OF POLICIES:**

Clerk has reviewed and emailed the following policies to Councillors in advance of the meeting, adoption proposed by Councillor Kevan, seconded by Cllr Gearey, all Cllrs agreed.

Standing orders and Code of conduct

Councillor co-option

Complaints procedure

Equality and diversity

Financial regulations

Death of a National figure

## Privacy notice

The following new policies were emailed to Cllrs in advance of the meeting, adoption proposed by, seconded by, all Cllrs agreed.

- Habitual/vexatious complaint
- Social media
- Freedom of information
- Emergency plan

A hard copy of the Emergency plan was provided to all Councillors along with emergency stationary items.

## **54/23 REVIEW OF ROLES AND RESPONSIBILITIES:**

Cllr Gearey, Cllr French and Clerk will cover Street works.

Cllr Willard and Gearey will cover traffic management.

Cllr Willard will join the NP team and new development integration.

All Cllrs will be listed for projects.

All councillors will join a new team for Community spirit and integration.

Cllr Kevan will be Scouting liaison.

Cllr Offer will be allotment liaison.

Cllr Mann will be English heritage liaison.

Annual plan for 2023/24:

Deferred till next meeting.

## **55/23 Planning:**

CB/23/01426/FULL 12 Hawthorn Way, single storey side extension. No objections.

CB/23/01243/FULL 1 Old Silsoe Rd, Clophill. No objections.

CB/23/01209/FULL 14 Newbury close, Erection of a two-storey rear extension and new front porch. Change of front dormer windows to gable windows. Quite big, but elevations seem acceptable, quite a few houses have had extensions in close proximity. No objections.

CB/TCA/23/00178 19 Church Rd, works to trees within a conservation area, home oak reduce the crown by 3 to 3.5m all around to reduce weight. No objections.

CB/TCA/23/00157 20 High St, works to trees in conservation area. T1 and T2 Box under Cherry, pruning to form crown. No objections.

APP/P0240/W/23/3315209 (CB/22/02716/OUT) Land to front of North end, planning for single, detached two bed bungalow with parking. PC will submit their concerns for the building line of the proposed building and for over development of the plot, it is also out of context with neighbouring properties.

## **56/23 Projects:**

## 1. BLOOR HOMES:

Councillors Kelly reported that he was still in talks with Bloor Homes. Nothing to report.

## 2. MILLER HOMES:

- Cllr Gearey has met with a representative of Mainstay and walk the areas they are responsible for, identifying areas in need of attention. A checklist is being completed.
- At the back of Lime grove, by Forest Park there are approximately 30 trees, some of which require attention, Cllr Gearey has highlighted this to Mainstay, who will arrange a tree survey.
- The Miller residents' group are due to meet again at the end of May 2023.
- A tree is obstructing a light outside 36 Mander Farm Rd, this has been reported to CBC.

## 3. CORONATION MUGS:

Clerk ordered the Coronation mugs for the scouting groups; they were presented by Cllr Kelly, Cllr Offer and Cllr Mann as part of the Coronation celebrations. The remaining few were handed out at Taymer.

## 4. POTHOLES:

These have been reported on Fix my street.

## 5. FUN DAY 1<sup>ST</sup> JULY 2023:

Cllr Offer, Cllr Gearey, Cllr Willard and possibly Cllr Mann are able to attend the fun day.

## 57/23 Consultations and correspondence:

- Magpass request for donation, Cllr Kevan proposed £50, seconded by Cllr Offer, all agreed.
- Gala invitation from Stotfold PC.

## 58/23 AOB

- Apologies for June meeting from Councillor Kevan, Councillor Willard.
- Cllr Willard proposed that the Cllrs look to improve Community spirit, he will prepare some ideas for discussion.

- PCSOs will monitor the noise in the Forest path play area and will monitor the vandalism.
- PC are looking at repair options for the bus shelter.
- The Millennium green has been cut 7 times this year, Cllr Kelly will follow this up again.
- The Village Hall have previously received a donation from the PC of £2000 a year towards the post office, the PC budgeted £2,500 for last year and this coming year, Clerk will contact the village hall regarding payment.

**59/23 Date of next meeting:**

The next meeting will be on Wednesday 14<sup>th</sup> June 2023

Signed

Date