



## ASPLEY HEATH PARISH COUNCIL

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### **Minutes of the Aspley Heath Parish Council Meeting held on Wednesday 28<sup>th</sup> July 2021 at the Mary Adams Hall, Aspley Hill, Woburn Sands, starting at 8.00pm**

Present: PClrs S Smith (Chair)  
G Harris A Jordan  
S McQuillan C Marshall  
CBCllr Baker

In Attendance: Mrs D Batchelor (Clerk)

#### **2240 To Receive Apologies of Absence**

Apologies were received from PClrs Clough, Garratt, Jones and McKay.

#### **2241 To Note Declarations of Interest relating to Items on the Agenda**

PCllr McQuillan declared an interest in 12 Silverbirches Lane.

#### **2242 To Agree the Minutes of the Previous Meeting**

It was **RESOLVED** that the minutes of the previous meeting held on 30<sup>th</sup> June 2021 be signed as a true record of events.

#### **2243 Open Forum – Members of the Public are Invited to Speak to the Parish Council**

There were no members of the public present. However, an anonymous letter had been received by the Council regarding concerns with the development at 47 Church Road, notable the removal of trees, a new outbuilding and a rear extension. Both the outbuilding and extension were allowed under permitted development. Planning Enforcement had looked at both these issues. The removal of trees to the left of the outbuilding to enable its erection would be discussed with the Tree Officer at CBC. Other tree works had been looked at by the Tree Officer.

**Action: CBC**

#### **2244 Central Bedfordshire Councillor Report**

CBCllr Baker advised that Central Beds Council had adopted the Local Plan 2015-2035.

He had been knocking on doors in Aspley Heath and reported lots of positive comments particularly regarding the traffic and parking survey.

CBC Officers were preparing a report with designs for yellow lines on Church Road. Once this had been done a statutory consultation would take place. It was hoped that the yellow lines would be sympathetic with the Conservation Area's status.

The possibility of parking bays at the bottom of Church Road was brought up and CBCllr Baker advised that this could be added to the next Traffic Management meeting along with the requests above. Residents had been discussing possible ways to reduce parking including the conversion of front gardens to parking spaces for which a dropped kerb would be necessary.

CBCllr Baker was asked about the extension to Nonna's for the use of its car park to extend dining and the subsequent Enforcement Notice.

CBCllr Baker was unaware of this.

CBCllr Baker had written to both Central Beds Council (CBC) and Milton Keynes Council (MKC) to ask for traffic volume data from Aspley Guise to Hardwick Road. 31,000 vehicles per week were reported although this figure may be lower than usual due to lockdown and home working. MKC had responded positively to starting discussions about a Traffic Plan for the area.

PCllr McQuillan asked about road sweeping services and was advised these had not been carried out as planned however, CBCllr Baker had chased this up with Officers at CBC.

## 2245 Chairman's Report

Actions carried forward:

### 1995 Speeding and Parking on Church Road

PCllr Clough had presented details of the petition to Central Beds Council Traffic Management Committee on 27<sup>th</sup> July with the following objectives:

Petition 1. Reduce the speed limit on Church Road from 30mph to 20mph

Petition 2. Paint double-yellow lines in locations A and B on the attached map to enforce the highway code guidelines on parking distances from junctions, and at location C to improve safety for residents exiting Narrow Path.

Petition 3. Move the "No Through Road" signs at the top and bottom of Sandy Lane closer to the junction with Church Road so that they are visible and place a No Parking sign at the South (top of hill) entrance to Sandy Lane to discourage visitors from parking across Sandy Lane and blocking Sandy Lane residents in their homes.

Petition 4. Reinstate the missing "No Through Road" sign on Silverbirches Lane.

CBC had made the following recommendations:

Re: Petition 1. The Highways officer will provide a further report at a future traffic management meeting once this point has been investigated with a recommendation to findings in relation to the concerns raised relating to the speed of vehicles on Church Road.

Re: Petition 2. The Highways officer will investigate the provision of double yellow lines on Church road and carry out the necessary Statutory Consultation

Re: Petitions 3. And 4. Highways officers will review the location of the signage and adjust where possible.

**Action: CBC**

**2022a** There had still been no response from the Government department responsible for .gov domain names. It was felt that the costs involved in gaining the domain would be excessive and many other Councils did not use them. It was agreed that the website would remain with the current provider.

**Completed**

**2223** An eye would be kept on COVID regulations and a decision would be made on where to hold the next meeting.

**Action: PCIIrs**

## **2246 To Discuss the Accessibility Statement for the Council's Website and to Analyse the Website for Issues**

**Actions carried forward:**

**2179** PCIIr Jordan had checked the website for accessibility issues and advised that the website had passed the AA health check with a score of 100%. She would pass the certificate to the Clerk and a statement would be added to the website.

**Action: AJ/DB**

## **2247 Roads and Footpaths**

**Actions carried forward:**

The Rights of Way and Highways Officers from CBC had visited the site and reviewed adding in posts to the access points at the top of Church Road. It was hoped these would be installed along with the posts for the car parking area. A meeting had been held recently between CBC, MKC, Greensand Trust and the Bedford Estate. A User Group meeting was to be planned.

**Action: CBC**

Although the fencing repairs were unlikely to happen in the short term this would remain on the agenda. (Reviewed July 2020)

**Action: CBC**

**2140a To Discuss Resident Complaints regarding Parking and Traffic on Hardwick Road**

Yellow lines were to be re-painted on Hardwick Road but MKC did not see this as a priority, so no date was given for this. PCIIr Smith agreed to contact MKC again.

**Action: SS**

## **2248 Lights**

**Actions carried forward:**

**2117** The light outside 57 Church Road which had been hit by a builder's lorry had now been repaired. PCIIr Garratt had drafted a letter to the contractor asking for full payment. The Clerk had sent the letter but no response had been forthcoming. The Clerk would contact the company by phone.

**Action: DB**

## **2249 Planning**

**Actions carried forward:**

**2234** Land adjacent to the Telephone Exchange – changes were to be made including two gable ends and the re-location of the chimney. There was no closing date on the paperwork from CBC. Members felt this was a significant change rather than a variation. PCIIr McQuillan would prepare the response.

**Completed**

A Member advised that some residents were concerned that the Parish Council were not communicating with them over their planning applications. One had commented that the Parish Council had objected to plans after they had been drawn up. Unless the Parish

Council knew of potential applications there was no way round this. Residents were able to come to meetings to advise the Council of their plans and discuss them. A discussion took place around the process and Members felt that it would be beneficial to talk through perspective plans with residents, if that is what they wished. It was agreed that the minutes of the Planning Sub-Committee would be minuted and included on the website. A letter would be written to advise residents of the Planning process once their application had been received. A notice would also go onto the notice board.

**Action: DB**

## Updates

**Actions carried forward:**

**2229** An outbuilding had appeared in the garden of 10 Silverbirches Lane. PCllr Marshall agreed to take a photo and report to the Enforcement Team.

**Action: CM**

### 12 Silverbirches Lane

Comments had been received following the inclusion of the property on the Rightmove website. There was concern that a garden room had been added to the property that had not been agreed in the planning application and that two parking spaces had been lost which had also been agreed within the planning application. A draft response had been circulated to Members for discussion. The completed response would be sent to Building Regulations and Planning Enforcement.

**Action: PCllrs**

### 16 Silverbirches Lane

The Conservation Officer had not objected to the proposals as there was no perceived impact.

## New Planning Applications

### 3 Silverbirches Lane

A draft response had been sent to all Councillors regarding the variation of conditions related to the building of a wall due to landscaping of the garden. It was hoped that the boundary with the adjacent property was not affected in any way.

### 60 Church Road

There were no objections to the plans.

## 2250 Village Matters

**Actions carried forward:**

**2169** Overhanging Hedges - further properties had been identified and the owners would be contacted. There were some hedges blocking public footpaths and these needed cutting back.

**Action: SM/SS**

**2219** There had been no further complaints since the re-opening of the pub. PCllrs had visited

local businesses to talk about the various issues. PCllr McQuillan confirmed that Nonna's had clear advice on their website for considerate parking.

**Action: Completed**

**2251 To Discuss the East West Rail Proposals**

There were no further comments to make. This item would be removed from further agendas.

**2252 To Receive an Update from the Neighbourhood Plan Steering Group**

The first tranche of funding had been received. The next meeting would be held in September where the first consultation event would be planned.

**2253 Finance**

**a. To approve payments to be made in July**

Payee	Chq No	Amount	Description
TBC		£TBC	Allocated for tree removal on Sandy Lane
D Batchelor	1174	£179.83	Clerk's Salary - July
S Smith	1175	£45.00	Hire of Mary Adams Hall – July meeting

The above payments were agreed and **APPROVED**.

**b. To agree the financial statements for June**

Actions carried forward:

**2132a To discuss information received from NatWest on switching bank account**

Metro Bank had not responded to several emails and calls regarding transferring the Council's bank account. It was agreed that NatWest be retained and PCllr Garratt be added as a signatory as soon as possible.

**Action: DB**

The financial statements were **APPROVED**.

**c. To agree a Thank You gift for the Internal Auditor**

A gift was agreed for the Internal Auditor up to the value of £20.

**d. To Update and Approve the Risk Assessment**

A copy of the updated Risk Assessment was circulated before the meeting. Members **APPROVED** the updated Risk Assessment.

**2254 To Note Correspondence Received Since the Last Meeting**

	From	Subject	Action
1990	NatWest	Bank Statements	
1991	Mazaars	Receipt of Annual Governance and Finance Statements	

1992	Central Beds Watch	Crime Stats – June (no crimes reported in AH)	
1993	OPCC	Public Consultation Survey	
1994	Came & Company	Employer's Liability Certificate	To be displayed on notice board - SS
1995	Milton Keynes Council	Development Plan for land west of Newport Road	
1996	Central Beds Council	Introducing Safer Communities Involvement Officers	
1997	Central Beds Council	Adoption of Local Plan 2015-2035	

The development plan for land west of Newport Road was discussed. There was one road into the development and there seemed to be no link up between East West Rail, SEMK and the private developer which was concerning.

The meeting closed at 9.43pm.

**Signed:** .....  
**Chairman**