



## ASPLEY HEATH PARISH COUNCIL

Clerk: Denise Batchelor  
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To: All Councillors

21<sup>st</sup> May 2021

The Annual Meeting of the Aspley Heath Parish Council Meeting will take place remotely, via Zoom, on Wednesday 26<sup>th</sup> June 2021 starting at 8pm

Signed: *D. Batchelor*

- 2205 To Elect a Chairman**
- 2206 To Elect a Vice Chairman**
- 2207 To Receive Apologies of Absence**
- 2208 To Note Declarations of Interest relating to Items on the Agenda**
- 2209 To Agree the Minutes of the Previous Meeting**
- 2210 To Co-opt a New Councillor**
- 2211 To Elect Members on to Associated Positions**
  - a. Finance**
  - b. Planning**
  - c. Footpaths including Aspley woods**
  - d. Newsletter**
  - e. Friends of St Michael**
  - f. George Wells Educational Trust**
- 2212 Open Forum – Members of the Public are Invited to Speak to the Parish Council**
- 2213 Central Bedfordshire Councillor Report**

**Actions carried forward:**

**2150a To Discuss Funding from Ward Councillor Grant Budget**

PCllr Smith was to contact the relevant CBC Officer to see if the Council had been successful in their grant applications.

**Action: PCllrs**

- 2214 Chairman's Report**

Actions carried forward:

**1995 Speeding and Parking on Church Road**

PCllr Clough had designed a petition form based on the results of the Parking and Speeding Survey to ask for yellow lines and a reduced speed limit. 60 signatures had been received. There were more parking problems identified at the bottom of Church Road and Hardwick Road where yellow lines were being parked on. With businesses re-opening and no parking allocated at Nonna's there was additional pressure on Aspley Heath roads, including vehicles left overnight. PCllr Clough would mention these issues in the covering letter to CBC. The Swan was offering £1 parking for residents so this could be promoted to residents.

A resident had put up 20mph signs. It was asked whether speed bumps would be a possibility but CBCllr Baker felt that this was unlikely.

**Action: GC**

There was concern that parking at the top of the woods was very busy and there were also campers staying overnight. There were no signs advising that this was not allowed, CBCllr Baker was to ask the question. The woods were advertised on a cycling website and there were logoed vans parking up which looked like they were offering services to cyclists and promoting their businesses.

PCllr McKay asked if CBCllr Baker could investigate the status of parking bays which were partly on the pavement. (Jul 19)

**Action: JB**

**2022a** The Clerk had sent a letter asking for a .gov domain name for the website and was awaiting a response.

**Action: Govt**

**2178a To Discuss Advertising the Councillor Vacancy**

The vacancy would be advertised on the website, Facebook and the noticeboard, and any interested residents asked to contact the Clerk. It was hoped that co-option would take place on 26<sup>th</sup> May.

**Action: DB**

**2215 To Discuss the Accessibility Statement for the Council's Website and to Analyse the Website for Issues**

Actions carried forward:

**2179** The Clerk had analysed the website for accessibility and advised that it did not fully comply. The Clerk would forward the analysis to all Councillors. The next step was to seek costs to make the website fully accessible. It was not considered viable that an upgraded version of the website known as Editor be used as this was too complex for the Clerk and would take much longer to use. The Clerk would contact Wix to see if they could offer some help and also an IT company to seek costs for help with accessibility. It was thought that the website may need to remain as it was and for the Clerk to be contacted regarding any accessibility issues, this would be added to the website once all the steps in the process had been completed.

**Action: DB**

**2216 Roads and Footpaths**

Actions carried forward:

**1514a** A stakeholder meeting was to take place on 11<sup>th</sup> May. Bedford Estate had said their long term strategy was to increase visitor numbers. Parking options would be a major topic for discussion. Greensand Trust were putting up QR signs to increase permit sales. If any new bike trails were found these were to be reported along with any flytipping.

**Action: GH**

The logs that had been left by Bedford Estate for CBC to install that were to mark out parking bays were gradually disappearing. No date had been given by CBC to fix them.

The poor condition of the BOAT bordering the car park at the top of Church Road had been resurfaced however, as it is used as a turning circle by a lot of heavy vehicles, it was not known how much longer the repair would last before it needed re-filling.

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. PCllr Smith agreed to contact MKC. Hardwick Road continues to be a problem and the Parish Council would support residents.

**Action: SS**

## 2217 Lights

**Actions carried forward:**

**2117** The light outside 57 Church Road which had been hit by a builder's lorry had now been repaired. PCllr Smith would contact the resident for the builder's information. PCllr Garratt would draft a letter asking for the full cost of the repairs to be repaid and forward to the Clerk.

**Action: SS/PG**

**2181** The light outside 13 Church Road needed repairing. The Clerk would chase the contractor.

**Action: DB**

## 2218 Planning

**Actions carried forward:**

**1861b** 12 Silverbirches Lane. PCllr McKay had sent a letter to CBC detailing the concerns, regarding the lack of communication between CBC departments.

**Action: AM/JB**

**2090** 47 Church Road had installed new windows and render for which permission had now been sought. Planning Enforcement had no concerns with the work currently occurring. A breeze block structure had been erected in the rear garden and this would be investigated.

**Action: Planning**

## Application updates

### New Applications since the last agenda

41 Church Road

## 2219 Village Matters

**Actions carried forward:**

**2155b To Discuss the De-listing of a Community Asset**

The new owners were happy with the proposal to register the Royal Oak. PCllr Jordan would send in the application to CBC.

**Action: AJ**

**2169** Overhanging hedges in the Parish had been cut back following a letter sent to residents. Two further properties had been identified and the template letter would be sent along with resident responses from the Parking Survey that referred to overhanging hedges.

**Action: PCllrs**

**2199** The Royal Oak was attracting younger customers than previously and some visitors were sitting on residents' walls and in their gardens. This concern would be added to the Neighbourhood Plan.

**Action: GC, SM**

## **2220 To Discuss the East West Rail Proposals and Subsequent Response**

### **Actions carried forward:**

**2201** The deadline for comments was in June so a draft response would be written for next month's meeting. PCllr Clough agreed to accept the box of consultation documents.

**Action: GH, CM**

## **2221 To Receive an Update from the Neighbourhood Plan Steering Group**

## **2222 Finance**

### **a. To approve payments to be made in May**

<b>Payee</b>	<b>Chq No</b>	<b>Amount</b>	<b>Description</b>
TBC		£TBC	Allocated for tree removal on Sandy Lane
D Batchelor	1163	£178.35	Clerk's Salary - May
SLCC	1164	£67.00	Affiliation Fee 2021/22
St Michaels Church	1165	£237.50	CBC Ward Councillor grants - £37.50 Covid Zoom meeting costs, £200 – repairs to clock

### **b. To agree the financial statements for April**

#### **Actions carried forward:**

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

Paperwork had been sent to the Co-Op regarding switching the Council's main account. However, there would be a monthly charge to maintain the account and this was not felt to be fair. Therefore, the Clerk would apply for the Sandpit account to be switched to the Co-Op with all details remaining the same. It was agreed that the Metro Bank be contacted and the main Parish Council account be switched over to them as they offered free banking for organisations with a balance of over £5000.

It was agreed that PCllr Garratt be added as a signatory when this was possible.

**Action: DB**

### **c. To approve the Internal Auditor for 2021/22**

## 2223 To Note Correspondence Received Since the Last Meetin

	From	Subject	Action
1977	NatWest	Bank Statements	
1978	East West Rail	Reminder to sign up for consultation meeting – 25 <sup>th</sup> May 5-6.30pm	
1979	Central Beds Council	Crime statistics – April (no crime reported)	
1980	Police and Crime Commissioner	Newsletter - May	
1981	NALC	Coronavirus update regarding meetings – should be face to face after 21 June	
1982	Central Beds Council	Remittance Advice - £237.50 Ward Councillor grants received x2	