



ASPLEY HEATH PARISH COUNCIL

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Minutes of the Aspley Heath Parish Council Meeting held on Wednesday 24th May 2023 at the Woburn Sands Town Council offices, High Street, Woburn Sands.

Present: PCllrs G Clough (Chair) G Harris
L Jones A McKay
A Sandys-Wood

In Attendance: Mrs D Batchelor (Clerk)

2498 To Elect a Chairman

PCllr Smith was proposed and seconded.

2499 To Elect a Vice Chairman

PCllr Clough was proposed and seconded. As PCllr Smith was not in attendance, PCllr Clough took the chair for the evening.

2500 To Receive Apologies of Absence

Apologies were received from PCllrs Jordan, Marshall and Smith and S McQuillan.

2501 To Note Declarations of Interest relating to Items on the Agenda

There were no Declarations of Interest.

2502 To Agree the Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the previous meeting, held on 26th April 2023 be signed as a true record of events.

2503 To Co-opt a New Councillor

S McQuillan had put her name forward for the Councillor vacancy. This was duly **APPROVED** and S McQuillan joined the Parish Council with immediate effect.

2504 To Elect Members on to Associated Positions

- a. **Finance** – all current signatories to remain
- b. **Planning** – PCllrs McQuillan, Harris, McKay and Clough
- c. **Footpaths including Aspley woods** – PCllrs Smith, Sandys-Wood and Jones.
- d. **Newsletter** - PCllr Clough
- e. **Friends of St Michael** – PCllr A Sandys-Wood

f. George Wells Educational Trust – PCllr Smith

2505 Open Forum – Members of the Public are Invited to Speak to the Parish Council

Actions carried forward:

2434a Yellow lines on Church Road – The request had been sent to CBC to shorten the lines and CBCllr Baker was chasing this up. CBC were also seriously considering passing places as there were poor lines of sight on Church Road. The road was unable to be adopted by anyone other than the District Council (Nov 2022)
Councillors noted that ticketing was now taking place on Church Road by CBC Enforcement Officers. The Parish Council were aware that recently added yellow lines had been put in opposite the Dairy. The Parish Council did not request these and CBC had confirmed that they did not request or install them. CBC would be removing them.

Action: CBC/JB

There were no members of the public present.

2506 Central Bedfordshire Councillor Report

Actions carried forward:

2259 Proposed new development at Marston Vale – O&H Planning Application. CBC were not happy with the proposed plan as the traffic flow had not been modelled appropriately. (Sept 2021)

Action: O&H

2507 Chairman’s Report

Actions carried forward:

2490 Defibrillator - The Chairman had agreed to make the instructions for the removal of the defibrillator casing clearer.

Action: SS

PCllr Clough welcomed PCllr Jones to the Parish Council. PCllr Jones had signed her Acceptance of Office at the beginning of the meeting. A reminder was made to all Councillors to complete their Election expenses form even if there had not been any expenses. Some Councillors advised that they had not been sent the Declaration of Interests form from CBC; PCllr Clough agreed to forward this on.

2508 Roads and Footpaths

Actions carried forward:

2263a BOAT at the top of Church Road – PCllr Smith had asked CBC for an update and to be included in any discussions. The BOAT had deteriorated further and fly-tipping had been reported. PCllrs Smith and Harris would chase up when talks and/or the work would be commencing.

Action: SS/GH/CBC

2370a To Discuss a Resident’s Concern with the Pavement at the Junction of Silverbirches Lane and Church Road

CBC Highways had repeatedly not responded. PCllr Smith had submitted another form to have the work completed during April 2023.. (May 2022)

Action: SS/CBC

2370b To Discuss New Signage for Sandy Lane to Restrict Unnecessary Access

The CBC Rights of Way Officer had visited the site and it was hoped that a new sign would be installed soon. No response had been received from the CBC Officer Francine Rainbow. PCllr Smith would contact CBC again. (May 2022)

Action: CBC

2509 Lighting

2510 Planning

New Planning Applications

Tavistock Road – no concerns

60 Church Road – removal of 5 trees – objected to as no reason given for the removal of healthy trees in a Conservation Area

Tree Tops – Variation of Condition - single storey extension – it was agreed that the previous application and the variation be looked at carefully.

Action: Planning

Recent Planning Applications

2511 Village Matters

Actions carried forward:

2267 To Discuss Homewatch

PCllr Jordan had met with PCSO Jorgensen who was going to approve the Neighbourhood Watch scheme. They would like to attend a future Council meeting and it was agreed that a list of dates be sent. (Sept 2021)

Action: AJ

2340 The Chairman had chased the delivery date for the new notice board again. It was asked whether residents' notices could be added to the board, this was agreed in principle. (March 2022)

Action: PNC

2387 To Discuss the Bike Jump Area in Aspley Woods

A Risk Assessment was still being sought. Another ambulance call out had been made to the site. The Bedfordshire Safety Advisory Group (SAG) were to meet with Bedford Estate. Responses from the Neighbourhood Plan were in favour of parking being installed at the old Steetley site. For now, it was hoped that users of the bike jump area would be encouraged to use the Longslade Lane car park to reduce the issues on Church Road. Rubbish around the site had increased again and there were reports that the jumps were being altered by users which was a huge safety concern. It was agreed that a letter of concern be sent to Bedford Estate and Greensand Trust about the lack of toilets, rubbish and safety. (July 2022)

Action: PCllrs

2440c To Discuss the Hedge in Church Road/Narrow Path

PCllr Smith had received the letters regarding overhanging hedges and would distribute to offending properties. (Nov 2022)

Action: GC/SS

2453d Some residents from Woburn Sands had complained to the Parish Council about lights installed onto a property in Church Road which were causing light pollution. The Parish Council had offered help to residents with filling out online forms on the CBC website regarding light pollution. A resident had also reported a tall, green metal fence had been put up and there were several pieces of heavy machinery in the garden. They were worried this amounted to a change of usage by the property. CBCllr Baker would be asked to check this. (Jan 2023)

Action: DB

2466 Temporary signs to celebrate the King's Coronation would be put up on the weekend 29/30 April. (Feb 2023)

Completed

2511a To discuss Tree Issues in the Parish

A resident had asked what could be done about neighbouring trees affecting light and their property. An article would be added to the newsletter advising where residents could go for help. An email would be sent to Andy Jones, Tree Officer to ask if overhanging branches could be removed by residents in a Conservation Area.

Action: DB

2512 To Receive an Update from the Neighbourhood Plan Steering Group

The Group were waiting for the new Grant Application window to open before they could progress further. In the meantime, responses to the questionnaire were being analysed.

2513 Finance

a. To approve payments to be made in April

Payee	Chq No	Amount	Description
D Batchelor	1272	£202.52	Clerk's salary – April
Forde & McHugh	1273	£355.44	Street lighting maintenance 1/10/22-28/3/23
S Smith	1274	£42.45	Refreshments for AGM 26/4
D Batchelor	1275	£34.65	NameCheap – Email domain fees 1 year

The above payments were **APPROVED** for payment.

b. To agree the financial statement for April

The financial statement and budget for April were **APPROVED**. The Clerk answered questions about the budget.

c. To approve the Internal Auditor for 2022/23

It was agreed that Lynn Stapleton be asked to complete the Internal Audit for last financial year.

2514 To Note Correspondence Received Since the Last Meeting

	From	Subject	Action
2188	NatWest	Bank Statements	
2189	Central Beds Watch	Crime Stats – April - no crimes reported May (Interim) 1 report of theft 13/5 on Woburn Road	
2190	Beds Police & Crime Commissioner	Newsletter - April	
2191	Central Beds Council	Town and Parish Council bulletin - May	
2192	Barclays	Local Site at Frosts Garden Centre	
2193	Beds Police & Crime Commissioner	Surveys – Road Safety and Web based reporting services	
2194	NameCheap	Confirmation of email domain renewal for 1 year	

Signed:

Chairman

The meeting closed at 9.20pm.