



## ASPLEY HEATH PARISH COUNCIL

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To: All Councillors

22<sup>nd</sup> September 2022

The Next Meeting of Aspley Heath Parish Council will take place on  
Wednesday 28<sup>th</sup> September 2022 at 8pm at the **Woburn Sands Town  
Council Offices, next to the Memorial Hall, High Street, Woburn Sands**

**2404 To Receive Apologies of Absence**

**2405 To Note Declarations of Interest relating to Items on the Agenda**

**2406 To Agree the Minutes of the Previous Meeting**

**2407 To Co-Opt a New Councillor**

**2408 Open Forum – Members of the Public are Invited to Speak to the  
Parish Council**

**2409 Central Bedfordshire Councillor Report**

**Actions carried forward:**

**2259** Proposed new development at Marston Vale – O&H Land had updated some documents but had added these to the general folder, not in a separate folder as requested. O&H had subsequently said they would organise the files more carefully. Minor changes had been made but a revised transport strategy had not been carried out. Red lines on maps had been shortened so the traffic survey was condensed and would not show wider problems particularly those flagged by the Council. The Clerk confirmed that Woburn Sands were included in the consultation. The next meeting would take place on 18<sup>th</sup> July. (Sept 2021)

**Action: DB/PCllrs**

**2410 Chairman's Report**

**Actions carried forward:**

**1995 Speeding and Parking on Church Road**

PCllrs McQuillan and Garratt had investigated 20mph signs. The 'Twenty's Plenty' signs were thought to be suitable and A3 signs were agreed upon. PCllr Garratt was tasked with finding approximately 30 signs so there would be spares available.

**Action: PG**

**2260** One resident had shown an interest in the Councillor vacancy. It was hoped that co-option

would take place at the September meeting. (Sept 2021)

**Action: PCllrs**

## **2411 To Agree the Dates of Meetings in 2023**

## **2412 Roads and Footpaths**

### **Actions carried forward:**

**1514a** Although the fencing repairs were unlikely to happen in the short term this would remain on the agenda. A resident had been injured by fencing that had fallen down and had not been repaired. This would be reported to Bedford Estate and Greensand Trust as the lack of maintenance was now a health and safety issue. PCllr Harris agreed to walk the path to help provide detailed information to BE and GT. PCllr Smith would report the increasing amount of waste at the top of Church Road to Greensand Trust. A letter drafted by PCllr Smith would be sent to CBC. It was noted that the abandoned car had now been removed. (Reviewed July 2020)

**Action: GH/SS**

**2263a** BOAT at the top of Church Road – A topological survey was being planned by CBC. A resident had reported increased traffic on the BOAT due to the closure of Bow Brickhill Road as cars were accessing it as an alternative route. PCllr Smith had contacted the CBC Rights of Way Officer to suggest the planned temporary closure was brought forward. PCllr Smith was to send a letter to the Clerk for forwarding to CBC.

**Action: SS/CBC**

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

The pavement had been checked by the Clerk and the Chairman. A photo had been sent to CBC Highways but no response had been received by them yet.

**Action: CBC**

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

Residents from two properties at the top of Sandy Lane were concerned about lorries accessing the very narrow path and turning at the junction with Church Road. CBC had agreed that a new sign would be installed. The Chair would forward the information from the resident to the Clerk so that CBC would have the agreed wording for the sign.

**Action: SS/DB**

## **2413 Lights**

## **2414 Planning**

New Planning Applications

Recent Planning Applications

## **2415 Village Matters**

### **Actions carried forward:**

#### **2267 To Discuss Homewatch**

PCllr Jordan had re-signed up for this scheme as membership had lapsed. She would be attending a webinar. All data held by Homewatch was stored by Neighbourhood Watch and the Police so there would be no issues with GDPR. (Sept 2021)

**Action: AJ**

**2340** Two designs for notice boards had been received. It was agreed that the final choice would be agreed via email and an order placed in the region of £1500 + VAT.

**Action: PCllrs/DB**

**2355a** Sandpit - A quote for £3400 had been received for the tree works with another two quotes being sent in. It was felt that the dead wood could be left for habitat piles rather than being removed. The Chairman would collect in the 3 quotes and advise Councillors of these with a final selection of contractor to be agreed via email. It was therefore agreed that the work be carried out at an expected cost of £3500. The order would be placed once agreed so that the works could commence as soon as possible.

**Action: PCllrs**

**2387 To Discuss the Bike Jump Area in Aspley Woods**

PCllr Clough would be meeting Howard Hughes later in the week. The Council had concerns with the bike jump area still; these included the lack of parking, health and safety issues and there being no public toilets within a 5-mile radius. PCllr McQuillan had investigated facilities based on private land with the outcome that no action could be taken by outside parties.

**Action: SS/SM**

**2416 To Receive an Update from the Neighbourhood Plan Steering Group**

**2417 Finance**

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

<b>Payee</b>	<b>Chq No</b>	<b>Amount</b>	<b>Description</b>
The Parish Notice Board Company	1231	£930.00	Deposit for 'Prestige' Oak notice board
D Batchelor	1232	£186.74	Clerk's salary - September
D Batchelor	1233	£66.23	Clerk's Allowance July – Sept £25, Thank you gift for Internal Auditor £22.75, Stamps £18.48
HMRC	1234	£140.00	Clerk's PAYE July - September

**b. To agree the financial statements for July and August**

**c. To Agree the Internal Auditor Report for 2022/23**

**d. To Agree Donations for 2022/23**

Actions carried forward:

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

NatWest had failed to provide the necessary forms and it was felt that Metrobank would offer a better service. The decision to open an account with Metro Bank was APPROVED and Members would visit the bank over the next few weeks. (Oct 2020)

**Action: SS/GH/PG/DB**

**2389c Approve the Internal Audit Report for 2021/22**

The Internal Auditor had been working on the audit and was awaiting one piece of paperwork to complete it which the Clerk would forward.

**Action: DB**

**2389g To Discuss the Insurance Renewal for 2022/23**

It was agreed that the insurance would be held with Zurich for the next financial year at a cost of £264.00.

**Action: DB**

**2418 To Note Correspondence Received Since the Last Meeting**

	<b>From</b>	<b>Subject</b>	<b>Action</b>
2112	NatWest	Bank Statements	
2113	Central Beds Watch	Crime Stats – July (1 crime reported in AH – Injury with assault) August (1 – theft of a vehicle) both Woburn Road	
2114	CPRE	September newsletter	
2115	Central Beds Council	Free Tree giveaway	
2116	East West Rail	Meeting information from 27 June and 18 July. Meeting invite for 14 September 4pm	
2117	The Parish Notice Board Company	Quote and phot of notice board – Oak with green background £1550 + VAT	Agreed by PCllrs and order placed
2118	Central Beds Council	On street parking consultation	Closes 26 <sup>th</sup> September 10am
2119	Milton Keynes Council	Draft Parking Standards Supplementary Planning Document consultation	Closes 3 <sup>rd</sup> October
2120	Beds Police and Crime Commissioner	Meeting invitations 4 <sup>th</sup> October 2022, 6-8pm and 12 <sup>th</sup> April 2023	
2121	Ordnance Survey	Joining details for online access	
2122	Charity Commission	New Charities Act 2022	
2123	SEMK	New date for next meeting – 23 <sup>rd</sup> August 6-7.30pm	
2124	E.on	Refund on electricity account - £60.44	
2125	Beds PCC	Invitation to Annual Parish Council Conference – 4 <sup>th</sup> October	
2126	Central Beds Council	Understanding Planning workshop – 30 <sup>th</sup> November 10am – 4pm	