



ASPLEY HEATH PARISH COUNCIL

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To: All Councillors

16th May 2019

The Annual Meeting of the Aspley Heath Parish Council Meeting will take place on Wednesday 22nd May 2019 in the Council Offices to the rear of the Ellen Pettit Memorial Hall starting at 8.00pm

Signed:

- 1956 To Elect a Chairman**
- 1957 To Elect a Vice Chairman**
- 1958 To Agree the updated Code of Conduct**
- 1959 To Co-Opt New Councillors onto the Council**
- 1960 To Receive Apologies for Absence**
- 1961 To Note Declarations of Interest relating to Items on the Agenda**
- 1962 To Agree the Minutes of the Previous Meeting**
- 1963 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**
- 1964 Open Forum – Members of the Public are Invited to Speak to the Parish Council**

Actions carried forward:

1700 CBC had advised that connection of the street light in Sandy Lane would happen the following week.

Action: Contractor

1965 Central Bedfordshire Councillor Report

1966 Chairman's Report

Actions carried forward:

1856 The 'Tommy' silhouette had been moved next to WWI graves in the churchyard. PCllr Willmott agreed to concrete the silhouette into place so it could not be moved.

Action: PW

1901a To Consider an Application for the Highways Rural Match Funding Scheme

PCllr Hobbs had designed an initial drawing for a new crossing across Hardwick Road. The details were agreed and the application had been submitted to CBC. If the crossing received funding then there would be a consultation with residents. A response from CBC was still being waited on.

Action: DB/CBC

1966a To Agree a Charitable donation

1967 Speeding and Parking on Church Road

Actions carried forward:

1948 Another Speedwatch session was to be organised for the end of May before the Spring half term.

Action: SS

1967a To Discuss Church parking on and around Church Road

1968 Roads and Footpaths

Actions carried forward:

1514a The bollards at the top of Church Road were rotting away and there was a huge puddle forming outside the gates. A quote had been received by CBC to fill in the hole and an order placed. CBCllr Wells asked to be copied in to emails with Chris Nicolls. PCllr Hobbs was to ask CN if all works could be completed at the same time. Paul Williams would also be chased for the Estate's contribution. Chris Nicolls had advised that funding would be sought during the new financial year for the works.

Action: CBC

The fence on both sides of the car park was falling apart but it was felt that Bedford Estates would not carry out any further works to the fencing. Paul Williams from Bedford Estates had responded that work on the footpaths had been completed. However, Members were not happy with the level of work and PCllr Willmott stated he would contact Paul Williams again to express this. There was also a report of a new fence.

Action: CBC/PW/PW

1933 Holly Walk Steps - The steps were under the remit of Central Beds Council. PCllr Smith had emailed Chris Nicoll to ask that the steps be assessed for safety.

Action: CBC

1969 Upgrade Project/Enhancement of the Heath

Actions carried forward:

1845 The new bench in Sandy Lane had been installed. PCllr Shirville agreed to organise the

plaque which was to be engraved with the words '1918 – 2018 We will remember them' and Aspley Heath Parish Council added below. PCllr Shirville agreed to organise the plaque and a lasered stainless steel design was agreed.

Action: AS

1970 Lights

1971 Planning

Actions carried forward:

1861b An enforcement notice for a house in Silverbirches Lane regarding its brickwork being smoothed over was still in force. CBC were awaiting a non-material amendment from the resident.

Action: CBC

1972 Village Matters

Actions carried forward:

1862 At present it was agreed that the current website be maintained. Members agreed that the domain name for the Council's email would be transferred to the Council at a cost of £40 for 2 years. A direct debit would need to be set up to pay the fees. The possibility of gaining a .gov email address was to be investigated. Additional email storage had been proposed at a cost of £3 per month but it was felt this was not necessary as the Clerk was monitoring levels.

Action: PW

1893a PCllr Smith had now sent photographs of the overhanging Holly hedge on Church Road to the Clerk who would contact both houses that had hedges overhanging.

Action: SS/DB

1937 Speakers for the AGM were discussed. PCllr Southgate agreed to speak about Neighbourhood Watch. Mr Ballard would be invited to speak on behalf of the Poor's Coal Charity and it was suggested that Mr Holland could report on Aspley Woods. Other proposals for speakers were welcomed. It was suggested that a small survey could be produced to ask residents what their concerns were.

Action: DB/PCllrs

1953 PCllrs agreed to take part in the Big Spring Clean and agreed on Sunday 28th April. Litter pickers would need to be collected. PCllr Smith agreed to organise and advised that helpers should meet at the top of Church Road.

Action: SS

1953a Final comments needed to be sent to PCllr Clough for inclusion in the next newsletter which was due for delivery by the end of April.

Action: PCllrs

1953b Some new plants had been suggested for Jubilee Gardens and Councillors agreed for the works to be carried out at a cost in the region of £75.

Action: AS

1953c A Smart car with a flat tyre had been parked on Sandy Lane for some time. PCllr Southgate agreed to chase this up.

Action: CS

1972a To Discuss Designating buildings in the Parish as an Asset of Community Value

1973 Finance

a. To approve payments to be made in May

Payee	Chq No	Amount	Description
Forde & McHugh	1053	£149.92	Street light maintenance Apr – Sept 2018
E.on	1054	£743.86	Street lighting 1/4/18-31/3/19
Cultivation Ltd	1055	£90.00	Maintenance of Jubilee Garden
D Batchelor	1056	£240.00	Clerk's Salary April and May
SLCC	1057	£63.00	Membership fees 2019
S Smith	1058	£16.35	Refreshments for AGM
A Shirville	1059	£41.70	Engraved plaque for Sandy Lane bench

b. To agree the financial statements for April

Actions carried forward:

1893d To consider cheque payments for Sandpit expenditure due to issues with Sandpit Charity bank account

PCllr Willmott had contacted NatWest who advised that any transfer of funds would need to be done by letter. As the interest in the Business Reserve account was negligible it was **APPROVED** that the account be closed and all funds moved to the Current Account. The Clerk would write up the letter and forward for signing.

Action: DB/PW

c. To approve the Internal Auditor for 2018/19

d. To Agree the Clerk's salary for 2019/20

e. To review the risk assessment

1974 To Note Correspondence Received Since the Last Meeting

	From	Subject	Action
1796	NatWest	Bank Statements	
1797	BATPC	Practitioner's Guide – Governance and Accountability for Smaller Authorities	
1798	Central Beds Council	A421 closure	
1799	BATPC	Beds Bugle	
1800	Beds Police and Crime Commissioner	newsletter	
1801	Beds Police	Crime statistics - March	
1802	Central Beds Council	Parish nominations - uncontested	
1803	Beds Police and Crime Commissioner	Invitation to Third Year Launch Report – 20 May 10.30-1.00	
1804	Beds Police and Crime Commissioner	Invitation to Annual Parish Roadshow – 1 October 6-7.30pm	
1805	Central Beds Council	Declaration of Acceptance of Office information	
1806	Central Beds Council	Closure of A421 31 May – 1 June	

