



ASPLEY HEATH PARISH COUNCIL

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To: All Councillors

15th October 2026

The Next Meeting of the Aspley Heath Parish Council will take place on Wednesday 21st October 2026 at the **Woburn Sands Town Council Offices, to the side of the Ellen Pettit Memorial Hall, High Street, Woburn Sands at 8pm**

Signed:

2992 To Receive Apologies for Absence

2993 To Note Declarations of Interest relating to Items on the Agenda

2994 To Agree the Minutes of the Previous Meeting

2995 Open Forum – Members of the Public are Invited to Speak to the Parish Council

Actions carried forward:

2814 Anti-social behaviour at the Royal Oak Pub. PCllr Wilson had spoken to CBC Licencing, Beds Police and another Licencing Officer to gain more useful information. Residents were asked to tell the Police of any Anti-Social Behaviour and ask that this be logged with the Neighbourhood Team. As the Police had to meet targets, they would need to address the complaints. PCllr Wilson had designed an Anti-Social Behaviour Incident Report which could be filled in by residents and sent to the Police. It was asked that a copy be sent to the Parish Council as well so that the Clerk could keep a record and then chase up the relevant authorities.

Action: PCllrs

2996 Central Bedfordshire Councillor Report

2997 Chairman's Report

Actions carried forward:

2938 An email had been sent to the Council from a group wanting to decorate the Church with knitted poppy displays. Reverend Diana Young had agreed to the displays but asked they be removed when they looked dirty. Residents would be able to join the group. Information would be added to the website and the noticeboard. PCllr Smith would check

with the new vicar to check they were happy with the knitted poppy displays.

Action: SS/DB

2998 Roads and Footpaths

Actions carried forward:

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

The Clerk had asked for the sign to be moved. Zaria Bettles had stated there was little money to remove or replace the sign as broken signs were a priority. She would make a site visit and let the Council know if anything would be done. Nothing had been heard from CBC regarding this since an email sent in early May.

Action: CBC

2859 The black paint was coming off of the road where it had been painted over the yellow (unofficial) lines close to Narrow Path and 25 Church Road. CBC would either need to re-paint them or burn off the yellow lines. This had been reported numerous times on FixMyStreet but nothing had been done. CBCllr Baker had contacted CBC and they had agreed to either remove the lines or paint over them. Nothing had been done, CBCllr Baker agree to chase.

Action: CBC/JB

2891 Residents complained of ongoing issues on BOAT 33 including fly tipping, increased parking at the top of Church Road including overnight campers and noise from 4x4s accessing the BOAT and damaging the surface as well as the erosion of trees in the car park area which was a Bedford Estate issue. PCllr Harris had emailed Dominic Smith but no response had been received yet. Residents were encouraged to contact CBC with any complaints. It was suggested that a copy of the detailed map of the BOAT be sought from CBC. The Clerk would contact CBC to see if they would pass on a copy. CBCllr Baker was also to be asked if he had access to a copy.

Action: CBC/DB

2687 CBC had rejected the Parish Council's request for a 20mph Speed Limit on Church Road. Residents were overwhelmingly in support of reducing the speed limit. PCllr Wilson had checked the legislation and a plan of action was to be made which included categorising the pedestrians using the road as the footpath was not accessible. There was a discussion about the 20mph speed limit where a community venue or church was located. CBC had not changed their mind but the Parish Council would continue to seek a speed restriction on Church Road. PCllrs Clough, McKay and Wilson had looked through the legislation on 20mph speed limits. As there was only one footpath on the stretch of road they would measure this to see if it met the standard width. They would also carry out a pedestrian survey and categorise all users of the footpath and road, as well as documenting how many pedestrians had to use the road and how many cars needed to move aside to miss these pedestrians.

Action: PCllrs

2953 The spring on the gate into the Sandpit was broken. PCllr Jones had purchased a spring and the invoice for £80 was agreed. The spring would be fitted in the next few weeks.

Action: LJ

2999 Lighting

Actions carried forward:

2983 A Councillor stated a light out outside 13 Church Road was not working. The Clerk would report this.

Action: DB

3000 To Receive an Update on the Installation of CCTV

Actions carried forward:

2877 The CCTV had been installed and connected. It was not fully commissioned yet but it had. A resident asked if a meeting could be set up for a small group of residents in the camera's view to meet and look at still photos to see how their houses were presented. This was agreed.
The CCTV was not fully operational yet as there was an issue with the bandwidth. Once up and running the recording could be searched by date and time however, it could not be filtered by type of vehicle or pedestrian.
A full support contract was in place. A sign had been put up; this showed the maintenance contractors' phone number so any issues could be reported. They would then email the Clerk. The next step was to train all the users on the monitoring system. The Clerk would add the policies and users to the website.

Action: AM/DB

3001 Planning

Actions carried forward:

2911 Land between Brogborough, Lidlington and Marston Moretaine – Outline planning application for 5000 homes. The Outline Planning Application had been approved by CBC. The Clerk had requested the full decision notice and had contacted the relevant Planning Officer at CBC for this. The publication of the full notice was still being awaited.

Action: CBC

2911a Land adjacent to 10 Silverbirches – variation of plans

The Parish Council had responded to this first Variation of Condition (VOC). The plans for the garage did not meet the necessary width identified by CBC for a double garage. The Parish Council was concerned that CBC did not make decisions in line with their own Policies, having granted this application. PCllr McKay would raise this with CBCllr Baker.

Action: AM

2942 Steetley Quarry, Aspley Woods – temporary car parking for 3 years (27/5)

The Parish Council had responded to the application and asked that the two applications; one for parking and one for a ranger's office be combined. A decision was awaited from CBC. It was asked why parking was only scheduled for three years. PCllr Harris had contacted Bedford Estate with the result that the Bike Jump address had been changed to Woburn Road.

Action: CBC

2970 73 Church Road – garage conversion – this would change the house into a five-bedroom house but the amount of parking on site was queried. PCllr McQuillan would check this.

Action: SM

New Planning Applications

Trees – 67a Church Road

Trees – Meadowbank, Sandy Lane

Recent Planning Applications

Steetley Quarry/Woburn Pike Park

3002 Village Matters

Actions carried forward:

2762 PCllr Wilson was continuing to gather residents' views. She had also offered to collate the dates of future CBC meetings so that residents were informed of them. The Clerk would add the dates to the Parish Council meetings area of the website and PCllr Wilson would provide detailed information on what the meetings involved and what would be discussed. PCllr Wilson had designed a residents' questionnaire. These would be sent to Councillors to view before being given to residents. A newsletter had been produced.

Action: JW/DB

2957 Reverend Diana Young was leaving St Michael's Church on the 18th of July. PCllr Smith had arranged a thank you card and gift. PCllr Smith would bring the receipt to the next meeting for payment.

Action: SS

3003 To Discuss Residents' Complaints Regarding Parking, Noise and Anti-Social Behaviour Issues Outside Nonna's

Actions carried forward:

2957a The Council had received numerous complaints from residents about the noise, parking and Anti-Social Behaviour outside Nonna's. PCllr Clough thanked CBCllr Baker for his help with arranging meetings with the Police and the licencing department at CBC to put a stop to an event for which there was no licence in place. It was noted that Nonna's has opened an outside bar even though this was against the licencing regulations. A resident reported that Nonna's would be changing to a spa. The Clerk was asked to check if CBC Planning had received anything.

Action: DB

3004 To Receive an Update from the Neighbourhood Plan Steering Group

Actions carried forward:

2850 It was agreed that ten copies of each Neighbourhood Plan document would be printed so that hard copies would be available to the group's members, the Clerk and a small number to be held in the Parish for residents to access. PCllr Clough would set up an account with the printers. A link to the documents would be added to the residents' pack.

Action: GC

3005 Finance

Actions carried forward:

2974c To Consider a Request from the Clerk to Purchase a Small Printer

The request was agreed and PCllr McKay would send details of printers to the Clerk. An approximate budget of £150 was agreed. The Clerk would purchase in the next few weeks.

Action: AM/DB

2989c The Risk Register had been circulated before the meeting. The defibrillator was to be added to the Risk Register. With this amendment made, the Risk Register was **APPROVED**. The Clerk would also add the CCTV units and the defibrillator to the Insurance schedule and the Asset Register.

Action: DB

2989 There was a discussion around using online banking to make payments more efficient. It

was also felt that the addition of a new signatory and adding the Clerk would be useful to ensure there were enough signatories to sign off payments each month. Therefore, the addition of PCllr Lynn Jones and the Clerk Denise Batchelor as signatories was **APPROVED**. The Parish Council also **APPROVED** the use of online banking. PCllr Smith would contact the bank to start this process.

Action: SS

a. To approve payments to be made in September

Payee	Chq No	Amount	Description
D Batchelor	1445	£243.49	Clerk's Salary - October
S Smith	1446	£	Gift for Rev Young
S Smith	1447	£46.00	Poppy Wreath for Remembrance Service
Forde & McHugh	1448	£192.00	Repair to light – 13 Church Road
Information Commissioner's Office	DD	£47.00	Data protection fee for CCTV

b. To Agree the financial statements for September

c. To Agree the Amounts for Grants in 2026/27 and to Consider a New Grant Request

Actions carried forward:

2990 To Agree the Meeting Dates for 2027

The Annual Meeting date was yet to be confirmed. PCllr Smith would check with the Church regarding availability as the Memorial Hall had previously been unavailable on a Wednesday evening.

Action: SS

3006 To Note Correspondence Received Since the Last Meeting

	From	Subject	Action
2537	NatWest	Bank Statements	
2538	Central Beds Watch	Crime Stats – September – no crimes	
2539	Central Beds Council	Town and Parish Council Forum – invite to meeting 2/11/26	
2540	Central Beds Council	Bedfordshire Minerals and Waste Plan – scoping consultation starts 12/10/26	
2541	Central Beds Council	Winter flu vaccination programme dates	
2542	Poors Coal Charity	Information on Charity applications	
2543	George Wells Foundation	Request for a grant	
2544	Woburn Sands Town Council	Confirmation of Memorial Hall booking for April 2027 for AGM	
2545	Central Beds Council	Neighbourhood Plan Reviews and Legislative Changes	
2546	Woburn Sands Town Council	Confirmation of Remembrance Day service and reserved seating for Councillors	
2547	BATPC	Annual Report for 2025/26	

		ONGOING CONSULTATIONS AND EVENTS	
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