



## ASPLEY HEATH PARISH COUNCIL

Clerk: Denise Batchelor  
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### Minutes of the Aspley Heath Parish Council Meeting held on Wednesday 27<sup>th</sup> March 2019 in the Council Offices at the rear of the Ellen Pettit Memorial Hall starting at 8.00pm

Present: PCllrs S Smith (Chair) G Clough  
J Hobbs A Shirville  
C Southgate P Temp  
P Willmott

In Attendance: Mrs D Batchelor (Clerk)

1 resident

#### 1940 To Receive Apologies for Absence

Apologies were received from PCllrs McQuillan, Towriss and CBCllr Wells.

#### 1941 To Note Declarations of Interest relating to Items on the Agenda

There were no Declarations of Interest.

#### 1942 To Agree the Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the previous meeting held on 27<sup>th</sup> February 2019 be signed as a true record of events.

#### 1943 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**

#### 1944 Central Bedfordshire Councillor Report

CBCllr Wells was not present at the meeting.

#### 1945 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**

A number of Councillors stated their intention to step down in May. This meant that there would be a number of vacancies for the upcoming election. PCllr Smith had designed a leaflet to send to prospective Councillors.

**1946 To agree the agenda for the Annual Parish Meeting**

The meeting was set for Wednesday 1<sup>st</sup> May. PCllr Smith would pick up the keys and organise refreshments. The hall would be open at 7.30pm to set up for the meeting. It was confirmed that Bob Holland would be attending. There would also be information available for residents interested in becoming a Councillor.

**1947 To discuss an email regarding grant funding from Living Heaths Working Woodlands**

Actions carried forward:

**1915a** An application for funding could only be made before any work had commenced. As tree works had already been finished this meant that an application would have to be made in the future.

**Completed**

**1948 Speeding and Parking on Church Road**

Actions carried forward:

**1931** Problems with parking were ongoing but had increased with the recent arrival of several Broadband vans and vans associated with the nearby renovations. It was noted that cones were being put out by the Church. The situation would need to be monitored.

**Completed**

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

**Action: SS**

**1949 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**

## 1950 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**

## 1951 Lights

## 1952 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**

**1936** Two new applications had been received: **29 Church Road** -The plans were discussed and it was noted as the extension was to the rear of the property then there was no impact on the road. Comments were due by 21 March.

**41 Church Road** - It was noted that work had already started on the site. With regard to the plans Members were concerned with the significant alteration to the look of the house and the loss of the unique architectural design. There were also issues with parking. Comments were due by 26 March. The Parish Council had objected to the plans.

**Completed**

The application for 23 Church Road had been agreed.

Two new applications had been received for:

33a Church Road

Land next to the Telephone Exchange on Woburn Road

It was noted that a piece of land by Silverbirches that had been designated as for common use was being used by a resident to park cars on. The land would be visited to check on this statement.

## 1953 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**

**1893 Sandpit trees.** Members agreed that all high and medium priority works be carried out as soon as possible. The works were planned for 6 March.

**Completed**

**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**

SuperFast Broadband was currently being installed in the Parish but there was no date for completion as yet.

PCllrs agreed to take part in the Big Spring Clean and agreed on Sunday 28<sup>th</sup> 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**

## **1954 Finance**

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

<b>Payee</b>	<b>Chq No</b>	<b>Amount</b>	<b>Description</b>
D Batchelor	1046	£121.41	Clerk's salary March

HMRC	1047	£91.00	Clerk's PAYE January - March
D Batchelor	1048	£25.00	Clerk's Allowance January - March
Cultivation Ltd	1049	£27.00	Maintenance of Jubilee Garden
Macemain + Amstad	1050	£805.20	Bench – Sandy Lane
RGS Tree Services	1051	£768.00	Tree works in Sandpit – High/medium priority
Woburn Sands Town Council	1052	£60.00	Meeting Room hire – annual charge

**b. To agree the financial statements for February**

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**

The financial statements for February were agreed.

**c. To review the risk assessment**

There had been no necessary amendments to the risk assessment over the last year and therefore the document was retained.

Members agreed to look over the risk assessment in more detail in the next financial year.

**1955 To Note Correspondence Received Since the Last Meeting**

	From	Subject	Action
1786	NatWest	Bank Statements	
1787	Beds Police	Crime Statistics - February	
1788	Beds Police	Invitation to Community Priority Setting meeting – 13 <sup>th</sup> March	
1789	CPRE	Briefing on East/West Rail and AGM Invite – 24 April	
1790	Beds Police and Crime Commissioner	February newsletter	
1791	Beds Police	Beds Bugle and Parish Council elections poster	
1792	Central Beds Council	Nomination papers – PC Elections	
1793	Central Beds Council	Great British Spring Clean	
1794	Beds Police and Crime Commissioner	Additional Community Policing announcement	
1795	Beds & MK Waterways	March Newsletter	

The meeting closed at 9.40pm.

**Signed:** .....

**Chairman**