



ASPLEY HEATH PARISH COUNCIL

Clerk: Denise Batchelor
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Minutes of the Aspley Heath Parish Council Meeting held remotely on Wednesday 24th June 2020 starting after the Annual Parish Meeting

Present: PCllrs S Smith (Chair) G Clough
 P Garratt G Harris
 A Jordan A McKay
 S McQuillan C Southgate

 CBCllr Baker

In Attendance: Mrs D Batchelor (Clerk)

 4 residents

2094 To Elect a Chairman

PCllr S Smith was proposed by PCllr G Clough for the position of Chairman and seconded by PCllr A Jordan. PCllr S Smith was duly elected Chairman and took the Chair.

2095 To Elect a Vice Chairman

PCllr Clough was proposed as Vice Chairman by PCllr S Smith and seconded by PCllr C Southgate and was duly elected.

2096 To Receive Apologies of Absence

There were no Apologies as all Councillors were present.

2097 To Note Declarations of Interest relating to Items on the Agenda

There were no Declarations of Interest.

2098 To Agree the Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the previous meeting held on 27th May 2020 be signed as a true record of events.

2099 To Elect Members on to Associated Positions

- a. **Finance – signatories would remain as** S Smith, G Harris and C Southgate
- b. **Planning** – S Smith, P Garratt, S McQuillan – to be confirmed at next meeting
- c. **Footpaths including Aspley woods** – G Harris, A Jordan

- d. Newsletter** – G Clough
- e. Friends of St Michael** – P Garratt
- f. George Wells Educational Trust** – R Robson Green (S Smith to check this was still agreeable)

2100 Open Forum – Members of the Public are Invited to Speak to the Parish Council

Actions carried forward:

1648 The street light on Sandy Lane was due to be connected today.

Completed

2084 A resident of Narrow Path had asked if a round mirror could be installed to ease access out of the junction with Church Road. Councillors were amenable to this suggestion however, a current planning application would open up the junction considerably and there may be no need for a mirror.

If residents wanted the re-painting of white lines outside the entrance to Narrow Path they were encouraged to contact the Council to progress.

Action: Residents

A resident asked about the diversity of the Council and the objectives set. The work of the Council was covered in the Annual Parish Meeting to which all residents were invited. Newsletters also informed residents of the work of the Council and all agendas and minutes were on the website. It was asked whether any resident could contribute to the newsletter.

2101 Central Bedfordshire Councillor Report

2102 Chairman's Report

Actions carried forward:

1994b The new cabinet had been received and would be installed. Additional costs of approximately £88 were agreed. (Jul 19)

Action: Contractor

1995 Speeding and Parking on Church Road

CBCllr Baker reported that CBC liked Speedwatch teams out in the Parish and advised that they did affect speeding positively. It was suggested that information could be put on Facebook to attract more residents to help with the activity as only PCllrs Southgate and Smith were trained. PCllr Mackay offered to go on the course. CBCllr Baker had previously advised the Council of a data capture method that used Google to record speeds of cars. He offered to research into this further. (Jul 19)

Action: JB

2009 Mr Shirville joined the meeting to provide an update. Full Fibre (FTTP) was discussed during the Annual Parish Meeting. Fibre to the junction was to be ready for the top half of Church Road within the next six months. (Sept 19)

Action: JB

2022a The new website was now up and running and information was being added. A .gov domain had not yet been received and the Clerk would chase.

Action: DB

2073b To discuss celebration of a resident's 100th birthday

The celebration of a resident's 100th birthday on 9th July was to be marked on Saturday 11th July from 3-5pm on the lawns of 80 Church Road. All Councillors were invited.
(Apr 2020)

Action: SS

2086 A plaque had been agreed for the Parish Council bench at the top of Church Road, in order to commemorate Piers' time on the Council. Wording was sought from Lesley Willmott.
(May 2020)

Action: SS

2087 To Agree the Agenda for the Annual Parish Meeting

It was agreed to hold the meeting on Wednesday 24th June at 8pm. The meeting would be held remotely. The Annual Parish Council meeting would be held afterwards. It was agreed that Bob Holland be invited to talk about the woods and a draft agenda would be circulated. PCllr Shirville advised that she would attend the Annual Meeting but this meeting would be her last. The Clerk would contact CBC to advise there would be a vacancy.

Completed

CBCllr Baker left the meeting at 9.49pm.

2103 Roads and Footpaths

Actions carried forward:

1514a Replacement bollards for the top of Church Road were available from Bedford Estates. CBCllr Baker agreed to contact the Highways Officer to see if CBC were prepared to install new bollards.
The fence on both sides of the car park was falling apart and Bedford Estates had acknowledged that further works to the fencing would be carried out as part of an overall fencing update. During the Annual Parish Meeting contact with the Acting Bedford Estate Manager was made and a meeting was to be set up to discuss the area.
(Sep 15)

Action: JB

2013a To discuss the road closure notice for Church Road due to Anglian water repairs

The confirmation had been received for the works and access would be made available for residents.

2104 Lights

Actions carried forward:

2089 CBCllr Baker had asked for an update on the condition of CBC owned street lights in the Parish. A street light in Heath Lane, identified by CBC, was not actually present. PCllr McKay agreed to send CBCllr Baker a map of street lights with the missing street light indicated. The light was not found. (May 2020)

Action: AM

2105 Planning

Actions carried forward:

1861b 12 Silverbirches Lane. Councillors were concerned with the procedures carried out on this application. The website was not updated and the Enforcement Officer was not aware of the recent decision. There were no details of the enforcement provided. The application referred to the replacement of quoins but there had not been any on the house originally. The Conservation Officer was not aware of this issue either which was worrying. PCllr McKay was awaiting a response from the Planning Officer. Nothing had been received from the Enforcement Team at CBC. (Jul 19)

Action: CBC

2076b The Parish Council were unhappy with the approval for 41 Church Road despite raising objections and a response had been sent.

Completed

2090 It was noted that 47 Church Road were installing new windows and render for which, permission had not been sought. It was agreed that the Enforcement Officer be contacted as there were concerns with the alterations and also the side elevation windows not being obscured. The Enforcement Team would get in touch within 21 days.

Action: CBC

2090a To discuss the Planning Application for 23 Church Road

The application had been withdrawn and the resident was to speak with Andy Jones regarding a tree survey.

Action: Planning

An application for a rear extension to Aldermans Place was under permitted development. There were no objections to the application to change the front façade.

No response had yet been prepared for 69 Church Road.

PCllr Smith agreed to look over tree applications.

2106 Village Matters

Actions carried forward:

2000c A Welcome Pack for new residents had been put together by the Clerk. Members were asked to send any additional information to the Clerk for inclusion, particularly about Sports, Clubs and Groups. It was asked that the pack be ready by the end of August. The pack would also be available via the website and Facebook. (Jul 19)

Action: PCllrs/DB

2027 As all Councillors were present a screenshot was taken of the meeting and would be used as photographs for all media. (Oct 19)

Action: AJ/DB

2038c To Discuss Further a Neighbourhood Plan

PCllr Clough had sent off the application and was awaiting approval. The newsletter would be updated with this information and a request made for interested residents to join the Steering Group; approximately six were required to make the group feasible. PCllrs Clough and McQuillan would be the contacts for the group.

Action: CBC/GC/SM

2107 Finance

a. To approve payments to be made in June

| Payee | Chq No | Amount | Description |
|------------------|--------|---------|---|
| D Batchelor | 1114 | £132.00 | Clerk's salary May (Chq not written until June) |
| S Smith | 1115 | £30.00 | Chairman's Allowance – leaving gift for AS |
| HMRC | 1116 | £99.00 | Clerk's PAYE April - June |
| D Batchelor | 1117 | £77.82 | Clerk's Allowance & office stationery Apr - June |
| Forde & McHugh | 1118 | £355.44 | Maintenance of street lights Oct 2019 – March 2020 |
| Cultivation Ltd | 1119 | £27.00 | Jubilee Garden maintenance May |
| S Smith | 1120 | £54.00 | RM Carrington – additional work Sandy Lane lamp post connection |
| The Print Cellar | 1121 | £119.00 | Printing of Summer newsletter x 400 copies |
| Halifax PLC | 1122 | £144.00 | Replacement chq for PMG – new payee |
| S Smith | 1123 | £36.96 | Postage costs Parcelforce – return of defibrillator |
| CANCELLED CHEQUE | 1124 | | |

The above payments were approved. The chequebook would be forwarded to signatories in the next few days.

It was asked whether the street lighting maintenance costs were reasonable. The Clerk advised that prices were checked every few years and the present contractor was substantially cheaper than other companies.

b. To agree the financial statements for May

The financial statements had been circulated before the meeting and were agreed. The bank total balance at 5th June was £17,307.74.

c. To approve the Internal Auditor for 2019/20

It was agreed that Lynne Stapleton be asked to carry out the Internal Audit for 2019/20.

2108 To Note Correspondence Received Since the Last Meeting

| | From | Subject | Action |
|------|----------------------|--|--------|
| 1901 | NatWest | Bank Statements | |
| 1902 | Central Beds Council | Road closure –Church Road for repairs by Anglian Water | |
| 1903 | BATPC | Beds Bugle | |
| 1904 | Central Beds Council | Co-option letter received | |
| 1905 | Central Beds Council | Crime Statistics April and May | |

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|------|----------------------|----------------------|--|
| 1906 | Central Beds Council | Highways Annual Plan | |
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The Chairman thanked residents for attending the Council meeting.

The meeting closed at 10.09pm.

Signed:
Chairman