



ASPLEY HEATH PARISH COUNCIL

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To: All Councillors

24th September 2026

The Next Meeting of the Aspley Heath Parish Council will take place on
Wednesday 30th September 2026 at the **Woburn Sands Town Council
Offices, to the side of the Ellen Pettit Memorial Hall, High Street, Woburn
Sands at 8pm**

Signed:

2976 To Receive Apologies for Absence

2977 To Note Declarations of Interest relating to Items on the Agenda

2978 To Agree the Minutes of the Previous Meeting

**2979 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

2980 Central Bedfordshire Councillor Report

2981 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.

Action: SS/DB

2952 The Chair was concerned that crimes were not being reported in the monthly Crime Stats. Residents had provided details of crimes, including crime reference numbers and these had been cross checked however, the monthly data did not include them. PCllr Wilson had attended the Police Priorities meeting and gained a contact at the Police and Crime Commissioner's Office. The crime numbers had been checked against those in the database but did not show. Crimes for Woburn Sands now needed to be checked; the Clerk would try to get this information.

Action: DB

2982 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.

Action: CBC

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.

Action: CBC

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. The Parish Council would keep pushing for speed restrictions. 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.

Action: JW/PCllrs

2953 The spring on the gate into the Sandpit was broken. PCllr Jones would research prices for a replacement.

Action: LJ

2983 Lighting

2984 Installation of CCTV

Actions carried forward:

2877 CCTV PCllr McKay had finalised the maintenance costs and a contractor arranged to provide power to the lamppost. The Sales Agreement would now be sent to the Council.

Action: Contractor/AM

2984a To Update the CCTV Policies

2984b To Receive the Final Costs for the CCTV and to Agree the Fee for the Information Commissioners Office

2984c To Agree the Users of the CCTV

2985 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 and 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

47 Church Road

69a Church Road (Variation of Conditions)

Steetley Quarry/Woburn Pike Park

3 Charlewood Mews

Aldermans Lodge

74 Church Road

Recent Planning Applications

2986 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 and PCllr Wilson would provide detailed information on what the meetings involved and what would be discussed.

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.

Action: SS

2987 To Discuss Residents' Complaints Regarding Parking, Noise and Anti-Social Behaviour Issues Outside Nonna's

Actions carried forward:

2957a The Council had heard a number of complaints from residents about the noise, parking and Anti-Social Behaviour outside Nonna's. As discussed in the Open Forum, the ASB Incident Record was agreed with an additional note for residents to ask that all calls to the Police be logged with the Neighbourhood Team. Residents were asked to copy in the Clerk to all complaints/reports made to the Police and CBC. One resident had reported Anti-Social Behaviour to the Clerk since the last meeting.

Action: DB

2988 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

2989 Finance

a. To approve payments to be made in September

Payee	Chq No	Amount	Description
Tele-Response	1438	£4206.00	CCTV – supply 2 units
D Batchelor	1439	£282.29	Clerk's Salary – September + backpay for Pay Rise from 1/4/26 (£48.60)
D Batchelor	1440	£41.99	Clerk's Allowance July – September + USB (£16.99)
Forde & McHugh	1441	£1314.00	Streetlight adjustments for CCTV installation
HMRC	1442	£206.50	Clerk's Paye July - Sept
Woburn Sands Town Council	1443	£350.00	Donation for library
Information Commissioner's Office	DD	£47.00	Data protection fee for CCTV

b. To Agree the financial statements for July and August

c. To Agree the Clerk's Salary for 2026/27 and to Receive the Local Government Pay Services Agreement for 2026/27

d. To Review the Risk Register

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 and the Clerk would be able to purchase ahead of the September meeting.

Action: AM/DB

2990 To Agree the Meeting Dates for 2027

2991 To Note Correspondence Received Since the Last Meeting

	From	Subject	Action
2517	NatWest	Bank Statements	
2518	Central Beds Watch	Crime Stats –August – no crimes reported (1 crime in WS) September – no crimes	
2519	Central Beds Council	Town and Parish Council Forum – slides from 15 July meeting	
2520	Central Beds Council	Local Plan Submitted Sites Consultation – closes 17 th August	
2521	Central Beds Council	Town and Parish Council update – September 2026	
2522	Smaller Authorities Audit Appointments Ltd (SAAA)	Introduction to the Digital AGAR Portal – submission of Audit documents online	DB – logged in
2523	Central Beds Council	New website for CBC launched	
2524	Central Beds Council	Register of Interests for Parish Councillors – home addresses removed	PCllrs – check details are correct
2525	Central Beds Council	Tree Grant opportunity	
2526	Milton Keynes Council	City Plan 2050 – Planning Inspectors appointed	
2527	Central Beds Council	New Monitoring Officer for CBC – Kim Sawyer	
2528	BATPC	Survey on Neighbourhood Plans – closes 25 th September	
2529	Woburn Sands Town Council	Request for Support (monetary) for Library	
2530	SLCC	Local Government Pay Award – backdated to 1 st April 2026	
2531	ONH	Changes to Planning (NPPF)	
2532	Central Beds Council	Audit of Current and Proposed Youth Activity	DB Completed
2533	Central Beds Council	Road Safety Partnership – agreements to improve local road safety	Apply by 30 th Sept
2534	CPRE	Invite to AGM – 30 th September at 4pm	
2535	Central Beds Council	Contested Election Costs – Ahead of the 2027 Parish Council elections	
2536	BATPC	Invite to AGM and update on BATPC Constitution and Universal representatives attending	
		ONGOING CONSULTATIONS AND EVENTS	
2489	Beds Police	Community Priority Setting meetings: Weds 14 th October	