



ASPLEY HEATH PARISH COUNCIL

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To: All Councillors

22nd June 2023

The Next Meeting of the Aspley Heath Parish Council will take place on Wednesday 28th June 2023 at 8pm at the **Woburn Sands Town Council Offices next to the Ellen Pettit Memorial Hall, Street, Woburn Sands**

Signed: 

2515 To Receive Apologies of Absence

2516 To Note Declarations of Interest relating to Items on the Agenda

2517 To Agree the Minutes of the Previous Meeting

2518 Open Forum – Members of the Public are Invited to Speak to the Parish Council

Actions carried forward:

2434a Yellow lines on Church Road – The request had been sent to CBC to shorten the lines and CBCllr Baker was chasing this up. CBC were also seriously considering passing places as there were poor lines of sight on Church Road. The road was unable to be adopted by anyone other than the District Council (Nov 2022)
Councillors noted that ticketing was now taking place on Church Road by CBC Enforcement Officers. The Parish Council were aware that recently added yellow lines had been put in opposite the Dairy. The Parish Council did not request these and CBC had confirmed that they did not request or install them. CBC would be removing them.

Action: CBC/JB

2519 Central Bedfordshire Councillor Report

Actions carried forward:

2259 Proposed new development at Marston Vale – O&H Planning Application. CBC were not happy with the proposed plan as the traffic flow had not been modelled appropriately. (Sept 2021)

Action: O&H

2520 Chairman's Report

Actions carried forward:

2490 Defibrillator - The Chairman had agreed to make the instructions for the removal of the defibrillator casing clearer.

Action: SS

2521 Roads and Footpaths

Actions carried forward:

2263a BOAT at the top of Church Road – PCllr Smith had asked CBC for an update and to be included in any discussions. The BOAT had deteriorated further and fly-tipping had been reported. PCllrs Smith and Harris would chase up when talks and/or the work would be commencing.

Action: SS/GH/CBC

2370a To Discuss a Resident's Concern with the Pavement at the Junction of Silverbirches Lane and Church Road

CBC Highways had repeatedly not responded. PCllr Smith had submitted another form to have the work completed during April 2023.. (May 2022)

Action: SS/CBC

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

The CBC Rights of Way Officer had visited the site and it was hoped that a new sign would be installed soon. No response had been received from the CBC Officer Francine Rainbow. PCllr Smith would contact CBC again. (May 2022)

Action: CBC

2522 Lighting

2523 Planning

Actions carried forward:

2510 Tree Tops – Variation of Condition - single storey extension – it was agreed that the previous application and the variation be looked at carefully.

Action: Planning

New Planning Applications
31 Church Road (trees)

Recent Planning Applications
Tree Tops
Tavistock

2524 Village Matters

Actions carried forward:

2267 To Discuss Homewatch

PCllr Jordan had met with PCSO Jorgensen who was going to approve the Neighbourhood Watch scheme. They would like to attend a future Council meeting and it was agreed that a list of dates be sent. (Sept 2021)

Action: AJ

2340 The Chairman had chased the delivery date for the new notice board again. It was asked

whether residents' notices could be added to the board, this was agreed in principle. (March 2022)

Action: PNC

2387 To Discuss the Bike Jump Area in Aspley Woods

A Risk Assessment was still being sought. Another ambulance call out had been made to the site. The Bedfordshire Safety Advisory Group (SAG) were to meet with Bedford Estate. Responses from the Neighbourhood Plan were in favour of parking being installed at the old Steetley site. For now, it was hoped that users of the bike jump area would be encouraged to use the Longslade Lane car park to reduce the issues on Church Road. Rubbish around the site had increased again and there were reports that the jumps were being altered by users which was a huge safety concern. It was agreed that a letter of concern be sent to Bedford Estate and Greensand Trust about the lack of toilets, rubbish and safety. (July 2022)

Action: PCllrs

2440c To Discuss the Hedge in Church Road/Narrow Path

PCllr Smith had received the letters regarding overhanging hedges and would distribute to offending properties. (Nov 2022)

Action: GC/SS

2453d Some residents from Woburn Sands had complained to the Parish Council about lights installed onto a property in Church Road which were causing light pollution. The Parish Council had offered help to residents with filling out online forms on the CBC website regarding light pollution. A resident had also reported a tall, green metal fence had been put up and there were several pieces of heavy machinery in the garden. They were worried this amounted to a change of usage by the property. CBCllr Baker would be asked to check this. (Jan 2023)

Action: DB

2511a To discuss Tree Issues in the Parish

A resident had asked what could be done about neighbouring trees affecting light and their property. An article would be added to the newsletter advising where residents could go for help. An email would be sent to Andy Jones, Tree Officer to ask if overhanging branches could be removed by residents in a Conservation Area.

Action: DB

2526 To Receive an Update from the Neighbourhood Plan Steering Group

2526 Finance

Actions carried forward:

2513c To approve the Internal Auditor for 2022/23

It was agreed that Lynn Stapleton be asked to complete the Internal Audit for last financial year.

Action: DB

a. To approve payments to be made in June

Payee	Chq No	Amount	Description
D Batchelor	1276	£202.12	Clerk's salary – June
HMRC	1277	£	Clerk's PAYE April - June
BATPC	1278	£65.00	Finance Training – AM – 6/6/23

			New Cllr Induction – ASW – 19/7/23
D Batchelor	1279	£25.00	Clerk's Allowance April - June
Cultivation Ltd	1280	£60.00	Final invoice - May

- b. To agree the financial statements for May**
- c. To Approve the Internal Audit Report for 2022/23**
- d. To Approve the Annual Governance Statement for 2022/23**
- e. To Approve the Accounting Statements for 2022/23**
- f. To Complete and Sign the Exemption Certificate for 2022/23**
- g. To Agree the Insurance Renewal for 2023/24**

2527 To Note Correspondence Received Since the Last Meeting

	From	Subject	Action
2195	NatWest	Bank Statements	
2196	Central Beds Watch	Crime Stats – May - 2 crimes reported Other theft and Attempted burglary	
2197	Central Beds Council	By-election – Voter ID required	
2198	Central Beds Council	Town and Parish Council bulletin - June	
2199	Zurich	Insurance renewal price - £264	Renew by 20 th July
2193	East West Rail	Invite to meeting 15/6	
2194	Central Beds Council	Adam Zerny announced as new Leader	
2195	East West Rail	Route update & invite to webinar	
2196	Futures Panel Meeting	Invite to join group	
2197	East West Rail	Notice of Engagement Event – Friday 30 th June 2-8pm at the Summerlin Centre in Woburn Sands	