

Meeting: Clapham Parish Council
21st February 2023 at 7.15pm

Trust Members: Cllr. Phillipa Simms, Chair (PS)
Cllr. Sarah Walker, Vice Chair (SW)
Cllr. Eric Cooper (EC)
Cllr. Jacky Fraser (JR)
Cllr. Ian Gaskin (IG)
Cllr. Paula Hurley (PH)
Cllr. John Keech (JK)
Cllr. Adrian Langley (AL)
Cllr. Cicely Palmer (CP)
Cllr. Allan Prudham (AP)
Cllr. John Reid (JR)
Cllr. Nigel Sparrow (NS)
Cllr. Charlie Tompkins (CT)
Cllr. Sarah Walker (SW)

Borough Council Member: Cllr. Jane Walker (JW)

Clerk to the Council: Rosemary Plum
(RP)

Other attendees: 3 Village residents

MINUTES OF MEETING

1. Apologies for Absence

Apologies were received from:

- Cllr. Sarah Walker
- Cllr. Adrian Langley
- Cllr. John Reid
- Cllr. Sarah Walker
- Cllr. Paula Hurley for anticipated late arrival

2. Declarations of Interest

The following interests were declared:

- Cllr. Jacky Fraser – Allotments item
- Cllr Eric Cooper – Allotments item

3. Open Forum

a) Village Green update

- I. The application now submitted for a Village Green and is a live process. We are currently awaiting further information on next stage of procedure. The application has been validated as a live application.
- II. A sign has been put up on the Green with a copy of the application so people interested in buying will be aware of the application.
- III. Auctions have been completed.
- IV. No other application including sale can be taken forward now the Village Green application has been submitted.
- V. A small group of residents is talking about a vision to take forward for the new Village Green.
- VI. If the area becomes a designated village green, the Borough will be responsible for its management, although it may delegate to the Parish Council to manage.

b) Defibrillator training for village hall staff and/or hirers.

- I. A resident in attendance ask for this training to be made available.
- II. A session will need to be arranged.
- III. The resident also requested another first aid box for emergency incidents with the addition of information about its location on the Parish Council website.

RP

4. Minutes of Previous Meeting

The minutes were agreed as a true reflection of the meeting and signed by the Chair.

PROPOSED: Cllr. Cecily Palmer

SECONDED: Cllr. Allan Prudham

5. Matters Arising from the Minutes (*for information only*)

None reported.

6. Clerk's Report (*for information only*)

- Town & Parish Council Network 26th January 2023 - more engagement with Parish Councils is required to increase participation. Network members will come to Parish Council meetings to try and understand some of the issues we're facing and see how the Network may be more relevant to us.
- Meeting with Borough (Andy Prigmore) to discuss our objections to Milton Road is confirmed for 22nd March 2023.
- Clerk continues to chase contractors for quotes to complete new parking spaces at allotments entrance. More details later on Agenda.
- Audit of Cody Road garages has been completed and we have tenants for the remaining garages and parking spaces from March 2023.

- Attended the inaugural meeting of the new Allotment Committee. Collection of rent monies and updating of tenant database nearly complete.
- Research and support for Environment Committee activities.
- Anglia and the BBC TV covered flooding from burst water main in Milton Road on 11/2/23.
- Very positive comments and feedback for the Parish Council in WhatsApp groups and on social media following the flooding emergency.
- Phone banking now set up. Next step is to apply for online banking
- Charity Commission A/Cs return has been submitted.
- For month of March, Clerks priority must be year-end accounts and transferring all our accounts to the new software, preparation for audit and VAT submissions.
- Delivery of election nomination papers to Borough Hall will be done by the Clerk between 28th March and 4th April 2023.

7. Police Matters

a) Crime Figures

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| I. | Coffee with a Cop was not well attended. The Parish Council were given 90mins notice of the event. | |
| II. | Speed camera requested for bend in Highbury Grove. Agreed that speeding in this area will be mentioned to local police force. | RP |
| III. | 9 speeding offences under 39mph were recorded in January. Camera is a deterrent. Speed reports will be sent to Parish Council future. | JW |

8. Borough Council Report

a) Update from Cllr Jane Walker

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| I. | Cycle markings on road were going to be followed up by the Borough but Traffic Management have said they're not safe and have drawn up new suggested markings. There were schedule to be done but the Borough has no money available so they are waiting to add the work to the Milton Road development schedules. | |
| II. | Richard Fuller MP and Be Ware action group are putting together a paper for submission to the Treasury before the March budget, to offer alternatives to EWR. | |

9. Environment Committee

a) Report from Environment Committee meeting 14/2/23

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| I. | Grass cutting contract will be renewed with Borough from 1 st March 2023 for two years. | RP |
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RP

- II. Thanks to SW for demonstrating her water system to JK, however this will not be suitable for Riverside Gardens. An alternative using water butts is being costed by the Clerk. RP
 - III. Handrail in Riverside Gardens needs to be installed as soon as possible and paid for in 2022-23 financial year. IG
 - IV. Offer from IG to repaint all benches in Riverside Gardens has been accepted. RP
 - V. We continue to chase costs from the Borough for extra waste bins in Riverside Gardens.
 - VI. The committee is looking into the extension of fishing platforms by 5 feet. RP
 - VII. Clerk is arranging a meeting for NS with Andrew Prigmore to discuss Highways issues in village. If Cllrs have any issues, please advise NS.
- b) Other business** RP
- I. We have a lot of sand but don't want it all in one place. A further 1 ton will be ordered and delivered to JK at home. RP
 - II. Consider investment in more traffic cones and road signs.
 - III. Approach Borough for supply of our own signs.
 - IV. Additional aqua sacks have been ordered by Mel.

10. Town & Parish Network

a) Report

- I. Bedford Local Neighborhood Development Plan 2040 has been submitted to inspectorate with public hearing in June/July 2023.
- II. East West Rail will make an announcement on the route update in late May.
- III. Brickhill Parish Council want the EWR project enlarged to 6 tracks instead of 4 in view of the cost and disruption and will be pressing for this in the consultation. The Mayor did push back on this although EWR have always maintained it's going to be 6 tracks.
- IV. 17 local Neighborhood Development plans have been adopted to date.
- V. The Borough is the worst in the region for GPs with an urgent need for new GPs in the area. The population of Bedford Borough has increased by 40% but the number of GPs hasn't increased in 12 years.
- VI. Bolnhurst has the smallest Parish Council with the largest number of residents attending meeting.
- VII. Concerns raised about the casual approach of elected representatives to their attendance and contributions to Parish Council meetings. Borough is hoping for more people to come forward for nomination this year.

11. East West Rail

a) Update on latest developments

- I. Next meeting end of February 2023.

12. Village Hall

a) Update on management

- I. PS and RP met with Jean Coy as the Village Hall committee is now down to 3 members. Mick Coy (Chair) and Jean will be stepping down at the next AGM in May.
- II. As per the lease, if not enough Committee Members are recruited at the AGM, the Village Hall will be returned to Clapham Parish Council to be managed. 60yr lease from Parish Council to Village Hall ends in 2030.
- III. PS agreed to support one final push trying to get people actively involved with the committee.
- IV. The Village Hall is a business that employs people and supports the community with events.
- V. If we can't get support by May and it reverts to Parish Council management, it will require an additional position with admin experience. This needs to be investigated further should it be required to see if a bookings/management role could become another Clapham Parish Council role. Committee members are Trustees and cannot be paid. Jean is quite keen to be involved as Booking Clerk, dependent on her circumstances.
- VI. Investigate BRCC dedicated officer for ability to support Village Hall.
- VII. The Parish Council wishes to record its thanks and appreciation for the sterling work carried out by Jean and Mick Coy with the Village Hall and commend them for the many years service they have given to the village.

RP

13. Planning Committee

a) Applications Decided

- The clerk advised the Council of the approved applications.

b) Current Applications

- The clerk advised the Council of the approved applications.

c) Other business

- I. Andrew Prigmore, Manager for Traffic Operations at Bedford Borough Council has been sent a copy of Clapham Parish Council's response to the proposed improvements to the highway requested by the Council and drawn up by the developer of Milton Rd.

- II. Borough wants to discuss the proposals and the comments we have made in our objection to the development. They want to understand our concerns to be able to work together and agree a scheme that is acceptable to all.
- III. The Borough has offered meeting in Borough Hall to discuss.

RP

14. Publicity Report

- I. PS reviewing advertising charges for Village News.
- II. No advertising revenue received last year due to handover of publishing. We will receive income retrospectively.
- III. Last call for submissions for March edition of Village News which will be ready for distribution first full week of March.

15. Allotments Committee Report

a) Update

- I. Report of the initial allotments committee meeting was circulated with the Agenda.
- II. Next meeting in March will start to unravel working relationships between Association and Council.
- III. Allotments Association AGM on 6th March will form committee for coming year.
- IV. Trading hut been open last 3 Sundays 10am – 12noon. They don't have a lot to sell at the moment.
- V. Main gate from dog park into allotments no longer locked.

16. Dog Park & Signage

- I. Complaints about dog excrement and need for holes to be filled in.
- II. Agreed to put up signs against fouling with £100 fine.
- III. Mesh on the gate needs tidying

RP

17. Burial Ground

a) Plot marking

- I. Thanks to IG officially recorded for his work in creating a design vision for the Milton Road burial ground.
- II. PS gave overview of current layout of Milton Road.
- III. Donation fund for site still available. Thought to be held by a group of residents.
- IV. Trees and benches for the Milton Road burial ground can be donated but must be managed by Clapham Parish Council.
- V. We will create and position a map of the burial ground inside the village gate with a vision of the future plans for the area.

RP

18. Garages & Parking Spaces**a) Update on parking spaces**

- I. Materials have been ordered for fencing between garages & allotments. Awaiting delivery Thursday or Friday this week.

b) White lining update

- I. 15 standard spaces + 1 DDA space will be created in area available.
- II. Each space will be numbered. 'Permit holders only' will be written in 700cm letters on floor
- III. Cost of White Lining £1,100 + VAT

RP

PROPOSED: Cllr. Allan Pridham**SECONDED: Cllr. Paula Hurley**

- IV. There is potential for one additional space at the entrance of the area. Currently no hardstanding but road shavings used for surface. Cheapest quote from lining company is £5k. RP will approach the Borough for a quote. If no tarmac service, the space cannot be marked/numbered.

RP

- V. Agreed to create and get quotes for parking conditions/private property/permit holders only signs. PARKING CONDITIONS

RP

c) Gulley clearing

- VI. The price for the gully motor is £95.55 for the 1st hour and then reducing to £76.40 for every hour thereafter.

RP

PROPOSED: Cllr. Phillipa Simms**SECONDED: Cllr. Allan Prudham****d) New rental 2023**

- VII. It was agreed to add VAT to current parking fees from 1st April
- VIII. It was agreed there will be no compensation to High Street parking space/garage licencees

RP

e) Lighting

- I. Agreed to investigate lighting options for High Street car parking spaces including:
 - a. Systems taking power supply from lamppost
 - b. Solar lighting powered systems attached to lamppost

RP

19. Highways**a) Milton Road Flooding**

- II. Thanks to JR recorded for his fantastic efforts throughout the weekend to notify and support residents.
- III. Thanks to NS who accompanied PS during visit from Mayor at the request of JW.

- IV. The AWA main needs replacing as it is constantly breaking somewhere in the village.
- V. 500 properties going up in Milton Road. How is the system going to cope with this additional draw on it?
- VI. Thanks to AP for managing road signs.
- VII. Thanks to residents who were excellent in their help despite the disruption.
- VIII. AWA were of no use at all on the day.
- IX. JW, RP and PP handled communications throughout the weekend and Borough were there helping us do the work that should have been done by AWA.
- X. AWA crews did not report any property/resident damage so we've provided photos.
- XI. We still have gas leak in Milton Road today with approx. 20 gas vent holes still being worked on.
- XII. Richard Fuller MP has contacted the CEO of AWA and is liaising with JR and PS.
- XIII. Essential for Clapham Parish Council to press for compensation to residents who have suffered through the flooding.
- XIV. Ask to see AWA plans for water mains for new development.

b) Updates - other

- I. Andy Prigmore has responded to meeting requested with NS and RP, asking for a list of topics to be discussed.

20. Finance

a) Payment of Accounts

The accounts payable presented in the financial report attached to these minutes were ratified.

PROPOSED: Cllr. John Keech

SECONDED: Cllr. Nigel Sparrow

b) Online Banking update

RP has now received confirmation of telephone banking which allows us to re-apply for online banking. RP

RP has received a notification from Hampshire Bank about interest increases.

c) Clerks salary 2023

NALC guidelines has confirmed £1/hr increase on SCP27 grade salary which is the level of salary for the Clapham Parish Council Clerk.

Vote to adopt adopt guidelines

PROPOSED: Cllr. Nigel Sparrow

Seconded: Cllr. Phillipa Simms

d) S106 payments

- I. This balance of approx. £32k must be allocated for spending by November 2023. We have available a total of £50k in 2 tranches.
- II. Several Parish Councils have have equipment for the elderly to exercise, which has proved to be well utilised. We will investigate further. NS
- III. Can we bring back cricket to the village? We still have plumbing in playing field for a cricket pitch. PS will speak to Football Club on Monday to find out how many football pitches they use on a Saturday. PS

21. Correspondence

None received.

Overview & Scrutiny Committee

- I. Raise question about Dog Wardens and whether the Borough still has one RP

22. Date of Next Meeting

Tuesday, 21st March 2023 in the Methodist Church Hall

The Chair gave thanks to the three members of the public for attending the meeting and remaining throughout the session.

The meeting was closed by the Chair at 9.30pm

Signed as a true reflection of the meeting:

Signed	
Dated	<i>Chair</i>