

Minutes of the Meeting of the Virtual Parish Council held on the 21st July 2020.

Councillors present: Graham Pendrey (Chair), Duncan Edgar, Peter Ward, Ann Lovesey (MBE), Derrick Folbigg, David Garrard, Di Ames, Tim Wood, Stuart Southall, Noreen Byrne

Apologies: James Rudgley, Councillor Philippa Martin-Moran-Bryant

In attendance: Councillor Stephen Moon

Clerks: Joanne Lee, Anne Pape

MINUTES

- 1. Receive and approve apologies for absence.**
Apologies received for James Rudgley and Councillor Philippa Martin-Moran-Bryant.
- 2. Declarations of interest in any matter - being prejudicial or personal. To consider the granting of any dispensations.**
None.
- 3. Confirm the minutes of the following meetings.**
Full Council Meeting – 16th June 2020
Planning Committee – 14th July 2020
Parks and Open Spaces Committee – 14th July 2020

The Parish Council agreed and accepted the minutes of all meetings.

Public Participation - Standing Orders will be suspended for a period to allow members of the public to address the Council

- 4. Ratification of decisions made in accordance with agreed delegated powers.**
The Parish Council ratified the decisions as given in See Appendix 1
- 5. Receive the following reports:**
 - 5.1 Borough Councillor Report.**
See Appendix 2
 - 5.2 Clerk's Report.**
See Appendix 3
Stephen Moon confirmed that the Street Numbering team at Bedford Borough Council confirmed that the developer does not have the final decision in naming the Roxton Road development. Councillor Stephen Moon advised that the Borough Council had made the final decision and the street name would be registered as Nightingale Way.

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Action Clerk to write to the developers to advise that Great Barford Parish Council's preferred choice of street name was Wollstein Way.

Councillors discussed and agreed that the resurfacing scheduled for Green End Road by Anglian Water would be more appropriate after the rush hours (after 9am and before 5pm)

Action Clerk to contact Anglian Water

Allan Burles had advised that the feasibility study for 59 High Street had been rescheduled at the earliest for November 2020.

Action Clerk to diarise response in November from Allan Burles and the feasibility study for 59 High Street.

5.3. Police Report.

See Appendix 4

6. Planning.

6.1 Consider the Local Plan – Issues and Options Consultation

The Issues and Options consultation was the first step in deciding the content of the Borough's new local plan. The consultation would run from Tuesday 14 July to 5pm on Friday 4 September 2020. All the information can be found on the BBC website:

<https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/local-plan-review/>

The Parish Council discussed and agreed that it would be beneficial to submit early comments on the Local Plan. The consultation was open until 4th September 2020.

Action Clerk to send link to councillor for them to add any comments on the Local Plan.

Action Clerk to put details on Facebook.

Action Clerk to display posters around the village to encourage residents to submit comments.

7. Highways and Rights of Way

7.1 Discuss resident's concerns with respect to damage to a wall in Dothans Close.

A resident had contacted the Parish Council with regards to vehicles parking up against the wall of their house in Dothans Close. Vehicles had hit the wall whilst parking and over time this was damaging the resident's home. The residents had contacted Highways at Bedford Borough Council to request help but there had not been any action.

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The Parish Council discussed and agreed that a recommendation should be submitted to Highways that several bollards be placed along the curb line to prevent vehicles making contact with the house wall.

Action Clerk to contact Highways to submit Parish Council's comments.

Action Clerk to contact resident to advise them of the Parish Council's comments and suggestions.

7.2 Discuss concerns and agree action with regard to the use of C44 as a diversion route during the resurfacing works of the A421 - Black Cat roundabout.

The Parish Council had previously complained to Bedford Borough Council regarding the use of the C44 as a diversion route. Extract from minutes below:

Full Council minutes – May 2018

5.1.4 The Council discussed the use of the C44 as a diversion route for the A421. Councillors recalled that at the time of the opening of the bypass the Council was advised that the C44 would not be used as a diversion route. The Council agreed to write to Bedford Borough Council Highways and Highways England to ask for further information as to how the decision was made to divert traffic from the A421 onto a C class road.

Highways Committee minute May 2018

5.1 The road, road surface and lighting had all been downgraded and the road was no longer classed as an A road. Residents had been disturbed by traffic noise during recent overnight diversions of traffic from the A421.

5.2 The Committee objected to the use of the C44 as a diversion route for the A421 and felt that an alternative A road should be used. The Committee would recommend that the Parish Council formally raise the objection with Bedford Borough Highways and Highways England.

Councillor Stephen Moon advised the Parish Council that Andrew Prigmore had contacted Highways England to inform them that diverting along the C44 is contrary to agreed diversion. Councillor Moon stated that it had now been confirmed that Highways England were to amend the diversion route to the original arrangement and remove the C44 as a diversion route.

Action Clerk to advise resident who expressed concerns of the decision.

Action Clerk to await letter from Highways England to confirm the change of diversion route and to put details on Facebook when received.

Councillor Moon confirmed that he had requested monitoring equipment and is currently awaiting a reply.

Councillor Moon advised that a Traffic Control Order for weight restrictions on the C44 through the village would be requested, but difficult to enforce. The Parish Council supported the application.

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7.3 Discuss complaint from resident with regards to the Right of Way adjacent to the Village Hall car park.

The Clerk explained that a complaint from a resident had been received regarding the erection of their new fence and making good of the surrounding area. The resident has advised the Parish Council that a Councillor had spoken to the builders and advised them that the area surrounding the fence, which they took to be the Right of Way path was to be made good. A claim from the residents for reimbursement for rights of ways materials has been requested.

The Councillor involved confirmed that they did not refer to the rights of way during this conversation but was referring to a pile of rubble left under a tree near the newly erected fence that they requested be removed and put back to its original state.

The Parish Council agreed that the Rights of Way Officer at Bedford Borough Council be contacted to check who is responsible for maintenance of/keeping the right of way clear of obstruction.

Councillor Moon advised he felt that there was no liability to the Parish Council and therefore the Parish Council felt that it was a reasonable expectation that, during the course of work carried out, any damage caused to neighbouring property should be made good before contractors leave the site. It was therefore, felt the Parish Council was not responsible for any compensation claims. Advice had also be sought from BATPC.

Action Clerk to contact the Rights of Way Officer at Bedford Borough Council to confirm that Bedford Borough Council were responsible for the maintenance of the Rights of Way path. Once confirmation had been received then Clerk to request that Rights of Way rectify the rights of way pathway to its original state.

Action Clerk to write to the resident to acknowledge their comments, explain this has been referred to the Rights of Way at Bedford Borough Council to rectify the rights of way and confirm that the Parish council have no liability so no compensation will be paid.

8. Parks and Open Spaces:

8.1 Agree following recommendations from the Parks and Open Spaces Committee:

• Village green littering, visitor numbers and New Road parking issues

The recommendations from the Parks and Open Spaces Committee were discussed and agreed that the signs in the graveyard car park should be altered to allow use of the carpark not just graveyard visitors, white posts should be put in along New Road before the entrance of Woodpecker Close to discourage parking with the agreement

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of Highways (Councillor Moon agreed this was an acceptable solution.), a drop down bollard should be installed in the Village Green wide entrance and existing bins should be removed and replaced with large wheelie bins with a shelter enclosure to help assist with excess rubbish.

Action Councillor Garrard to construct fence posts along New Road at the Woodpecker Close turning to discourage parking and Clerk to check with Highways this is permitted before installing.

Action Clerk to investigate a drop down bollard being installed in the Village Green wide entrance.

The Clerk advised the Parish Council that the Environment Agency had been checking for licences at the river and advising that licences are required. The Parish Council discussed and agreed to posters being displayed at the village green to help assist with visitors adhering to Government guidelines and Village Green status.

Action Clerk to laminate and display posters.

Action Clerk to chase Environmental Services regarding information regarding wheelie bins.

Councillor Moon confirmed that to assist in the increasing volume of parked cars along New Road that he would request traffic cones.

Action Clerk to follow up with Councillor Moon traffic cones.

Action Councillor Pendrey to amend car park signage.

The Parish Council discussed the New Road consultation for the double yellow lines and agreed to these proposals again.

Action Clerk to contact Andrew Prigmore – Highways to advise that the Parish Council accept the new consultation proposals.

- **Ratification of new non-Councillor Committee member**

The Parish Council discussed and agreed the Parks and Open Spaces recommendation that Paul Cook would be a permanent member of the Parks and Open Spaces Committee. See Appendix 5 for details on voting rights for a non-Councillor committee member.

Action Clerk to contact Paul Cook to advise him that he the Parish council have authorised him to become a permanent member of the Parks and Open Spaces Committee.

- **Introduction of wildflower verges and agree suitable locations.**

The Parish Council discussed and agreed the Parks and Open Spaces Committee recommendation to introduced wildflower in suitable locations.

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Areas for considerations were Willoughby Orchard, Woodpecker Close open space, church yard corners and visible areas.

The Clerk advised the Parish Council that the best time to sow these seeds was end August into September,

The Parish Council agreed for the Clerk to purchase 1kg of seed from Cotswold.

Action Clerk to order 1kg bag of mixed annual and perennial wild flower seeds from Cotswold.

Action Councillors to email suggestions for locations for the seeds to be planted to the Clerk.

Action Clerk to include suitable locations for the wild seeds on the next Parks and Open committee agenda.

- **Repairs to equipment in the Jubilee Play Area.**

The Clerk presented the recommendations from the Parks and Open Spaces Committee for the quotations received from Proludic - £1051.03 to supply the parts and Kettering Play Safe £210 to fit the parts for the play equipment repairs.

Action Clerk to contact Proludic to order parts

Action Clerk to contact Kettering Play Safe to fit the parts.

8.2 Update and receive comments on grasscutting around the village.

The Parish Council discussed and agreed that the grass should be cut more frequently especially the playing fields. The Parish Council recommended that the playing field be cut weekly and when the grass growth starts to slow down then it be reduced to fortnightly.

Action Clerk to contact Russell Harley to advise him that his quote to cut the Jubilee Play Area/Brambles path hedge was accepted.

8.3 Discuss and agree quotation for grass treatment for Woodpecker Close open space and the playing field.

See Appendix 6 for grass treatment quote from W T Saunders:

The Parish Council agreed to the quotation for an application of a selective herbicide for the control of weeds with an added adjuvant to maximise herbicide activity for Woodpecker Close Open space: COST: £348.00 plus VAT.

The Parish Council agreed that weed control was required for the playing field. However, it was agreed that this would not be actioned until the hedgerow along the playing field had been cut and pest control completed.

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The Parish Council requested a revised quotation from W T Saunders for vertidrainning the whole of the playing field.

Action Clerk to request a revised quotation from W T Saunders for vertidrainning the whole of the playing fields.

Action Clerk to advise W T Saunders to action the quotation of £345.00 plus VAT for the control of weed with an added adjuvant to maximise herbicide activity for Woodpecker Close. The Playing Fields control of weeds quote was not accepted by the Parish Council but will be revisited once the bushes have been cut and the pest control actioned on the Playing Fields.

Action Clerk to put on the next Parks and Open Spaces Committee meeting to discuss the revised quotation and treatments recommended.

8.4 Discuss and agree pest control treatment for the playing field.

The Clerk confirmed to the Parish Council that Angus Lammie was due to cut the playing field hedgerow in August. Once this had been cut then the pest control could be actioned.

The Parish Council agreed a pest control budget of £900.

Action Councillor Garrard to obtain quotes for suitable pest control on the playing fields.

Action Clerk to put quotation on the next Parks and Open Spaces Committee.

8.5 Discuss and agree winners for the front garden competition.

The Parish Council agreed the suggested winners and commendations as follows:

Large – First – 54 High Street

Large – Second – 52 High Street

Large - Highly Commended – 36 Willoughby Close

Small – First – 3 Woodpecker Close

Small – Second – 58 High Street

Small - Highly Commended – 31 Maltings Way

The Parish Council agreed that there should be an open air presentation for the winners on Sunday 2nd August at 2pm at the Village Playing field. Only the residents of the house would be invited to ensure the numbers are kept to below 30 due to the Covid-19 current restrictions. Councillor Pendrey would present the prizes, assisted by Councillor Lovesey and Councillor Rudgley.

Clerk advised that Roxton Garden Centre had offered to provide the voucher prizes and also an orchid.

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The Parish Council agreed to include an article on the Garden Competition in the Bugle, A special thanks to Roxton Garden Centre for supplying the prizes would be included.

Action Clerk to collect vouchers from Roxton Garden Centre.

Action Clerk to send invitation to winners to invite them to the presentation.

Action Clerk to ask Councillor Rudgley if he would be available to take photos on the presentation day.

Action Clerk to purchase 2 x orchid for a commendation winner.

Action Clerk to include in Autumn edition of the Bugle an article on the garden Competition and winners with a special thank you to Roxton Garden Centre for supplying the prizes.

8.6 Update on action for unauthorised planting in Woodpecker Close open space.

Paul Cook had advised the Parks and Open spaces Committee that the Riverside Association had agreed that they would **not** plant anything without the prior consultation and approval from the Parish Council. It was agreed that the miniature conifer bushes planted by the Riverside Association could remain however, if they caused issues in the future then this would be reviewed again.

The Riverside Association were invited to put a one time request to plant flowers around the trees twice yearly in Woodpecker Close open space.

Action Clerk to contact Paul Cook – representative from the Riverside Association to follow up the request.

8.7 Update on Kompan free equipment and design you own play equipment schemes.

Clerk advised the Parish Council that Jerry Jarman from Kompan had advised that the free play equipment offer was valid until 30th September 2020 so any orders would need to be placed before this date.

Jerry Jarman also advised that the design a piece of equipment offered a personalised addition to an existing piece of new play equipment such as a name printed onto a train.

The Parish Council agreed that a zip wire would be a good addition to the playing field and the piece of free equipment could be placed in the Jubilee Play area.

CIL money could be used for the play equipment.

Action Clerk to obtain quotations for a zip wire.

Action Clerk to put zip wire quotation and details of free play equipment offer on the September Parks and Open Spaces Committee.

Initial:

8.8 Review annual play inspection report.

The Annual Play inspection report was sent to the Councillors. Clerk advised that all recommendations that were medium or high would be reviewed and rectified as necessary.

Action Clerk to look at all medium and high recommendations on the inspection report and arrange any necessary repairs.

8.9 Discuss and agree quotation for grounds maintenance work at the village hall car park.

The Clerk advised that the Parish Council was still awaiting the quotation for the village hall car park. They had now arranged for another company to give a quotation.

Action Clerk to meet with the tree company and organise a quotation which will be put to the Parks and Open Spaces Committee.

9. Policies and Governance Documents

9.1 Annual review of Standing Orders

The Standing Orders were circulated to the Councillors prior to the meeting. Items 3i, 3k and 3l of the Standing Orders were discussed and it was agreed that these be adhered to. This would improve the running of meetings.

9.2 Annual review and check understanding of the Code of Conduct

The Code of Conduct was circulated to Councillors prior to the meeting for review. The Code of Conduct was accepted.

Action Clerk to ensure the office address and footer revised date were updated.

10. Finance

10.1 Audit and Annual Return 2019-2020

• **Receive and accept the Internal Audit Report 2019-2020**

The Parish Council received and accepted the report from the Internal Auditor.

• **Agree the Annual Governance Statements 2019/2020**

The Parish Council reviewed and agreed the Annual Governance Statements.

• **Agree the Accounting Statement 2019/2020**

The Parish Council received and agreed the Accounting Statement.

- **Agree preferred action for any required amendments to the AGAR.**

The Parish Council agreed to accept a qualification of the external auditor's opinion for any amendments. It was noted that 2019/2020 figures would need to be restated in 2020/2021 in the event of an error

10.2 Receive and approve schedule of invoices and receipts

The Parish Council approved schedule of invoices and receipts. See Appendix 7.

Action Clerk to arrange for cheques to be signed by Councillor Lovesey and Councillor Folbigg.

10.3 Receive current bank balances and latest reconciliation.

Parish council received bank balances and latest reconciliation. See Appendix 7

11. Correspondence report and information in relation to business from previous meetings. For information only.

The Correspondence Report was circulated as given in Appendix 8

Appendix 1 - Ratification of decisions made in accordance with agreed delegated powers

Full Planning Application 19/0283/FUL: Erection of 2 dwellings. Location: Land rear of 54 Bedford Road, Great Barford, Bedford, Bedfordshire, MK44 3JF.

- Great Barford Parish Council would like to submit the following comments & objections:
The original application form dated 24/12/2019 gives the Site Area as 1206 sq m. This would include part of the unadopted private farm access road within the application curtilage. The original Planning Statement (V06) describes the site as 1206 sq m. Then states the application site is 57 m long by 15.5 m wide. But that gives an area of 883.5 sq m. An unexplained anomaly.
The revised site plan (V02A) shows a reduced build plot area. The actual build plot in the amended application to nearer 750 sq m in reality. Placing two large 4 bedroom houses in this area is considered over dense, with inadequate visitor parking and vehicle turning area. The revised application does not address the incorrect “red line” site boundary that still shows the private access road to Home Farm to be incorporated as part of the plot. The land rear of 54 Bedford road does not have access from a public highway, and would be reliant on use of an unadopted private road that already services 3 dwellings in a private mews (Coopers Close) plus 2 dwellings on, and the active farm beyond. The farm also has a butcher’s shop, with frequent customer traffic. As a private mews, the access road is already servicing the limit of 5 dwellings.
The Planning Statement (V06) predates the Local Plan 2030 that was adopted in January 2020. It contains discussion and arguments at a time when the local authority was unable to demonstrate a 5 year housing land supply; that would have provided a tilted balance in favour of granting planning permission. With the adoption of the Local Plan, this is no longer the case, and should be considered in the context of current Local Plan policies. Great Barford has more than sufficient call-for-site proposals to accommodate the housing allocation in the Local Plan, it does not require this planning application to help make the numbers.
There is no provision for vehicles to turn and leave the properties safely onto the private access road. The provision for vehicles is shown as not being suitable for safe exiting onto the access road. The access road is not only used by farm vehicles but supply and collect vehicles, animal transport vehicles and of course services including fire, police and ambulance. And it is used by numerous customers of the farm shop, both by vehicles and on foot.
The layby/service road on Bedford Rd is of insufficient width to accommodate parked vehicles without limiting access to larger vehicles and farm vehicles. There is no opportunity to park in the private access road to the farm. There is inadequate off-site parking in the near locality for vehicles during construction.
The timings of both the noise and the odour surveys in May would miss the maximum nuisance period when livestock are housed through the winter and the seasonal turkey production.
- Clerk instructed Russell Harley to cut the Jubilee Play area/Brambles hedge at a cost of £170.

Appendix 2 - Borough Councillors report

COVID 19

Following recent concerns about Bedford being well above both the national and regional averages for Covid infection rates we can now report a real improvement. The recent reports show that we are now no higher than the average across the region and the country and if the next set of reports confirm the trend the Borough is expected to relax its advice and will start a phased reopening of public facilities such as play areas. Advice and public notices for using play areas are being prepared and will be sent out to Parish Councils and others who have such areas under their control. At the time of writing however caution is advised and the 2 metre rule is still recommended.

As nationally we move away from lockdown, councils, including Bedford, have prepared local outbreak plans so as to manage local outbreaks. Those local plans are very focussed and will enable action to be taken on a tightly targeted basis so as to minimise wider inconvenience.

There are still vulnerable individuals who are self isolating or who continue to need assistance. The Community Hub (01234 718101) is still operating. As part of the Council's Active Minds scheme if you have any unwanted board games, jigsaws or craft sets which are in good condition that you would like to donate, or you would like to request items please visit:

<https://www.bedford.gov.uk/social-care-health-and-community/public-health/coronavirus/active-minds-scheme/>

For up to date information on COVID-19 and local services please visit: www.bedford.gov.uk/COVID19

East West Rail

Although the community engagement events have been suspended since March, we continue to engage with East West Rail. They are still surveying for their 'preferred route' of Route E which will pass through Bedford and then pass near to or across part of Great Barford parish. The exact line will depend on the location of the station linking East-West Rail with the East Coast rail line: that station will be between Sandy and St Neots; if it is, as has for example been suggested, at Tempsford the line is very likely to pass between here and Roxton. Public consultation should restart later this year.

Planning

The Local Plan Review is now going through the first round of consultations. There is an Issues and Options paper/questionnaire open until 4th September which invites responses on the broad strategy options open to the Council. This is an important document as the options paper that preceded the last plan was similarly very general and non-specific but its inadequate response was relied upon by the Council to justify placing the majority of housing in rural areas. It is therefore important that as many considered responses as possible are submitted.

Great Barford continues to be the target of developers more concerned with profits than fitting in with the village. The Neighbourhood Plan will help curb that but as has been seen with the current development on Roxton Road or with the behaviour of the owners and occupants of the industrial sites on New Road planning rules and conditions are ignored

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where ever they think they can get away with it. It makes resident's local knowledge and willingness to report issues very important in curbing abuse

Overview & Scrutiny

The Council's overview and scrutiny committees are operating again via virtual meetings. These committees cover children's services, adult services, health, environment and sustainable communities, and budget and corporate services. If you wish to ask a question of a committee, for example about a service such as rubbish collection, you are able to at the beginning of any meeting, or you can ask us to raise it as your councillors. For more information on how to participate please visit <https://www.bedford.gov.uk/council-and-democracy/decision-making-and-meetings/virtual-committee-meetings/>

Household Waste

You can now book your slot for the Household Waste depot on Barkers Lane online. Please visit

<https://www.bedford.gov.uk/rubbish-recycling-and-waste/local-recycling-sites/household-waste-recycling-centre/>

The types of waste you can take has also now expanded and includes rubble and timber- as ever more details are online.

Green waste continues to be a monthly rather than fortnightly collection; this is because of the numbers of individual employees who, either on their own account or that of a family member, are still self-isolating. It is being kept under review.

Village Facilities

In recent months the combination of lengthy lay-offs and good weather has caused a massive increase in the number of visitors to the village. They are mainly here to use or stay by the river but in too many cases they are causing severe traffic jams on New Road because farm vehicles can't pass and or they are leaving huge amounts of often very offensive litter. There is little local residents can do except to report particular problems as they see them. Blocking New Road is a matter the police can deal with and the Council can deal with some parking issues, particularly when the double yellow lines (which are sadly now necessary) are in place.

Bedford High Street

The traffic has been reduced to one lane to allow greater space for social distancing and the 20mph speed limit will be enforced by average speed cameras. Measures for greater safety for cyclists are also being introduced. The change has generated a lot of debate and any responses would be welcomed by us. We have heard complaints from drivers, cyclists and pedestrians and any future permanent changes need to take them into account.

Local Offer Website

A reminder the 'Local Offer Website' for support and services for children and young people with Special Educational Needs and Disabilities (SEND) and their families is available at: <https://localoffer.bedford.gov.uk/kb5/bedford/directory/home.page>

Cllr Stephen Moon 01234 870061: stephen.moon@bedford.gov.uk

Cllr Phillippa-Martin-Moran 07934653907: phillippa.martinmoranbryant@bedford.gov.uk

Initial:

Appendix 3 - Clerks Report

- The Parish Council is currently awaiting a quotation from TADS to complete the inscriptions on the Honours board.
- Clerk contacted Stonewater regarding an unauthorised extension of land in Woodpecker Close. Stonewater agreed that the extension of land was not permitted and as the freeholders would contact the resident to request that any unauthorised alterations be rectified and put back to its original status.
- The street numbering team at Bedford Borough Council contacted the Clerk to advise that legislation advised that the final say on naming a road is down to the developers. The Clerk contacted Stephen Moon who is currently awaiting a response from Bedford Borough Council as he does not believe this is correct. The Clerk has since been notified that the developers may be advertising the new development as Nightingale Way.
- The Clerks would like to make the Parish Council aware that since the Covid-19 guidelines that the workload of the Clerks has increased dramatically and they are currently exceeding their working hours.
- The Clerk has been in contact with Central Beds Council regarding the circular walk suggestion and been advised that the officer who could assist has now left and they are waiting a replacement. Clerks will contact Siobhan Vincent who may be able to assist in moving this project forward.
- Laptop order for Clerk has been requested however until a quieter period occurs the Clerk is unable to put her laptop into the workshop to transfer the data as this can take up to one week. The Clerk is unable to be without a laptop for this period. The laptop will go into the workshop when the Clerk takes holiday in August.
- Update from Bedford Borough Council that the New Road SIDS will be installed on 14th August 2020.
- Awaiting update from Alan Burles regarding the feasibility study outside 59 High Street.
- Confirmation received from Bedford Borough Council that the Parish Council's request for resurfacing the whole of Church Walk is currently being considered.
- Commemorative bench has been ordered by the Parish Council to replace the old bench on the village green. Cost agreed to be paid for by the resident who requested the commemorative bench.
- Letter previously emailed to Councillors regarding East West rail. Councillors to advise if they wish to support a campaign to keep the railway line away from local villages.
- Update from Andrew Prigmore received with confirmation that:
The consultation on the yellow lines had now finished. They did receive a couple of objections, which they are now working through. They hope to have these resolved by the end of this week. If they can resolve the objections then the yellow lines can be installed within the following 14 days. Andrew Prigmore has asked the Parish Council to consider the comments made and advise if the Parish Council wish to proceed with the proposals. Clerk to update Parish Council of comments at the Full Parish Council meeting.

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- Allan Burles advised that the feasibility study for 59 High Street had been rescheduled at the earliest for November 2020.
- The Village Hall Association had advised the Parish Council that they have now reopened.
- Angus Lammie advised that the playing field hedge will be cut in August 2020.
- Commemorative bench ordered for the Village Green. Resident to pay for costs incurred.
- Environmental Services at Bedford Borough council advised that Linden Homes will need updating on the correct procedures of playground closure should a closure be necessary in the future and check that they are adhering to the Covid19 government guidelines.

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Recorded Date	Committed From	Committed To	Offence	Street
21/06/2020	21/06/2020 02:00	21/06/2020 02:40	Assault without Injury - Common assault and battery	Roxton Road
23/06/2020	22/06/2020 00:00	23/06/2020 00:00	Burglary - Residential - Non-Dwelling	New Road
30/06/2020	28/06/2020 20:30	28/06/2020 21:00	Harassment - without violence (course of conduct)	
20/06/2020	06/01/2020 00:00	12/06/2020 00:00	Harassment - without violence (course of conduct)	
13/06/2020	12/06/2020 22:00	13/06/2020 13:00	Other criminal damage to a vehicle (Under £5,000)	Hare Meadow
04/06/2020	04/06/2020 17:45		Other criminal damage to a vehicle (Under £5,000)	High Street
22/06/2020	22/06/2020 13:45		Other criminal damage, other (Under £5,000)	Willoughby Close
28/05/2020	27/05/2020 18:50	27/05/2020 19:10	Robbery (Personal) (Indictable)	High Street
27/06/2020	26/06/2020 10:48	27/06/2020 12:35	Sending letters etc with intent to cause distress or anxiety, Malicious Communications Act 1988	
18/06/2020	18/06/2020 12:21		Sexual	
28/06/2020	27/06/2020 23:00	28/06/2020 07:00	Theft from a motor vehicle	A421 EB From Renhold Junction to A1 Black Cat Roundabout
30/06/2020	30/06/2020 13:30	30/06/2020 15:30	Theft of a motor vehicle	New Road

Initial:

Appendix 5

Ratification of non-Councillor Committee member

- The Parish Council may appoint non-members to Committees other than the Finance Committee.
- Save in four cases 4 cases non-members have no vote. These four cases are as follows:
 - Management of land
 - Harbour functions, if a harbour authority
 - Tourism functions
 - Management of a festival
- A non-councillor with voting rights must declare interests and abide by the Code of Conduct.

Reference –

Parish and Community Councils (Committees) Regulations 1990, SI 1990/2476.

Great Barford Parish Council Standing Orders.

- Terms of Reference for Committees are in preparation and will reference appointment of non-councillors on Committees.

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Appendix 6

Estimate for turf care to playing field in Woodpecker Close:

GRASS CUTTING

- To mow playing field approximately 20,000 m2.
- Strimming where required.

COST PER CUT: £236.00 plus VAT.

WEED CONTROL

- For application of a selective herbicide to playing field for the control of weeds with an added adjuvant to maximise herbicide activity.

COST: £345.00 plus VAT.

FOOTBALL PITCH

SCARIFICATION

- To scarify pitch to remove thatch.
- Collect arisings.
- Remove from site & dispose of waste material.

COST: £775.00 plus VAT.

OVERSEEDING

- To over seed pitch at the rate of 25 grams per m2.
- Application of a pre-seed fertiiser.

COST: £1,391.00 plus VAT.

VERTIDRAINING

- To Vertidrain pitch to relieve surface compaction.

COST: £400.00 plus VAT.

Estimate for turf care to open grassed areas in Woodpecker Close as requested.

WEED CONTROL

- For application of a selective herbicide for the control of weeds with an added adjuvant to maximise herbicide activity.

COST: £348.00 plus VAT.

W. T. Saunders

Initial:

Payments, Direct Debits July 2020

Payments

Date	Company	Description	Amount	Cheque No
21 st July 2020	Bespoke Media	Compilation of Summer Bugle edition	£600.00	003581
21 st July 2020	Andy Muskett Ltd	Annual street lighting maintenance – 1 st quarter 1 st May 2020 to 30 th June 2020	£118.32	003582
21 st July 2020	Russell Harley	Grasscutting June 2020	£1290.00	003583
21 st July 2020	Russell Harley	Maintenance June 2020	£152.37	003584
21 st July 2020	Rialtas Business Solutions Ltd	Alpha software annual support and maintenance licence for 1 user, commencing 01/07/2020	£148.80	003585
21 st July 2020	Melanie Allsop	Garden of Remembrance maintenance 12/06/2020 – 2 hours and 25/06/2020 – 2 hours	£64.00	003586
21 st July 2020	Seagrave Inspection Services Ltd	Annual Paly area inspections – Jubilee Play area and Village Hall Playing field on 08/07/2020	192.00	003587
21 st July 2020	Davison & Co (Barford) Ltd	Office Rent for 23/03/2020 – 21/06/2020	£390.00	003588
21 st July 2020	Joanne Lee	Printer Ink	£18.00	003589
21 st July 2020	Power Computing Limited	Repaired Clerk's Laptop	£120.00	003590
21 st July 2020	Mrs K J Betts	Internal Audit	£140.00	003591
21 st July 2020	Viking	Stationery Invoice 552316 - £197.75 and Invoice555856 - £28.03	£225.78	003592

Date	Company	Detail	Amount
June 2020	Bedford Borough Council NOTE: Pay date amended to end of the month as from November 2019	Salary Cost (incl NI and pension) & payroll provision charge	£2380.44
July 2020	E.ON	Monthly street lighting	July - £299.69
	TML	Telephone	

2020/2021 - 279**Ringfenced funds**

	Amount
Average speed cameras donation	£3000
Village Hall car park maintenance fund	£10,000
3 months running costs	£15,561
Total	£28,561

Community Infrastructure Levy

Development	Payment	Received
Silver Street	£3515.64	Apr 2016
Green End Road (The Paddocks)	£3878.44	Oct 2016
Green End Road (The Paddocks)	£3878.43	June 2017
Linden Homes	£26,642.25	Oct 2017
Linden Homes	£53,284.50	Apr 2018
Linden Homes	£26,642.25	Nov 2018

Project	Expenditure	Paid
CCTV upgrade deposit	£1083 incl VAT	2016/2017
CCTV upgrade	£4143 incl VAT	2017/2018
Swings	£8745.60 incl VAT	2017/2018
Tommy memorial	£776.30 incl VAT	2018/2019
Information Board	£30	2018/2019
2 x benches	£658.32	2018/2019
Lectern	£635	2019/2020
Play equipment	£5667.66	2019/2020
Radar speed sign	£2571	2019/202

Total CIL retained	£95,985	
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Current account balance as of 30/06/2020 = £137,684.63

Reserve account balance as of 30/06/2020 = £48,890.23

Initial:

2020/2021 - 280

Date: 21/07/2020

Great Barford P C Current Year

Page 1

Time: 17:22

Bank Reconciliation Statement as at 21/07/2020
for Cashbook 1 - NatWest Bank

User: AP

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nat West Capital	29/05/2020	180	48,889.80
Current	29/05/2020	341	145,627.12
			<hr/> 194,516.92
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
17/03/2020 003549 Noreen Byrne		17.88	
12/05/2020 003560 Melanie Allsop		105.00	
12/05/2020 003563 A & A Lammie		343.20	
12/05/2020 003564 Came & Company		2,818.28	
12/05/2020 003565 Kwiktrade		280.00	
12/05/2020 003566 Hampshire Flag Co		152.27	
12/05/2020 003569 Davison & Co Ltd		365.00	
12/05/2020 003570 Joanne Lee		68.70	
11/06/2020 DD Eon Energy		309.67	
16/06/2020 003573 Russell Harley		1,412.50	
16/06/2020 003574 Melanie Allsop		88.00	
16/06/2020 003575 Edward Burnett		531.00	
16/06/2020 003576 Anglian Water		13.16	
16/06/2020 003577 Joanne Lee		12.36	
16/06/2020 003578 CPRE		36.00	
16/06/2020 003580 Groundwork UK		2,560.00	
30/06/2020 DD TML		15.60	
			<hr/> 9,108.62
			185,408.30
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			185,408.30
		Balance per Cash Book is :-	185,408.30
		Difference is :-	0.00

Initial:

Appendix 8 – Correspondence report

Date received	From	Detail	Action
17th July 2020	BBC	Press release about face coverings becoming mandatory in shops from Friday 24 July.	Emailed to Councillors
16th July 2020	Highways	A428 Black Cat to Caxton Gibbet - Community Forum meeting minutes	Emailed to Councillors
15th July 2020	BBC	Press release about support for businesses and their employees during coronavirus.	Emailed to Councillors
14th July 2020	BBC	Press release about the Local Plan Review - Issues & Options consultation, open from today.	Emailed to Councillors
14th July 2020	Louise Ashmore	CPRE briefing statement to raise awareness of development proposals for the Oxford-Cambridge Arc	Emailed to Councillors
13th July 2020	Highways	Temporary road closure for Green End Road, Great Barford	Emailed to Councillors
13th July 2020	Highways	Temporary road closure for Grange Lane, Cople	Emailed to Councillors
13th July 2020	Highways	A421 Black Cat roundabout to Renhold junction: resurfacing	Emailed to Councillors
9th July 2020	BBC	Press release about a noisy neighbour having their music equipment seized.	Emailed to Councillors
9th July 2020	BBC	Press release about the Embankment planting.	Emailed to Councillors
8th July 2020	BBC	Press release about a consultation on the Council's draft Housing Strategy 2021-26.	Emailed to Councillors
7th July 2020	Planning BBC	Houses in Multiple Occupation: Supplementary Planning Document consultation	Emailed to Councillors
6th July 2020	BBC	Joint statement regarding the interim findings into the Bedford Borough COVID-19 deep dive.	Emailed to Councillors
6th July 2020	BBC	Bedfordshire Police and Crime Panel is recruiting for two independent members.	Emailed to Councillors
6th July 2020	Louise Ashmore	Climate Emergency, The Centre for Sustainable Energy - any views	Emailed to Councillors
6th July 2020	Highways - BBC	Public consultation is taking place on the draft Housing Strategy 2021-2026 for a period of 6 weeks between	Emailed to Councillors
3rd July 2020	BBC	Bedford Borough Council Urges Caution over High Covi19 cases	Emailed to Councillors
2nd July 2020	BBC	Links for the Local Outbreak Engagement Board virtual meeting	Emailed to Councillors
2nd July 2020	BBC	A428 Black Cat to Caxton Gibbet - link for more information	Emailed to Councillors
1st July 2020	BBC	Press release about play parks in Bedford Borough remaining closed.	Emailed to Councillors
30th June 2020	BBC	Press release about the Bedford Borough Local Outbreak Control Plan being published.	Emailed to Councillors
24th June 2020	BBC	Press release about Local Infection Rate in Bedford Borough remaining high.	Emailed to Councillors
23rd June 2020	Highways	A428 Black Cat to Caxton Gibbet - Community Forum meeting - link	Emailed to Councillors
19th June 2020	BBC	Press release about the council working with Public Health England to bring down local infection rate	Emailed to Councillors
19th June 2020	Highways	Public Notice and plan for proposed parking restrictions on New Road, Great Barford.	Emailed to Councillors
19th June 2020	BBC	Press release as the council urges residents to look after their wellbeing and promote	Emailed to Councillors
19th June 2020	BBC	Press release about a report going to Executive next week, regarding the Local Plan review.	Emailed to Councillors
18th June 2020	Louise Ashmore	July edition of Bedfordshire Bugle for distribution to your members.	Emailed to Councillors
18th June 2020	BBC	Press release about the Bedford Town Centre Plan going to Executive next week.	Emailed to Councillors
18th June 2020	BBC	Press release about budget papers going to a meeting of the Executive next week.	Emailed to Councillors