

Minutes of the Meeting of the Virtual Parish Council held on the 15th September 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, James Rudgley

Apologies: Councillor Stephen Moon

In attendance: Councillor Philippa Martin-Moran-Bryant

Clerk: Joanne Lee

AGENDA

1. Receive and approve apologies for absence.

Apologies received from Councillor Stephen Moon

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 – 21st July 2020

Planning Committee – 1st September 2020

Highways Committee – 1st September 2020

Parks and Open Spaces Committee – 1st September 2020

Minutes agreed.

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.

20/0159/FUL Full Planning Application. Single storey side and rear extension and front porch: 2 Woodpecker Close, Great Barford, Bedfordshire, MK44 3BG.

Great Barford Parish Council had no objections to the Planning Application.

The Boundary in that area is the responsibility of 2 Woodpecker Close. The Iron Fence should be realigned to match the property boundary as part of the development if approved.

The Clerk mentioned the following ratification of decision:

Application 20/00954/FUL 29 Bedford Road, Great Barford – Change of use from A1 to A5 (hot food takeaway) and installation of extraction flue.

Comments from councillor Moon and Martin-Moran-Bryant

Take away

1. Hours of operation- these are proposed until 11pm – this is very late for a rural area and would lead to potential noise and antisocial behaviour issues- we suggest that an earlier time would be more appropriate
2. Car parking- there is inadequate car parking on site for all of the consented uses especially when you add in the new take away uses. The officer is trying get around this by asking the applicant (the owner of the building) to commit to a unilateral undertaking that the café has to close at 4pm under the lease with the café owners, and that if a salon was opened instead that would close by 4pm. HOWEVER there are several issues with this:
 - a. Would this be enforceable in law? The officer said the Council’s solicitors would have to review
 - b. Which properties would this be enforceable against?- the consents for the café/salon wouldn’t change, so if they opened later than 4pm, then arguably enforcement could only choose to enforce against the take away- does that solve all the issues and would that work in practice?
 - c. It fails to resolve the car parking issues from the shop- they aren’t being addressed at all
 - d. What happens if the building changes hands or the units are split into different owners- could it still be enforced against?
 - e. Café (or salon) staff would likely stay after closing hours, and there may be cleaners or deliveries- these are not factored in and would need car parking. Those running the café may want to use the kitchen for catering- this would impact on car parking
 - f. Can the current lease with the café owner be changed at this stage and what guarantee does the Borough Council, and the residents of the village have that it will be changed?

Comments from councillors on **20/00954/FUL** | Change of use from A1 to A5 (Hot Food Takeaway) and installation of extraction flue. | 29A Bedford Road Great Barford Bedford Bedfordshire MK44 3JF

The No 29a Hot Food Takeaway will put additional demand on on-site parking.

If all units of

- No 29 Food retail supermarket
- No 29a Hot Food Takeaway
- No 31 Cafe or Hairdresser
- No 29b ? First Floor Flats x2

require concurrent parking, then there is inadequate spaces available. If the Cafe/Hairdresser and Takeaway have mutually exclusive opening times, there may be just sufficient parking however, would this be enforceable? Other factors such as

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deliveries and bin collections would also put additional demand for the on-site parking.

The late Takeaway operating time of 16:00 – 23:00 is considered to present potential of nuisance in a predominantly residential area. The closing time of 23:00 is very late for a rural area and should be considered to be made earlier to mitigate nuisance noise from unit operation and customer cars, as well as from congregation of customers outside the premises, in close proximity to residential housing.

At present the double yellow lines outside the shop are being ignored and with a Hot Food takeaway this would only increase the amount of illegal parking.

Action Clerk to contact Planning with comments.

5. Receive the following reports:

5.1 Borough Councillor Report.

Appendix 1

5.2 Clerk's Report.

- Weed Control treatment completed on Woodpecker Close green space area.
- Parts received from Proludic to repair the slide in Jubilee Play area and fitted by Kettering Play safe.
- Double yellow lines installed along New Road as per Great Barford Parish Council's request. Please note that the made TRO makes provision for both a 'No waiting at any time' restriction (double yellow lines) and a 'No loading at any time' restriction (added kerb blips and signs) along that stretch of road indicated in the attached plan. However, BBC advised it is preferable at this time to implement only the 'No waiting at any time' restriction. The Council may implement the 'No loading at any time' restriction at a future date if it becomes necessary.
- Clerk contacted Bedford Borough Council to advise them that they were disappointed that the final street name for the Roxton Road plot was Nightingale Way and not Wollstein Way.
- Clerk awaiting quote from TADS for inscriptions on Wollstein Sign for the village hall. John Vincent to chase.
- Handyman cut hedge along Jubilee Play area pathway.
- Broken tree in brook cleared.
- Having contacted the enforcement officer at Trading Standards they advised they will be looking into, on behalf of Regulatory Services to establish if Linden Homes have carried out the appropriate risk assessment and implemented the government guidance on playgrounds. If they have not done so, they may well be in breach of the current Regulations on gatherings being permitted. They shall attempt to contact Linden Homes today to discuss their safeguarding.
- A letter was sent to the Environmental Services at the BBC department to thank them for their work over the past few months, especially the bin men.
- A small conifer tree was stolen from Woodpecker close green area.

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- A horse chestnut tree in Davison's field opposite College Farm was damaged at the weekend. A very large upper bough had broken off and fallen to the ground. Gary Davison advised.
- A Councillor contacted the local police to advise them 'anti-social' behaviour in Birchfield Rd (drugs and alcohol) and the village hall car park. Cars of young people have been seen congregating in the area late evening – rubbish left behind (cannisters and bottles etc.). Seems to have become a trend during 'lockdown'. A request was made to the local police for more police presence to help change the behaviour of these young people.
- A resident advised a local councillor they had they came across some cars by the Church Wall double parked. Some males were in their underwear, next to the wall, clearly changing into or out of wet gear. The resident felt this was an unsavoury display. BBC and local police were advised.
- It was noted that 3 people were removing a pontoon and scaffolding from the river. Our chairman spoke to them to enquire what they were doing. They had been doing a visual survey of the bridge structure to report to BBC, prior to repair / refurbishment work. So it looks like there will be a mass repointing of mortar and minor repairs to the bridge in the near future.

5.3. Police Report.

Appendix 2

6. Planning.

6.1 Update from Councillor Pendrey and Councillor Wood on EWR workshop attended.

Presentation from the meeting circulated to Councillors.

Councillors Pendrey and Wood found the workshop was not as they expected. It was thought that more of alignment of tracks would be discussed but instead it was a reappraisal of activities they have completed. The attendees were asked what was the preferred communication avenues.

EWR team were unable to answer about Route E and why was this the preferred option.

It was felt that the meeting was not useful.

The local Parishes involved decided to protest to EWR to the route selection and press for answers about proof of costings of the route and why it was chosen . This will be lead by Ravensden Parish Council.

Councillors Pendrey and Wood will keep the Parish Council informed of any progress.

6.2 Discuss and agree comments for planning application 20/01948/FUL for the erection of 1 one-bedroomed bungalow and all ancillary works : Rear of Greenacre 36 Silver Street Great Barford Bedford Bedfordshire MK44 3HX.

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Comments received from Councillors:

The proposed development is on a small plot of 0.02 hectares, and would be a cramped layout equivalent to 50 dwellings per hectare that would not contribute to the character of the area. The position is in an area of predominately rear entrance to dwellings, parking and garaging, with a poor quality outlook on to the rear of Pym's Close residences. With no similar developments in the vicinity it would fail to integrate with the neighbouring street scene.

On street parking and sight lines could lead to inconvenience to highway users and safe egress from site.

It is therefore considered to fail to comply with but not limited to: Local Plan Policy 28S – Place making; Policy 29 – Design quality and principles; Policy 30 – The impact of development--design impacts; Policy 31 – The impact of development--access impacts;

The Parish Council will be objecting to the Planning Application.

Action Clerk to contact Planning with the Full Parish Council comments.

6.3 Discuss and agree any comments for the White Paper Planning for the Future consultation.

This is a consultation document setting out and inviting comment on proposed changes to the planning system, for the making of plans (local plans and neighbourhood plans) and for making decisions on planning applications.

The link below gives you more detail about the consultation and content of the paper

<https://www.gov.uk/government/news/launch-of-planning-for-the-future-consultation-to-reform-the-planning-system>

and this is a link direct to the consultation document which is available in different formats

<https://www.gov.uk/government/consultations/planning-for-the-future>

The deadline for responses is October 29th.

The Parish Council discussed and agreed a compiled response from the Parish Council should be submitted.

Action Councillor Pendrey to send in his reply and Clerk to circulate to the Councillor's to add any further comments. Clerk to then send off compiled response from the Parish Council.

7. Highways and Rights of Way

7.1 Discuss and agree the Highways Committee recommendations to install average speed camera along New Road. Discuss the possibility of average speed camera for High Street – Silver Street to the bridge, Bedford/Roxton Road and Green End Road.

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SID's are due to be installed shortly along New Road.

The Highways Committee discussed and reviewed the possible installation of average speed cameras along New Road. It was recommended that a contribution towards average speed camera's would help strengthen Great Barford's application to BBC Highways.

The Full Parish Council discussed and agreed that the New Road should be added to the priority list of action.

Action Clerk to send BBC Highways an updated list of priority actions and request a reply for traffic controlled solutions.

7.2 Discuss and agree Inspection of Great Barford street lights.

The Parish council discussed and agreed Andy Muskett's quotation for testing and copy of lighting schedule:

Re: Testing and Inspection, Street Lighting, Great Barford.

Quotation.

To carry out electrical testing and visual inspection of 51 street lights @ £10.00 per light;

For the sum
of.....£510.00ea + vat

Action Clerk to contact Andy Muskett to advise him to do an inspection of lights and then Clerk to pass report to James Salmon

7.3 Discuss resident's new concerns regarding parking along Green End Road causing obstruction for emergency vehicles.

The councillors discussed and agreed the residents query regarding car parking issue at the top end of Green End Road northwards in June Full parish council Meeting and unfortunately they felt as there were no current restrictions in this area unless vehicles were causing an obstruction there was no action to be taken by the Parish Council. Councillors agreed they did not wish to add to parking restrictions in that area. They agreed that the resident should notify the police and Bedford Borough Council if any illegal parking was noticed in the future.

The resident has since notified the Parish Council that an Ambulance picking up the resident had difficulty turning out of no.6 back on to Green End due to a particular vehicle being parked in the road obstructing the road at its narrowest point. He advised that he would like his request reconsidered to give clear and unimpeded access for the Emergency Services as well as the general public and agricultural equipment.

The Parish Council discussed and agreed that having visited the area that no cars were noted as causing an obstruction. The Parish Council agreed that the ambulance service had not complained and therefore the need for new parking restrictions was not necessary

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Action Clerk to contact the resident with the Parish Council's comments.

7.4 Discuss and agree a resident's concerns regarding volume of traffic in the village and a weight limit being raised throughout the village with a restriction to local traffic only except for permitted vehicles.

A resident contacted the Parish Council concerned with the volume of traffic that is using the road and the numbers of heavy goods vehicles that seem to be using Great Barford rather than using the by-pass. They feel that Great Barford is being used as the preferred option rather than the by-pass which is causing traffic to congest. He has requested that the pursuance of a weight limit throughout the village needs to be raised again with a restriction to local traffic only allowed except for permitted vehicles.

Councillor Philippa Martin-Moran-Bryant updated the Parish Council on the following information from Matt Soper:

Thank you for your email, I have looked into this and with the rise of internet shopping and home deliveries, we have seen an increase in larger vehicles using local roads. These lorries are mostly serving the local communities in which they are travelling through. It is unlikely that HGVs would choose to use local roads if they had the option of using A class or main roads.

When considering an HGV ban, we look at the impact of a restriction on the surrounding roads and village. If we impose a weight restriction on one road, then this will mean that large vehicles are more likely to travel through other villages / rural roads in order to reach their destination. In addition, having a restriction on one road reduces the network resilience should a planned or emergency closure be necessary in the immediate area.

We also have to be mindful of the impact that a weight restriction will have on the rural businesses and the local communities who rely on deliveries and online shopping. A restriction will add additional costs for increased journey length and times, which in turn can affect the operation of local businesses. We want to continue to support businesses in the rural communities and therefore would not impose any unnecessary weight restrictions.

Therefore, on balance we would not support an HGV restriction in this area at this time.

**Matt Soper BEng (Hons) CEng FCIHT AMICE
Chief Officer Transport, Highways & Engineering Environment**

Councillor Phillipa Martin-Moran-Bryant advised that Highways - BBC would not support any restrictions to Roxton Road.

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The Parish Council discussed and agreed that once the temporary traffic lights are removed from Roxton Road then the normal amount of traffic will be resumed and with Highways not supporting a HGV restriction in this area at this time then they did not support any change at this time.

Action Clerk to contact the resident with the Parish Councils comments.

8. Parks and Open Spaces:

8.1 Clerk to update Councillors on:

- **Installing a drop down bollard for a double width gap access from New Road into the Village Green.**

Clerk has spoken to Gareth Turner from BBC Highways explaining the trip hazard on the drop down bollard (which he previously mentioned) would not be an issue if we purchase a bollard that can be removed when not up and the gap on the ground is plugged with a rubber stopper. I have explained that the bollard would be up and only lowered when approved access was required (grass cutting, boats by arrangement etc).

Having explained the reasons for the installation of the bollard including the vehicles parking up and unloading their watercrafts by the railings Gareth Turner advised that as they were breaching Highways regulations he may be able to authorise the bollard to be paid for and installed by BBC – Highways.

The Clerk emailed Gareth Turner the details and costing of the bollard and the locations and is waiting for a response.

Action Clerk to chase Gareth Turner for a reply.

- **The unauthorised boundary change in Woodpecker Close.**

The Clerk has chased Stonewater regarding the unauthorised extension of land at 54 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 to contact Great Barford Parish Council within 7 days of receipt of the letter to arrange to put back to its original. Stonewater are also seeking legal advice. Stonewater advised they would normally deal with residents who are tenants however this is the first time this situation has arisen for them as the property is a shared ownership.

Discussed and agreed that legal advice should be sought.

Action Clerk to contact the insurance for legal advice on this situation and update the Councillors.

- **Update on Mayors actions from the Village Green meeting**

Following a meeting the Mayor has agreed the following actions:

- Ask Councillor McMurdo to liaise with the Environment Agency River Inspector to visit the area, on a sunny day, to carry out enforcement around the weir, weir bridge and lock.

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- Arrange for signage for Great Barford bridge to be looked into and arrange for the Borough Council legal department to look into the issue of people jumping from the bridge and if this was an offence.
- Ask the Borough Council legal department to look into whether a village green could be closed including under covid-19 legislation
- Liaise with the Scouts to see if use of the car park at Jordans Close would be a possibility
- Ask council officers if they have any information/case studies on the success, or otherwise, of removing litter bins.

Clerk chased the Mayor's team and is currently awaiting a response.

Action Clerk to chase Mayor's administration team for an answer on the courses of actions the Mayor has taken.

Councillor Folbigg to give update on:

- **Inspection of the cricket practice area and possibly advertising for a new cricket team on Facebook.**

On inspection by the Clerks the cricket practice area is not in a good condition. Councillor Folbigg to inspect the cricket practice area and update the councillors at the full Parish Council. Councillors also to discuss the recommendation to advertise for a new cricket team in the Next Bugle edition or Facebook.

Action Clerk put on Parks and Open spaces committee to discuss once Councillor Folbigg has completed his inspection.

8.2 Discuss and agree Parks and Open Spaces Committee recommendations for:

- **The Village Hall car park tidy up quotation.**

Quotation received from Talis :

Clear both sides of car park, removing brambles to ground level, tidy and trim shrubs, back from path and dispose of all waste £2250

Too clear brambles on left and side of car park and dispose of all waste alone will be £1400

Right and side £700

And back bushes trimmed and tidied from path £150

The Parks and Open Spaces Committee discussed and recommended Talis quotation for the full works.

The Parish Council discussed and agreed the quotation for all areas - £2250

Action Clerk to contact Talis to advise them their quote was accepted by the Parish Council and arrange a date for the work to be actioned.

- **Setting a budget for pest control on the playing field.**

The Clerk spoke to Angus Lammie who advised that he will be cutting the hedges on the playing field in the next 2 weeks. Once this has been actioned the pest control treatment can be actioned.

The Parks and Open Spaces Committee discussed and recommended a budget of £900 for pest control treatment on the playing field. This is to be actioned once the hedges have been cut.

The Parish Council discussed and agreed an increase to £1,500 budget for pest control.

David Garrard to provide quotation for pest control treatment within the £1500 budget and Clerk to attempt to obtain quotations for pest control from local pest control companies.

Action Clerk to chase Angus Lammie to cut hedges.

Action Clerk to put on Parks and Open Spaces Committee to discuss David Garrard's pest control quotation and other suitable quotations from local companies.

- **The quotation for verti-draining for the whole playing fields.**

The weed control treatment on Woodpecker Close was actioned on Wednesday 2nd September.

Below is the revised quotation to verti-drain the whole playing fields.

Quotation received from WT Saunders Ground Care:

Estimate for turf care to playing field in Fishers Close as requested.

VERTIDRAINING

To Vertidrain playing field to relieve surface compaction.

COST: £680.00 plus VAT.

The Parks and Open Spaces Committee discussed and recommended the quotation for the verti-draining on the playing fields.

The Parish Council discussed and agreed to postpone the verti drain for the playing field and review next year.

Action Clerk to diarise for next year to rediscuss.

- **A plan of action for the village hall barrier.**

The Village Hall Association recently left the barrier open to allow the bin men to empty the bins. Since then they have advised they have classes restarting and will leave the barrier open until conversation resume between them and the Parish Council. The Clerk advised the Village Hall Association that this would be discussed at the next Committee meeting.

The Parks and Open Spaces Committee discussed and agreed that the previous recommendations of keeping the Village Hall car park barrier locked and supplying a key for the Village Hall Association to allow them access would remain.

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The Parish Council were advised the barrier gate has recently been shut but not locked. The Parish Council discussed and agreed it may be possible to do a trial period to keep the gate latched and remove the padlock over the next couple of weeks. It was agreed to leave the gate as it is at the moment – unlocked and closed, so it is a visual deterrent. The Clerk was requested to contact the Parish Council's insurance – legal team to enquire whether leaving the village barrier unlocked affects the insurance.

Action Clerk to contact the insurance to ask if the insurance is valid if the village hall barrier is not locked.

Action Clerk to put reply from Insurance on Parks and Open spaces Committee.

- **Quotation and further action for the MUGA (kickboards) on the playing fields.**

Caloo - £10,913.70 to supply and fit.

Hags - £3027.48 + VAT to supply and fit 9 panels.

Due to lock down this was previously postponed. The 2 quotations shown above were to replace and install the kick fence which have rusted on the playing fields. Councillor Garrard was to look into obtaining a quotation for the refurbishment of the kickboards.

The Parks and Open Spaces Committee recommended the Hags quotation.

The Parish Council discussed and agreed the Hags quotation.

Action The Clerk is to contact Hags to check the quotation is still valid and if so to accept the quotation and arrange an installation date.

- **A new commemorative bench for the Village Green.**

A new request has been received for a commemorative bench on the village Green.

There is currently a new commemorative bench which has now been received and will be installed shortly on the village green. This was the last old steel frame bench to be replaced.

Another request for a commemorative bench has been received .The request is not from a resident however this is a very special place as they grew up visiting this area as a family for many years and holds some very emotional and personal memories for them. The location they would like if possible would be as close to the pub as possible maybe in between the two bridges.

The Parks and Open Spaces Committee discussed and recommended that the commemorative bench request should replace the concrete bench past the slipway.

The Parish Council discussed and agreed the request for the location and commemorative bench request. The Parish Council agreed that the non resident 2020/2021 -

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would be responsible for full payment of the commemorative bench and installation.

Action

Clerk to contact the resident to advise them of the Parish Council's decisions.

Action

Clerk to contact Cyan to order commemorative bench.

• **Suitable locations for the wild flowers seeds to be planted.**

The Councillors suggested locations for wild flower seeds to be planted were Churchwalk by the old graveyard, between the 30mph sign and first house into the village, Willoughby Close orchard, sides of main road verges.

The Parish Council discussed and agreed the following locations for the wild seed to be planted.

- Graveyard corner
- Entrance to the village – 30mph to first house into the village.
- Willoughby Close orchard
- Open verges within the village

Action

Clerk to contact the grass cutter/handyman to sow seeds and clear rubbish on Willoughby Close orchard.

Action

Put Councillor Bryne's request on Parks and Open Spaces Committee to build wooden planters and sow wild flowers seeds in these to be placed by street signs in the village.

• **A steel wire zip wire for the Play area and free piece of play equipment for Jubilee Park.**

Kompan have sent through 2 quotations for a zip wire. I have attached the quotations.

Steel zipwire - £17,872.56

Robina Cableway Option 2 - £17,013.96

Free item – Tipi and Install - £4963.58

Kompan have advised that although the purchase of the zip wire does not qualify for the free equipment quote as it does not reach the required spending threshold, as we are previous customers they would be prepared to give a free item – Tipi and Install worth £4963.58.

The Parish Parks and Open Spaces Committee discussed and recommended the purchase and installation of the steel zip wire along Birchfield Road side of the playing field.

The Parish Council discussed and agreed that the purchase of the steel zip wire along Birchfield Road.

Action

Clerk to contact Kompan to order steel zip wire and advise to put the free gift in Jubilee play area..

Action

Clerk to request handyman to put the removed swings back in Jubilee Play area.

Initial:

- **Quotation and purchase of the Village Green sign.**

Quotation received from Sign of the Times for a sign which reads “Great Barford Village Green Owned and maintained by Great Barford Parish Council” which would be displayed on the metal railings.

1 No. 1700 x 275mm rectangle sign...£565.70

1 off tooling to make the Great Barford logo...£85.00

1 No. Railing Kit (if required)...£82.00

Alternatively, channelling on the back of the sign to go on existing posts...£37.40

All prices exclusive of carriage and VAT
Sign of the Times

The Parks and Open Spaces Committee discussed and recommended the purchase of the and purchase of the sign.

The Full Parish Council discussed and agreed the sign quotation.

Action

Clerk to check the sign to be ordered is correct and the same as the previous sign attached to the railing.

Action

If the sign is correct then Clerk to order sign and request the correct fixing kit

- **Quotation and purchase of wooden shelters and bins for the Village Green.**

Litter bins – Discuss quotations received for larger bins/shelters and possible removal of bins.

Glasdon Quotation

240ltr wheelie bins with covers (Glasdon Jubilee) on the area opposite Anchor PH near the river



Glasdon Jubilee™ 240 Wheelie Bin Housing



<https://uk.glasdon.com/litter-bins/wheelie-bin-housings/glasdon-jubilee-tm-240-wheelie-bin-housing>

Bedford Borough Council are not able to get any discount from Glasdon regarding these bin covers therefore our cost to supply Jubilee 240ltr cover including wheelie bin **£780.00 + £100.00 for concrete base**, these costs include removal & disposal of old bin.

- You will need a good handy man / builder to carry out works required
- Remove and dispose of old bin
- Correctly install the new bin securing to the ground (concrete base recommended)
- Inform Bedford Borough Council when work is planned to be carried out for us to update our systems and arrange emptying
- Do not use old bin at another location as an additional bin this would not be authorised or emptied
- Be aware buying direct from Glasdon will not include a 240ltr bin

Woodscape Quotation



Quantity	Description	Price	Total
1 No.	Single WBH 240 Litre Wheelie Bin Housing in FSC Certified Naturally Very Durable Hardwood measuring 885mm x 765mm x 1415mm high, including front opening lockable door, stainless steel hinges and stainless steel internal fixings. Not including Wheelie Bin.	1,005.00	1,005.00
1 No.	Double WBH 240 Wheelie Bin Housing in FSC Certified Naturally Very Durable Hardwood, measuring 885mm x 1480mm x 1415mm high, including 2 No. front opening lockable door, stainless steel hinges and stainless steel internal fixings. Not including Wheelie Bins.	2,095.00	2,095.00

The above would be subject to a delivery charge plus VAT at 20%.

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Delivery Costs are indicative. This is an estimated cost based on quantities, measurements, and information available at the time of quotation. Please note any site requests for additional deliveries or use of specialist offloading equipment e.g. Hiab could incur additional costs.

We manufacture all of our products to order in our own workshop, which enables us to provide numerous options should you require a “value engineered” alternative.

Delivery would be in **3 - 4** weeks (Building Industry holidays excluded) from receipt of order, or as soon as possible, subject to availability of timber stocks and machining capacity, once we have been advised to proceed.

The Parks and Open Spaces Committee discussed the bin quotations and possibly removing the village green bins as recommended by the Mayor.

Stephen Moon confirmed that ward funding from Bedford Borough Council would be possible for the 2 bins and wooden enclosures.

The Parks and Open Spaces Committee recommended that the double orange/black bin should be removed from the village green and replaced with 2 wooden wheelie bins and enclosures from Woodscape.

The Full Parish Council agreed with the Parks and Open Spaces Committees recommendations to order 2 single wooden bin housing units from Woodscape at a cost of £1005.00 per bin shelter (x2 = £2020.00) plus delivery and VAT. Councillor Moon advised that ward funding would be possible for the 2 bin housing units.

Action Clerk to order 2 Single Wooden bin housing units from Woodscape.

Action Clerk to email Councillor Stephen Moon with 2 bin housing unit quotations for ward funding to be approved.

8.3 Discuss and agree a plan of action for the Village Green being advertised on various websites.

Residents have contacted the Parish Council and advised that the Great Barford Village Green was being advertised on GoPaddle and Wild Swimming website. Parish Council to discuss and agree a plan of action.

The Parish Council discussed and agreed to attempt to have the posts removed from the websites.

Action Clerk to contact websites and request to remove the posts from their websites.

8.4 Update from Clerk regarding a football team’s request for use of the playing field from October for Sunday football matches.

The original football team who requested use of the playing fields for Sunday football are still interested in using the pitch from October. The Clerk advised them that the hedges were due to be cut and then pest control would be actioned. The Clerk advised that they could not guarantee that the pitch would be in a useable state by October and that the team would need to arrange to mark the football pitch before use.

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The Parish Council discussed and agreed for the team to use the football pitch with no charge if they adopted a Great Barford name.

Action Clerk to contact the football team with the Parish Council's comments.

8.5 Discuss and agree maintenance and tree inspection.

Clerks have not completed an inspection of the village and are currently compiling the tree inspection / maintenance programme.

Action Clerk to update Parks and Open Spaces Committee with tree rolling programme.

8.6 Discuss and agree new handyman contact.

Councillor Edgar advised of a possible handyman contact, Rory McNulty. The Clerk advised she had contacted the handyman advised the Parish Council he would be interested but the work could only be completed at weekend.

The Full Parish Council discussed and agreed that Rory McNulty should be put on the handyman list for future handyman jobs.

Action Clerk to contact Rory McNulty to action some handymen jobs including the installation of the commemorative bench.

Action Clerk to contact other Parish Council to enquire how they deal with Parish Council jobs employment.

Action The Employment Committee to find more handymen contacts for future use.

Action Clerk to put on the Employment Committee to discuss handymen contacts, handyman hourly rates and how to create a contract for handymen.

9 Finance

9.1 Discuss and agree 2 authorised signatories for Great Barford Parish Council on-line banking.

The Clerks have been looking into online banking and require 2 councillor volunteers to become authorised signatories for the Great Barford Parish Council bank account. Anne Pape has agreed to be the third signatory.

Councillor Rudgley and Councillor Ames agreed to be a signatory.

Action Clerk to advise Anne Pape of on-line signatories.

9.2 To receive any comments for the CIPFA Special Expenses report.

CIPFA have now completed their draft conclusions stage and wish to consult you to see if you have any comments on those draft conclusions. The attached document details the draft conclusions and invites your comments which should be with me by Friday 11th September.

The Full Parish Council agreed they had no comments.

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9.3 Receive and approve schedule of invoices and receipts.

Appendix 3

9.4 Receive current bank balances and latest reconciliation.

Appendix 4

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

Appendix 5

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Appendix 1

Borough Council Report September 2020 – Updated

Additional items

1. Town Deal investment plan

<http://www.councillorsupport.bedford.gov.uk/documents/s51235/Item%2013%20Draft%20Town%20Investment%20Plan%20APP%20A%20-%20Bedford%20Town%20Investment%20Plan.pdf>

Information about ideas for the Borough's role in the Oxford Cambridge Arc and clean growth- an insight into what might happen for the Borough

2. Take away

Hours of operation- these are proposed until 11pm

Car parking- the officer is proposing a unilateral undertaking to curtail the café's hours. There are questions over the enforceability of this, and the officer's report notes that this would have to be reviewed by the Council's solicitors.

Deadline for comments Wednesday 16th September 2020

Cllr Stephen Moon will register to speak on this item at Planning Committee on 21st September 2020 – you can watch online, or register to speak if you wish.

Borough Council

Council has kept operating through Coronavirus and meetings are being held online with the options to join online or by phone if you would like to listen in or ask a question at the beginning of a public meeting. Please see the Borough Council website for more details www.bedford.gov.uk

Community Hub

The Council's Community Hub has now been wound up. Thank you to all those who volunteered their time or made donations.

Village Green and New Road

The pressure from visitors, mainly non-locals and often from a long distance away, to the river over recent months has been enormous. The consequences have been inconsiderate parking and litter, although the word litter doesn't do justice to the fouling of the bushes and wooded areas from people staying all day and sometimes all night. The parking issues on New Road have been extreme and, on several occasions, have blocked or delayed farm and emergency vehicles. There is now double yellow lining on part of New Road and a rash of yellow bollards as a temporary measure on part of the High Street and around Woodpecker Close. It is a longer term problem which the Parish Council is working hard to deal with but its powers are very limited.

Litter and bins

This has been an issue during the past few months across most villages in the ward and we have raised this repeatedly with the Council as we know have members of the PC and members of the public. The officers have been pretty stretched and so they haven't been able

to undertake more collections. Phillipa has highlighted this issue in the Bedford Independent (<https://www.bedfordindependent.co.uk/view-from-the-villages-littering/>)

Bin collections have now returned to normal, and the tip is operational with the booking system still in place.

Local Plan Consultation

The first round of local plan consultation has now closed. The consultation considered the time period that the plan should cover and the broad locations for growth and was responded to by the Parish Council and many individuals. The plan is likely to be very similar to the one up to 2030 just completed but the Borough was ordered to produce another because the 2030 plan did not deal with issues such as the pressures from the “Oxford -Cambridge Arc” and the East-West Rail developments. The pressures arising from the growing population and the attendant housing shortage are considerable but one bit of positive news is that the government’s targets for housing in Bedford are likely to be revised downwards which will help relieve the pressure on villages such as ours.

Pavement Parking

This has been a long running problem affecting many parts of the village, unfortunately all too often by the time any enforcement action by the Borough Council is taken the offending vehicle has moved on. However, the Government is now running a consultation on parking pavement nationally with three options:

1. Improving the Traffic Regulation Order (TRO) process, under which local authorities can already prohibit pavement parking.
2. A legislative change to allow local authorities with civil parking enforcement powers to enforce against ‘unnecessary obstruction of the pavement’.
3. A legislative change to introduce a London-style pavement parking prohibition throughout England.

The third option will make enforcement much easier. This consultation runs until 22nd November 2020 <https://www.gov.uk/government/consultations/managing-pavement-parking>

Cllr Stephen Moon Stephen.Moon@bedford.gov.uk

Cllr Phillipa Martin-Moran-Bryant Phillippa.martinmoranbryant@bedford.gov.uk Facebook @greatbarfordward

Appendix 2**5.3. Police Report.**

Recorded Date	Committed From	Committed To	Offence	Street
06/06/2020	25/06/2020	-	Other Criminal damage	High Street
22/07/2020	22/07/2020	-	Owner or person in in charge allowing dog to be dangerously out of control injuring any person or assistant dog	Strawberry Fields
03/07/2020	03/07/2020	03/07/2020	Sending letter with intent to cause distress or anxiety	Great Barford
09/07/2020	08/07/2020	-	Sexual	Great Barford
21/07/2020	20/07/2020	-	Heft from Motor vehicle	Silver Street
21/07/2020	17/07/2020	20/07/2020	Theft if not classified elsewhere	Roxton Road
30/08/2020	28/08/2020	-	Assault without injury Common assault and battery	Hare Meadow
20/08/2020	20/08/2020	-	Assault without injury Common assault and battery	New Road
20/08/2020	20/08/2020	-	Assault without injury Common assault and battery	New Road
06/08/2020	06/08/2020	-	Assault without injury Common assault and battery	Dothans Close

Payments, Direct Debits August and September 2020

Payments

Date	Company	Description	Amount	Cheque No
15 th September 2020	Davison & Co (Barford) Ltd	Office rent for the period 22/06/2020 – 20/09/2020	£390.00	003593
15 th September 2020	Cyan	Commemorative bench for Village Green	£442.49	003594
15 th September 2020	Proludic Ltd	Slide replacement Parts	£1261.24	003595
15 th September 2020	Mrs Smith	Postage – item underpaid	£1.50	003596
15 th September 2020	Joanne Lee	Stamps and 2 Orchids for the Front Garden Competition	£24.44	003597
15 th September 2020	Russell Harley	Grasscutting Payment 5 and payment 6 – July 2020 and August 2020	£1290.00 + £1290.00 = £2580.00	003598
15 th September 2020	Russell Harley	Handyman jobs July and August 2020 and brambles hedge cut	£152.37 + £446.00 = £598.37	003599
15 th September 2020	W.T. Saunders Ground Care	Herbicide applied for open grassed areas in Woodpecker close	£417.60	003600
15 th September 2020	Kettering Playsafe Ltd	Repairs to play equipment – slide	£210.00	003601
15 th September 2020	Cotswold Seeds Ltd	Wildlife Meadow over-seeding wild flower annuals/perennials seeds	£140.32	003602
15 th September 2020	Melanie Allsop	02/07/2020 and 14/07/2020 and 22/07/2020 and 05/08/2020 and 28/08/2020	£88.00 = £64.00 = £152.00	003603

Date	Company	Detail	Amount
July 2020 and August 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	July £2380.44 August £2380.44
August 2020 and September 2020	E.ON	Monthly street lighting	August - £309.67 September - £309.67
August 2020 and September 2020	TML	Telephone	August 2020 £17.34 September 2020 £14.60

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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 30/07/2020 = £130,501.31

Reserve account balance as of 30/07/2020 = £51,953.47

Current account balance as of 28/08/2020 = £127,016.96

Reserve account balance as of 28/08/2020 = £51,954.29

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Appendix 4

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nat West Capital	30/06/2020	181	48,890.23
Current	30/06/2020	342	137,684.63
			186,574.86
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
17/03/2020 003549	Noreen Byrne		17.88
16/06/2020 003574	Melanie Allsop		88.00
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	
11/07/2020 DD	Eon Energy	299.69	
21/07/2020 003581	Bespoke Media	600.00	
21/07/2020 003582	Andy Muskett	118.32	
21/07/2020 003583	Russell Harley	1,290.00	
21/07/2020 003584	Russell Harley	152.37	
21/07/2020 003585	Rialtas Business Solutions	148.80	
21/07/2020 003586	Melanie Allsop	64.00	
21/07/2020 003587	Seagrave Inspection Services	192.00	
21/07/2020 003588	Davison & Co	390.00	
21/07/2020 003589	Joanne Lee	18.00	
21/07/2020 003590	Power Computing Ltd	120.00	
21/07/2020 003591	KJ Betts	140.00	
21/07/2020 003592	Viking	225.78	
			6,486.36
			180,088.50
<u>Receipts not Banked/Cleared (Plus)</u>			
05/08/2020 100452		248.50	
			248.50
			180,337.00
		Balance per Cash Book is :-	180,337.00
		Difference is :-	0.00

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Date received	From	Detail	Action
20th July 2020	BBC	Press Release about Bedford Borough receiving 188k funding for English language classes.	Emailed to Councillors
20th July 2020	Jeremy Welch	Agenda for Standards Committee	Emailed to Councillors
21st July 2020	BBC	Press release about improvements to Allhallows and Church Square.	Emailed to Councillors
21st July 2020	Bletsoe Parish council	Collective Parish Council Response - Issues and Options Consultation	Emailed to Councillors
22nd July 2020	BBC	Press release about some play areas opening from tomorrow.	Emailed to Councillors
22nd July 2020	BBC	Press release about the annual canvass.	Emailed to Councillors
23rd July 2020	BBC	Local Plan Issues and Options Local Council workshop	Emailed to Councillors
23rd July 2020	BBC	Press release below about local leisure centres	Emailed to Councillors
24th July 2020	BBC	Please find attached press release about ways to contact the Council remotely, and asking people to wear a face covering if they have to visit a Council building.	Emailed to Councillors
24th July 2020	East region Enquiries	A421 Black Cat roundabout to Renhold junction: resurfacing	Emailed to Councillors
1st August 2020	BBC	Press release about Council play areas re-opening.	Emailed to Councillors
3rd August 2020	BBC	Press release following the completion of Britannia Road works	Emailed to Councillors
4th August 2020	BBC	Bedford Borough joint statement following publication of the Bedford Borough Covid-19 Deep Dive	Emailed to Councillors
6th August 2020	CCLA	CCLA Information Update	Emailed to Councillors
7th August 2020	BCB	Bedford Borough Council Public Consultation – Possible Changes to the Self-Build and Custom Housebuilding Register	Emailed to Councillors
7th August 2020	Neighbourhood Alert	Rural Police Surgery	Emailed to Councillors
7th August 2020	BBC	Press release following the announcement that Bedford Borough has been listed as ‘an area of concern’ by the government.	Emailed to Councillors
10th August 2020	BBC	Press release about garden waste collections returning to fortnightly.	Emailed to Councillors

Initial:

10th August 2020	BBC	MHCLG Planning Consultations	Emailed to Councillors
12th August 2020	Jeremy Welch	Minutes for Standards Committee	Emailed to Councillors
12th August 2020	BBC	Press release about works beginning to build Manton Lane footbridge.	Emailed to Councillors
13th August 2020	BBC	Press release about a new walk-in COVID-19 test centre in Bedford Borough	Emailed to Councillors
14th August 2020	BBC	Press release encouraging businesses to apply for grant support before Friday 28 August.	Emailed to Councillors
14th August 2020	BBC	Press release about an interactive map of the county's experience during World War Two, launched to mark VJ Day	Emailed to Councillors
14th August 2020	BBC	Update on local Fusion leisure services.	Emailed to Councillors
16th August 2020	Devcoms	Letter from Countryside	Emailed to Councillors
17th August 2020	BBC	Press release regarding works to upgrade the traffic light junction at London Road/Elstow Road.	Emailed to Councillors
18th August 2020	BBC	Press release following reports that some pub goers were not adhering to social distancing rules this weekend. The Council is reminding people to keep two metres apart from others.	Emailed to Councillors
18th August 2020	BBC	Press release about 'Select and Collect' service at Bedford Central and Kempston libraries from Thursday 20 August	Emailed to Councillors
19th August 2020	Louise Ashmore	Bedfordshire Bugle - September 2020 & MHCLG's Planning consultations	Emailed to Councillors
19th August 2020	Richard Fuller MP	Local Plan 2040	Emailed to Councillors
20th August 2020	BBC	Press release about the reopening of The Higgins Bedford.	Emailed to Councillors
21st August 2020	BBC	Press release about Bedford Borough coming off the 'area of concern' list and reminding people to act responsibly.	Emailed to Councillors
24th August 2020	East Region Enquiries	A421 Marsh Leys to A4280, in both directions: road marking renewal	Emailed to Councillors
24th August 2020	BBC	Press release reminding people to have their say in the Local Plan Review consultation.	Emailed to Councillors
27th August 2020	CPRE	CPRE Bedfordshire's Responds to Bedford Borough Council's Local Plan Review Issues and Options Consultation	Emailed to Councillors
27th August 2020	CPRE	Countryside Voices Summer 2020 magazine (Hardcopy)	Paper Copy Received
28th August 2020	BBC	Press release about Bedford Borough Council supporting local Covid-19 tracing	Emailed to Councillors

28th August 2020	BBC	Press release about residents in Bedford Borough keeping safe and acting responsibly over the bank holiday weekend.	Emailed to Councillors
1st September 2020	Louise Ashmore	BAPTC Seminar for Clerks and Council Officers - Effective Town and Parish Council Communication and Engagement in a Post-Lockdown World	Emailed to Councillors
2nd September	East Anglian Air Ambulance	Liftoff Magazine (Hardcopy)	Paper Copy Received
3rd September 2020	BBC	Covid19 Health Champion Invite	Emailed to Councillors
3rd September 2020	BBC	Press release about two parks in Bedford Borough that have won a Travellers' Choice Award.	Emailed to Councillors
4th September 2020	Clerks and Council Direct	September magazine of Clerks and Council Direct (Hardcopy)	Paper Copy Received
7th September 2020	BBC	Press release reminding people of the importance of following coronavirus guidelines.	Emailed to Councillors
10th September 2020	Sonia Gallaher	New Neighbourhood Areas	Emailed to Councillors
10th September 2020	BBC	Press release about enforcement action against fly-tipping.	Emailed to Councillors
10th September 2020	BBC	Press release about the draft Bedford Town Investment Plan going to the Council's Executive and Town Deal Board	Emailed to Councillors
10th September 2020	BBC -Planning	Committee date of notification letter for Planning Application 20/00954/FUL	Emailed to Councillors
10th September 2020	BBC	Press release about the tulip bulb giveaway for community groups.	Emailed to Councillors