

MINUTES

Studham Parish Council Minutes

Monday 1st August 2011

The meeting was called to order by Councillor Salmon at 7:00 p.m.

Councillors Present

Mr. Des Salmon (Chairman)
Mr. Tony Gatehouse (Vice Chairman)
Mrs. Andrea Maxted, Mr. Geoff Shute and Mrs. Chrys Smith

In attendance

Central Beds. Councillor: Mrs Ruth Gammons (part meeting)
Central Beds. Councillor: Mr. Richard Stay (part meeting)
PCSO Dodkins (part meeting)
Mrs. Julie Cooper (Clerk)

One member of public present (part meeting)

| | | Action |
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| 1 | Apologies for Absence. Mr. Mark Poyner | |
| 2 | Declaration of Interest (Personal and / or Prejudicial) Parish Councils (model code of conduct) Order 2007 Cllrs. Maxted & Smith notified their interest regarding Agenda Item 13 | |
| 3 | Public Question Time. The member of public in attendance, a local resident, wanted to bring to the attention of the Parish Council nuisance being caused by residents believed to be renting a property in Swannells Wood. It was reported that 'Mini Raves' had been held with loud music being played into the early hours and the same residents were riding around on small off road style motorbikes, skidding on road surfaces, driving illegally and causing a general nuisance. Calling the non-emergency police number had been unsatisfactory. It was suggested that the Envirocrime Team should be informed also as this would be deemed antisocial behavior. The Police and Cllr. Stay requested his complaint be forwarded to him also. There are actions which can be taken once the people concerned and the bike(s) have been identified. A 'section 59' issued by the police would mean that if the bike is seen subsequently it can be confiscated no matter who is riding it at the time. (Member of the public left the meeting) | PCSO RS & JC |
| 4 | Police Matters. 4.1 PCSO Dodkins reported several vehicle break ins in the area, they appear to be opportunistic when cars are being left unattended for a short time. 4.2 The point of contact for the Parish Council will change from 1 st October to PCSO Dodkins who will be part of the 'Safe Neighbourhood Team'. There will be no beat manager. Crime should be reported to a central number, 01234 471212 He had nothing to report on the ongoing query regarding the problem of this number not always being manned with no automatic transfer to the control centre. 4.3 An accident log would be useful; any future incidences should be reported to the clerk. (PCSO Dodkins left the meeting) | |
| 5 | Matters for the Central Bedfordshire Councillors. 5.1 Cllr. Stay reported that the ongoing budget reduction has resulted in the Senior Management Team being reduced and further economies are planned for the future. The leader of the Council has requested that savings be made through further efficiency measures rather than cuts to services. It is expected to continue in this vein for another eighteen months. | |

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| 5.2 | Cllr. Stay reported back to the members about ongoing concerns over planning matters at Barwythe Hall, he felt that whilst it has been acknowledged that in the past changes to plans have been approved without consultation it was now too late to rectify the matter and we must now move forward. The planning enforcement officer has been asked to visit the site and has assured the councillor that everything is being done according to regulations. | RG & CS RG |
| 5.3 | Cllr. Stay noted that the property has been used for commercial purposes in the past but has been informed by the current owner that it is not his intention to change use from residential. No large development should be allowed in an area of outstanding natural beauty but the Parish Council is not confident that this will be upheld. | |
| 5.4 | Cllr. Gammons reported that the local 'walkabout' to view and discuss hedges and verges starting in Woodland Rise will be on 5 th October at approximately 11am. Cllr. Smith was invited to join the group. | |
| 5.5 | Cllr. Gammons wanted to reassure the Parish Council that the council was actively monitoring the position with Southern Cross Care homes in our area. Whilst there does not seem to be a problem at the moment the council has contingency plans in place should the need arise. Cllr. Smith enquired whether any ex Studham residents were in either of the local homes. Cllr. Gammons will investigate. | |
| 5.6 | Councilor Salmon explained to Central Bedfordshire that Dunstable Town arrange a beacon on Dunstable Downs (in connection with 2012) | |
| 5.7 | Cllr. Gammons was pleased to report that following cuts to the Music Service, which was provided in conjunction with Bedford Borough Council, last year, a new service has been put in place which came into effect from 1 st July offering fees which are approximately 1/3 rd cheaper than previously. (Both councillors left the meeting) | |
| 6 | Approval of Minutes. The minutes of the meeting were approved following the addition of the name, Carafolo, missing from item 10 .1 | |
| 7 | Matters Arising from the Minutes. (for information only) | TG JC DS & TG JC |
| 7.1 | (7.4)Cllr. Gatehouse was able to report that he had spoken to the Head Librarian at Dunstable Library regarding names of people likely to require a bus service. She felt confident that she would be able to access the information required and data protection permitting she would pass this on. Should there be an issue she would be willing to send information to these people on our behalf. | |
| 7.2 | (8.2)Good Neighbour Scheme now needs to be pushed forward and Cllr. Gatehouse was requested to put together a letter for distribution. He felt that the Autumn would be a good time for distribution after the Holiday period. | |
| 7.3 | (8.6)The Clerk has written to Andrew Selous inviting him to attend the next parish Surgery it was suggested that if no response has been received in one week that a follow up telephone call be made to ensure a definitive result, enabling an agenda to be agreed and a statement be posted in the next Link report. | |
| 7.4 | (9.1)Cllr. Salmon has suggested a Saturday morning in September and is awaiting a response from Kensworth Parish Council. | |
| 7.5 | (11.2) Clerk to contact webmaster regarding the 'contact us' link on the website | |
| 7.6 | (13) The chairman has received an email from a resident regarding a planning application which was near his property that he had not been informed about it. This however is the responsibility of CBC | |
| 7.7 | (17) It has been agreed that we would no longer qualify or reapply for, Quality Status and Cllr. Salmon wished to extended his sincere thanks to Cllr. Shute and the retired Clerk for all the effort they had put into the application. | |
| 8 | Report of the Chairman. (Report of any major happenings / concerns raised affecting Studham) | JC |
| 8.1 | The Chairman and Vice Chairman attended the celebration on the common for the award again to The Friends of Studham Common of the Green Pennant on 28 th July where the pennant was hoisted onto a miniature flagpole. The raising of the flag was followed with some social drinks and nibbles making for a pleasant evening. | |
| 8.2 | The Village Hall Committee has approved the installation of a water butt at the rear of the hall. The water is for the use of the gardener, watering plants on the triangle. Cost expected to be under £50. The Parish Councill members have approved this in principle, need to agree definite cost. | |
| 8.3 | The Clerk has reported that the PAYE system has not been set up, hence no payment to the Clerk for this month. A company offers the service for a reasonable fee, detailed costs to be ascertained before next meeting. | |
| 9 | Report of the Representatives. | |

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| <p>9(i)</p> | <p>Highways (Cllr. Smith)</p> <ol style="list-style-type: none"> (1) Potholes outside no's 1 & 38 Holywell road have been repaired as has the area between Valley Road & Common Road. Other reported problems; (2) The footway in Church Mead is being looked at by Housing. (3) No Through Road sign in Church Mead has again been requested. Report comment – "Noted for Information" (4) Vegetation on Dunstable Road – Cllr. Smith has spoken to Steve Andrews who has agreed to cut the hedge on Bell Path and Dunstable Road (to the point where the path crosses to the other side of the road) as soon as he is able as the hedge belongs to the farm. Report comment – "Order raised to clear vegetation". Cllr. Smith has been unable to speak to the Council representative to establish exactly what has been planned and when. Letter to Longyards to request hedge cut back from footpath. (5) Overhanging trees in Swannells Wood, presumably those over the Church Mead footpath. Cllr. Smith needs to speak with Chris Patton to establish the current situation. There is an issue with previous cutting being left in the hedgerow. If the conifers have still not been cut back a second letter to be sent to resident of Spindlewood (6) Trees in Holywell are being inspected as part of a site visit on Wednesday as will others in Woodland Rise. Stumps remaining in Holywell are to be removed and saplings will be replanted where cabling permits, this will be discussed at the site meeting on Wednesday and it is expected that planting will take place late Autumn / Winter (October – March). (7) Both new lamps in Dunstable Road are working well following initial teething problems. A positive outcome is that one of the lamps also illuminates the car park in Southern Way which is much appreciated. (8) An issue has arisen with a light in Southern Way. The light is on an old electricity pole which is no longer in use. The pole is rotting at the bottom and apparently creaks and groans but an inspection by Dave Hull has confirmed that it is not at risk of falling imminently. He will however contact the electricity board regarding a replacement, there may be a slight legal issue as the pole is on land which is owned privately. (9) Cllr. Smith also reported that whilst talking to Mike Crawshaw re. Woodland Rise it was noted that the Green in Holywell is 'Amenity Land' and that currently there is no 'Amenity Officer'. He will try to establish who we need to speak to regarding the replacement of trees which have been removed. He also passed on the name of a contact, Sue Frost, Environmental Team Leader who may be able to offer volunteer helpers to assist with clearing the ivy from trees in Woodland Rise. (10) Japanese Knot Weed, the known sites have now all been treated once and will be sprayed again in the Autumn. (11) Faulty hydrants should now be repaired. (12) It was noted that the previous clerk had corresponded with CBC regarding the kerb on the triangle, now need to follow up and chase a response. | <p>JC</p> <p>CS & JC</p> <p>CS</p> <p>CS</p> <p>JC</p> |
| <p>9(ii)</p> | <p>Special Projects (Cllr. Poyner) Nothing to report</p> | |
| <p>9(iii)</p> | <p>Road Safety sub-committee (Cllr. Salmon)</p> <ol style="list-style-type: none"> (1) Advertising information had been received by e mail regarding various traffic monitoring equipment. Cllr. Salmon felt a meeting of the sub-committee should be called to discuss this in more detail. The documents will be circulated via the mailbox and discussed at the next meeting. (2) The ongoing communication regarding rationalizing the speed limits through the village is currently proving to be fruitless. Cllr. Salmon felt it was no longer viable to pursue this issue. Cllr. Gatehouse felt that the sub-committee should not drop the matter, but meet to decide future action. | <p>DS</p> |
| <p>9(iv)</p> | <p>Studham Common (Cllr. Shute)</p> <ol style="list-style-type: none"> (1) There was no working party in July but the group met for an outing to RSPB at Tring Reservoir. The next meeting, in August, will tackle overgrown bracken. The schedule for cutting the hay for harvest is the first two weeks of August. (2) Cllr. Shute has not progressed the planning of the triangle planting until the kerb issue has been resolved as it would be pointless to spend money on plants which are likely to be destroyed by parking vehicles. He will produce a plan with costing for the next meeting; it is anticipated to be circa. £500. It was agreed that he will circulate a quote prior to the September meeting. | <p>GS</p> |

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| <p>9(v)</p> <p>9(vi)</p> | <p>Playing Fields (Cllr. Smith) Nothing to report.</p> <p>Village Hall (Cllr. Salmon)</p> <ol style="list-style-type: none"> (1) The internal painting by persons serving Community Service Penalties is being arranged and will take place over two separate weekends. The Village Hall Management Committee supplies materials and refreshments. (2) It is also time for the Annual scarifying of the Hall floor; again this will be taking place over a weekend to minimize disruption. (3) This year the Church held their annual barbecue at the Village Hall instead of in the Church grounds as previously. The day started wet and everyone assembled in the Hall whilst the food was cooked outside. As the weather improved later in the day games were then played on the common. | | | | | | | | | |
| <p>10</p> | <p>Correspondence <i>(For information only)</i> <i>(Correspondence received since the last meeting of the Parish Council)</i></p> <ol style="list-style-type: none"> (1) Strathmore Who's who, it was agreed that we were not interested in subscribing. (2) One item of outstanding correspondence regards a request for information about plans for the area. The chairman will assist the Clerk in drafting a letter of response. | <p>DS & JC</p> | | | | | | | | |
| <p>11</p> | <p>Beds Rural Transport Partnership Delegated Fund <i>(To discuss application for funding)</i> This item is deferred to next months meeting</p> | <p>AM & CS</p> | | | | | | | | |
| <p>12</p> | <p>Planning <i>(To receive the Report of the Planning Committee and Central Bedfordshire decisions)</i> Applications have been made for three developments at Barwythe Hall and one at The Bell. The planning committee have convened a meeting for Monday 8th August at 6.30pm in the Village Hall.</p> | | | | | | | | | |
| <p>13</p> | <p>Matters Outstanding <i>(Update on matters outstanding from previous meeting)</i> A request for a contribution towards the cost of the 2012 celebrations is currently circulating in the mail box. A reminder to follow up on pavement repairs outside no 40 Holywell road to be included in the outstanding list.</p> | <p>JC</p> | | | | | | | | |
| <p>14</p> | <p>Accounts for payment <i>(Enclosure)</i> The following accounts were submitted for and subsequently approved for payment;</p> <table border="0" style="width: 100%;"> <tr> <td>Andrea Maxted (reimbursement of refreshment costs – Parish Surgery June 2011)</td> <td style="text-align: right;">£ 6.92</td> </tr> <tr> <td>St. Mary the Virgin, Studham (Churchyard maintenance contribution)</td> <td style="text-align: right;">£ 500.00</td> </tr> <tr> <td>Simon Maxted (delivery of leaflets for June Surgery in west part of the village)</td> <td style="text-align: right;"><u>£ 10.00</u></td> </tr> <tr> <td></td> <td style="text-align: right;">£ 516.92</td> </tr> </table> | Andrea Maxted (reimbursement of refreshment costs – Parish Surgery June 2011) | £ 6.92 | St. Mary the Virgin, Studham (Churchyard maintenance contribution) | £ 500.00 | Simon Maxted (delivery of leaflets for June Surgery in west part of the village) | <u>£ 10.00</u> | | £ 516.92 | |
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| | £ 516.92 | | | | | | | | | |
| <p>15</p> | <p>Budget statement Period 4 <i>(Financial statement of income and expenditure for July 2011)</i> The income and expenditure statement for the Parish Council for the period ending July 2011 (Period 4) was presented.</p> | | | | | | | | | |
| <p>16</p> | <p>Report of Clerk <i>(Matters of importance not covered elsewhere on the agenda)</i> The clerk offered apologies for sending various amendments to documents due to misunderstandings and thanked the members for their support during this settling in period.</p> | | | | | | | | | |
| <p>17</p> | <p>items for the Link Promote the next Parish Surgery in September, inform and request reporting of instances of Japanese Knotweed, apologies for the poor state of the triangle and explain future plans, welcome to the new clerk, inform on the installation of the new heritage style lamps.</p> | <p>AM & JC</p> | | | | | | | | |
| <p>18</p> | <p>Newsletters / Annual Report: Issue dates <i>(Review)</i> Cllr. Salmon proposed four reports per year to include the Annual reports with additional ones in August, November & February. It was agreed that Surgery flyers should be produced and delivered at the same time as the newsletters as this had proved to be successful. Three surgeries per year, to include one with no fixed agenda.</p> | | | | | | | | | |
| <p>19</p> | <p>Report on the Councilor Vacancy <i>(Closed Session)</i></p> | | | | | | | | | |
| <p>20</p> | <p>Items of an Urgent Nature or for the next agenda <i>(for information only)</i> Cllr. Smith suggested that the welcome pack which is provided to known new residents should have an additional 'do's and dont's of village life. Any suggestions should be e mailed to her and she will collate responses for discussion at the next meeting.</p> | <p>CS</p> | | | | | | | | |

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| 21 | Date and Time of Next Meeting | |
| <p>The next meeting of the Parish Council will be held on Monday 5th September 2011 at 7pm in the Studham Village Hall.</p> <p>The following meeting will be held on Monday 3rd October 2011 at 7pm in Studham Village Hall</p> <p>The Meeting closed at 9.59pm</p> | | |

----- Chairman

----- Date