

MINUTES

Studham Parish Council Minutes

Monday 4th July 2011

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

Councillors Present

Mr. Des Salmon (Chairman)

Mr. Tony Gatehouse, Mr. Mark Poyner, Mr. Geoff Shute and Mrs. Chrys Smith

In attendance

Mrs. Carol Stephenson (Outgoing Clerk)

Mrs. Julie Cooper (Newly appointed Clerk)

1. Apologies for Absence.

Mrs. Andrea Maxted, Mrs. Ruth Gammon

2. Declaration of Interest (Personal and / or Prejudicial) Parish Councils (model code of conduct) Order 2007

Cllr. Smith notified her interest regarding Agenda Item 10 (iv)

3. Public Question Time.

There were no members of the public present

4. Matters for the Central Bedfordshire Councilors.

There were no CBC Councilors present.

5. Police Matters.

A burglary had been reported on Dunstable Road. A Black 4 X 4 Mitsubishi had been seen in the area.

6. Approval of Minutes.

The minutes of the meeting 6th June were approved.

The meeting on 25th June was a closed meeting.

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

7.1 Cllrs. Salmon & Gatehouse attended the 'Let's Talk Together' meeting. Our two councilors were the only representatives from the villages; the majority was from Dunstable and Houghton Regis.

7.2 No communication has been received from CBC regarding the outstanding planning concerns at Barwythe Hall. Cllr. Poyner will try to move this forward with an e-mail communication to the relevant party.

7.3 Cllr. Salmon has had no response from the PCSO's regarding the query over the answer phone service.

7.4 Cllr. Gatehouse reported that the Markyate Care Group are willing to hire out their Mini Bus. They suggest that a typical cost would be £20 based on a round trip to Dunstable and return. Greater discounts could be offered if trips further afield were required, the cost would likely be approx. 90p per mile. If a regular service was planned we would need to provide a driver. As this debate was as a result of the mobile library service being withdrawn it was suggested that it might be sensible, in the first instance to establish how many people would use a service to a local library. Cllr. Gatehouse to contact the Library Service to request a list of previous library users.

TG

8. Matters Arising from the Surgery on 25th June 2011

- 8.1 Cllr. Gammon attended the meeting as invited and was able to respond directly to some queries.
- 8.2 Cllr. Gatehouse has been in touch with a gentleman who attended the surgery who may like to become more involved in the suggested 'Good Neighbours' scheme. Also, said gentleman and his wife may support the setting up of a working party to tackle ongoing problems with footpath, hedges and shrubbery around the Woodland Rise area.
- 8.3 Cllr Smith has approached a representative of the relevant land owner regarding cutting back of some hedges. For other areas it may be a good time to request the appointed contractor carry out a second trimming of verges around signposts. Cllr. Smith to action this. **CS**
- 8.4 Cllr. Smith reported a case of Japanese Knot Weed, the relevant authorities have not yet responded, Cllr. Smith to follow this up. **CS**
- 8.5 It was suggested that some of the future surgeries might repeat the open format presentation.
- 8.6 The next Parish Surgery was agreed to be held on Saturday 17th September. It was suggested that local MP, Andrew Selous could be invited to attend as it is some time since he last did so. **JC**
- 8.7 The next quarterly newsletter should be prepared to be distributed in August.

9. Report of the Chairman. (Report of any major happenings / concerns raised affecting Studham)

- 9.1 Councillor Radford has still not responded with regard to the Joint Parishes Chairmen's meetings. Councillor's Salmon and Gatehouse are still pushing to progress this. **DS & TG**
- 9.2 The chairman confirmed the annual maintenance agreement £189 pa for the memorial clock and felt that the discount for advance year's payments was not sufficient incentive. It was agreed therefore to pay in full, annually.
- 9.3 Cllr. Salmon reminded councillors that the village notice boards should be monitored at regular intervals, no commercial adverts should be in place, charities were fine, personal discretion advised. Wardens were selected as follows;
- | | |
|---------------|----------------------------|
| Village Hall; | Councillor Salmon |
| Hoylwell; | Councillor Shute |
| Church Road; | Councillors Maxted & Smith |
| Common Road; | Councillor Poyner |
- DS, GS, AM, CS & MP**
- 9.4 As mentioned previously no representation of local villages at the June 'Let's Talk' meeting, it has been suggested that this may be rectified at a future meeting planned to be held in Caddington.
- 9.5 Cllr. Salmon reported his attendance at the BAPTC County Committee Meeting on 8th June where 'localism' was discussed.
- 9.6 Complaints have been received about noise levels at a wedding celebration and a clay pigeon shoot. The matters were referred by the public to the Envirocrime Unit, Central Bedfordshire Council (CBC). Transpires there is the 24 hour telephone contact number, but action may not always be taken on the same day as short of duty officers. In the instances referred to a duty officer visited the site, but the wedding celebration had finished. The Clay Pigeon shoot was a 'one off' and no action would be taken.

10. Report of the Representatives.

1) Highways (Cllr. Smith)

Cllr. Smith will follow up the noted faulty fire hydrants
Many local pot holes have now been reported, cllr. Smith will now follow up to check that they have been filled.
Cllr. Smith will have a 'walkabout' with Cllr. Gammon and Nick Carafolo regarding the setting up of a working party to deal with the issues around Woodland Rise.
The road sweeper has been around the village very regularly.
Two replacement street lamps in Dunstable Road are due on the 18th of this month. **CS**

2) Special Projects (Cllr. Poyner)

A new proof copy of the plaque which is to be re-erected in the Bus Shelter Memorial has been approved. It will take approx. 1 week to be produced once given the go ahead and will cost £212 plus VAT **MP**

3) Road Safety sub-committee (Cllr. Salmon)

Cllr. Salmon has sent further correspondence regarding the rationalization of speed restrictions, no acknowledgement yet received. **DS**

White lines in the village centre which were promised approx. 2 years ago have never materialized, Cllr. Poyner to follow this up. **MP**

4) Studham Common (Cllr. Shute)

Nothing specific to report except to say that a much lighter hand will be used in future to keep on top of maintenance. A 'big bash' has been organized for end September, beginning of October.

The village centre triangle grass needs improved maintenance for it to look its best. The cutting needs to be completed every fortnight if possible and a weed and feed treatment would improve the grass quality. It was noted that the contract for the gardener was very vague and would benefit from a more specific structure.

It is planned for planting to be introduced ready for the 2012 celebrations, local residents are feeding back ideas to Cllr. Shute and a decision needs to be made at the September meeting.

5) Playing Fields (Cllr. Smith)

New screening is now in place which will enable meetings to be held in the Sports & Social Club.

6) Village Hall (Cllr. Salmon)

In addition to the officers, attendance comprised 3 trustees user Representatives and a member of the public.

Replacing the floor as has been requested would be very expensive and it was agreed that independent advice was required

11). Correspondence (For information only) (Correspondence received since the last meeting of the Parish Council)

11.1 Survey re. Rural Transport partnership delegated funds – see item 12

11.2 It has been noted that the website link – 'Contact Us' doesn't actually link anywhere. To be rectified.

11.3 Documentation regarding the HS2, it was agreed that unless a formal request is made to the PC from a resident no action would be taken at this time, This could be noted in the next newsletter.

12). Beds Rural Transport Partnership Delegated Fund (To discuss application for funding)

Cllrs. Maxted & Smith will assess this survey and report back to the council.

AM & CS

13). Planning (To receive the Report of the Planning Committee and Central Bedfordshire decisions)

A meeting of the subcommittee was arranged for Friday 8th July at 6.30pm in The Village Hall to discuss the applications;

- CB/11/01905/FULL Studio House, Common Road, Studham. LU6 2NG
- CB/11/02112/FULL 17, Woodland Rise, Studham. LU6 2PF

TG, AM & MP

14). Matters Outstanding (Update on matters outstanding from previous meeting)

14.1 Cllr. Salmon updated the position regarding Long Yard; Awaiting final signatures to complete the legal protection agreement.

14.2 2012 Celebrations; Plans are on ongoing, it is hoped to include more sporting events. **CS**

14.3 Parish Plan; Ongoing, this really needs one person to take this forward

14.4 Replacement Trees in Holywell Road; large stumps have been left following the felling of established trees. As this was deemed to be unsightly, it was agreed that Cllr. Smith would enquire the reason for this and what remedial plans are in place. **CS**

15). Accounts for payment (Enclosure)

The following accounts were submitted and subsequently approved for payment;

G.Shute / Triangle planting reimbursement	£ 57.75
CommuniCorp/ Clerks & Councils direct x 4	£ 44.00
C. Patton / Gardening & Bus shelter cleaning (April, May & June 2011)	£229.25
D.Salmon / Stationery allowance	£ 30.00
T.Gatehouse / Stationery allowance	£ 30.00
A.Maxted / Stationery allowance	£ 30.00
C.Smith / Stationery allowance	£ 30.00
G.Shute / Stationery allowance	£ 30.00
M.Poyner / Stationery allowance	£ 30.00
L.Randall / Website hosting fee reimbursement	£ 35.93
BATPC / Councillor training	£ 30.00
Studham Village Hall / Jan – June inc.	£135.00
C.Stephenson / Clerk salary June 2011	£555.09

TOTAL **£ 1,267.02**

16). Budget statement Period 3 (*Financial statement of income and expenditure for June 2011*)

16.2 The Income & Expenditure statement for the Parish Council for the period ending June 2011 (Period 3) was presented.

16.3 A request has been received for financial assistance towards the maintenance of St. Mary's Church, Churchyard. It was resolved to donate £500

17). Report of Clerk (*Matters of importance not covered elsewhere on the agenda*)

The clerk reported that she had recently been informed that the application for 'Quality Status' has not been successful. The criterion was not met in full due to insufficient number of Newsletters being produced over the one year period. All those present felt that this was a very unsatisfactory outcome and it was felt appropriate to appeal. The Chairman will contact the relevant person by telephone in the first instance.

18). Report on the Councillor Vacancy (*Closed Session*)

Nothing to report.

19). Items of an Urgent Nature or for the next agenda (*for information only*)

No urgent items to report

20). Date and Time of Next Meeting

The next meeting of the Parish Council will be held on Monday 1st August 2011 at 7pm in the Studham Village Hall.

The following meeting will be held on Monday 5th September 2011 at 7pm in Studham Village Hall

The Meeting closed at 9.55pm

Following the meeting the outgoing Clerk, Carol Stephenson, was thanked and presented with a small floral gift in appreciation of her time working with the Parish Council.

----- Chairman

----- Date