

TOTTERNHOE PARISH COUNCIL

MINUTES OF TOTTERNHOE PARISH COUNCIL MEETING HELD ON TUESDAY, 21 JANUARY 2020 AT 7.30 AT TOTTERNHOE MEMORIAL HALL

Present: Councillors: M. Mustoe (Chair), D. Bodnar, R. Clarke, V. Kelly, T. Linney, J. Pratt & P. Tasker

In Attendance: Cllr P. Spicer, 2 members of public and The Clerk

1. APOLOGIES

None

2. DECLARATION OF PECUNIARY INTEREST

None

3. PUBLIC QUESTION TIME

No questions were asked.

4. CENTRAL BEDFORDSHIRE COUNCILLOR REPORT

Cllr Spicer reported:

Surgery – Cllr Spicer apologised for late arrival due to previous meeting overrunning. He will contact the two residents who came to speak to him. **ACTION: PS**

Lancotbury Close Parking – CBC have sent a letter to residents about the forthcoming work which is due to start shortly.

School Parking – CBC will be installing street furniture and road markings with a view to alleviating this situation. Totternhoe PC have ring fenced money for the analysis and design work undertaken by CBC – it was agreed that the paperwork would be reviewed to check Totternhoe PC's responsibility. **ACTION: RC/VK**
Parking Enforcement – CBC have increased budget for parking enforcement and are looking to purchase a car with ANPR. Currently waiting time is 10 minutes and CBC are looking to reduce to 2 minutes.

Footpaths/Pavements – currently one of CBC's priority initiatives. Cllr Spicer urged for all damage to be reported on the CBC portal with pictures and photos to be taken once repairs have been made to ensure work is up to standard. Cllr Linney reported that the kerb and footpath at Knolls View were damaged due to lorries going up on path. It was agreed the next newsletter would include an article urging residents to report incidents themselves. **ACTION: MM**

Community Asset Grant Scheme – new scheme designed to support local groups in meeting community needs with funding of £185K in first round which closes 28/02/20. A business case will be made together with match funding.

Pre-Planning Advice – this service is now from Chicksands and there is a fee. Cllr Spicer to check details. **ACTION: PS**

Local Plan – mid summer.

5. MINUTES OF THE MEETING HELD ON 10/12/19

Parish Council Meeting 10/12/19 – one amendment 7.6 missing should read broken. With this amendment the minutes were proposed by Cllr Tasker and seconded by Cllr Clarke and duly signed by Cllr Mustoe as a true record.

Budget Meeting 13/01/20 – Cllr Tasker proposed and Cllr Clarke seconded that the minutes were a true record of the meeting and were duly signed by Cllr Mustoe.

6. MATTERS ARISING

4. Highways Issues – Cllr Clarke reported that the CBC highways portal was very easy to use.

5.i New gate at the access into Church End Recreation Ground from Lancotbury Close – poor weather and ground conditions are delaying this work. **ACTION: JP**

- 5.ii Repair to the water trough in Church End Allotments remains ongoing. **ACTION: TL to follow up with JP**
- 5.iii HGVs entering restricted areas – CBC have sent Cllr Tasker link to website for reporting illegal HGV activity. **ACTION: PT**
- 5.iv Knolls View Recreation Grounds ground is uneven, the grass is long and the small gate does not shut properly. Clerk contacted VGS who are going to investigate and rectify. Play equipment – email from Playsource circulated to councillors.
- 9.iv Church End Culvert – CBC payment has been received.
- 9.vii Newsletter – next edition will be early 2020 – articles on the football club, roads and allotments have been received.
- 7.3 Highways -Jill Cross, CBC Highways followed up the meeting with Cllrs Kelly and Tasker’s with an email. Cllr Tasker has responded.
- 7.5 Recreation Grounds - VGS have reported damage to the play equipment at Church End Recreation Ground. It was agreed that Cllr Clarke would obtain quotes for this work. Clerk to forward possible companies to undertake this work. **ACTION: Clerk/RC**
- 7.6 Allotments - payments have been received from Megan Maynard and Paul Oakes. A new invoice has been raised for Jonathan Pratt. The padlock has been replaced. **ACTION: JP**
- 7.8 Totternhoe Neighbourhood Plan – Cllr Clarke has approved the draft.
- 7.10 Council Finances – reimbursement for electrical report to football club. Cllrs Clarke and Tasker are reviewing the lease in respect of who’s responsibility it is. **ACTION: RC/PT**
- 9.i TPC archives have been collected and will be stored at Totternhoe Memorial Hall.
- 9.ii Cllr Clarke agreed to make the redeclaration re The Pensions Regulator. **ACTION: RC**

7. REPORTS

7.1 PARISH CLERK VACANCY

One application has been received. The acting clerk would be willing to continue in the role on a permanent basis. **ACTION: MM**

7.2 PLANNING APPLICATIONS AND DISCUSSIONS

None

7.3 HIGHWAYS

Ellesmere Close – parking of vans. Cllr Spicer reported there are no licencing laws covering parking in residential areas and therefore no enforcement action can be taken. The parish council can request double yellow lines however this will only pass the problem on to another road. Access to drives and by large vehicles eg dustbin lorry is difficult. It was agreed that a letter would be drafted for the clerk to send to Mr. Waller. Cllr Spicer to forward email from CBC re this matter.

ACTION: PS/RC/PT

Drain Cover - Cllr Bodnar reported that a drain cover had been broken on Dunstable Road – it has subsequently been replaced by CBC – by a grain contractor’s lorry. Clerk to write to Mr Wood requesting details of contractor. **ACTION: Clerk**

Lancotbury Close – flooding due to a blocked drain.

ACTION: PT

7.4 SPEEDWATCH

Cllr Kelly reported a successful session at Castle Hill Road – 138 cars in total with 12 @ 37.08 mph.

There are now 17 in the Speedwatch team which makes it the largest and possibly most active in the area.

HGVs – Cllr Kelly reported a thread on Facebook re an HGV driving along Wellhead and Church Roads. Such activity should be reported on CBC site.

HGV Test Route – it appears an increasing number of test vehicles are coming through the village. It was agreed it is important to gather data and an article will be included in the newsletter. **ACTION: VK/MM**

7.5 RECREATION GROUNDS

Church End Recreation Ground – adult gym equipment – see email from clerk re Playsource. Cllr Spicer recommended councillors to visit Astral Park, Leighton Buzzard to see the gym equipment.

7.6 ALLOTMENTS

Cllr Bodnar reported that the rat problem is ongoing but there has been improvements in some areas. Allotment holders have bait boxes and these are checked regularly by Cllr Bodnar. Cllr Bodnar proposed a donation of £100 to Totternhoe Allotments Association to go towards the purchase of rat bait. This was seconded by Cllr Clarke. There were 2 votes against. Motion carried.

Cllr Bodnar reported that there were 10½ plots free out of a total of 70.

Cllr Bodnar to ask for quotes re maintenance of the allotment tracks. Clerk to contact The Green Miles asking for a requote and ask if Village Garden Services would be interested. **ACTION: Clerk**

7.7 RIGHTS OF WAY

Cllr Pratt reported that once the ground has dried up the works to the bridge and the installation of the kissing gates will take place.

7.8 TOTTERNHOE VILLAGE PLAN

This item should read Totternhoe Neighbourhood Plan. Cllr Tasker reported that the questionnaire has been finalised and will be ready for distribution in the next 2-3 weeks. Councillors are requested to assist in delivering to the village. Possible extra cost for publishing on the website. There will be an exhibition of the final plan in The Memorial Hall on Sunday, 16 February 12-2 pm and Tuesday, 18 February 5.30-7.30 pm. The cost for hiring the hall will be £10 ph.

7.9 POLICE

Crime statistics email circulated to councillors prior to the meeting.

7.10 FOOTBALL CLUB

No report.

7.11 COUNCIL FINANCES

The finance spreadsheet was circulated prior to the meeting.

8. ACCOUNTS

Current account: £3,587.72

Deposit account: £23,203.79

Payments made since December 2019 meeting:

Lorraine Allan	Repay allotment deposit	£60.00
Alison Eardley	Neighbourhood Plan	£1,530.00
Julie Todd	Clerk's salary + expenses	£124.10
Village Garden Services		£1,444.80
Peter Tasker	Expenses	£6
Marilyn Burton	July salary	£212.15

Payments agreed at meeting:

K&D Bodnar	Allotment work + planters	£640.00
Totternhoe Allotments Association	Donation	£100

9. CORRESPONDENCE

Circulated to councillors prior to the meeting.

10. ANY OTHER RELEVANT BUSINESS

Hedge Cutting – Castle Hill Road is CBC, Lancotbury to Memorial Hall is responsibility of landowner. Furlong Lane and Church Road, Cllr Mustoe to investigate. **ACTION: MM**

Churchyard – at the 2020/21 budget meeting it was agreed to increase the number of cuts from 5 to 7 in response to an email from Gill Hayward, church warden. It was agreed that Cllrs Clarke and Mustoe would draft a response for the clerk to send stating that the parish council helps to supplement the maintenance of the churchyard and are not solely responsible. **ACTION: RC/MM/Clerk**

ASM Signs – Cllr Linney had a visit from the vicar re ownership of the land as CBC had thought the diocese may be the proprietors. It was agreed that Cllr Linney would contact Dr Briggs and enquire if he owns the land. **ACTION: TL**

11. MATTERS TO BE BROUGHT FORWARD FOR FOLLOW-UP NEXT MEETING

None

12. DATE OF NEXT MEETING

Tuesday, 18 February 2020 at 7.30 pm in The Memorial Hall, Totterhoe

The Chairman closed the meeting at 9.34 pm.

Signed.....

Date.....