

TOTTERNHOE PARISH COUNCIL

MINUTES OF TOTTERNHOE PARISH COUNCIL MEETING HELD ON TUESDAY, 21 JULY 2020 AT 7.30

This meeting was held “virtually” using Zoom due to Covid-19 restrictions.

Present: Councillors: V. Kelly (Chair), R. Clarke, M. Mustoe, D. Greatorex, CBC Cllr Spicer

In Attendance: The Clerk

1. APOLOGIES

Cllrs Linney, Pratt and Bodnar.

2. DECLARATION OF PECUNIARY INTEREST

None

3. CENTRAL BEDFORDSHIRE COUNCILLOR REPORT

Cllr Spicer reported:

Eaton Bray High Street – resurfacing work nearing completion.

School 20 mph Speed Limit - details of the proposed 20 mph speed limit outside the school have been circulated to the Council. TPC to apply for £500 grant from Ward Councillors Grants Scheme.

ACTION: PS to email Clerk details

Church Road – gulleys need to be cleared.

ACTION: DG to email PS details

Dunstable Road Flooding – Cllr Clarke has emailed Jill Cross, CBC Highways for report on works undertaken.

Ditches need to be cleared together with the ditch by allotments hedge.

ACTION: PS to follow up

Old Reservoir Site – land for sale by auction. Cllr Spicer recommended TPC obtain the legal pack from auctioneers Orchard House to see access details.

ACTION: VK

CB/20/01870/FULL – Land at Dunstable Road – Cllr Spicer has called this application in. TPC will have a 3’ slot to speak. 53 objections lodged to date.

4. MINUTES OF THE MEETING HELD ON 09/06/20

The minutes were proposed by Cllr Kelly and seconded by Cllr Mustoe as a true record and duly signed by Cllr Kelly.

5. MATTERS ARISING

Whipsade Zoo - £250 donation made and acknowledged by ZSL.

Ongoing:

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

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**

From 21/01/20

ASM Signs – Cllr Clarke confirmed the land does not belong to the St Albans diocese. Dr Briggs is looking into whether he owns the land.

From 18/02/20

7.2 CB/20/00076/DOC Bradwell House – case to be decided. Works have started clearing the land.

7.6 Apple Cottage, 35 Wellhead Road - cars are being parked using more than 50% of the concrete apron.

Ongoing.

ACTION; RC/DB

6. REPORTS

6.1 PLANNING APPLICATIONS AND DISCUSSIONS

CB/20/01700/FULL 16 Church Green – awaiting decision

CB/20/01878/FULL 20 Brightwell Avenue – no objection

CB/20/01880/FULL 40 Castle Hill Road – re-applied

Enforcement CB/EN/20/0261 The Cross Keys – covering internal works, outside decking and 2 containers.

Lockington Farm – the restoration of the flint wall – ongoing.

2016 Housing Needs Survey – it was agreed this survey should not be shared. Cllr Kelly to write to BRCC.

Action: VK

6.2 HIGHWAYS

Wellhead Road – new footpaths required.

ACTION: PT to contact Jill Cross, CBC

Furlong Lane – road and footpaths need resurfacing.

ACTION: PT to contact Jill Cross, CBC

6.3 SPEEDWATCH

Police have confirmed Speedwatch sessions can resume. Cllr Kelly sessions looking to resume mid August.

ACTION: VK

6.4 RECREATION GROUNDS

Middle End + Church End Play Equipment – Cllrs Kelly and Clarke met with Ian Haynes, Head of Grounds and Environmental Services, Leighton-Linslade TC re sanitizing equipment. Quote: 8 weeks - £192 + VAT – Cllr Tasker proposed to accept the quote, seconded by Cllr Kelly – passed unanimously.

ACTION: RC

Play Equipment - ROSPA annual safety inspection to be discussed at September's meeting. A Facebook post suggested a third slide at Church End for 5/7 year olds. It was agreed that TPC would ask the village for suggestions for play equipment and discuss at September's meeting.

ACTION: VK

Trees – Heritage Arboriculture Ltd have completed most of the work. At Knolls View a number of trees were found to be resting on the electricity cable. UK Power Networks have been informed. Heritage have submitted invoice for £600 less (ie £1,300 + VAT) to take this into account. This work highlighted the need for TPC to hold their own set of keys/combination lock details. It was agreed Cllr Clarke would get a set of keys cut.

ACTION: RC

7.5 ALLOTMENTS

Cutting Grass Tracks - Cllr Bodnar has obtained two further quotes: Kennetts Landscapes - £85 per cut; Andy's Landscape Gardening - £80 per cut. It was agreed to support Cllr Bodnar's recommendation of Andy's Landscape Gardening subject to satisfactory written references.

ACTION: DB/Clerk

Tidiness + Rent – it was agreed to post a notice on the Allotments FB site reminding tenants that rents will be due in October and to keep allotments tidy.

ACTION: DB

Rent Collection - it was agreed that, due to the current restrictions, there would not be a rent collection evening. The register has been updated and letters prepared requesting payment either by bank transfer or cheque.

ACTION: DB/Clerk

7.6 RIGHTS OF WAY

Footpath and Bridge Works – it was agreed the recent works were carried out to a high standard.

7.7 TOTTERNHOE NEIGHBOURHOOD PLAN

Amy Shuffleton reported:

Reg 14 Consultation – 140 comments received overall supporting the Plan. TNP holding a Zoom call early August to review the comments.

Funding – applied for to cover consultant, advertising and website.

Reg 16 – starting prepping mid August for submission to CBC mid September.

Housing Needs Survey – AS to review.

TPC thanked the Neighbourhood Plan team for their hard work.

7.8 BKFG

Cllr Mustoe reported that the judging by the Mayor and Mayoress of Dunstable took place today and will be reported in the Dunstable Gazette.

Allotments – judging will be next Monday.

7.9 POLICE

June's statistics were circulated to councillors on 01/07/20 – two cases reported in Totternhoe.

7.10 FOOTBALL CLUB

Pitches have now been sprayed – risk assessment was submitted and approved by Cllr Linney.

Lease – having taken legal advice, a letter was sent on 16/06/20 to the Football Club confirming they are responsible for carrying out and paying for safety checks.

7.11 COUNCIL FINANCES

The finance spreadsheet was circulated prior to the meeting

Community account: £1,142.76

Business Money Manager: £39,314.94

Invoices paid since June 2020 meeting – approved by Cllrs Clarke and Kelly.

25.06.20	Int	ROSPA Play Safety	Play Equipment Inspection	246.60
25.06.20	Int	Ray Foster	Internal Audit	120.00
25.06.20	Int	Buckingham & River Ouzel Drainage Board	Agricultural Drainage Rates	44.10
30.06.20	Int	Machins Solicitors	Football Club Lease Advice	300.00
17.07.20			Transfer from BMM a/c	
17.07.20	Int	ZSL	Donation	250.00
17.07.20	Int	Julie Todd	June Salary + Xs	198.54
17.07.20	Int	VGS	June Warden + Maintenance	530.40
17.07.20	Int	Green Miles	3 x allotment cuts	240.00

2019/20 Annual Return – has been submitted to external auditors, Mazars. Copy has been posted on the website together with notice of public rights.

1st Totternhoe Scouts - donation of £100 made in 12/2019 – cheque has not been cashed. It was agreed Cllr Clarke would follow this up. **ACTION: RC**

7.12 WEBSITE

The website has been reviewed. It was agreed that the email address of parishclerk@totternhoe.com would be used as contact address.

7.13 NEWSLETTER

It was agreed that councillors would submit their reports at September's meeting. It was agreed Cllr Greatorex would distribute the newsletter to Lancotbury Close and Park Avenue. **ACTION: ALL**

8. CORRESPONDENCE

Circulated to councillors prior to the meeting.

9. ANY OTHER RELEVANT BUSINESS

Tilsworth Solar Farm – the Council had received an email re a possible planning application. It was agreed Cllr Tasker would follow up.

ACTION: PT

Register of Interests – councillors were reminded to complete.

ACTION: ALL

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

None

12. DATE OF NEXT MEETING

Tuesday, 15 September 2020

The Chairman closed the meeting at 9.23 pm.

Signed.....

Date.....