

# TOTTERNHOE PARISH COUNCIL

MINUTES OF TOTTERNHOE PARISH COUNCIL MEETING HELD ON TUESDAY, 15 SEPTEMBER 2020 AT 7.30

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

**Present:** Councillors: V. Kelly (Chair), R. Clarke, P. Tasker, D. Greatorex, CBC Cllr Spicer

**In Attendance:** The Clerk

**1. APOLOGIES**

Cllrs Mustoe, Linney, Pratt and Bodnar.

**2. DECLARATION OF PECUNIARY INTEREST**

None

**3. CENTRAL BEDFORDSHIRE COUNCILLOR REPORT**

Cllr Spicer reported:

School 20 mph Speed Limit – proposed restriction to run from The Ride to the pub. A consultation with residents will be carried out September and October.

Furlong Lane – closure from 28/09/20 for gas works. Access for residents only. Resurfacing footpath and road - Cllr Spicer circulated response from CBC – not poor enough state. PC disagreed with this assessment and asked PS to follow up. **ACTION: PS**

Castle Hill Road - Damaged\_ road narrowing. Cllr Spicer is chasing up. **ACTION: PS**

CB/20/01870/FULL – Land at Dunstable Road – called in to Development Management Committee 16/09/20

Covid-19 – recommended to get children tested if they are coughing. Tests are released every 30 minutes.

Highways Team – now fully staffed and currently receiving training. Aiming to be at full capacity by February 2021.

Government Planning White Paper – individuals and parish councils can submit comments.

Cycling Consultation – new cycleways are being constructed in Leighton Buzzard and Dunstable – completion by end of 2020. Currently funding is only for towns. Ideas for potential routes to be sent to Cllr Spicer.

Road Closures – councillors asked that there is improved communication between CBC and the PC re road closures. Cllr Spicer stated that utility companies have emergency powers to close roads. **ACTION: PS to pass on to Highways**

Dunstable Road Flooding – CBC still to clear ditches, outlets and gulleys. This has been outstanding for several years. It was agreed that Cllr Clarke would supply Cllr Spicer with a plan. **ACTION: RC/PS**

Mark Macdonald – to be invited to next PC meeting. **ACTION: VK**

**4. MINUTES OF THE MEETING HELD ON 21/07/20**

The minutes were proposed by Cllr Tasker and seconded by Cllr Clarke as a true record and duly signed by Cllr Kelly. It was agreed Cllr Kelly would email to clerk. **ACTION: VK**

**5. MATTERS ARISING**

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 PC would obtain quotes for this work. Clerk to forward possible companies to undertake this work. **ACTION: Clerk**

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. ACTION: TL

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

Councillors with planning portfolio are Cllrs Clarke, Mustoe and Linney.

CB/20/01870/FULL – Land at Dunstable Road – Cllr Clarke to speak at DMC meeting on 16/09/20. The application received 52 objections. ACTION: RC

CB/20/02984/FULL 259 Castle Hill Road, Totternhoe, LU6 2BY – no objection. ACTION: Clerk

CB/20/03149/FULL Jessidore, Easton Bray Road, Totternhoe LU6 2BL - no objection. ACTION: Clerk

Lockington Farm – Cllr Clarke liaising with CBC Planning and Conservation Officer re flint wall. Appeal to be made via Facebook for pictures

### 6.2 HIGHWAYS

Stanbridge Road - patching and potholes work is scheduled.

Furlong Lane – it was agreed the footpath is very poor and a request for urgent action would be sent to Emma Hinds, CBC Highways. ( see min 3 above) ACTION: VK

### 6.3 SPEEDWATCH

Sessions to resume shortly. ACTION: VK

### 6.4 RECREATION GROUNDS

Play Equipment – It was agreed Cllr Greatorax would take over the play equipment portfolio. Cllr Clarke to give a handover. ACTION: RC/DG

Safety Inspection – it was agreed to join the ParksEast tender for the annual safety inspection. ACTION: Clerk

### 6.5 ALLOTMENTS

Tidiness + Rent – notice posted on Facebook and letter sent to all allotment holders on 13/08/20.

Rent Collection - Letters and invoices sent on 01/09/20. Some cheques and bank transfers have been received.

Allotment Numbers – once again it was difficult to identify the allotment numbers during the judging of the Best Kept Allotment. It was agreed Cllr Bodnar to contact chair of the Allotment Association. ACTION: DB

Skip – Cllr Bodnar to arrange for skip to be removed. ACTION: DB

### 6.6 RIGHTS OF WAY

No report.

### 6.7 TOTTERNHOE NEIGHBOURHOOD PLAN

Groundwork UK Grant – grant for £4,050 has been received and credited to TPN account.

Revised Plan – which includes PC holding sent by Cllr Clarke to Julia Wood for inclusion in next plan.

Amy Shuffleton will give a presentation at October's meeting.

### 6.8 BKFG

Cllr Mustoe has purchased vouchers from Tring Garden Centre for the winners. Cllrs Mustoe and Kelly will deliver letters and vouchers to winners – taking photos for the website and the newsletter.

## 6.9 POLICE

July and August's statistics were circulated to councillors– one case reported in July and eight cases in August.

Police Consultation Meeting 17/09/20 – Cllr Tasker to attend meeting. It was agreed the issues for Totternhoe are:

- Rave at bottom of Halfway Hill which was reported to Inspector Gurr. Police action disappointing.
- ASB and drug taking at picnic site

## 6.10 FOOTBALL CLUB

A tree fell on the clubhouse causing damage to the roof. Cllr Clarke arranged for P A Greenwood Roofing and Heritage Arboriculture to attend - clerk to forward invoices to Cllr Clarke. The tree was pollarded and Heritage reported that this damage could not have been foreseen. John Power arranged for emergency tree work to be undertaken at a cost of £100 – invoice yet to be received – Cllr Kelly to chase. The repairs will necessitate an insurance claim. **ACTION: RC/Clerk**

## 6.11 COUNCIL FINANCES

The finance spreadsheet was circulated prior to the meeting.

Community account: £1,008.33

Business Money Manager: £37,315.33

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

31.07.20		827	Totternhoe Scouts	Donation	100.00
				Grounds Maintenance + Warden Services July	
	07.08.20	Int	VGS		570.00
	07.08.20	Int	Julie Todd	July Salary	176.14
	07.08.20	Int	Heritage Arboriculture	Tree Work	1,560.00
	08.09.20	Int	Andy's Landscape Gardening	Allotment Grass Cutting	80.00
	08.09.20	Int	Julie Todd	August Salary + Expenses	300.34
	08.09.20	Int	VGS	Grounds Maintenance + Warden Services August	533.28
	09.09.20	Int	Absolute Products	Football Club Insurance	625.92
	09.09.20	Int	P A Greenwood Roofing	Repairs to Football Clubhouse	540.00

The following invoices were agreed for payment together with a transfer of £2,000 from the Business Money Manager account to the Community Account:

Heritage Arboriculture £1,140

Moodey IT Ltd £189.60

The National Salary Award for April 2020 has been agreed. This will mean the clerk's pay will rise to £10.44 ph., backdated to 1 April 2020. On behalf of the Council Cllr Clarke thanked the Clerk for her hard work and professionalism since taking up her appointment.

## 6.12 WEBSITE

With the receipt of the grant, the updating for TNP can now be made. Webmaster Dudley Lowe is looking

to stand down from his role in the near future.

**6.13 NEWSLETTER**

The meeting was the deadline for articles – some have been received. Cllr Kelly will chase up outstanding articles. **ACTION: VK**

**7. CORRESPONDENCE**

Circulated to councillors prior to the meeting. Clerk to post to Cllr Tasker for circulation the Clerks & Councils Direct magazine. **ACTION: Clerk**

**8. ANY OTHER RELEVANT BUSINESS**

Clerk to check Chiltern Conservation Board, CPRE and Chiltern Society have correct details. **ACTION: Clerk**  
Remembrance Day – clerk to order wreath on behalf of the PC. **ACTION: Clerk**

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

None

**10. DATE OF NEXT MEETING**

Tuesday, 20 October 2020 via Zoom.

The Chairman closed the meeting at 9.32 pm.

Signed.....

Date.....