

TOTTERNHOE PARISH COUNCIL

MINUTES OF TOTTERNHOE PARISH COUNCIL MEETING HELD ON TUESDAY, 19 JANUARY 2021 AT 7.30

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

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

In Attendance: The Clerk

1. APOLOGIES

Cllrs Kelly, Linney, Mustoe and Pratt.

2. DECLARATION OF PECUNIARY INTEREST

None

3. CENTRAL BEDFORDSHIRE COUNCILLOR REPORT

Cllr Spicer reported:

- S278 agreement , Church Rd– awaiting further information.
- Highways – chasing outstanding issues particularly build out at The Cross Keys and clearing Dunstable Road ditches . Cllr Clarke emphasised the importance of these works.
- Fix My Street – new system and app reporting highways issues, fly tipping to CBC. Cllr Spicer recommended publicising within the village.
- Community Safety Survey – Cllr Spicer again recommended promoting within the village as the results from the survey influence the works carried out by CBC.
- Grants – in email dated 19/01/21 Cllr Spicer gave details of possible sources of grant funds.

4. MINUTES OF THE MEETING HELD ON 08/12/20

One amendment to the minutes of the meeting held on 08/12/20 – 6.2 should read Emma *Kines*. With this amendment the minutes were proposed by Cllr Tasker and seconded by Cllr Clarke as a true record and duly signed by Cllr Clarke.

5. MATTERS ARISING

Ongoing:

5.i New gate at the access into Church End Recreation Ground from Lancotbury Close – No update - Cllr Kelly to chase Cllr Pratt for an update, item has been outstanding for some time mostly due to poor weather and ground conditions. **ACTION: VK/JP**

5.ii Repair to the water trough in Church End Allotments remains ongoing.

ACTION: TL to follow up with JP

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: VK to email TL**

From 18/02/20

7.6 Apple Cottage, 35 Wellhead Road – Measurements to be undertaken asap. Ongoing.

ACTION; RC/DB

From 17/11/20

3. School Parking/Crossing – petition by the school had 300 responses (more than the number of parents) 250 for and 50 against a crossing. It was agreed there needs to be co-ordinated approach between the school and TPC and future questionnaires should make this clear. Ian Shuffleton to draft questionnaire which will identify the key issues (eg parent parking in Church Road) and proposed trial of football club car park. PC to draw up a similarly worded petition for inclusion on the PC’s and village websites, or distributed by hand to all residents. **ACTION:RC/PT/SCH Governors**

19/01/21: Cllr Kelly has key code to football car park. Cllr Tasker to contact Ian Shuffleton for an update. **ACTION: PT**

- 6.4 Dog Fouling – it was agreed to use the 3rd sign proposed by VGS. Clerk to email VGS with decision and request quotation for 3 signs on posts. Cllrs Greatorax and Tasker to oversee works. Awaiting quote from VGS. 19/01/21 Clerk has chased VGS for quote. **ACTION: Clerk**

Clubhouse Guttering –P A Greenwood – contractor previously used by TPC – recommends replacing gutters with deep flow gutters and fitting new downpipes. Fascia is believed to be in good condition, but PA Greenwood to confirm during work. Estimate for works: £950 (no VAT). Cllr Clarke proposed and Cllr Bodnar seconded that the estimate be accepted and for work to be carried out asap - this was unanimously agreed. **ACTION: RC**

8. Fly Tipping, Wellhead Road – number of incidents are on the increase. It was agreed to contact CBC Environmental Services and request solution. 08/12/20 Cllrs Tasker and Clarke to action. 19/01/21 Cllr Tasker reported that there had been decrease in fly tipping over the recent weeks. **ACTION: PT/RC**

Dunstable Road Village Gateway – it was agreed a quote for cleaning should be obtained.

ACTION: PT

From 08/12/20

Fruit trees on land rented by Eve Romeril and Mark Miles – it was agreed a letter would be sent asking tenants to request permission from the Council if they wish to undertake any future work on the trees.

ACTION: VK/Clerk

6. REPORTS

6.1 PLANNING APPLICATIONS

CB/20/03814/LDCE Brookfield Park – following correspondence and conversations with residents, Cllr Clarke contacted CBC Planning for clarification. The site currently has a licence for 41 caravans and it would appear there is a move to bring the recreation area into the licensed area and therefore increase the number of caravans. If this is correct TPC will object as the area is washed over by the Green Belt and therefore no development should take place. **ACTION: RC**

CB/20/04704/VOC Lockington Farm – Cllr Clarke had circulated to the council proposed response on 08/01/21. CBC Planning forwarded proposal from developer for hurdles to replace the original flint wall – to replace the wall would cost in the region of £60k whereas hurdles would be £6k. Cllr Tasker reminded the meeting that the original planning permission stated that a wall was to be reinstated. It was agreed that hurdles were totally unsuitable and Cllr Clarke's draft response to CBC was approved. **ACTION: RC**

6.2 HIGHWAYS

Ellesmere Close – potholes have been filled in. CBC plan to relay the path.

Lockington Farm – CBC Highways have contacted the developer re the road and footpath. He currently refuses to make any financial contribution to the works. The two potholes will be repaired by CBC.

Furlong Lane – the hedge in question is the responsibility of no. 4 and it has been subsequently cut back. Clerk to email and thank residents and inform them that TPC are hoping to have a solution to the school parking in Furlong Lane. **ACTION: Clerk**

Church Road/Dunstable Road – resident contacted the Council regarding horse chestnut branches overhanging the railings. It was agreed VGS would be asked to cut back. **ACTION: Clerk**

26 Furlong Lane – overhanging hedge to be revisited at February meeting.

SIDS – Cllr Tasker sent an email to Paul Salmon which was passed on to Darryl Harvey and Charlotte Dunham at CBC Highways.

6.3 SPEEDWATCH

Due to Covid-19 no sessions have taken place. Discussion took place on whether speeding evidence gathered by Speedwatch could be used as evidence towards SID.

6.4 RECREATION GROUNDS

Play Equipment – Cllrs Greatorex and Tasker have contacted two suppliers re repairs and new equipment. One quote from Reids for approximately £9.5k has been received. Monthly sanitisation to be continued.
Lower End – VGS have been asked to install new gatepost. **ACTION: DG**

6.5 ALLOTMENTS

Rents – one rent outstanding for 40/57 Lower End. **ACTION: DB**
Rent Reviews – it was agreed that allotment rents would be unchanged for 2021 and be reviewed in 2022. Farmers/graziers/Millennium Wood rents would be raised by 5% from 1 October 2021 – proposed by Cllr Clarke and seconded Cllr Tasker and passed unanimously. **ACTION: DB/Clerk**
Bird Flu – restrictions still apply.
Hedges – Cllr Bodnar requested that hedge cutting take place in this financial year and next financial year. Cllr Bodnar to contact Cllr Pratt. **ACTION: DB/JP**
CBC Tree Planting Initiative – details emailed to Cllr Bodnar.

6.6 RIGHTS OF WAY

Green Lane – from half way up the path is very overgrown. Cllr Bodnar to contact Cllr Pratt re footpath number and report to Robin Richardson, RoW, CBC. **ACTION: DB**

6.7 TOTTERNHOE NEIGHBOURHOOD PLAN

Cllr Tasker reported that the Plan has been submitted to CBC for consideration and adoption. Amy Shuffleton is in discussion with grant making body re funding for 2021/22.

6.8 BKFG

Two prizes are still to be awarded. **ACTION: VK/MM**

6.9 POLICE

Priority Setting Meeting – this was cancelled in part due to Covid-19 restrictions.

6.10 FOOTBALL CLUB

Cllr Tasker reported that a new set of goal posts had been erected on training pitch. Cllr Clarke confirmed this had been discussed some time ago and agreed (probably at a meeting Cllr Tasker did not attend) subject to area only being used for training.

6.11 COUNCIL FINANCES

The finance spreadsheet was circulated prior to the meeting.

Community account: £568.40

Business Money Manager: £38,510.92

Invoices and transfers made since December 2020 meeting – approved by Cllrs Clarke and Kelly.

13.12.20	Int	Marion Mustoe	BKFG	285.6	
13.12.20	Int	Ashley Contracts	Newsletter Printing	84.18	
13.12.20	Int	Julie Todd	November Salary + Expenses	216.81	
13.12.20	Int	VGS	Warden Services	161.28	
15.12.20	Int	Bodnar	Village Planters	610	
15.12.20	Int	Totterhoe FC	Storm Damage	100	
07.01.21	Int	VGS	Warden Services	201.6	
07.01.21	Int	Julie Todd	December Salary + Xs	195.39	
07.01.21	Int	Ladywell Accountancy	Payroll	63.00	

07.01.21	Int	Mazars LLP	2019/20 Audit	240.00	
07.01.21	Int	R W Stokley	Skip Hire	216.00	
19.01.21	Int	Moodey IT	Invoice 7169 - TNP Web Changes	78.00	
19.01.21	Txfer	TNP Account	Invoice 7169 - VAT		65.00

2021/22 Precept – form has been submitted to CBC.

2021/22 Budget – to show carried forward sum which will fund the gap between proposed expenditure and income.

Online Payments – Cllr Tasker proposed and Cllr Greatorex seconded proposal for Cllr Clarke to become ‘primary user’ which will mean after invoices are authorised at TPC meetings payments are set up by the Clerk and then authorised by Cllr Clarke.

ACTION: Clerk

6.12 WEBSITE

New webmaster for the Totternhoe village site from 01/02/21 is Gordon Fountain.

6.13 NEWSLETTER

It was agreed that every effort would be made for the next edition to have a quicker turnround.

7. CORRESPONDENCE

Correspondence received by clerk circulated to councillors prior to the meeting.

8. ANY OTHER RELEVANT BUSINESS

Road Salt – none needed for council owned property, but Cllr Tasker to chase CBC for roadside salt bins to be topped up.

ACTION: PT

Covid-19 Posters - to be put on noticeboards and Facebook page.

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

26 Furlong Lane hedge

10. DATE OF NEXT MEETING

Tuesday 16 February at 7.30 pm via Zoom.

The Chairman closed the meeting at 21.05 pm.

Signed.....

Date.....