

Minutes of Tempsford Parish Council Annual Meeting held on Monday 18th May 2015 at 19.30 hrs. in the Stuart Memorial Hall

Present:-

Mr. A. Besant	Chairman – Councillor
Mr. J. Donnelly	Councillor – Vice Chairman.
Mr. D. Clark	Councillor
Mr. C. Bettles	Councillor
Mr. S. Cooney	Councillor
Mr. S. Fraser	Councillor
Mrs.E. Bull	Councillor
Mrs. L. Collins	Clerk
Members of the public	2

The Chairman opened the meeting at 19.30 hrs.

Cllr. Liz Bull was welcomed as a new Councillor to the Parish Council which is now a fully elected Council.

The present Chairman handed the Chair to the Vice Chairman (Cllr. Donnelly) to start proceedings to elect the Chairman for the ensuing year.

1. Election of Chairman for ensuing year

Nominations were invited for the position of Chairman by Cllr. Donnelly. Cllr. Clark proposed Cllr. Besant for Chairman. No other nominations were proposed. This was seconded by Cllr. Cooney. Cllr. Besant accepted the position and was duly elected. Resolution – Cllr. Besant elected as Chairman for ensuing year. .

2. Election of Vice Chairman for ensuing year.

The Chair was handed back to Cllr. Besant, as Chairman. Nominations were invited for the position of Vice Chairman. One nomination was proposed for Cllr. Jim Donnelly by Cllr. Cooney. Seconded by Cllr. Fraser. Cllr. Donnelly accepted the position of Vice Chairman and was duly elected for the ensuing year. . Resolution – Cllr. Donnelly elected as Vice Chairman for ensuing year.

3. Receipt of Declaration of Office

Declaration of Office was duly signed by both Cllr. A. Besant and Cllr. J. Donnelly. As this was a newly elected Council, all Councillors were handed a Declaration of acceptance of office and Code of Conduct form to sign. They were also handed the Registering of Interests form to be completed and handed back to the Clerk within 28 days of this meeting.

Procedures - The Clerk said that as this was a newly elected council, she would email to all Councillors (print out for Cllr. Bettles) copies of all procedures, i.e., Standing Orders, Code of Conduct, Financial Regulations, Complaints Procedure, Grants Application procedure. These have all been completed in the last two years. The Clerk also mentioned that when she sent an email with “response required”, that an answer is sent back.

Committees – As Tempsford is a small Council, the Chairman asked if all Councillors were in agreement that any planning applications, instead of having a separate committee, that we meet as a full council. It was further agreed that if the

application was small, i.e., tree work, fencing, that the application be sent round, but if it is a large planning application, house build or alteration, that a meeting is held.

Resolution – it was agreed to meet if necessary, otherwise send the application round.

4. Apologies for absence – Apologies received from Cllr. Adam Zerny.

5. Declarations of Interest

No declarations of interest were received.

6. Acceptance of Minutes

Minutes of the meeting held on the 2nd March 2015 were approved and signed.
Minutes of the Annual Parish Meeting held on the 10th April 2015 were approved.

7. Police Report

PCSO was not present at this meeting. However, a Statistic report was sent out earlier and one criminal damage incident was reported.

8. Public session

Speed watch – Mr. Pennington reiterated again that they need more volunteers. As there are only two volunteers at the moment they cannot get the machines frequently enough. They are keen to do the speed watch near the play area. Sessions are 1-1 ½ hrs. Cllr. Bull asked if there are any details anywhere about it.

Other speed prevention ideas were discussed:-

- Look into costs of speed cameras and illuminated signs.
- Fixed signs indicating it is a speed watch area.

Also discussed in the public session were:- sowing of wild flowers, problem with CBC, cutting verge too far and the amphibian fence – needs to be taken down.

9. CBC – No Councillors were present. An email had been sent congratulating both Doreen Gurney and Adam Zerny on their re-election.

Cllr. Gurney had asked the Chairman whether we wanted to continue with the Ivel Forum, as Tricia Turner was standing down from organising it. The Chairman asked the Council and it was agreed that they supported it in principle, but only to have one as and when required. It was a good opportunity to meet members of the CBC. Broadband would be a good topic to discuss.

10. Planning

15/00978/E1ASCP – Bedford Bor. Council – Black Cat Quarry. Proposed extension. Plans were passed round to Councillors and Cllr. Fraser explained that this had been explained at the site visit.

RESOLUTION: No objections from Tempsford Parish Council. It does not impinge on us.

CB/150/01448/FULL – 32 Church St. Entrance wall and gate. This had already been passed round to Councillors before the election and no objections were recorded, therefore, the clerk had let the planning office know of this decision.

11. Highways.

The Chairman reported – resurfacing plans – the slip road is to be resurfaced soon.

The dead trees on the link road need to be taken down. Clerk to contact Pat Longland at CBC. **ACTION - Clerk to contact Pat Longland.**

Kiers entrance – They have agreed to have some bollards put on the verge so people park further down. It does need Highways permission though. It has to be decided who will fund this project – Kiers or the Parish Council or both?

ACTION: Cllr. Clark to contact the Highways Department.

Cllr. Clark commented that the southbound traffic at the Black Cat roundabout was really queuing. Could this be the sequence of the traffic lights? Also, has the car flow improved at all at the roundabout since the improvements? Can we find out? Chairman to contact Highways.

Future walkabout

Items to be pointed out when next Highway walk round the village.

- Trees and shrubs growth on bridge need cutting back
- Willows end of Station Road
- Encourage problems to be reported to CBC.

12. Childrens' play area.

New Inspector Report - Council thought it was an easy Report to read.

One of the items mentioned for repair were the basket ball nets in both play areas. They are loose and need fixing. Council suggested that the one in Station Road be moved to the new play area in Station Road for the older children and the one in Church Street be stabilized and made safe.

RESOLUTION: Get a quote from Tony Davis to move the basket ball net to the new play area and refix. Stabilize the one in Church Street.

Ask Clements to give a quote for any repairs need on his report.

Ask Mark Zwetsloot to attend to the grass in the new play area.

New signs need to be put up saying play area are under the care of Tempsford Parish Council. CLERK TO ACTION THE ABOVE.

Cllr. Besant had spoken to some children and they seem to have the permission to play on Kiers all weather pitch.

Gannock Castle – there are still the trimmings from the hedge laying there. Mark Zwetsloot has said he can get a quote to remove them.

RESOLUTION; Clerk to get quote from Mark to shred the trimmings and then use them as chippings at Gannock Castle. Action Clerk

13. Cemetery/Church yard

Elder trees - These need to be attended to. This needs to be put on the Agenda for September. Clerk to get a quote from Mark for the work. **Action Clerk**

Old entrance between Church and Rectory – there seems to be a badger there. A gate needs to be put up there.

Cemetery Hut – Parish Council to do the job of treating the wood worm. Cllr.

Cooney to source. **Action Cllr. Cooney.**

Grave numbers – to bring them to the next meeting. Perhaps sell them at the village show. **Action Cllr. Cooney.**

Grass round the memorial green – chase Mark Zwetsloot for the cost of cutting this piece of land to be done at the same time as the cemetery. **Action Clerk.**

14. Finance.

The Clerk presented the account and Annual Report she had prepared and that had been internally audited by Mr. George Elwes.

RESOLUTION: The accounts were approved by Council and signed by the Chairman and Clerk.

Insurance: The renewal of the Council Insurance was due on the 1st June and the notification of premium had been received by the Clerk from Aon/Mavern. The Clerk decided to get an alternative quote from Zurich.

The Clerk presented the schedule from both insurers which appeared to be basically the same. However the premiums requested were very different.

Aon - £1167.97 Zurich - £759.25. Quite a substantial difference. On the Zurich schedule the legal fees amount were slightly lower. Could the Clerk ask if this could be increased in line with Aon. A discussion on the renewal took place and it was proposed that if Zurich could increase the legal fees amount that Tempsford Parish Council should change to Zurich.

RESOLUTION: Clerk to ask Zurich to increase legal's then to let Council know, if satisfactory to go with Zurich.

Electricity – increase in unmetered tariff from 9.20p per kwh to 12.40 per kwh.

The Chairman and Clerk had been investigating into the lights the Parish Council maintain against the CBC lights. CBC says they maintain 65 lights in the village. As our list indicates we have 65 lights in total should we be paying for any of the lights, when perhaps in fact CBC owns them all? It was proposed that the Clerk still looks into this matter and perhaps Council should stop the direct debit. Before this is stopped we should ensure that CBC does own them all in case we have no lights on in the village.

Action Clerk.

Transparency Code – The Clerk read out about the new Transparency Code from 1.4.15. All payments of £100 and other items need to be online for people to see. Clerk will contact Louise Ashmore to clarify exactly what this means. **Action Clerk.**

Council approved the list of payments as on information sheet, including a new cheque for £40 for the Land Registry, which was sent to Woodfines who had not sent it off, so had expired. Also payment for new councillor training. Cllr. Jim Donnelly asked if he could be paid for the website renewal. He had sent an email. The Clerk said she had not received it.

Payments approved by Council for payment

Date	Payee	details	Total
5.5.15	Mark Zwetsloot	Grass cutting March/April	£1046.50
6.5.15	Ohm Electrics	Installation of defibs.	£351.81
8.5.15	Clements Play	Inspection of play areas	£96.00
7.3.15	Linda Collins	Wages and allowance	£167.13
7.4.15	Linda Collins	Wages/Allowance/expenses	£179.66
21.5.15	Land Registry	Re: new play area	£40.00
21.5.15	BATPC	New Councillor training	£20.00
Total			£1901.11

RESOLUTION: all payments agreed for payment. Action Clerk.

The Clerk explained the Bank Statement on the information sheet and set out below:-

Bank Statement No.70. 30.4.15.

Date	Ref	Details	Expenditure	Income	Balance
30.3.15	Balance b/f				£2560.59
9.4.15	Giro credit	CBC Precept		£12500.00	£15060.59
9.4.15	t/fer	Savings interest		£0.66	£15061.25
9.4.15	Direct debit	Eon Street Elect	£45.91		£15015.34
15.4.15	Credit	BRCC Green Infra.		£226.00	£15241.34
21.4.15	Cheque 803	BATPC Affili.fee	£121.00		£15120.34
30.4.15	Balance c/f				£15120.34

Bank Reconciliation as at time of Information Sheet 30.4.15.

Current account	£15120.34
o/s cheque	(£40.00)
Total	£15080.34
Savings Account	£15450.32
Tempsford 2000	£732.60
Total	£31263.26

The above payments would have to be taken off this balance and the Insurance would be due on 1st June.

Parish Action Plan is Ring Fenced in the current account £1325.00

15. Defibs:

These have now been installed at The Chapel in Station Road and The Wheatsheaf pub in Church Street. Both have been given "Host" letters.

The Cpad forms need to be sent to the Ambulance Station and then the Awareness course can be booked.

ACTION: Clerk to send Cpad forms off, book course. This will have to have signs put up to advertise it.

16. Green Infrastructure.

The Clerk explained the payments that had been received and what amount had been paid out by BRCC, as per email sent to her by Cliff Andrews. (£3250.)

Things that Council would still like completed:-

- Edging in the Millennium Garden. This needs to be ordered about £1000.
Action Cllr. Cooney.
- Esme Wood – bridge on dyke. Cllr. Fraser suggested a pipe along the ditch then covering over with earth and grassed – more natural. **Action Cllr. Besant to contact Henry Spencer of the estate.**
- Bulb planting later in the year.

17. Correspondence (information only)

No correspondence received.

Cllr. Fraser and Cllr. Bettles mentioned about the bins outside Gannock House.
Clerk to ring CBC and discuss with them what is allowed. **Action Clerk.**

18. Date of future meetings;

Ordinary meeting July 10th,

Ordinary meeting September 21st,

Ordinary meeting November 16th 2015.

Please ensure all dates in your diary.

The Chairman declared the meeting closed at 21.55 hrs. and thanked the Councillors and public for attending and for their contributions.

Linda Collins

Clerk to Tempsford Parish Council

27th May 2015.

I certify these Minutes to be a true record of the meeting held on the 18th May 2015.

Chairman – Cllr. A. Besant

20th July 2015.