

**MINUTES OF TEMPSFORD PARISH COUNCIL ORDINARY MEETING  
HELD ON THE 26<sup>TH</sup> MARCH 2018 AT 19.30 HRS. IN THE STUART MEMORIAL  
HALL.**

|                       |                          |
|-----------------------|--------------------------|
| Mr. A Besant          | Chairman                 |
| Mr. J. Connelly       | Vice Chairman            |
| Mr. D. Clark          | Councillor               |
| Mr. C. Bettles        | Councillor               |
| Mr. S. Cooney         | Councillor               |
| Mr. Simon Fraser      | Councillor               |
| Mrs. Linda Collins    | Clerk                    |
| Mr. Adam Zerny        | Central Beds. Councillor |
| Members of the Public | 3                        |

The Chairman opened the meeting at 19.30 hrs.

**ACTIONS**

**1. Apologies for absence**

Apologies were received from Cllr. Liz Bull and CBC Councillor Doreen Gurney.

**2. Declaration of Interest.**

No Declarations of interest were received.

**3. Acceptance of Minutes.**

Minutes of the Ordinary Meeting held on the 10<sup>th</sup> January 2018 and Summary of Village Meeting held on the 13<sup>th</sup> February 2018, were approved and duly signed by the Chairman.

**4. Police Report**

Clerk reported that on the UK site only one incident was reported for January – car break in, although she thought there had been more incidents since. Cllr. Clark reported on the last Priority Setting meeting that he attended. He felt that it was important to keep attending as it benefits by building a relationship with the police officers or representatives.

**5. Public Session**

A resident pointed out that they would be short of a person doing Speed Watch when the other volunteer leaves Tempsford. More volunteers are needed. He did mention that with all the parked cars, it did seem to slow cars down at certain places.

Another resident raised the point about the downpipes on the new Stonebridge development are emptying rainwater directly onto the pathway.

The Chairman raised the sad point about the Church closing, and does the Parish Council have a responsibility should this happen. Could we write to the Bishop? An address needs to be obtained from someone in the Church. The Parish Council will still have to look after the churchyard.

Chairman

date.

Action – to obtain address.

**CLERK**

## **6. Planning**

**Local Plan** - An email had been sent to all Councillors from Jason Longhurst at CBC explaining that the representation time to the Inspector has been extended from 31<sup>st</sup> March to 26<sup>th</sup> April.

**Bedford Borough Local Plan** – Does Tempsford Parish Council want to put in any response? Cllr. Clark commented that the new development in Roxton was in a dangerous area for road safety and children’s safety. After discussion it was agreed that the Parish Council should make a response.

Cllr Clark to give more information to the Clerk and she would send it in by 29<sup>th</sup> March which was the closing date.

**CLERK**

**Stonebridge development** – Cllr. Bettles reported that the down pipes on the new barn conversion runs onto the pathway, which is against building regulations (resident also mentioned it earlier).

This is dangerous, as was shown in the bad weather with ice on the path. After discussion it was decided that the Parish Council should contact CBC by letter and send a copy to the developer Strutt and Parker agents.

**Resolution – Council to contact CBC and developers. Clerk to write.**

**CLERK**

**Mill Lane, Mill cottage.** – The Clerk had sent in the responses of the Councillors.

## **7. Neighbourhood Plan**

The Report had been returned from the Consultant. She had analysed 114 questionnaires. It will be put into the Tempsford Times. The group has given a copy of the analysis to BRCC and a meeting was organised with BRCC – as a committee it was agreed not to go forward with BRCC’s suggestion. As all the grant was not used within this year, the remainder will be refunded and later re-apply again for further grant. The idea is to submit the Plan to CBC by the end of the year, then it will go to a parish referendum once they have made their comments. Green Infrastructure was important to residents of Tempsford. Cllr. Zerny said it is a good way of sorting out what communities want. CBC has to be considered the final Neighbourhood Plan. There will be a need to put some small areas forward for small developments.

## **8. Data Protection**

On 25<sup>th</sup> May a new Data Protection Act comes into force. The Clerk attended a briefing for the Council today. The actual briefing was organised by a company that offers a Data Protection Officer system. The Clerk apparently cannot be the Data Protection Officer. However, it still needs to be looked into. This company would charge for their service.

Councillors suggested contacting ICO and see what their slant on it is.

**Action**

**CLERK**

### **9. Central Beds Councillors.**

Cllr. Zerny – The **Local Plan** time has been extended. He felt the public enquiry would be in May or June with possible adoption early next year in time for elections. **Waste Collection** – very little goes into general waste, most goes into recycling, which is more important. **A428 route** – No decision yet.

### **10. Highways**

The Chairman reported that CBC has not completed all items that were reported. CBC has erected a new sign on the link road; some pot holes have been filled in, but not all and the one they did fill in, has re-opened, and many gullies are full of leaves. Village Name Sign – this is being done, but an extra £42 was requested for the repair of the wood. Willows at the end of the road need cutting back. Salt bins need filling up. A suggestion was made to have a new salt bin put at the rail level crossing as it gets slippery very easily because of the slope up to rail level. A comment about a house not having a drop kerb done was made.

**Action CLERK to contact CBC**

### **11. Children's Play area**

Cllr. Bull had sent a report – need more rubber on area in Church Street. A resident had reported to the Clerk that the swing in Station Road was a little too high, since the chains had been changed.

### **12. Cemetery/Churchyard**

Trees in Mill Lane overhanging the cemetery are causing problems with the grave head stones. Could they be cut back. Contact Pat Longland regarding this and who they belong to. **Action CLERK**

**Churchyard** Some headstones have been knocked down by a fallen tree.

Could we claim for the repair on our insurance? Do we have this responsibility? **Action CLERK**

**Wall in cemetery** – Cllr. Bettles will continue to organise. Also the lynch gate needs repair.

**New Bench in cemetery** - A new bench has been put in memory of the Kennel Maids.

### **13. Finance**

Council approved payments as listed. The Neighbourhood Plan account was discussed, and the balance agreed with the Treasurer of the Neighbourhood Plan. The Clerk also explained about the new Auditing rules this year. The Clerk asked if we could ask the same internal auditor as last year. **Decision – All agreed to have the same auditor. Clerk to contact him.**

**Action CLERK**

Cllr. Cooney, asked to see if there was any money left in the Green Infrastructure. **Action CLERK**

**Payments to be approved: -**

| Date      | Payee                 | Details                          | Total   |
|-----------|-----------------------|----------------------------------|---------|
| 31.01.18  | Linda Collins – Clerk | Wages & expenses. (£20 expenses) | £227.14 |
| 16.02.18  | Steve Cooney          | Photocopies re Local Plan        | £24.00  |
| 10.03.18. | Methodist Church      | Hire re Neighbourhood Plan       | £30.00  |
| 01.04.18  | BATPC                 | Affiliation fee                  | £133.00 |
| 28.02.18  | Linda Collins – Clerk | Wages                            | £207.34 |
|           | HMRC                  | Clerk's tax                      | £13.60  |
|           | Total                 |                                  | £635.08 |

**Bank Statement 4 & 5.**

| Date     | Ref     | Details                         | Exp.    | Income  | Balance   |
|----------|---------|---------------------------------|---------|---------|-----------|
| 31.12.17 |         | Balance b/f                     |         |         | £11536.69 |
| 08.01.18 | Deposit | Transparency code               |         | £390.24 | £11926.93 |
| 16.01.18 | Chq 918 | L.Collins Clerk wages           | £421.74 |         | £11505.19 |
| 17.01.18 | Chq 921 | N.Plan – stamps                 | £17.48  |         | £11487.71 |
| 18.01.18 | Chq 917 | Mark Zwetsloot                  | £400.00 |         | £11087.71 |
| 19.01.18 | Chq 919 | HMRC tax                        | £13.60  |         | £11074.11 |
| 19.01.18 | Chq 922 | N.Plan (Knott prize)            | £100.00 |         | £10974.11 |
| 22.01.18 | Chq 920 | Hire Stuart Memorial Hall.      | £48.00  |         | £10926.11 |
| 14.02.18 | Deposit | Cemetery income & TT adverts.   |         | £172.50 | £11098.61 |
| 21.02.18 | Chq 923 | BATPC course re Data protection | £10.00  |         | £11088.61 |
| 28.02.18 |         | BALANCE Statement 5             |         |         | £11088.61 |

**Balances - Tempsford 2000 account as at 28.02.18 ..... £1084.05**

**Bank Reconciliation as at 28.02.18**

| Account           | Balance                |
|-------------------|------------------------|
| Cash book balance | £9967.69               |
| Savings Account   | £15468.44 Statement 62 |
| Tempsford 2000    | £1084.05               |
| Total at 28.02.18 | £26520.18              |

Neighbourhood plan - Initial Grant - £4500. Expenditure £1748.96 + £30.00 = £1778.96, which leaves £2721.04 which I understand must be paid back and then NP have to claim again, so this amount will be taken from our bank account. So, our current balance would then be £7246.69.

We will receive our new Precept in April.

Chairman

date.

The end of year accounting is different this year. However, would Councillors, agree that we still have our usual accountant to audit internally our accounts. If so I will contact him.

**14. Correspondence: For Information only**

Correspondence received and passed to Councillors: -

- Local Plan Bedford Borough
- Kathryn Holloway Survey – Police
- Police Newsletter
- Beds. Bugle
- Code of conduct – review of ethical standards BATPC
- Consultation of bin collection
- Letter from James Jamieson CBC re Budget
- Jason Longhurst – Local Plan update.

**15. Dates of next meetings.** April 25<sup>th</sup> Annual Parish Meeting, May 24<sup>th</sup> Annual Meeting, Ordinary Meetings – 16<sup>th</sup> July, 17<sup>th</sup> September, 19<sup>th</sup> November.

The Chairman closed the meeting at 21.30 hrs. The Chairman thanked everyone for their contribution.

I certify these Minutes to be a true record of the meeting held on the 26<sup>th</sup> March 2018.

Chairman - Cllr. Besant.

Dated – 24<sup>th</sup> May 2018.