

CHALTON PARISH COUNCIL

MINUTES of a Parish Council Meeting of Chalton Parish Council
and followed by Parish Annual meeting held on Monday 28th June 2021 at 7.30pm

PRESENT: Councillor Keith Featherstone (Chairman)
Councillors Ron Bean, Dawn Cunningham, & Steve Grayson.
Ward Councillors Silvia Collins & Mary Walsh.

IN ATTENDANCE: S. Buckingham (Clerk to the Council) & 6 members of the public.

Public Forum : Six members of the public attended the zoom meeting and contributed to the forum.

APOLOGIES

Apologies were received from Cllr John Reynolds and Cllr Mary Walsh..

DECLARATIONS OF INTEREST

NONE

MINUTES

The minutes of the meeting held on 8th May 2021 had been circulated.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY APPROVED that the minutes of the meeting held on 8th May 2021 were a correct record and were signed by the chairman.

REPORTS

1872.1 FULL REPORT FROM COUNCILLOR SILVIA COLLINS

Local Plan Update

Responses to the consultation on Main Modifications are published on CBC's website: <https://centralbedfordshire.oc2.uk/>

There were 765 responses to the consultation overall (from 337 respondents), with 699 relating to the Proposed Main Modifications themselves, 55 relating to the Policies Maps document, 9 concerning the Sustainability Appraisal Addendum and 2 on the Habitat Regulations Assessment.

Modifications relating to the following policies/sites received the highest levels of response:

- Marston Gate (SE2)
- Campton (HAS08)
- Harlington (HAS20)
- Policy SP1
- The proposed Local Plan Review policy

Inspectors are currently considering the consultation responses in order to prepare their Final Report. It had been anticipated that there would be another set of hearings following this consultation but that was at the discretion of the Inspectors and it is looking unlikely.

Antisocial Driving

One of the policing priorities for the next three months will be to focus on the souped-up vehicles that have been causing nuisance, racing around the villages. This will also benefit other areas nearby, who are impacted by the same offenders, including Houghton Regis and parts of Dunstable. Please continue to report any such issues to the Police either online or via 101 as the intel will be useful.

Our new PCC is also keen to encourage people to volunteer as Community Specials. I hope to be able to share more details on that shortly. The Police have agreed to put out some comms on this.

Three new PCs are also expected to join the LB Policing team from September.

Samphill Solar Farm

This is just for information, this is another solar farm application off Greenfield Road, Westoning - CB/21/02583/FULL . The consultation is open until 16 July 2021

Construction of a temporary 43.45MW Solar Farm, to include the installation of Solar Panels with transformers, a 132KV substation, a DNO control room, a customer substation, GRP comms cabin, security fencing, landscaping and other associated infrastructure.

1884 **CLERK CORRESPONDENCE**

The clerk's correspondence summary had been circulated for the meeting.

1885 **FINANCE MATTERS**

1885.1 **PAYMENTS AND EXPENSES**

It was PROPOSED SECONDED and UNANIMOUSLY AGREED to approve payment of all invoices and expenses.

Online Banking Payment	Invoice No.	Date of Invoice	Payee	Item	Current A/c Debit	VAT CLAIM 2021
Online Authorisation Complete	INV-021410	05.05.21	D J Granger	Grasscutting	£336.00	56.00
Online Authorisation Complete	INV-021478	19.05.21	D J Granger	Grasscutting	£336.00	56.00
Online Authorisation Complete	INV-021532	04.06.21	D J Granger	Grasscutting	£336.00	56.00
Online Authorisation Complete	INV-0000813675	04.05.21	Wicksteed Ltd	Playground Revamp	£26,545.62	4,424.27
Online Authorisation Complete	April May June	21.06.21	Sorcha Buckingham	Clerk Salary (April May June 2021)	£678.60	0.00
Online Authorisation Complete	April May June	21.06.21	Sorcha Buckingham	Clerk Allowance(April May June) & back dated adjustment	£158.00	0.00
Online Authorisation Complete	April May June	21.06.21	Sorcha Buckingham	Clerk Expenses – Microsoft Office 365 Telephone & Stationary	£88.46	0.00
Online Authorisation Complete	INV-021550	08.06.21	D J Granger	Grasscutting	£120.00	20.00
Online Authorisation Complete	INV-32524	16.06.21	Sign of the Times Ltd	Playground Sign	£235.20	39.20
*Online Authorisation Complete	Expenses	07.07.21	ClIr Dawn Cunningham	1 st Litter Pick Kit(£27.94) & extra 5 bag hoops(£24.95) as requested & authorised at June PC meeting	£57.93	£9.64
Online Authorisation Complete	INV-021585	08.06.21	D J Granger	Grasscutting	£336.00	56.00

1885.2 **Bank Balances & Income**

The Clerk circulated a finance report prior to the meeting.

Bank Accounts 21/6/21	Balance Amount £
Barclays Community Current Account	£3,910.18
Barclays Saving Account	£ 15,323.30

Income CR to CPC Current Account to date	Date	CR Amount £
VAT Claim for Q4 2020/2021	11.06.21	£379.27
Community Assets Grant Scheme	8.06.21	£10,000.00

Ward Councillor Grant	15.04.21	£250.00
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Payments applied for June/July 2021	Amount to be Claimed £
VAT for Q1 Financial year 2021/2022	£4,965.97

1885.3 Clerks Hours & Salary Grade Adjustment

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY APPROVED that the clerk would increase hours to 25 hrs per month and adjust the salary grade to be dated from 8th June 2021

1885.4 Annual Internal Audit Report for the year 2020/2021

The council received and noted the Internal Audit report from Elizabeth Barnicoat, Barnicoat Ltd. The auditors recommendations were noted by the members of Chalton PC.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO APPROVE the **Internal Audit Report** for year ending 2020/2021 and follow its recommendations.

1885.5 Annual Governance Statement for the year 2020/21

The Annual Governance Statement was circulated by the clerk before the meeting for review by the members of Chalton PC. The council approved the governance statement and the effectiveness of its system of Internal Control, to comply with the Account and Audit Regulations 2015.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO APPROVE the **Annual Governance Statement** for year ending 2020/2021.

1885.6 Annual Accounting Statement for the year 2020/21

The Annual Accounting Statement was circulated by the clerk before the meeting for review and consideration by the members of Chalton PC. The council noted the financial statement and the bank reconciliation provided by the Clerk.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO Accept and sign the **Annual Accounting Statement** for year ending 2020/2021.

1885.7 Certificate of Exemption AGAR 2020/21 Part 2

The clerk confirmed 30 June as the Mazars deadline for certificate of Exemption AGAR 2020/21 Part 2. This document was circulated by the clerk before the meeting for consideration and approval by the members of Chalton PC. The council noted that payments and receipts were under £25,000 and is permitted to issue an exemption certificate from an external audit. The PC members agreed it to be correct to certify itself as exempt and complete a Certificate of Exemption.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO authorise the **Certificate of Exemption AGAR 2020/21 Part 2** for year ending 2020/21.

1885.8 Asset Register for 2020/21 previously circulated by the clerk

An updated Asset Register for Chalton Parish Council was circulated by the clerk before the meeting for review by the members of Chalton PC

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO APPROVE the **Asset Register 2020/21** for year ending 2020/21.

1885.9 Policies 2020/21 previously circulated by the clerk

An updated Asset Register for Chalton Parish Council was circulated by the clerk before the meeting for review by the members of Chalton PC.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO APPROVE the **Asset Register 2020/21** for year ending 2020/21.

1886

PLANNING

CB/21/02107/FULL Clearstone Energy. Land at Sundon Sub-station Chalton Bedfordshire LU4 9UQ

The Council considered this application and

RESOLVED: that the council have no objections.

PLAYGROUND LUTON ROAD**1887.1 Playground Finance & Funding Update**

A final Invoice £26,545.62 was approved for payment to Wicksteed Ltd which included extra painting work on the slide and carousel equipment and safety matting repairs to area around the carousel.

1887.2 Playground Furniture Update

- A new litter bin and a dog litter bin have been installed in the playground. Cllr Grayson reported that the new bin had been emptied since being installed but did not know how often the arrangement was for. The clerk is to contact CBC for Service invoices as none have been received and understand the frequency of the emptying service.
- The acknowledgement & info sign has arrived to Cllr Grayson. Cllr Featherstone and Cllr Grayson are to install in the playground in July.
- A new footpath finger pointer sign which would attach to the footpath post on Luton road and say 'Playground' was approved for purchase by the council. The council to choose from selection of suppliers previously provided by the clerk.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO purchase a new finger pointer sign for the park entrance off Luton Road.

- The final safety fitting for the Pirates Lair has been installed by Wicksteed Ltd.

1887.3 Playground Grass & Maintenance

- Cllr Grayson updated the council on his discussion with the contractor DJ Granger for the extra maintenance required on the perimeter of the playground. A quote was received to trim back the edge boundary of the park initially strimming but working towards grass cutter on the grass materialises. Cllr Grayson did ask whether the new equipment and table is added to the effort but DJ Granger said that was not going to be extra.

It was PROPOSED SECONDED and UNANIMOUSLY AGREED to approve the increase in cost by £19.00 (excludes VAT) per visit to the maintenance services provided by DJ Granger.

Maintenance of the footpath entrance to the playground was not requested by Cllr Grayson as he reported that this area is being maintained on visits by DJ Granger.

1887.4 Playground Boundary & Adjacent Land activities

The council discussed the matter of the playground boundary and the Heras fence that was erected by the adjacent land owner on the playground.

The council agreed that the Heras Fence should be temporary. It was pointed out by members of the public attending that it was unsuitable in the playground and potentially hazardous to children playing close to it. It was suggested by a local member that the council should issue the landowner a time limit for removing the fence construction from the playground land. Cllr Featherstone was seeking advice on the matter from CBC. The PC would contact Lee Butler with the advice.

1887.5 Playground Opening Event

It was discussed and agreed to have a small-scale event Saturday morning 31st July to mark the revamp of the playground. All funding groups involved in the revamp(CPC, CVA, CBC & National Grid) would be invited to attend at the gathering in the playground to unveil the new sign. Afterwards to mark the playground improvements, children could receive a Goodie bag as part of a scavenger hunt competition organised by the PC.

NATIONAL GRID and UK POWER NETWORKS – TRANSFORMER NOISE - UPDATE

The families living in the Common Farm location of the village have been suffering from substation noise since last year. The new plans for new raised transformers and a raised switchroom by UKPN has also drawn more concern due to the proximity of these additions to residents houses. Resident, Andrea Wilson had written and asked Nadine Dorries MP to get involved. It was reported at the PC meeting that Nadine Dorries MP

has written to UKPN and National Grid. This correspondence has gone to CEO level. The issues have been escalated with National Grid and we are waiting to hear back from them.

Water End Lane work - National Grid reported to the PC this week that they are still having ongoing delays because of the difficulty in getting engagement from Simon Barter, CBC to agree the relocation of the street light. They have been told an onsite meeting is scheduled week of the 5th July. The contractor doing the work has been agreed it is just the agreement on a new location of the streetlight. Cllr Featherstone is to keep the pressure on and be informed of any progress.

Cable connections to the Substation –

Presentation Update planned for end of July - UKPN want to do a presentation to the village sometime after the mid July. The PC will invite and circulate the details to the village this meeting should explain what their future plans are.

1889

COUNCIL MATTERS ITEMS FOR DISCUSSION

1889.1 Village Litter Picking, The Keep Britain Tidy Initiative & Building Community Spirit

Cllr Cunningham updated the members about two successful litter picks that she coordinated for the Village since May. This initiative was organised as part of the [Keep Britain Tidy Great British Spring Clean 2021](#) national event. The enthusiastic participation by locals, in particular the young children who were involved was praised & commended by the council. Dawn has since liaised with Andrew Ashbury's crusade in Harlington and has received from him a donation of 20 x High Viz Vests & 15 x Litter Pickers for Chalton village. Now part of Andrew's crusade, the local group will be referred to as the Chalton Litter Pickers and Pie club. They will meet more regularly and organise volunteers to litter pick around the village. More information and or suggestions for dates, times, target areas and how to borrow litter picking equipment is through Dawn Cunningham, email dawn.cunningham@chalton-pc.gov.uk At the PC meeting Cllr Cunningham then requested if the council would extend their support by purchasing 5 bag rings for the group.

RESOLVED: It was PROPOSED SECONDED and UNANIMOUSLY AGREED TO approve the purchase of 5 bag rings for the litter group at a cost of approximately £25

1889.2 Roundabouts & Verges Maintenance

Overgrown grass verges, hedges on roadways & conditions of Chalton's roundabout areas were discussed as several cases were referenced where hedges were either obstructing road signs or obstructing vehicles view of traffic at some junctions making it unsafe for drivers. Cllr Collins reminded the council that if they were not getting timely response using **Fixmystreet** that she should be notified by email of the details & challenges. Cllr Collins highlighted that CBC are putting some resource into this matter at Highways in terms of improving the reporting process techniques. They are looking to improve in terms of customers experience for engaging via Fixmystreet. It was discussed that this tool is lacking a good user interface to provide a satisfactory user experience that makes the public confident that the problems raised are being dealt with properly. A number of cases were referenced where reports were closed without any information on how they were resolved.

It was agreed that Cllr Featherstone would write to CBC to arrange a walk about to organise a priority on local problem areas.

In discussions on this topic, a member of the public emphasised that addressing the problem through Highways was not always suitable in some cases e.g.- 'Landowners Vs Highways'. Tackling landowners to maintain overgrown hedges needed to also be addressed as part of this challenge .

1889.3 Speed Warning Sign Chalton South - UPDATE

Cllr Grayson reported the issue of the broken speed warning sign in March 2021 on Fixmystreet. Nothing has happened. The clerk opened another report adding photos querying the delay and requesting urgent attention to the matter. Cllr Grayson

reported that he had contacted CBC by phone to request the case be attended to. We have been advised that a contractor will investigate the problem in 2 – 4 weeks. The completion of this period is mid-July after which the PC will pursue with Highways.

1889.4 Public Noticeboard restoration

Cllr Bean awaiting materials to complete the notice board and reinstall. Any payments to be processed at the next PC meeting by Cllr Bean.

1889.5 Newsletter (Spring Issue) (Cllr S Grayson)

Cllr Grayson is continuing to work on the next Newsletter issue but it will be postponed from a Spring to a Summer issue.

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NEXT MEETING:

Date and place of next meeting:

Meeting to be held at Chalton Village Hall
Monday 6th September 2021

The virtual meeting closed 10.11pm

Signed Dated this _____ day of _____

Chair Keith Featherstone.