

## FLITTON AND GREENFIELD PARISH COUNCIL

Minutes of the Parish Meeting held at Flitton Church Hall  
On Monday 15th July 2013

**Present:** Councillor N.K. Thompson (Chairman)  
Councillors N. Arthur, G. Ellis, T. King, M. Lowe, S. Phillips and  
P. Woodland.  
Councillor J Burnett was not present

**Also Present:**  
D Lawson: (Clerk to the Council)

### 2378 APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST

**Apologies:** Councillor Kathy Wright and CBC Councillor J. Jamieson

There were no specific declarations of interest

The Council noted that there had not been any apologies from Councillor John Burnett for the second month running and

RESOLVED:

- (i) that the Clerk send a letter pointing out his unauthorised absence and asking for his resignation to allow the Council to move forward
- (ii) that the Chairman prepares an article for Flit'n More seeking interest from any potential co-optees to the Council

### 2379 MINUTES

The Minutes of the meeting held on 20<sup>th</sup> May 2013 were received and it was

RESOLVED: that the Minutes be confirmed as a true record and signed by the Chairman.

The situation of a hedge at Wardhedges was discussed as well as an update on enforcement action at 44 High Street, Flitton.

### 2380 OPEN FORUM

A member of the public raised the problems of parking on the pavement especially at the Cemetery where it presents a danger to pedestrians. The idea of parking spaces at the Cemetery was discussed and it was

**Agreed**

- (i) Councillor Ellis would discuss this with Amey and notices would be put up in the meantime

It was also noted that sometimes it is difficult to read notices on the Parish board outside the Church Hall

**Agreed**

- (ii) The Chairman to investigate this in daylight and take appropriate action

## 2381 REPORTS

There was no Police presence at the meeting and CBC Councillor J Jamieson had given his apologies.

## 2382 ALLOTMENT SUB COMMITTEE

The Council was informed that there are still vacancies at both Flitton and Greenfield. It was noted that David Catlin had kindly done the ploughing at Flitton allotments and David Granger had done some work at Greenfield

### **Agreed**

- (i) The Chairman to place an advert in Flit'nMore
- (ii) Recompense for the fuel used, be made for the ploughing

## 2383 CEMETERY SUB COMMITTEE

Councillor King noted that there had been a recent interment of ashes resulting in a small change to the Rules and Regulations. A plot re-opening has also been booked

An advert had been drawn up to try to contact the owners of the toppled headstone, but there had been no replies

As the recent contravening grave owner had recently agreed to the Council's demands, a letter was also about to be sent to another plot owner in the same position.

There had also been some discussion about the poor state of the Remembrance garden and some ideas for a pale grey stone and rock plus a small heather garden in the future were discussed.

The loss of one ashes plot was also noted as well as the need for a new plan of all plots which is underway in the ashes section where new plots are also being sought.

### **Agreed**

- (i) The Chairman will include the topple headstone advert in his article for Flit'n More
- (ii) A further quote be sought for undertaking work on the Remembrance Garden

## 2384 COMMUNICATIONS

There had not been a meeting, although there had been a few issues with responses getting onto the discussion site, some including a moderation delay. This was discussed and it was agreed that moderation should remain in place.

The Chairman of Pulloxhill PC was investigating a new email system for her Council and may be able to share our domain and costs. More information on this will be brought back when available.

## 2385 HIGHWAY/CYCLEWAY/FOOTPATH/GRASS CUTTING

Councillor Ellis reported that he had met with representatives from Amey on Wednesday partly prompted by the Church Lane problems, which were now in hand to start on 12 August.

Amey also agreed to deal with traffic sign visibility problems and the entrances to the villages (gates and signs) and the overgrown footpath towards Puzzles Farm; although not the verges which Councillor Ellis will remind them about.

Amey were also consulted about the proposed schemes for this year and were not optimistic about the parking problem outside the school, although may be prepared to insert H lines outside residents driveways at a cost of approx £100-200.

Councillor Ellis outlined plans for the current year, but noted that Amey now felt they would be unable to support all the proposals within cost (£23k) and had made some suggestions (plans were circulated) about what could be achieved. This included a plan to alter the priority at the Pulloxhill junction and the introduction of a buffer 40mph limit on Flitton Hill approaching the village and 30mph signs. These ideas were discussed and given approval, although Councillors were surprised by the rejection of the 20mph speed limit at the school and 40mph limit between Puzzles Farm and Flitwick Mill, as these initiatives had been promoted by Councillor Jamieson.

The Council then considered the Highways Sub Committee discussion document containing proposals for next year under the CBC Local Area Transport Plan, costing approx £45k. The CBC Plan provides for match funding, and the Highways Sub Committee considered that a £15k contribution could be made. Copied were circulated to Councillors showing the idea of Scheme A 'Safe walking routes to the school and other local amenities' and these met with unanimous approval. Scheme B was available for future years, although it had to be acknowledged that not everything on the lists may be able to be funded.

#### **Agreed**

- (i) Councillor Ellis to remind Amey about the need to cut the verges past the 30mph limit towards Puzzles Farm
- (ii) Councillors agreed to Amey painting H bars across drives by school and Councillor Ellis to consult with residents
- (iii) Councillor Ellis to discuss the two speed limits again with Amey to seek more information before referring back to Councillor Jamieson
- (iv) Councillor Ellis to get a letter from the local Amey Watchman and encourage community support for the proposals by setting out a draft letter
- (v) That Scheme A be put on the website for information as soon as the local Amey 'Watchman' has agreed

The chairman raised the issue of bike racks and it was noted that 4 were installed at the MUGA, 2 at the Compasses, 2 should go to the White Hart and 2 at the new entrance to the Playing Fields, which CBC will fit into the new scheme. It was also noted that they could be stored in the Council's garage.

#### **2386 PARISH PLAN**

Councillor Phillips noted that she had found some volunteers to repaint the village entrance gates and clean the signs, if the Council pays for the materials. This was commended by the Council.

## 2387 PLAYING FIELD

Councillor Arthur explained how the new entrance would work where the cycle way ended and some of the trees/shrubs would need to be cut back in this area.

There had also been a Playing Fields Sub Committee to look at the ROSPA report and agree a programme of work which needs to be done - including extensions of the safety surfaces, for which a quote was awaited. It was felt that the replacement of equipment, new equipment and tree pruning may be quite expensive, but the budget was available to fund it. A dead tree had been identified outside the MUGA car park and a quote needs to be sought for its removal.

Councillor Ellis mentioned the exercise equipment and said that he had recently seen the Toddington equipment, although the subcommittee had felt that the safety surfaces should take priority this year.

### **Agreed**

- (i) The Clerk to pursue the quotes in time for the next meeting

## 2388 PLANNING ISSUES

It was noted that there had not been any planning applications since the last meeting.

### **Agreed**

- (i) That the Clerk circulate CBC planning decisions to Councillors at a regular interval

## 2389 TO RECEIVE CORRESPONDENCE AND CLERKS REPORT

Items for Discussion/Information

1. Central Beds Council - Sex establishments' policy consultation  
The Council considered Central Beds proposals and resolved to agree to the new policy which would prevent licences for sex establishments being granted within 500m of a number of places including schools and Churches.

### **Agreed**

- (i) That the Clerk send a response to CBC

2. The Burial Book had been re-bound at a cost of £30 and was available for Councillors to see

3. The Lease of the land at Wardhedges was discussed along with the recent conversation with CBC's Contaminated Land officer, the Insurance quotes and the survey costs. It was also noted that the land had previously been cultivated. The question of grass cutting responsibility was also discussed and it was thought that this had been part of the Street Lighting swap arrangement so that the Parish Council has responsibility for this as of 2013/4.

### **Agreed**

(ii) That the Clerk should ask Councillor Jamieson to request his officers to reconsider their decision about a clause in the lease limiting the leaseholders responsibility for any issues arising as a result of historic contamination

4. It was noted that Simon Sadler had written to thank the Council for the grant towards the potato race

5. The Councils Banking mandate with Barclays has now been changed and now means there are 4 authorised signatories and the council's postal address is correct.

6. Three Notice-board quotes were discussed, but it was agreed to put this matter on hold until the work has taken place to alter the junction priority, as a new board may be in the way.

7. It was noted that all recent notices about events, services and information have been posted onto the village website and this seems to be working satisfactorily.

8. Outdoor strategy – the idea of the Council commissioning an 'Outdoor Strategy' to link together various outdoor activities and use to lever in external funding was discussed along with a possible Graduate in the village.

#### **Agreed**

(iii) The Clerk to set up a meeting with Councillors and the Graduate to talk about the Strategy

9. Arrangements are in hand for an external post-box to be put up at the Church Hall.

10. It was noted that the Clerk is going to attend the BAT&PC's training course for new Clerks in the autumn at a cost of £200 and had secured a £100 bursary from NALC towards this course.

11. The monthly report from CBC Customer Services for Highways was noted and Councillors agreed that they would like to continue receiving this.

12. The invitation by the Chairman of CBC to a Breakthrough Breast Cancer Sponsored Stroll on 1st September was noted

13. The Council agreed that Councillor Ellis should represent them at the annual Awards ceremony at Arnold Academy on Tuesday 23 July

#### **Agreed**

(iv) The Clerk to notify Arnold Academy accordingly

#### 2390 TO RECEIVE THE ANNUAL RETURN 2012/13

The Council was notified that the Independent Auditor had approved the Councils accounts

**Agreed**

- (i) that the Annual Audit Return be accepted and advertised

**2391 ACCOUNTS FOR PAYMENT**

**Agreed**

That the following accounts be paid and cheques drawn accordingly:-

D.J. Granger Landscapes Ltd	244.06
ROSPA Safety Report Playing Fields	114.00
D.J. Granger Landscapes Ltd	666.46
NBB Ltd Bolts for Cycle racks	77.28
Chairman's Expenses (Clerks retirement)	28.99
D.J. Granger Landscapes Ltd	787.66
Beds and River Ivel Drainage Board	3.28
D.J. Granger Landscapes Ltd	421.20
H.M. Revenue & Customs (Clerk's Tax)	283.05
I.J. Foxley Accounting	25.00
Deborah Lawson - Salary May – July	744.56
D.J. Granger Landscapes Ltd	246.46
Canon UK Photocopier	25.44
BDO LLP Annual Return (Audit)	240.00
Southill Sawmills Rabbit Fencing	556.52
Deborah Lawson Expenses May - July (Including Burial Book Repair at £30)	254.21
Jill Chandler Church Hall Post Box	52.79
Anglian Water	4.98
Maureen Morey (Litter picking)	33.00
NBB Bolts	40.68

**2392 ANY OTHER PARISH BUSINESS**

The Chairman thanked Neil for his time in helping the Clerk with the organisation of the Archives

- (i) Printing of papers – it was agreed that the agenda and minutes would be sent out electronically in advance and that hard copies be then made available on the day for those who want them. Other Councillors may wish to claim for their printing costs if they want a hard copy in advance
- (ii) It was noted that a Grass cutting schedule will be very helpful in future and the Clerk will work on this later in the year

DATED this 16<sup>th</sup> day of September 2013

CHAIRMAN