

FLITTON AND GREENFIELD PARISH COUNCIL

Clerk to the Council: Mrs D Lawson
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The Church Hall
Brook Lane
Flitton
MK45 5EJ

6 March 2018

You are hereby invited to attend a **Meeting** of the **Flitton and Greenfield Parish Council** to be held on **Wednesday 14 March 2018** commencing at **19.30h** in the **Church Hall Flitton**

Deborah Lawson

Deborah Lawson, Clerk to the Council

A 15-minute public open forum (when the Council meeting will be suspended and re-opened), will be held at approximately 19.35h

AGENDA

1. APOLOGIES AND DECLARATIONS OF INTEREST

To receive apologies for absence (Cllrs Gates and Arthur) and any specific declarations of interest or requests for Dispensations

2. MINUTES OF LAST MEETING.

To confirm the Minutes of the Council meeting held on 24 January 2018 and consider matters arising for information only

3. UNITARY COUNCIL AND POLICE MATTERS.

4. SUB COMMITTEE MEETINGS

To consider any issues and make decisions relating to the following Sub Committees
Allotment(s)

Planning (including Neighbourhood Plan)

- To note the minutes of the Sub Committee meeting held on 14 February 2018
- To consider current planning application(s) below and note any new decisions/Appeals

Application Number:	CB/18/00763/FULL (click for more details)
Registration Date:	27 / 02 / 2018
Parish Name:	Flitton/Greenfield
Location:	7 Church Lane, Flitton, Bedford, MK45 5EL
Statutory Class:	Householder developments
Proposal:	Two story side, single story front & rear extensions
Case Officer:	Katrina Morrow

Any further Planning Applications received before the meeting, which will not admit of delay will be added to the agenda

Playing Field

Cemetery

MUGA

Highways/Cycle ways/Footpaths/Grass-cutting

A meeting is being held immediately prior to the Council meeting and any issues or decisions will be conveyed orally

5. 106 GRANT APPLICATION(S)

The decisions on the applications for grants from the Ampthill/Flitwick S106 fund, should be available by the time of the meeting

6. CLERKS REPORT AND CORRESPONDENCE

To receive any correspondence and Clerk's report with items for decision (attached)

7. AOB for information only

Date of Next Meeting 16 May 2018

FLITTON AND GREENFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Church Hall, Flitton, on Wednesday 24th January 2018

Present: Councillors M Gates (Chair), N Thompson, N. Arthur, P Woodland, G. Ellis, T King, M. Lowe, R Stokes, B Rishton

Also, Present:

D Lawson (Clerk)

20 members of the public signed the attendance sheet

2682 APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST

Apologies: Cllr J Fisher and CBC Councillor J Jamieson

Declarations of Interest: There were no declarations of interest

At 19:30h the Chairman adjourned the meeting to allow for public comment to be made

Local residents addressed the Council about the current version of the Local Plan, which is out for consultation until February 22nd.

Some members of the Council and residents had attended a briefing session organised by CBC when it was confirmed that all 6 of the sites which were included in the previous version of the Plan, had now been removed as Housing Allocation sites.

However, it was also confirmed that out of the 6 sites, only four were rejected outright and two remain. The arguments for rejection of all the sites put forward from the outset of the Plan process are set out under the [Strategic Housing Land Availability Assessment \(SHLAA\)](#) document,

at https://centralbedfordshire.jdi-consult.net/documents/pdfs_24/shlaa_appendix_a-b.pdf page 22/61

The Parish Council understands there is no way now that any of these 4 sites can be brought back to the Local Plan process so this move to reject them could be commented on in any response to the consultation.

However, what is important is that two sites passed the next level of scrutiny. They are the Moat Farm Close Greenfield (NLP272) and the High St Flitton site (NLP127). The reasoning as to why these two sites were approved, was not available, but they are noted on page 3/61 also at

https://centralbedfordshire.jdi-consult.net/documents/pdfs_24/shlaa_appendix_a-b.pdf

But, for now, the Planners confirmed that they do not need these two sites to make up the land supply numbers in the Local plan and so have **not** added them into the list of sites going forward.

See Page 29/45 of link below to view maps of approved sites - shaded in in green (Flitton and Greenfield is listed under Maulden, Flitton and Greenfield)

<https://centralbedfordshire.app.box.com/s/389vqd8nlaue0i01g74hqf8e12s7cd4c>

It is therefore helpful to make comments which relate to these two sites.

The discussion also focussed on the proposals maps or settlement envelopes and the Planners had confirmed that the new proposal maps will be finalised once the LP consultation has closed, to pick up all the changes which need to be made as a result of sites going forward.

However, where there have been amendments to the settlement envelope, such as any exception sites or definite removals then these are shown on the link below.

There are two sites in our Parish

- Addition - the S106 affordable housing site (exception site) in Greenfield
- Removal – land to the rear of dwellings in Brook Lane Flitton which was never in the settlement envelope before, but apparently had been put forward as an addition to the envelope by land-owners but was rejected

[https://centralbedfordshire.jdi-consult.net/documents/pdfs_24/appendix -
_cranfield-flitwick.pdf](https://centralbedfordshire.jdi-consult.net/documents/pdfs_24/appendix_-_cranfield-flitwick.pdf)

There were questions about how the Draft Local Plan, known as the pre-submission document, relates to current planning applications or Appeals and the answer from the planners was that it does not have any weight until it is approved, so it can only be very 'loosely' taken into account when current applications are being determined but not relied upon.

The planning application at Sand Road Flitton and the Appeal at the Orchard in Greenfield are not sites going forward in the pre- submission document, and in fact the Orchard forms part of the buffer zone proposed in the new document, but this has no real influence on their determination. The more pertinent argument, under the current Development Strategy relates to the 5y land supply which, the planners have confirmed, has currently been met.

The pre-submission document will be finalised following consultation and submitted by 31 March 2018. The Inspector does not have a time limit on its determination. In Luton for example, it took 6months, but in a Cambs Local Authority it took 3years. It is based on the complexity of the documents and the planners felt theirs was quite complex so estimate is that it will not be a quick process.

The Parish Council will consider its draft comments later in the meeting and post on the website shortly for everyone to see.

If anyone wants to ask the Planners any questions themselves there are still three Briefing sessions available from 15.00 - 19.30h

- Thursday 25th January - Lidlington Village Hall
- Tuesday 30th January - Arlesey Village Hall
- Thursday 8th February - Biggleswade Orchard Centre

Cllr Thompson mentioned to everyone the Help Clean up the Country – litter pick weekend which the Council was likely to be participating in on Saturday 3 March between 10.00 – 12.00h. This event had been supported over the past few years but there had not been many volunteers and he asked anyone interested to help this year. Notices would be placed on the website nearer the time.

The Chairman thanked everyone for their attendance.

A resident addressed the Council about the defibrillator project in the Parish and clarified the progress so far on funding, potential purchase, project management, training and ongoing costs.

He was confident that after the fund-raising evening on Feb 3rd there would be sufficient funds for the PC to purchase the units from the Fire and Rescue Service and asked the PC to sign the Memorandum of Understanding (MoU) and Expression of Interest (EoI) forms which were to be discussed later on the agenda. Two sites had been identified and he asked the PC to also consider the siting of the two units in Wardhedges and Greenfield. He left information with Members detailing the system.

2683 MINUTES

The Minutes of the meeting held on Wednesday 15th November 2017 were received and it was

RESOLVED:

That the Minutes be confirmed as a true record and signed by the Chairman.

The following matters arising were noted, others are discussed again on the agenda

<ul style="list-style-type: none"> • Cllr Gates updated latest information from CBC about the Solar Farm Community Benefit and it was noted that this may be released this year when the whole project was signed off. • Cllr Lowe had asked the organiser of the event later this year, about potential funding of the defibrillators, but the 4 charities to benefit from funds had already been named and promoted and so it was too late to add another • Thanks, were expressed to the bell ringers for helping to celebrate the recent centenarian's birthday • Cllr Stokes was thanked for taking up the second PC place on the Village Hall Management Committee 	
2684 DISTRICT COUNCIL AND POLICE REPORTS	
<p>Cllr Jamieson had sent apologies. The Clerk would send apologies to the Police Priority Setting Meeting and once again emphasize that our main priority is speeding traffic.</p>	
2685 SUB COMMITTEE MEETINGS	
Allotments:	
<p>Cllr Ellis had spoken to a relative of the tenant being given notice on Flitton Hill and it was agreed to arrange a site meeting with the tenant It was noted that the water supply at Flitton Hill had been turned off but not disconnected so standing charges were being paid but no usage rates. Cllr Stokes confirmed that the water installation at Joes Close was unlikely to happen this financial year and asked for the budget to be carried forward and this was agreed.</p>	GE/DL
Planning including Neighbourhood Plan	
<p>Notes of the meeting held on 7 December were discussed, but there had also been a meeting held on 16 January when actions were allocated to try to get a first draft of the Policies and Objectives documents to CBC by February for their initial review. The importance of the NP was also stressed alongside the Local Plan process in order to get to a referendum which would lead to the local document being in place as soon as possible The current Planning Appeals and applications were mentioned including Hollington Basin (Appeal dismissed) the Old Orchard site, Greenfield (Appeal in process) and Sand Road (planning application still to be determined) There was also a question about any progress on the Greenfield Road Flitton site and it was agreed to raise this with Cllr Jamieson</p>	JJ
Playing Field Sub Committee	
<p>Cllr Arthur mentioned a site meeting in November with the Village Hall and outlined the following agreements</p> <ul style="list-style-type: none"> • that the pedestrian access needed to be changed • that a storage compound would be helpful • the vehicular access should be widened • there would be periodic cleaning of the ditch as and when required <p>It was also noted that the Hall Committee would make arrangements to insert a new drainage system near the building to prevent flooding and Cllr Lowe confirmed this had happened and been paid for by the Hall Committee The S106 grant to help cover the work above was being considered later on the agenda</p>	
Cemetery Sub Committee	
<p>Cllr King mentioned that</p> <ul style="list-style-type: none"> • work had commenced to lay down the loose, unclaimed headstones and the situation would continue to be monitored. • There had not been any more reports of vandalism, but it was thought that an animal may have been the culprit stealing and eating flowers and young plants 	

<ul style="list-style-type: none"> It had also been agreed that the final row of plots which were half tended and half lawned since the new lawned policy, would be given the option to tend rather than have grassed. Any plots thereafter in the new row would have to comply with the lawned cemetery requirement. Cllr King had agreed to write to plot owners explaining this 	TK
Highways/Cycleways/footpaths/Grass cutting	
<p>There had been a Highways Sub Committee on 1 November and the following points were noted</p> <ul style="list-style-type: none"> The Silsoe Wardhedges scheme had now been revised and improvements made at a reduced cost as CBC had confirmed that some of the work would be paid for by them. Cllr Ellis was happy with the changes but was consulting residents and was particularly keen to hear views on the siting of the raised tables. He had received some views back from residents and the deadline for comment was approaching, so he would chase. He had raised funding at the Finance Committee and this was being recommended as part of the 2018-19 budget There would not be a match funding application this year The School had expressed support for action in terms of a meeting with the Vehicle Operator causing problems at peak times and this would be arranged at the next Highways Sub Committee meeting. 	GE GE/DL
2686 FINANCE COMMITTEE	
<p>The Minutes of the meeting held on 10 January 2018 were received and the actions noted.</p> <p>The Clerk added that payments to Flitwick Town Council for the information board and the Greensand Trust for the cycleway project were imminent.</p> <p>Cllr Arthur gave an explanation of how the Finance Committee had established the budget for 2018-19 and wanted to keep any increase in line with inflation</p> <ul style="list-style-type: none"> The budget includes use of reserves to build up funds for the MUGA resurfacing, work in the Playing Field and the matching of the LTP application as well as allowing a contingency budget The LTP work for the project above would be accommodated A contribution to both S106 applications had been included <p>The proposal was for a 3.2% increase or £44,500 precept meaning a £69.30p Band D charge as opposed to £67.38p in 2017-18 and Members felt this was reasonable</p> <p>Cllr Woodland proposed and Cllr Lowe seconded that the budget be agreed and a precept be levied at £44,500 which is 3.2% increase, it was unanimously agreed and</p>	
RESOLVED That the precept for 2018/19 be levied at £44,500	
<p>Cllr Arthur also asked that the risk assessments as amended (to include the Insurance cover as a mitigating factor across the board) be approved. Cllr Gates proposed that the completed risk assessments including the corporate risk assessment be adopted by the Council and this was seconded by Cllr Thompson. It was unanimously agreed and</p>	GE/RS
RESOLVED That the risk assessments for 2018=19, including the corporate risk assessment be adopted by the Council	
2687 GRASS CUTTING CONTRACT 2018- 2020	
<p>Two tenders had been received and the Clerk handed out a summary of both. One was noticeably cheaper than the other, but excluded VAT, (although the Council can reclaim this) and the other may become VAT rated during the contract term.</p> <p>Given that one contractor was already known to the Council and offered the best price, Cllr King proposed and Cllr Ellis seconded the acceptance of the tender</p>	

RESOLVED That the quote from the existing grass cutting contractor be accepted based on the figures submitted for the period 2018-20	
2688 CENTRAL BEDS LOCAL PLAN	
<p>There had already been significant discussion on the Local Plan and the Clerk sought to clarify Members views on their submission to the consultation as below.</p> <ul style="list-style-type: none"> • Opposing the two sites which remained on the approved list • Welcoming the important gap policy between settlements and the two areas in the Parish • Welcoming the decision to reclassify the Parish as a small village, but making the case again that Flitton, Greenfield and Wardhedges should be considered as three separate small settlements <p>In addition, there would be a comment agreeing to some of the relevant policy statements in the Plan (as made previously) and a note offering thanks to staff for working hard to meet a very difficult deadline.</p> <p>A draft copy of the Councils response covering the areas above would be circulated shortly and placed on the website.</p>	
2689 S106 GRANT APPLICATION(S)	
<p>The Clerk had previously circulated the S106 grant application which was one of two involving the Council (the other is being submitted by the Greensand Trust to fund the river cycleway through from Mill Lane Greenfield to Flitwick) Cllr Arthur noted the work which had been involved and gave thanks, he also said that he hoped the Council would implement some parts of the bid even if it is not successful</p> <p>The Clerk was awaiting comments back on the draft bid, but once finalised would submit by the deadline</p>	DL
2690 COMMUNITY GOVERNANCE REVIEW	
<p>The Clerk had spoken to CBC officers about this process and following discussion it was agreed not to submit any proposals for change</p>	
2691 CLERKS REPORT AND CORRESPONDENCE	
<ul style="list-style-type: none"> • “Battle’s Over: A Nations Tribute” Details of participation were considered, but the main area of contribution by the Parish appeared to be by joining in the Ringing out for Peace in which it was hoped to get 1000 Cathedrals /Minsters / Churches involved and it was agreed to ask Cllr Fisher to mention this to the bell ringing team • Help Clean up the Country – litter pick weekend It was agreed to participate in this event again on Saturday 3 March between 10.00 – 12.00h and arrangements would be made once an organiser had been put in place • General Data Protection Regulation The Clerk outlined the implications of the new regulations which would affect Parish Councils and asked if any Cllr felt they had the necessary skills to be the Data Protection Officer or alternatively wait to consider any innovative ways of covering the post to be suggested by NALC. It was agreed to await further guidance • Defibrillators Following the information earlier in the meeting, Cllrs considered the following <ul style="list-style-type: none"> ○ There are currently funds to purchase the initial two defibrillators ○ The Council, having previously asked for 4 units to cover the whole Parish, supported the fund raising and purchase proposals through the Fire Service ○ The quiz on 3rd February should provide financial resources to proceed with purchase and installation/maintenance costs for all 4 units for 2018-19 ○ The Council would purchase the units ○ Funding in future years would have to be made available in the budget to cover costs or be through fund raising 	<p>JF</p> <p>DL</p>

<ul style="list-style-type: none"> ○ The Council did not feel it had resources to be the body responsible for the running of the project on a day to day basis but acknowledged that local champions had been found. However, Cllrs sought reassurance that the resident currently involved would be the overall champion to manage the project and any volunteers for at least the foreseeable future or until a replacement could be found ○ The location of the two initial units had been agreed, and preferences for the other two were expressed and Cllr Gates agreed to make some enquiries with a fall-back position in Greenfield ○ The MoU and EoI forms with the Fire Service could be signed for the two units so installation could commence. The remaining purchases would be dependent on confirmation of funding after the quiz and the locations having been agreed <ul style="list-style-type: none"> ● CBC Money Management Consultation The Council had been consulted about a charge for the money management service offered by CBC for their most vulnerable clients. It was agreed that this could be supported to allow the service to continue although any charge should not be punitive and prevent advice and help being given to people in real need. 	<p>DL/MG</p> <p>DL</p> <p>DL</p>
2692 ANY OTHER BUSINESS – FOR INFORMATION ONLY	
<ul style="list-style-type: none"> ● Cllr Thompson mentioned a fallen tree earlier in the week and the need to contact the home owner. It was also noted that the fallen tree at Hollington basin at the weekend had hit a car and caused the road to be closed for a while. It was thought that there were no injuries. ● There had also been a number of accidents by the chicane in Greenfield, possibly caused by cars speeding through and it was questioned whether poor visibility had contributed, although the counter argument was also put that with less visibility vehicles should slow down more. 	
DATE OF NEXT MEETING	
The date of the next meetings was noted as Wednesday 14th March 2018 19:30h at the Church hall Flitton	
The meeting ended at 21.45h	
DATED this 14th day of March 2018	
Signed - Chairman	

<u>FLITTON AND GREENFIELD PARISH COUNCIL</u>	
Minutes of the Planning Sub Committee held at the Church Hall, Flitton on Wednesday 14 th February 2018	
Present: Cllr N Arthur (Chairman), N Thompson, T King, P Woodland, R Stokes, M Gates, and M Lowe and D Lawson (Clerk)	
1. APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST	
Cllr B Rishton and J Fisher sent apologies.	
2. MINUTES	
The previous minutes had been presented to the Council meeting in January.	
3. CONSIDERATION OF CURRENT PLANNING APPLICATIONS	
28 Mill Lane, Greenfield, Bedford, MK45 5DF Single storey rear granny annexe/diner extension and front bedroom extension No objection	
Agreed that the response should be a comment not objecting	DL
4. PLANNING APPEALS and DECISIONS	
The recent Appeal Dismissal decisions at 30 Flitton Road Greenfield and Hollington Basin were noted, plus the impending Appeal at Land r/o 24 - 38 High Street, Greenfield, Bedford, MK45 5DD. The decision on Sand Road has not yet been made but if it is to be made by Members, the agenda for the CBC Development Management Committee on 28 February, has not yet been posted http://centralbeds.moderngov.co.uk/ieListMeetings.aspx?CommitteeId=631	
5. CBC LOCAL PLAN	
There was a discussion about sites in the Parish which had either been rejected from or accepted as part of the Local Plan process. It was clear that there would not be support for any development on the rejected sites and there continued to be opposition to the sites which remained. No action could be taken on any potential development until any planning applications are made. Good progress was being made on the Neighbourhood Plan and a draft set of Policies should be sent to CBC for comment very soon. The Plan will make it abundantly clear what the Parish view will be on any development outside the settlement envelope or which is inappropriate in terms of size for small village(s)	
6. AOB	
There was no other business.	

The meeting ended at 20:15h

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6 March 2018

Clerks Report

Items for Discussion/Information

1. Help Clean up the Country – litter pick weekend

The litter pick day was cancelled due to the weather and the Keep Britain Tidy Group has extended the time frame until Sunday 25 March. Any new proposals will be discussed as we need to let CBC know if we are reconvening

2. General Data Protection Regulation

The Clerk is attending a GDPR training session run by the BATPC on Monday 26/03/18 and will report back to the Council after that.