

FELMERSHAM & RADWELL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9 JANUARY 2018

Attendees:

Councillors: Peter Hartop (Chair), Marjorie Pipe (Vice Chair), Jason Boswell, Rosie Cheetham, Vanessa Coleman, Rosemary Drewery and Clive Just

Parish Clerk/Responsible Finance Officer: Trevor Roff

Public: There were 6 members of the public in attendance

		Action
01/18	Parishioners Talk Time	
	The following issues were raised by members of the public in attendance: (a) A resident from Souldrop, Nina Chivers, addressed the meeting and explained that a new campaign group had been established to oppose thousands of new houses that were planned in the North of Bedford. A web-site had been established at http://www.keepnorthbedsgreen.org/ and residents were urged to oppose the level of growth for the area, including 4,500 new homes being proposed at Colworth. The Parish Council specifically considered an update on the emerging Local Plan 2035 at the meeting and the outcome is minuted at item 8/18(a) below. (b) A local resident asked what justification there had been for the implementation of the village wide 20mph speed limit and what consultation process had been used. The resident also commented that posts on social media site, Facebook, had in his view asked reasonable questions on the matter that were not being answered. The meeting outlined that the proposals had been subject to consultation, undertaken by the Borough Council, and a recent neighbourhood questionnaire had also identified considerable support for reduced speed limits in the village. It was also mentioned that an original Parish Plan, prepared in 2006, also identified strong support for speed control measures.	Note Note
02/18	Apologies for Absence	
	Apologies for absence had been received from Borough Councillor Doug McMurdo.	Note
03/18	Declaration of Interests	
	Trevor Roff declared a specific interest in the item on the Local Plan 2035 (minute 08/18(a) below) as his Partnership, Regeneration Positive, was involved in matters with landowners in connection with potential land allocations. Cllr. Pipe declared an interest in relation to the planning application at 9 Trinity Close, Felmersham (minute 08/18(b) below) as the applicant is her gardener and did not participate in the discussion or vote on this item. Cllr. Cheetham declared an interest in relation to the planning application at 30 Marriotts Close, Felmersham (minute 08/18(c) below) as the applicant and did not participate in the discussion or vote on this item.	Note Note Note

04/18	Approval of Minutes of Parish Council Meeting Held on 20 November 2017		
	The meeting considered the draft minutes of the last meeting. <u>RESOLVED:</u> The minutes of the meeting, held on 20 November 2017, were approved and signed as a correct record. <i>(Proposed by: Cllr. Coleman, Seconded by: Cllr. Boswell, All in favour)</i>		Note PC
05/18	Matters Arising		
	All matters arising were considered and updates provided as part of the agenda items with the exception of the following updates: (a) In relation to minute 57/17(a) of the meeting held on 20 November 2017, Stonewater Housing Association had been reminded of the need to consult the Parish Council if a property becomes available to ensure that local people were considered as a priority for occupancy and they had also been requested to confirm the criteria for selection. There had, however, been no response from them on these issues to date and a further reminder would be sent. (b) In relation to minute 64/17(b) of the meeting held on 20 November 2017, a useful meeting had been held to present the findings from the Neighbourhood Questionnaire and the call for sites presentations to Parish Councillors on Saturday 25 November 2017. It is intended that a similar presentation event would be held for the residents of Felmersham & Radwell. Arrangements were also now being made to use the evidence gathered to date to identify the range of local issues/concerns relevant to each of the 5 Neighbourhood Plan Themes that were identified early in the process (i.e. Housing, Infrastructure, Environment, Community and Business & Employment), possible actions and policy options for responding to them.		PC Note
06/18	Reports		
	(a)	Borough Councillor	
		Doug McMurdo, Borough Councillor, had prepared for the meeting a detailed update on the following key issues: (i) Local Plan 2035: A national consultation closed last month on plans for increased house building across the country. At present, the Borough Council's Local Plan 2035 is allocating sites for development based on a calculated need to provide 950 homes a year. The Department for Communities and Local Government has now proposed a new methodology which, if agreed, will require the Council to plan for 1,281 homes a year. If this goes ahead, Borough Council planning officers have said this will increase the Borough's requirement to allocate new sites for housing growth from around 8,000 homes to over 14,000. The Government's consultation document stated that it is looking to apply a 'transitional arrangements' for those local authorities that have already embarked upon drafting their Local Plan.	Note

		This will allow local authorities to continue with their own housing target if their Local Plan is submitted before 31 March 2018. The Borough Council is, therefore, amending its timetable to take advantage of this. Further details on the emerging Local Plan 2035 is provided at item 08/18(a) below.	Note
	(ii)	The Chancellor's Budget: The Chancellor's Budget backed key infrastructure schemes which will benefit Bedford. Firstly, it was announced that the western section of the East West Rail line from Oxford to Bedford will be running by 2024. A new 'East West Rail Company' is also being established to accelerate delivery of the next part of the line from Bedford to Cambridge. Secondly, the Government committed to an 'expressway' between Oxford and Cambridge which will improve Bedford's eastern and western transport links. Earlier in the year Highways England consulted on plans for a new dual carriageway from the Black Cat roundabout to Caxton Gibbet.	Note
	(iii)	Transporting Bedford 2020 Programme: Plans are being finalised by the Borough Council for £22 million of investment in decongestion schemes for Bedford town centre. The 'Transporting Bedford 2020' programme has been backed with £19 million of Government investment, while the Borough Council will be using its own funds, including contributions from developers, to add a further £3 million. The investment will be undertaken in accordance with 3 themes: Theme 1 - Town Centre Public Realm: This scheme focuses on the High Street, St Paul's Square, the Town Bridge and St Mary's Street areas and will seek to improve the visual amenity of this area, including improved access for pedestrians. Theme 2 - Alleviating Pinch Points: Works will be undertaken to reduce congestion, as per the below overview taken from the Transporting Bedford 2020 document: ○ Area 1: A6 Northern Gateway ● Signalisation of Clapham Road/Manton Lane/Shakespeare Road ● Enhancement to the operation of the Paula Radcliffe Way/Great Ouse Way roundabout ● Enhancement to the operation of the Manton Lane/Brickhill Drive Junction ○ Area 2: Bromham Road Eastern Gateway ● Realignment and signalisation of Bromham Road/Shakespeare Road/Ashburnham Road double mini roundabout ○ Area 3: Around Hospital ● Additional lane on northbound approach to Britannia Road/Cauldwell Street/Kempston Road junction ● Rearrangement of junction layout of Britannia Road/Amphill Road ○ Area 4: Amphill Road Southern Gateway ● Additional lane capacity at Cowbridge ● New pedestrian footbridges Theme 3 - Urban Traffic Management & Control Technology (UTMCT) Measures: This will focus on using technology, such as with more responsive traffic signals and improved information for motorists, to hasten traffic flows.	Note

		(iv) Keeping Warm in Winter: Keeping warm can be difficult during the winter months, particularly for older persons. Age UK Bedfordshire is offering advice to help and more information is available at: http://www.ageuk.org.uk/bedfordshire/ or by calling (01234) 360510. (v) Winter Travel: The Borough Council's website provides a useful section on up to date service changes arising from the winter weather. This includes changes to public, school and adult services transport, waste collections and road gritting.	Note Note
	(b)	Felmersham Village Hall	
		The report of the Village Hall Committee identified that the Quiz night in October 2017 was a great success and a profit of £1,058 was achieved from the event. In relation to the proposed play area refurbishment (reported to the Parish Council on 20 November 2017) several members of the Village Hall Committee continue to pursue costs for replacing the existing wood chippings underneath the play equipment with a longer life product (e.g. bonded rubber mulch safety surfacing, or rubber chippings).	Note
	(c)	Bedfordshire Police Crime Statistics	
		The Parish Council considered the crime statistics for November and December 2017 which identified five incidents during this period, as follows: (i) an incident of harassment on 14 November 2017 [no address given], (ii) possession of a controlled drug in Memorial Lane, Felmersham on 16 November 2017, (iii) burglary in a residential dwelling in The High Road, Felmersham on 20 November 2017, (iv) a incident of miscellaneous theft on 14 December 2017 in Town Lot Lane, Felmersham, and (v) theft from a motor vehicle in Trinity Close, Felmersham on 15 December 2017.	Note
07/18	Update on Current Issues		
	(a)	Highways	
		The Portfolio Holder, Cllr. Pipe, reported that Borough Highways had now confirmed that the temporary road closure on Felmersham Road, Carlton, to enable the installation of a new water main, would continue in place for 24 hours a day up to and including Wednesday 31 January 2018, due to safety issues related to a damaged culvert under the road where Anglian Water Services are working.	Note
	(b)	Traffic Issues	
		The Portfolio Holder, Cllr. Coleman, reported on the following traffic issues: (i) Felmersham Village - 20mph Speed Restriction: The extension of the 20mph speed limit into The High Road, Felmersham had now been completed (minute 41/17(c) of the meeting held on 11 July 2017, minute 52/17(b) of the meeting held on 12 September 2017 and minute 63/17(b) of the meeting held on 20 November 2017 refer).	Note

		(ii) Speed Watch Checks: These had not been undertaken at appropriate locations as intended on Saturday 16 December 2017 (minute 63/17(b) of the meeting held on 20 November 2017 refers) and alternative arrangements would now be made. (iii) Traffic Improvements: Arising from consultation undertaken in the Parish, as part of the neighbourhood planning process, the community has a number of aspirations from a traffic management perspective: (1). There is a strong view that the speed limit on the road between Felmersham and Radwell Villages should be reduced to 40 mph. (2). There is a strong view that priority access across Felmersham Bridge should be established, with priority given to traffic from Felmersham village. Borough Highways had, therefore, been requested to consider these matters and had provided the following initial feedback: (1). Borough Highways have confirmed their preparedness to add the request for a reduction in the speed limit to their list of schemes to be considered for possible funding in the financial year 2018/2019. They are not, however, able to confirm at this time if the request will be included in the programme of works for next year as the budget has yet to be set. Borough Highways will, however, confirm whether it has been successful at the end of February 2018. (2). Borough Highways have previously looked at this request but, as there are no recorded accidents on the bridge, this would have low priority for funding	Cllr. Coleman Note Note Note Note
	(c)	Parish Litter	
		The Portfolio Holder, Cllr. Cheetham, reported that the annual community litter pick has been scheduled for Saturday 17 March 2018. The litter pick will start at 10.00am and finish at 12 noon. The meeting places will be at the Bus Shelter, Felmersham and the Village Green, Radwell. Cllrs. Boswell and Coleman agreed to assist with the arrangements in Radwell. The meeting acknowledged that, during the recent high winds, residents had responded well in order to ensure that scattered litter was effectively cleared from local streets, demonstrating well valued community spirit.	Note Note
	(d)	Parish Trees/Grounds Maintenance	
		The Portfolio Holder, Cllr. Hartop, reported that the scheduled work on the beech hedge and hornbeam trees in the Parish Burial Ground had been completed (minutes 41/17(e) and (f) of the meeting held on 11 July 2017 and minute 52/17(d) of the meeting held on 12 September 2017 refer).	Note

	(e)	Radwell Matters	
		There were no issues to report to the meeting.	Note
	(f)	Parish Assets	
		The Portfolio Holder, Cllr. Hartop, reported on the potential upgrade of ageing and inefficient street lamps in the Parish. There are 12 streetlights in the Parish and, of these, there are 2 recently installed Heritage style lamps located in Church End, Felmersham. It is evident that the Borough Council and some parishes (e.g. Harrold) have installed modern LED lamps and, as such, the Streetlighting Contractor had been requested to consider whether the existing street lamps could be converted and at what cost. It is recognised that the Parish Council has recently moved from obsolete mercury to a more energy efficient type of light, but modern LED lamps would be more efficient with cost savings over time. The lights are currently charged at around 77 watts each, whereas an LED lantern would be in the region of 20 watts; the payback period is estimated at approximately 6 to 8 years. The Streetlighting Contractor had also confirmed that the Borough Council have been rolling out a solution, known as "Central Management System", to around 14,000 lights in the Borough; this is LED lighting controlled from Borough Hall. Whilst it is not necessary for the Parish Council to have this system, the transition to LED lighting is something that should be considered in the not too distant future. The cost of replacing a lantern on a standard street lighting column to a LED type lantern is estimated at £300 each (excluding VAT). Heritage lamp columns would be more expensive, at an estimated cost of £800 per lantern plus labour costs. It has been suggested that the priority for consideration would be the lamps in Moor Lane, Radwell as these are some of the oldest lights in the Parish area. <u>RESOLVED:</u> (1) That the Streetlighting Contractor, Andy Muskett Limited, be requested to provide a priority, costed schedule of street light replacement to efficient LED Lamps over a 3 year period, commencing from the 2018/2019 financial year, and that the Parish Council consider the potential investment further at a future meeting. (2) That the Borough Councillor be requested to consider the proposed investment and indicate the level of Borough Council Ward Fund that would be available in 2018/2019 to support the project.	Note Note Note PC PC
	(g)	Communications	
		The Portfolio Holder, Cllr Just, reported that High Speed Broadband is finally available to order in the villages of Felmersham and Radwell, with anticipated go-live dates of mid-January 2018. Up to 76Mbps download speed is offered and some people should be able to achieve speeds very close to that.	Note

		He further reported that fibre has been connected to the new green box at the end of Tithe Barn but not to the two new boxes installed at the top of The High Road and Felmersham Road, Radwell. These were due to have the fibre blown in on 9 January 2018 but engineers identified a blockage under the road that prevented the work being completed. Contractors, Carillion, are being appointed to dig up The High Road and either clear the blockage or more likely put in more pipes; it is hoped that the work will be completed within the next 72 hours. It seems that British Telecom have set dates for having work completed and, given that the due date is approaching, key resources are engaged to achieve live implementation before the deadline. The meeting also acknowledged the possibility of obtaining fibre installation directly to premises (house, office etc) and thus achieve speeds of up to 300Mbps – but costs for such provision are unknown! The meeting considered, with disappointment, the limited communications from British Telecom in relation to the project implementation and, furthermore, there was concerns at the standard of some of the reinstatement work following installation; Borough Highways would be requested to inspect the standards during their regular village inspections and, as necessary, seek to achieve necessary improvements in the Borough.	Note Note Note
	(h)	External Affairs	
		There were no issues to report to the meeting.	Note
08/18		Planning Matters	
	(a)	Local Plan 2035: Update	
		Bedford Borough Council had recently confirmed a revised timescale for the preparation of the Local Development Scheme (LDS) and Local Plan 2035. The original timescale was determined in April 2016 and it is now confirmed that the Borough Council will advance the preparation of the Local Plan 2035 to enable it to be submitted to Government in March 2018, rather than in October 2018 as originally intended. This will enable the emerging Local Plan to be based upon the current level of housing need, determined by the Borough Council, rather than the anticipated change to national planning policy to require local authorities to calculate housing need using a new formula (which would result in a significant increase in assessed housing need in the Borough by over 6,000 new homes over the 20 year plan period). The revised formula would necessitate a fundamental review of the evidence base that had been prepared to support the Local Plan 2035 and the identification of new development sites to meet the 6,000 dwelling shortfall; this would take time and would further delay the progression and adoption of the Local Plan, with a risk that the Borough Council would continue to receive speculative planning applications from developers seeking to bring forward development sites ahead of the plan process.	Note Note

		The updated housing requirement for Bedford Borough identifies that over 19,000 homes need to be delivered by 2035, of which over half can be met through existing planning permissions and allocations. There is still, however, a need to allocate sites for an additional 8,000 new homes - as reported to the Parish Council at its meeting on 9 May 2017 (minute 31/17(a) refers) - and the proposed development strategy and locations for growth has been outlined in a report to the Borough Council Executive on 10 January 2018. The broad approach to the development strategy has not changed since the last consultation, in so far as the Local Plan focus for growth remains the urban area, suitable edge of urban sites and the larger villages where community facilities are available or can be provided or improved. The strategy does, however, incorporate growth in a new garden village at Colworth, near Sharnbrook, which will provide capacity in this local plan period and beyond. The preferred Development Strategy and locations for growth can be summarised as follows: • Regeneration of the urban area of Bedford and Kempston including projects to create a vibrant and modern town centre, together with urban extensions in locations that are well connected to facilities in the urban area. In this regard growth is now estimated at 2,630 dwellings in the Local Plan period (previously 1,988 new dwellings). • The creation of one new settlement at Colworth - with growth estimated at 2,500 dwellings in the Local Plan period (previously estimated at 2,200 new dwellings from a new settlement/s); • Regeneration of the former Stewartby Brickworks - with growth estimated at 1,000 dwellings in the Local Plan period; • Development in villages at a scale that it assumes takes account of existing commitments and infrastructure capacity - with 1,725 dwellings proposed across Key Service Centres (1,500 dwellings) and Rural Service Centres (225 dwellings) - previously estimated at 2,825 dwellings in total. There is now no allocation proposed for Sharnbrook (previously 600) and Wilstead (previously 500); • The preferred development strategy does not rely on allocations in smaller villages (such as Felmersham & Radwell) to deliver homes to meet the borough-wide requirement. Development can be identified, if required, through Neighbourhood Plans. The main changes are as follows: • Urban area: greater capacity demonstrated through the One Public Estate programme; • Removal of large scale allocations on the edge of the urban area at Salph End, Renhold and Gibraltar Corner responding to concerns about coalescence between Bedford and nearby villages; • Colworth Garden Village: greater capacity considered deliverable in the plan period; • Removal of the allocation in Sharnbrook village given the nearby Colworth Garden Village proposal; • Removal of the allocation at Wilstead reflecting the fact that significant growth remains to be delivered at Wixams.	Note
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		The proposals would now be subject to consultation for the statutory six week period from 22 January 2018 to 5 March 2018. Following the close of the consultation, Borough Officers will prepare a summary of the main issues that have been raised and these will be reported to a further meeting of the Executive and Full Council on 28 March 2018 along with any proposed minor amendments to the plan. If major changes need to be made (such as a change to the level of growth or the addition of a development site) then the Regulation 19 consultation would need to be repeated so that the Examination Inspector is aware of any issues raised by consultees. The meeting expressed serious concern at the impact of 4,500 new homes in Colworth given the constraints of the existing A6 infrastructure and the significant impact that the scale of development will have on the surrounding villages. There will be a huge increase in the number of cars and commercial vehicles using the rural road network. Cllr. Cheetham expressed concern at the adverse impact on Sites of Special Scientific Interest (SSSI), such as Odell Great Wood, and the impact on School places and, in particular, the impact on Pinchmill Lower School. The meeting considered the need to respond to the consultation process and, in this regard, Cllr. Cheetham undertook to co-ordinate and circulate a first draft response for consideration. RESOLVED: (1) That the update provided in respect of the emerging 2035 Local Plan be acknowledged. (2) That the Parish Clerk respond to the consultation process expressing the concerns raised by Parish Councillors.	Note Note PC PC
	(b)	Planning Application - 9 Trinity Close, Felmersham	
		The Parish Clerk reported that, in respect of <u>Planning Application Number 17/03264/FUL</u>, relating to the proposed erection of a single storey side extension at 9 Trinity Close, Felmersham, the Planning Authority had been advised that the Parish Council had no objection to the planning application. RESOLVED: That the decision to notify the Borough Council that the Parish Council had no objection to planning application 17/03264/FUL be ratified.	Note PC
	(c)	Planning Application - 30 Marriotts Close, Felmersham	
		The Parish Clerk reported that, in respect of <u>Planning Application Number 17/03322/FUL</u>, relating to the proposed erection of a two storey rear extension and pitched roof to the existing side extension at 30 Marriotts Close, Felmersham, the Planning Authority had been advised that the Parish Council had no objection to the planning application. RESOLVED: That the decision to notify the Borough Council that the Parish Council had no objection to planning application 17/03322/FUL be ratified.	Note PC

	(d)	Planning Application - College Farm, Moor End Road, Radwell							
		The Parish Council considered the full planning application that had been submitted in respect of the proposed single storey rear and side extension, incorporating part of an existing outbuilding and associated alterations, at College Farm, Moor End Road, Radwell, Beds, MK43 7HY (Planning Application Number 17/03552/FUL). RESOLVED: That the Parish Council has no objections to the proposals in respect of planning application reference 17/03552/FUL and Bedford Borough Council be notified accordingly.	Note PC						
	(e)	Neighbourhood Planning							
		There were no issues to report to the meeting.	Note						
09/18	Finance & General Administration								
	(a)	Schedule of Receipts & Payments: 2017/2018							
		The schedule of receipts and payments, covering the period 1 November 2017 to 31 December 2017 and attached at Appendix A, was considered. RESOLVED: That the schedule of receipts and payments, attached at <u>Appendix A</u> to the minutes, be approved. <i>(Proposed by: Cllr. Cheetham, Seconded by: Cllr. Drewery, All in favour)</i>	Note PC						
	(b)	Financial Position - Account Balances							
		The financial position of the Parish Council, as at 31 December 2017, was reported as follows: <table><tr><td>Current Account</td><td>£7,920.70</td></tr><tr><td>Business Reserve Account</td><td>£8,353.63</td></tr><tr><td>TOTAL</td><td>£16,274.33</td></tr></table> This compares to a total balance, as at 31 October 2017, of £17,688.31. RESOLVED: That the financial position of the Parish Council, as at as at 31 December 2017, be acknowledged.	Current Account	£7,920.70	Business Reserve Account	£8,353.63	TOTAL	£16,274.33	Note Note
Current Account	£7,920.70								
Business Reserve Account	£8,353.63								
TOTAL	£16,274.33								
	(c)	Budget Monitoring Report – 2017/2018							
		The meeting considered and acknowledged the Budget Monitoring Report for the period to 31 December 2017 (circulated prior to the meeting). This identified expenditure incurred and income received against the approved 2017/2018 revenue budget with no specific areas of concern or significant variances at this stage. The meeting acknowledged the need to keep the financial position under review with regular budget monitoring reports.	Note						

		In relation to costs associated with the neighbourhood planning process, the meeting considered alternative arrangements that may be available to reduce future printing and document binding costs. Cllr. Hartop reported that he had been approached by the Church Wardens of St. Mary's Church, Felmersham as the west end stone wall was in poor condition and required full restoration. A faculty application for the works would need to be submitted to the Diocese of St. Albans and, in anticipation of consent being obtained, quotations had been obtained from nominated Stonemasons for the work; these ranged from £2,900 to approaching £10,000 and potential sources of funding were being identified. The Parish Council regarded the Church as an important part of the local community and supported, in principle, a potential funding contribution to the essential works. It was anticipated, however, that other available funding sources would be exploited as a priority, including contributions from Local Parishioners, specific Trusts that provided grant funding to Church establishments and local fund raising (e.g. the School undertakes fund raising events to enable specific charities in the village to be supported). <u>RESOLVED:</u> (1) That the budget position statement, for the period to 31 December 2017, be acknowledged and the financial position of the Parish Council be kept under review. (2) That the Parish Council support, in principle, a financial contribution to St. Mary's Church, Felmersham for the essential restoration of the west end stone wall, subject to all other available funding sources being exploited.	Cllr. Drewery Note PC Note
	(d)	Financial Regulations	
		The meeting considered an updated version of the Financial Regulations (circulated prior to the meeting) which govern the conduct of financial management by the Council. The Parish Council is responsible in law for ensuring that its financial management is adequate and effective and that the Parish Council has a sound system of financial control which facilitates the effective exercise of the Council's functions, including arrangements for the management of risk and for the prevention and detection of fraud and corruption. These financial regulations are designed to demonstrate how the Parish Council meets these responsibilities. The amendments to the original version (adopted by the Parish Council at its meeting on 8 September 2015) take into account legislative changes and recommendations of the Bedfordshire Association of Town & Parish Councils and can be summarised as follows: (1) Financial Regulation 1.7 has been included to provide the possibility of disciplinary action in the event of breach of the Regulations; (2) Financial Regulation 6.3 has been updated to specifically cover instances of disclosable interests;	Note

		(3) Financial Regulation 12.8 has been included to incorporate the specific requirements of The Public Contracts Regulations 2015; (4) Financial Regulation 18 has been included to reflect the requirement to publish information in accordance with the Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494; (5) Financial Regulation 19 (formerly 18) has been updated to cover the suspension and revision of financial arrangements. <u>RESOLVED:</u> That, following review, the updated Financial Regulations be approved for implementation effective from 9 January 2018.	Note PC
	(e)	Equal Opportunities Policy	
		The Parish Council considered the adoption of a formal Equal Opportunities Policy (circulated prior to the meeting) to set out the commitment of the Parish Council to the promotion of equality of opportunity in the organisation. <u>RESOLVED:</u> That the Equal Opportunities Policy be adopted.	Note PC
	(f)	Buckingham Palace Garden Party	
		The Bedfordshire Association of Town & Parish Councils are seeking recommendations of local council representatives to be considered for attendance at the Buckingham Palace Summer 2018 Garden Party. Invitations are in recognition of past service and nominees should have served at least one full year in the role of Chairman. <u>RESOLVED:</u> That Peter Hartop be nominated to be entered into the draw to attend the Summer 2018 Buckingham Palace Garden Party. <i>(Proposed by: Cllr. Cheetham, Seconded by: Cllr. Coleman, All in favour)</i>	Note Note
10/18	Correspondence		
		Key items of correspondence received since the last meeting include: (a) Weekly lists from the Borough Council of applications received under the Licensing Act 2003 & Local Government (Miscellaneous Provisions) Act and the Gambling Act 2005. These can be found at: http://www.bedford.gov.uk/business/licences_and_street_trading/licensing_act_2003/applications.aspx (b) Regular news updates from Bedford Community Voluntary Service with details of a range of events and courses organised by the voluntary, community and social enterprise sector.	All Note

(c)	Regular press releases from Bedford Borough Council with details of local issues, service development proposals and organised events.	Note
(d)	Correspondence from Bedford Borough Council, dated 27 November 2017, in respect of various consultations that are currently being undertaken. These include (i) Budget 2018 consultation, (ii) Rights of Way Improvement Plan 2018-2023, (iii) Sustainable Drainage Systems, (iv) Pharmaceutical Needs Assessment and (v) Houses in Multiple Occupation (HMO) Licensing.	Note
(e)	Correspondence from Bedford Borough Council, dated 28 November 2017, concerning the 100 years of remembrance "Battle's Over: A Nations Tribute", which is to be held on Sunday 11 November 2018.	Note
(f)	A copy of the November/December 2017 edition of the Bedfordshire Police & Crime Commissioner Newsletter entitled "On the Record".	Note
(g)	Crime statistics for November 2017 covering the north rural area, listed in "Beat Code" order. There were three instances recorded during this period as follows: (i) an incident of harassment [single incident only] on 14 November 2017 [no address given], (ii) possession of a controlled drug in Memorial Lane, Felmersham on 16 November 2017, and (iii) burglary in a residential dwelling in The High Road, Felmersham on 20 November 2017.	Note
(h)	Notification from Bedford Borough Council of a further submission to the Local Plan 2035 of a major new site on land south of Bedford, covering 986 hectares and proposing development of up to 9,145 dwellings and in excess of 900,000 sq. metres of employment buildings, together with ancillary facilities.	Note
(i)	Correspondence, dated 1 December 2017, from the Development Team promoting the Wyboston Garden Village new settlement that had been submitted to Bedford Borough Council for consideration as part of the emerging 2035 Local Plan.	Note
(j)	Correspondence from the Bedfordshire Association of Town & Parish Councils, dated 4 December 2017, with an update on the A1 East of England Strategic Road Study and Road Investment Strategy.	Note
(k)	The December 2017 edition of the Bedfordshire Police Community Newsletter.	Note
(l)	Correspondence from the Bedfordshire Association of Town & Parish Councils, dated 14 December 2017, confirming that Mazars had been appointed to act for Parish and Town Councils in Bedfordshire [minute 65/17(g) of the meeting held on 20 November 2017 refers].	Note
(m)	A copy of the recently issued document "Public Rights of Way: A Guide for Farmers and Landowners" from Bedford Borough Council.	Note
(n)	Notification of the 2018/2019 affiliation fees for the Bedfordshire Association of Town & Parish Councils. The affiliation fee for Felmersham & Radwell Parish Council is £169 and is payable on 1 April 2018.	Note

(o)	Nomination form from BATPC to attend a Buckingham Palace Garden Party in Summer 2018. Since the honour is in recognition of past service to the community, nominees must have completed at least one full year in the role of Chairman to be eligible for the draw.	Note
(p)	Correspondence from Bedfordshire and Rescue Service, dated 18 December 2016, in respect of the consultation that is planned in respect of the budget proposal for 2018/2019.	Note
(q)	Correspondence from Wootton Academy Trust, 18 December 2017, in respect of the consultation on whether it should have two points of entry.	Note
(r)	Correspondence from Bedford Borough Council, dated 19 December 2017, in respect of the consultation that is planned on proposals relating to the Borough Council's 5 year plan for the improvement of the Borough's Public Rights of Way network.	Note
(s)	Correspondence and brochure from Bedfordia Group, dated 19 December 2017, promoting the proposed new settlement at Twinwoods that had been submitted for consideration as part of the 2035 Local Plan.	Note
(t)	Correspondence from Bedford Borough Council, dated 20 December 2017, in respect of the consultation that is planned on the "Transporting Bedford 2020 Project" that identifies proposals to tackle traffic congestion across Bedford, improve road safety and help boost the local economy.	Note
(u)	The January 2018 edition of the Bedfordshire Bugle had been received and had been circulated to all Parish Councillors for consideration.	Note
(v)	Correspondence from Bedford Borough Council, dated 21 December 2017, regarding the proposed Council Tax Bases for each parish. This also included the precept form to notify the Borough Council of the 2018/2019 precept.	Note
(w)	Correspondence from Bedford Borough Council, dated 27 December 2017, outlining the revised timescale for the preparation of the Local Plan 2035.	Note
(x)	Correspondence from Bedford Borough Council, dated 28 December 2017, outlining changes to Public Transport services due to flood water breaching Radwell Road and Harrold Bridge.	Note
(y)	Crime statistics for December 2017 covering the north rural area, listed in "Beat Code" order. There were two instances recorded in Felmersham & Radwell during this period as follows: (i) an incident of miscellaneous theft on 14 December 2017 in Town Lot Lane, Felmersham, and (ii) theft from a motor vehicle in Trinity Close, Felmersham on 15 December 2017.	Note
(z)	Briefing Document from CPRE (Campaign to Protect Rural England) Bedfordshire covering the National Infrastructure Commission development proposals for the Oxford – Milton Keynes – Bedford –Cambridge Arc (sometimes called Corridor) and the CPRE views on them. The full document can be viewed at: http://www.cprebeds.org.uk/news/current-events-2/item/2339-cpre-bedfordshire-briefing-document-no-2-oxford-milton-keynes-bedford-cambridge-arc .	Note

	(aa) Correspondence from Brain Tumour Research, dated 8 January 2018, with details of events and information that is available to raise awareness of the issues and to help raise funds for research. (bb) Correspondence from BATPC, dated 9 January 2018, concerning a survey of the remaining Festival of Britain Village Signs that were erected in 1951. Endeavours would be made to provide the information requested.	Note Note
11/18	Date of Next Meeting	
	The Annual Parish Meeting and next meeting of the Parish Council will take place on Tuesday 13 March 2018 at 7.00pm. The schedule of meeting dates for the remainder of 2018 is as follows: Tuesday 8 May 2018 Tuesday 10 July 2018 Tuesday 11 September 2018 Tuesday 13 November 2018 All meetings are scheduled to commence at 7.30pm.	Note Note

APPENDIX A**FELMERSHAM & RADWELL PARISH COUNCIL
TRANSACTIONS: 1 NOVEMBER 2017 - 31 DECEMBER 2017****SCHEDULE OF RECEIPTS**

TRANSACTION DATE	DESCRIPTION	AMOUNT RECEIVED £	VAT £
30 NOV 2017	BANK INTEREST	0.29	-
29 DEC 2017	BANK INTEREST	0.33	-

TOTAL RECEIPTS		0.62	-
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SCHEDULE OF PAYMENTS

TRANSACTION DATE	DESCRIPTION	AMOUNT PAID £	VAT £
16 NOV 2017	PARISH CLERK PAYROLL: NOVEMBER 2017	439.00	-
20 NOV 2017	PARISH CLERK/OFFICE EXPENSES: NOVEMBER 2017	7.99	-
24 NOV 2017	A R WORBOYS - GRASS CUTTING: 15 NOVEMBER 2017	337.11	56.19
24 NOV 2017	LCPAS STORE: REFERENCE BOOKS	30.00	-
25 NOV 2017	ROSEMARY DREWERY - NEIGHBOURHOOD PLANNING	13.51	-
18 DEC 2017	PARISH CLERK PAYROLL: DECEMBER 2017	439.00	-
18 DEC 2017	THE COLOUR SHOP - NEIGHBOURHOOD PLANNING	140.00	-
18 DEC 2017	PARISH CLERK/OFFICE EXPENSES: DECEMBER 2017	7.99	-

TOTAL PAYMENTS		1,414.60	56.19
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