



Harrold Parish Council Clerk:
Robbin Brough
07388125821
clerk@harrold.org.uk

Chairman:
Rev. Robert Tickle
5 Bramley Court
Harrold, Beds, MK43 7BG
01234 721417
harroldian@yahoo.co.uk

Councillors are hereby summoned to attend a meeting of the Parish Council which has been arranged for **Wednesday 8th January 2020** at the **Harrold Centre Main Hall** on Harrold High St. Members of the public are invited to attend to address the council in open forum between **7.30pm and 7.45pm.**

R. Brough
Clerk to Harrold Parish Council

AGENDA

- 1. Public Open Forum (15 minutes):** This council is committed to community engagement and therefore warmly invites members of the public to contribute during this part of the meeting.
 - **During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date. Any questions not presented to the council far enough in advance of the meeting may be noted and responded to at a later time.
 - **After the Public Open Forum:** Members of the public are asked to respect the fact that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted.
- 2. To receive apologies for absence and introductions**
- 3. Disclosure of Interest** – members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda.
- 4. Neighbourhood Plan Update** (Trevor Roff, Neighbourhood Plan Consultant from Regeneration Positive expected to be in attendance)
 - Trevor Roff to present timeline/project plan for remaining steps in the Neighbourhood Plan process
 - Trevor Roff to present proposal/quote for providing project support for the next public consultation for the Draft Neighbourhood PlanTo discuss, in the absence of Consultant Trevor Roff, and with support of the NP Steering Committee:
 - To approve the proposal/quote for project support for the next public consultation

- To approve the invoice for £1820 from PJB Planning in relation to the second instalment for drafting the Neighbourhood Plan (aligns to quote).

5. Approval of Minutes from the Parish Council meeting held 11th December 2019

6. Matters arising: Clerk's report on the Actions List.

- Items with BBC Highways following a recent on-site meeting:
 - Resolving the flooding of the zebra crossing – perhaps with additional drains being installed – survey work has been requested by BBC Highways.
 - The poor state of the pavement by the Fish bar – works order has been raised by Highways.
 - Remove the third bollard on The Green and repaint the other two – works order has been raised.
- BBC Highways consultation is in progress for: additional single yellow line on the High St, double yellows on a small narrow section of The Green and removal of a High St bus bay.
- MKA Ecology assessment of the brook: Report being created by MKA Ecology following site survey.
- Streetlights: EON Parish Repairs team have the information required to create a quote for a maintenance contract for the current PC-owned streetlights.
- Harrold Centre car park resurfacing: Harrold Centre Committee Chairman Phil Briggs has asked for this to be discussed again in February, after he holds a site meeting with a Borough Council representative.
- HPFA Pavilion plans: Paid £3,487 invoice for David Swanston Architecture to carry out detailed building plans and submission of planning application, as per instructions of HPFA.
- Church Walk Beech tree works: Expected shortly – delay at Bedford Borough Planning due to resource constraints. Permission has been granted.

7. Finance Report

Approval for requests for monthly payments and noting of income, P&L variance and balances.

| Ref # | Invoice Date | Payment | Details | Payments | Receipts |
|----------|------------------|-----------------------------------|--|-----------------|---------------|
| | | | | Gross | Gross |
| Trans186 | 05 December 2019 | Brook: Skip at Town Farm | Riches skips | 262.00 | |
| Trans187 | 10 December 2019 | Project: Neighbourhood plan | Neighbourhood Plan Consulting Fees- T Roff | 250.00 | |
| Trans189 | 11 December 2019 | Grass: In Trim | Dec Payment | 552.00 | |
| Trans200 | 12 December 2019 | Other: Insurance | Came & Co | 3,036.70 | |
| Trans201 | 13 December 2019 | Project income: Harrold Calendar | '000122 | | 480.00 |
| Trans202 | 16 December 2019 | Bottle Bank: Income | 'BEDFORD BOR COUNCI, N/A | | 237.53 |
| Trans203 | 17 December 2019 | HMRC PAYE Liability | | 656.77 | |
| Trans204 | 17 December 2019 | Clerk Salary: R Brough | | 442.52 | |
| Trans205 | 17 December 2019 | Street Ranger | | 842.04 | |
| Trans206 | 20 December 2019 | Project: HPFA/Scouts Facilities | DJ AND HA SWANSTON | 3,487.00 | |
| Trans207 | 08 January 2020 | Other: Various | Buttermarket replacement bulbs | 42.32 | |
| Trans208 | 08 January 2020 | Other: Various | Bob Muller - Xmas connectors | 42.20 | |
| Trans209 | 08 January 2020 | Membership: BATPC (Beds Assoc Tow | BATPC Annual Fee | 364.00 | |
| Trans210 | 08 January 2020 | Office: Supplies | Fasthosts: Monthly email mailbox fee | 6.59 | |
| | | | | 9,984.14 | 717.53 |

Accounts

| | |
|-------------------------|----------------|
| Natwest Current Account | 32,580 |
| Natwest Bonus Saver | 75,108 |
| Beds Bucks Herts | 31,034 |
| TOTAL | 138,722 |

8. Approval of budget and precept for 2020/21

To agree the budget and precept for the coming financial year. The Parish Council has previously expressed a preference (10 For and 1 Against) to increase the precept from £74,708 to £81,128; a 1.9% increase for inflation and the remaining increase to account for £5k annual funding to the Harrold Centre Committee to ensure the long-term viability of the Harrold Centre building. Bedford Borough Council have confirmed the number of Band D properties remains unchanged at 699, therefore the overall percentage increase in the precept would show as 8.6% or £9.19 per year per household; bringing the total annual Band D household cost up to £116.13.

9. Crime statistics and information and intelligence exchange

Crime report covering 27th November to 17th December showed one instance of "Having possession of a controlled drug - Class B - Cannabis" on Odell Road.

10. Borough Councillor's report for Harrold Ward

11. Church Walk fence update

Council resolved in November to adopt the area of land at the top of Church Walk before committing to repairing the fence. Legal advice from David Doorne (Solicitor, Legal Services, Bedford Borough Council) advises against attempting to take ownership of the land: "Looking at an old highway plan, it looks to me that the land was part of land associated with some alms houses. Possibly therefore owned by the church... the parish council has no legal or other registrable interest in the land. There are some cases where individuals take over premises unlawfully and then claim against the true owner, if known, over 10 years later, but a council can't knowingly engage in an unlawful act."

Clerk has requested to know if replacing the fence would be deemed to be an attempt to engage in an unlawful act. Clerk has also requested a picture of the replacement fencing style from the contractor so that Pre-Planning advice can be sought (conservation area).

12. Dog fouling

Following a request in the December meeting from Cllr Barrett: To decide on an approach to combat dog fouling in the village, which is perceived to be on the rise. Clerk has circulated: a) Dog Poo Fairy campaign signs promoted by Keep Britain Tidy, b) Dog Poo Bag distributors by JRB Enterprise (£80 plus c.£20 for 800 bags), and c) Tikspac Dog Poo Bag Distributors which are free, but have advertising boards.

13. Code of Conduct

Agenda item proposed by Cllr Barrett. To discuss the behaviour and conduct of councillors in relation to:

- a) Members of the public and wider community
- b) Members of the parish council
- c) Clerk to the parish council

Specifically, to address issues where the parish council has a duty of care as an employer, and where behaviour and/or conduct may fall below standards set out in the 'Code of Conduct' and to discuss how specific issues/incidents may/should be referred to the Borough Council Monitoring Officer. Also, to decide on a course of action where conduct is found to be unacceptable: Cllr Barrett proposes a vote on whether we should offer training/support to those found in breach of the 'Code of Conduct'.

14. Automated flood signs operation

To discuss the operation of the Borough Council automated flood signs during a recent period of flooding, with the aim of providing specific feedback to the Borough Council.

15. VE Day streetlight poppies

To ratify the decision to purchase 100 poppies from Royal British Legion at £3.50 each to commemorate the 75th anniversary of Victory in Europe (VE75).

16. Village entrance signs

Council has previously agreed the location of one of the three new entrance signs at the Lavendon end of the village. The remaining two required a site meeting with representatives of Odell parish Council, which has now occurred (Cllr Mercer). To decide on the final two sign locations along Carlton Road and Odell Road.

17. Planning Applications

None

18. Any other business

19. Correspondence:

- *Parishioner has requested, via a councillor, for "short-term" parking restrictions (possibly 1 hour, enforced) at the front of the Fishbar shop to accommodate parking for the Fishbar (allegedly occupied for long periods by nearby homeowners), and for a disabled parking space. Full details circulated to councillors.*
- *Parishioner emailed to request: a 10mph speed limit and weight limit on Harrold Bridge, the removal of weeds from the first bridge walkway on Brook Lane, the 20mph limit extended to the Lavendon end of the village, handrails at the path with a gradient where Brook Lane meets Orchard Lane, and comments on the icy nature of the path that runs alongside the brook at the top of Brook Lane (parishioner questions whether the surface material should be concrete). Full email circulated to the council, with a response from the Clerk highlighting the council's recent decision not to support a 20mph limit on the main bridge. Clerk has sought information from the Borough Council about why there isn't a weight limit for Harrold bridge, for information only (circulated to councillors).*

Date of next meeting:

Wednesday 12th February 2019

In the Harrold Centre