



Harrold Parish Council Clerk:
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Chairman:
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Councillors are hereby summoned to attend the **ANNUAL MEETING** of the Parish Council which has been arranged for **Wednesday 8th May 2019** at the **HARROLD CENTRE** following straight after the Annual Parish meeting. Members of the public are invited to attend to address the council in open forum at the start of the meeting: estimated to be between **8pm and 8.15pm**.

R. Brough
Clerk to Harrold Parish Council

AGENDA

- 1. To receive apologies for absence and introductions**
- 2. Disclosure of Interest** – members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda.
- 3. Co-option of new councillors**
The council currently has 7 councillors from the uncontested May 2019 elections. 6 positions are therefore available. The following parishioners wish to be co-opted: Sebastian Reger, John Calver, Hayden Mead, Claire Merrick.
- 4. Election of Chair**
To elect the Chair for the coming year.
- 5. Election of Vice Chair**
To elect the Vice Chair for the coming year.
- 6. Formation of working groups**
To decide on the formation of working groups/sub-committees: Planning Committee, Speed Watch, Neighbourhood Planning, Finance Committee and any new committees required.
- 7. To decide the level of fees applicable to the cemetery**
To agree on the level of fees for the cemetery, which the parish council operates. Fees remained the same last year as these were benchmarked to other local cemeteries. The council also chose to follow the government in waiving child burial fees for residents of Harrold.

8. To agree dates of council meetings and the Annual Parish meeting for the coming year

Last year the council met the second Wednesday of each month, with the exception of August and December. Extraordinary meetings were still able to be called for urgent business. The Annual Parish meeting and the Annual Parish Council meeting are in May.

9. To agree any amendments to the following: Standing Orders, Financial Regulations, System of Internal Control, Complaints procedure

The following were adopted last year and there are no known updates needed: Standing Orders, Financial Regulations, System of Internal Control, Complaints procedure.

To agree on the internal auditor for the coming year. We currently use Julie Betts (Bromham Parish Council) for internal auditor.

10. Approval of Minutes from the Parish Council meeting held 10th April 2019

11. Matters arising from meeting held 10th April 2019: Clerk's report on the month's Action List, for information only.

12. Annual accounts review (2018/19) and signoff prior to submission for external audit

To approve the end-of-year P&L account, Bank Account Reconciliation, list of payments and receipts, and the completed audit form to be sent for external audit.

13. Finance Report (2019/20 Accounts):

- a. Approval for requests for monthly payments
- b. To agree regular monthly payments, direct debits and banking standing orders.
- c. To note the budget that was agreed in January, for the coming year
- d. Profit & Loss report: Variance analysis - Actual spend vs Budget for 2019/20
- e. Balance Sheet: Current financial position

14. Crime statistics and information and intelligence exchange

Monthly crime report to be provided to council prior to the meeting.

15. Borough Councillor's report for Harrold Ward

16. To agree the spend for the St Peter's Church clock maintenance contract

The council maintains the clock at St Peter's church and the annual maintenance contract fees are due. Smiths of Derby (the current contractor) can offer £542 plus VAT for a 3-year service agreement. The budget has £616 in it for clock maintenance.

17. To approve hire of The Green by Harrold Pit Run Committee and review supporting documents

To note the documents provided to support the hire of The Green for the annual Pit Run event.

- Event details and event organiser contact details
- Copy of Public liability insurance cover
- Copy of event alcohol licence
- Health and Safety policy, Risk Assessment, Emergency procedures, First Aid arrangements
- Arrangements for waste collection and removal
- Arrangements for clearing/cleaning The Green after the event
- Access and parking arrangements

18. To note the works on the wall by the main bridge and agree the final stage payment

Works on the stone wall by the bridge carried out by Nene Valley Homes are now complete. To note the works and agree the final payment of £8,911.43 (VAT to reclaim of £1,485.24). First payment was £7,960 (VAT to reclaim of £1,327).

19. Planning Applications for comment

To approve any consultancy spend related to preparing a planning response for the first planning application below.

APPLICATION NO: 19/00842/MAO Major Outline Application

PROPOSAL: Demolition of existing agricultural buildings and outline planning permission for residential development of up to 90 dwellings (Use Class C3) including means of access into the site (not internal roads) and associated highway works, with all other matters (relating to appearance, landscaping, scale and layout) reserved.

LOCATION: Land Adjacent to Harrold Lake, Odell Road, Harrold, Bedfordshire.

The following property resides in the parish of Odell, but Harrold Parish Council would like to comment as a neighbouring parish:

APPLICATION NO: 19/00512/FUL Full Planning Application

PROPOSAL: Demolition of existing dwelling and erection of new detached dwelling and associated works.

LOCATION: Riverbank, Carlton Road, Harrold, Bedfordshire, MK43 7DS.

APPLICATION NO: 19/00827/FUL Full Planning Application

PROPOSAL: Demolition of the existing garage, single storey side extension and conservatory.

Erection of two storey side extension, two storey rear extension, single storey rear extension and alterations to the existing roof.

LOCATION: 37 High Street Harrold Bedford Bedfordshire MK43 7DA

APPLICATION NO: 19/00831/TPO Tree Preservation Order Application

PROPOSAL: Beech - Remove

LOCATION: 49 High Street Harrold Bedford Bedfordshire MK43 7BH

20. Update from Neighbourhood Plan Steering Committee and approval of future spend

To note progress and approve future spend to external consultants for the Strategic Environmental Assessment and for a Plan Editor (only if spend is ready to be approved).

21. Any other business

22. Correspondence:

- a) Parishioner emailed requesting safer passage for pedestrians crossing the main Harrold bridge.
Responded as per previous discussions: that we have recently requested advice from Brough Highways as to any improvements that can be made – no suggestions have been made.
- b) Parishioner emailed requesting VAS (Speed sign) be placed closer towards the north of the village (nearer Podington entrance to village).
Speed Watch team has approved the move and will talk to the parishioner.
- c) Parishioner sent a letter complaining about the quality/lateness of grass cutting/village maintenance.
Requests more regular cuts and litter picking.
Clerk has requested councillors to check the quality of the cut – feedback so far has been that it looks fine and is not intended to be “Cricket pitch” quality. Regarding the littering, the Street Ranger does a pick twice a week at the beginning and end of the week (weekdays). Council has also recently added two litter bins to the area.

Date of next meeting

Wednesday 12th June 2019

