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Chairman:  
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### **Minutes of the Parish Council Meeting held 13<sup>th</sup> March 2019 at 7.30pm at the Harrold Centre**

#### **Public forum**

No parishioners attended.

1. **Present:** Cllrs R Tickle (Chair), D Brough (Vice Chair), A Foster (Bedford Borough Council), G Lloyd, J Peverell, D Mercer, R Brough (Clerk), B Muller, R Barrett, S Reger.  
**Apologies:** Cllrs L Duggan, P Pedersen, J Calver.
2. **Disclosure of Interest** – members were invited to declare any personal or prejudicial interests they may have in any items on the Agenda.  
No disclosures made.
3. **Approval of Minutes** from the Parish Council meeting held 20<sup>th</sup> February 2018.  
Council approved the minutes unanimously and the Chairman signed them.
4. **Matters arising from meeting held 20<sup>th</sup> February 2019:** Clerk's report on the Actions List.
  - In progress: Arranging for a utility company to replace the Parish Council owned streetlights. EON are in the process of quoting. Further quotes now being sought.
  - First invoice for Scout hut refurbishment has been paid.
  - Harrold Twinning Association informed of the successful £250 grant application. They wish to express their thanks.
  - Made contact with Police and Crime Commissioner's office to discuss details around paying for a PCSO/Special; they were sounding out interest initially and are now creating a package to provide to councils over the coming months to explain how the process will work.
  - Message of thanks sent to Alpha 4x4 for the high-quality Lych gate repairs.
  - VAS/speed sign has been ordered – eta 1-2 weeks.
  - Defibrillator training has been arranged for 11<sup>th</sup> May 3pm-5pm at the Harrold Centre.
  - Brambles have been removed from outside 107 High St by the Street Ranger.

- No advice yet received from BBC Highways over what could be done to assist wheelchair users/pedestrians/horse riders/cyclists when crossing the main bridge, or on the rules for extending the 20mph limit towards Lavendon.

## 5. Finance Report:

### a. Approval for requests for monthly payments

The following monthly payments were approved:

Ref #	Invoice Date	Payment	Details	Method	Payments		Net
					Gross	VAT	
Trans224	19 February 2019	HMRC PAYE Liability	February	DPC	643.77	0.00	643.77
Trans225	19 February 2019	HMRC PAYE Liability	March	DPC	1,451.22	0.00	1,451.22
Trans226	19 February 2019	Harrold Centre Room Hire	February Council meeting and Nplan	DPC	75.60	0.00	75.60
Trans227	20 February 2019	HMRC PAYE Liability	March true up	S/O	69.92	0.00	69.92
Trans228	21 February 2019	Street Ranger	Luke Clarke	DPC	184.12	0.00	184.12
Trans229	28 February 2019	Clerk Salary: R Brough		S/O	457.37	0.00	457.37
Trans230	01 March 2019	Project: HPFA/Scouts Facilities	Scout hut - 1st Installment - Batchelor Air	DPC	1,851.84	308.64	1,543.20
Trans231	04 March 2019	Brook: R Sinclair	For February work	S/O	400.00	0.00	400.00
Trans232	05 March 2019	Electricity: Buttermarket EON		D/D	38.52	0.00	38.52
Trans233	05 March 2019	Clerk Salary: R Brough Pension		D/D	46.13	0.00	46.13
Trans234	11 March 2019	Grass: In Trim	For February	S/O	552.00	0.00	552.00
Trans235	11 March 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	S/O	250.00	0.00	250.00
					<b>6,020.49</b>	<b>308.64</b>	<b>5,711.85</b>

### b. Profit & Loss report: Variance analysis - Actual spend vs Budget

Current budgeting has been pretty accurate on the whole, with just three unexpected items causing variances between budget and actual spend each year; these have been included in the coming year's budget. Overspend of £1k on expected Section 137 spend, Street Ranger employment (£2.4k) and Harrold Centre playground repairs (£8k). Underspend of £1k due to ceasing the office contract. Total overspend of (£10.6k) covered by savings.

### c. Balance Sheet: Financial position

Total funds amount to 143k with an estimated £29k unallocated savings which will form an accrual against future playground equipment replacement.

## 6. Crime statistics and information and intelligence exchange

Crime report: One incident of Actual Bodily Harm (ABH).  
No actions recorded.

## 7. Borough Councillor's report for Harrold Ward.

Available on the council website under "Communications".

## 8. Planning Applications for comment

*APPLICATION NO: 19/00365/TPO Tree Preservation Order Application*

*PROPOSAL: T1 False Acacia - Remove, T2 Sycamore - Crown reduce 1.5 - 2.5m and crown lift to 4m*

*LOCATION: 6 Church Walk Harrold Bedford Bedfordshire MK43 7DG*

No objection

*APPLICATION NO: 19/00278/FUL*

*PROPOSAL: Extension to existing industrial unit to form covered area*

*LOCATION: Town Farm House, 76 High St, Harrold*

No objection

*APPLICATION NO: 19/00196/FUL*

*PROPOSAL: Provision of three new windows to West elevation of the Watson Building and replacement door*

*LOCATION: Harrold Lower School, The Green, Harrold*

No objection

APPLICATION NO: 19/00215/FUL  
PROPOSAL: Single storey rear extension  
LOCATION: 3 Dove Lane, Harrold  
No objection

APPLICATION NO: 19/00208/FUL  
PROPOSAL: Single storey rear extension with balcony above, garage conversion and two storey porch extension  
LOCATION: 49 Orchard Lane, Harrold  
No objection

**9. To agree an approach with the Harrold Playing Field Association (HPFA) to initiate the refurbishment of the Pavilion with Parish Council monies**

*The council discussed the works with members of the HPFA during the January meeting Public Open Forum. The ECB (English Cricket Board) have objected to the larger-scale renovation plans due to the existing layout not matching current safeguarding guidelines (eg changing rooms must be visible from the front of the building). This means that a total rebuild to the pavilion would be needed, resulting in a cost far exceeding the current budgeted amount. Therefore a smaller refurbishment project is being proposed using council, HPFA funding and possibly Beds Football Association monies. HPFA have asked the council to fund the design stage (planning permission/application) of the process in principle (no costs provided yet). Small-scale project to include: roof replacement, disabled access and toilet, provision of "officials" changing room (requirement for higher league status), redecoration, replacement of bar floor and flat veranda roof.*

Council discussed the following: that it would not want all the PC funds to be spent solely on roof repair; that planning cannot be funded until a cost is known (as planning can sometimes be very costly and there's always a chance the project may not complete and PC funds would be wasted); the council still supports the smaller project as detailed above; that the PC objective is to provide facilities for as many parishioners as possible and requests that both the cricket and football clubs are satisfied with the plans; requests that planning costs are provided to the council when available.

**10. Update from Neighbourhood Plan Steering Committee**

Standing monthly item.

The steering committee met in February and will meet again in April to discuss the next questionnaire to the village (amongst other items). Four sites have scored more positively in recent assessments/analysis; the committee have written to these landowners to request a plan for development for 10 dwellings each (giving a total for Harrold of 40). The site numbers are: 606 Land at Priory Farm, 143 Land at Odell Road, 710 Land at Town Farm, 579 Land East of Orchard Lane. Clerk to check if there are any more government grants available (**Action Clerk**).

**11. To discuss the upcoming parish council elections**

*BBC have provided information regarding the May 2019 election process for parish councils. The process of advertising the potential election is due to start in March. Interested parties must complete a nomination form. If there are the same number, or fewer, applicants than positions (currently 9 with 13 spaces) then no election need take place. If there are more people interested in becoming councillors than positions, then a public election (poll) takes place.*

Councillors have provided their forms for submission. No other parishioners have requested/submitted forms, despite recent advertisements.

**12. To agree whether to move forwards with removal of 4/5 of the parking signs around The Green (Formerly referred to as “Public consultation over yellow lines on The Green and High St”)**

*Note: Item does not cover a decision on bus stop removal or yellow lines on the High St opposite the bus stops.*

*The council was sympathetic to the responses to the consultation for double yellow lines around The Green and wanted to explore all alternative options to making school pickup/dropoff times safer for children, and where possible improve the look of the area. BBC Highways met with the council and the following items were discussed, leading to the current request for confirmation from BBC Highways as to whether they should remove some of the redundant\* parking signs (timings) around The Green:*

*Q. Whether the white lines for the KEEP CLEAR are only advisory and cannot be enforced.*

*A. White lines are only advisory, but the yellow line (with timing restriction) is what provides the restriction to parking at school times in that section.*

*Q. Why the timed restriction sign is on the corner by the memorial when double yellows always mean no parking at any time.*

*A. Double yellows still require a restriction sign for immediate enforcement action; without them a short “grace period” must be given before issuing tickets. It is on this knowledge that the council is discussing removal of some of the restriction signs\*.*

*Q. The redundancy of other restriction signs (including the school entrance zigzags)*

*A. As above, but BBC Highways want to retain the restriction signs above the school zigzags.*

*Q. Investigate the use of parking enforcement by a CCTV camera, as other schools in the area have recently done*

*A. BBC Highways have added Harrold to the waiting list for a parking enforcement camera outside the school.*

Resolved to remove 6 signs from The Green. Clerk to inform BBC Highways of which signs they are **(Action Clerk)**. Map of signs available on request.

**13. Any other business**

Cllr Duggan has submitted her resignation and the council will be sorry to see her go.

Cllr Mercer has been approached by a parishioner regarding an application for funding for a village calendar; to cover printing costs mainly. Council has requested Cllr Mercer to ask the parishioner to approach the council with costs and project details **(Action Cllr Mercer)**.

**14. Correspondence:**

- a) *Parishioner emailed requesting a short section of verge be turned into pavement for safety reasons; to stop older residents having to walk into the road to avoid slipping on the mud. Location: Outside 67 Odell Road, by the row of cottages facing the junction to Little Odell. Borough Highways are considering this request. BBC Highways have not approved this request.*

Meeting ended at 9:00pm.

**Date of next meeting: Wednesday 10th April 2019**