



Harrold Parish Council Clerk:  
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Councillors are hereby summoned to attend a meeting of the Parish Council which has been arranged for **Wednesday 13<sup>th</sup> November 2019** at the **UNITED REFORM CHURCH** 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

### Public Open Forum

- 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. Cooption of new councillors** – The Parish Council requested a Governance Review from the Borough Council following the last meeting where there were two strong applicants for one vacant councillor position. However, the Borough Council confirmed this could not be carried out at the present time: “it can take more than a year to complete and should be avoided where there is an ongoing electoral review being carried out – there is a Boundary Review being carried out by the Borough Council”.  
Motion is therefore to agree to the cooption of either Geoff Turner or Heather Paston. Should both candidates attend then a council vote will need to occur.
- 4. Approval of Minutes** from the Annual Parish Council meeting held 9<sup>th</sup> October 2019
- 5. Matters arising:** Clerk’s report on the Actions List.
  - Two quotes received for refurbishing the 12 Parish Council owned streetlights, both at approximately £10k. Clerk has found a company who can fix the older style lights – a potential way to resolve the issue in the short-term – pictures of the 5 blown lights have been sent to the company for a quote.

- BBC Highways' proposal for parking restrictions on the High St and Green has been accepted – remain on waiting list. Clerk has chased.

## 6. Finance Report

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

Ref #	Invoice Date	Payment	Details	Payments Gross	Receipts Gross
Trans143	03 October 2019	Electricity: Buttermarket EON		32.82	
Trans145	04 October 2019	Clerk Salary: R Brough Pension		73.38	
Trans146	07 October 2019	Project income: Harrold Calendar	Cash Sales		220.00
Trans147	09 October 2019	Brook: Skip at Town Farm		262.00	
Trans148	10 October 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	
Trans149	11 October 2019	Grass: In Trim		552.00	
Trans152	11 October 2019	Grant: Harrold Centre		5,000.00	
Trans153	14 October 2019	Project income: Harrold Calendar	Cash Sales		785.00
Trans154	15 October 2019	Electricity: Street EON	Qtrly payment	488.91	
Trans155	15 October 2019	Project income: Harrold Calendar	Cash Sales		300.00
Trans156	16 October 2019	HMRC PAYE Liability		314.41	
Trans157	16 October 2019	Clerk Salary: R Brough		784.88	
Trans158	16 October 2019	Street Ranger	Street Ranger and Brook	842.04	
Trans159	21 October 2019	Project income: Harrold Calendar	Cash Sales		330.00
Trans160	25 October 2019	Project income: Harrold Calendar	Cash Sales		295.00
Trans161	04 November 2019	Electricity: Buttermarket EON		47.59	
Trans162	05 November 2019	Clerk Salary: R Brough Pension		136.38	
Trans163	13 November 2019	Project outgoing: Harrold Calendar	D Mercer BBC Archive costs	180.00	
Trans164	13 November 2019	Project outgoing: Harrold Calendar	XLPress Printing	675.00	
Trans165	13 November 2019	Plants & Trees: Memorial Wreath	Elworthy Flowers		
Trans166	13 November 2019	Office: Supplies	Sacks for Street Ranger	20.10	
Trans167	13 November 2019	Plants & Trees: Memorial Wreath	RBL Wreath	50.00	
Trans168	13 November 2019	Office: Supplies	Fasthosts: Oct Monthly email mailbox fee	6.59	
Trans169	13 November 2019	Office: Supplies	Fasthosts: Nov Monthly email mailbox fee	6.59	
				<b>9,722.69</b>	<b>1,930.00</b>

## 7. First review of draft budget for 2020/21

As presented by the Finance Committee and local accountant, David Brough. Final budget to be approved in the January council meeting.

## 8. Crime statistics and information and intelligence exchange

Crime report covering 25<sup>th</sup> September to 29<sup>th</sup> October showed one instance of "Sending letters to cause distress" with no location provided, and one instance of a "Theft from a motor vehicle" on Church Walk.

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

### 10. Neighbourhood Plan – Draft Plan Review

- Update on Plan progress
- Review and discussion of draft plan

### 11. Christmas lights plan

Review and approve plan for Christmas lights, as presented by Bob Muller.

### 12. Ecologist survey for brook maintenance

To consider a quote from MKA Ecology for £1350 (Ex VAT) for a survey of the brook and creation of a Management Plan for ongoing maintenance:

- Protected/Invasive Species Scoping Survey: A site visit and desktop study to assess the potential of the Brook and adjacent habitats to support protected species and invasive non-native species.
- Management Plan: a report outlining our findings (including a map of the site) and detailing any protected or invasive species issues and mitigation procedures to be

followed. The plan will also highlight opportunities for enhancing the Brook for biodiversity where appropriate.

### **13. Manchester bollards on The Green**

To review the installation of the new bollards on the Green, which happened last month.

### **14. Church Walk fencing and tree works**

*The council is aware of the poor state of the fence along Church Walk and has spent considerable time trying to find the correct owner; this has proved unsuccessful and the area appears to lack ownership.*

To review a quote from Street Ranger Luke Clarke for £2300 to fix the fence from the High St down to the first house on Church Walk – ie along the “wedge-shaped” unregistered section:

- 28 panels £727 (Many panels/posts are rotten – new panels are as close a match as possible, but may look odd against the original aged panels if all aren't replaced)
- 30 posts £209, 30 concrete bags £149, Gate fixings £55
- Labour: Remove and dispose of old fence £500. Construct new fence over 3 days £750

### **15. Village entrance signs**

The village entrance signs have now arrived with their wooden posts. To approve a BBC Highways quote of no more than £500 to install the first two signs and to agree the precise sign locations. Note that a survey will need to be carried out at the Hall Close location to check for services.

### **16. Planning Applications**

APPLICATION NO: 19/02376/TPO Tree Preservation Order Application

PROPOSAL: Mixture of Broadleaves and Conifers - Crown uplift all tree branches under 10ft, removal of various strangler trees and ground ivy.

LOCATION : 19A High Street Harrold Bedford Bedfordshire MK43 7DQ

### **17. Any other business**

### **18. Correspondence:**

- *Parishioner emailed in relation to two BBC streetlights obscured by foliage, and the overgrown hedge on the footpath by the Lower Green.* Clerk reported both streetlights to BBC and Street Ranger agreed to adopt the hedge maintenance into his regular work at no extra charge.
- *Parishioner called about the blown streetlight on Mowhills.* This is a PC-owned light in the old style. Clerk has found a company who can provide spares for this old style.
- *Parishioner called about the overgrown hedge on the Lower Green path.* Street Ranger has resolved this. No phone number was left to call the parishioner back.
- *Parishioner emailed requesting the PC investigate having Electric Vehicle charging points installed in the village.* Email shared in full with council.

**Date of next meeting:**

**Wednesday 8th January 2019**

**In the Harrold Centre**