



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 8<sup>th</sup> July 2020**. To be held at 7.30pm for the transaction of the business shown on the agenda below. Due to the current government coronavirus response, the parish council will be meeting online using Zoom.us. If you wish to attend then please email or call the clerk who will share the meeting link or phone dial in details with you. If you haven't registered your intent to attend with the clerk by 6pm on the 8<sup>th</sup> July then you may not be admitted to the meeting, in line with police guidance for online meeting security.

David 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. Requests to grant dispensations for disclosed interests** – clerk has presented to the council a dispensation request from Cllr Muller in relation to agenda item 21. Dispensation has been granted to allow Cllr Muller to discuss and vote on this item, on the basis that his previous declaration of a personal interest was potentially over-cautious, and that his knowledge on the subject matter is of interest to the parish.

**5. Approval of Minutes** from the Parish Council meeting held 10<sup>th</sup> July 2020

**6. Matters arising:** Clerk's report.

Items sat with Bedford BC Highways:

- Resolving the flooding of the zebra crossing – perhaps with additional drains being installed – survey work is being carried out by Bedford BC Highways.
- The poor state of the pavement by the Fish bar – works order has been raised by Highways.
- 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 following the public consultation. Bedford BC Highways are resolving an objection/s to the changes.
- Extending the 20mph speed limit towards Lavendon
- Resolving bridge traffic lights issue/resurfacing bridge/relocating flood sensors
- Bollard for outside 94 High St (approved by the parish council June 2020)

Items sat with Street Ranger:

- Varnishing Lower Green bins
- Installing dog bag dispensers – on hold for social distancing reasons
- Cleaning benches – complete
- Installing bollard at the entrance to the Lower Green – on hold pending further discussion on this item

Items sat with 3<sup>rd</sup> parties:

- Outdoor Gym: The Great Outdoor Gym Company attended to the Outdoor Gym for the stiff cross trainer mechanism and performed maintenance activity on all the equipment. Parts need to be ordered for the cross trainer and we await the quote for fixing it – currently on hold due to furloughing within the company.
- Streetlight upgrade: EON and Zeta Group were instructed to carry out surveys of the streetlights to enable quotes to be generated, but this is currently on hold due to furloughing.
- Fence at Saxon House End: Contractor has now started this work continues to have issues obtaining palisade fencing during this period.
- RoW 3 and 4 have now been reopened following the completion works to the trees by the lake near Harewelle Way playground.

**7. Correspondence (requiring council attention):**

- *Parishioner has emailed a complaint over anti-social behaviour at the Lower Green, and requested the council move the lifebuoys/lifebag forward to enable them to plant a hedge to shield them. To be addressed by the council in agenda item 16.*
- *Two other parishioners emailed to complain about the overflowing bins and anti-social behaviour on the Lower Green. Clerk requested the part-time Street Ranger to add Wednesday to the days the bins are emptied (in addition to Monday and Friday). To be addressed further by the council in agenda item 16. Clerk requested the police Sergeant at the Rural Crime team to provide patrols: responded that he will do his best to offer this during a period where there are resource constraints set against high demand.*
- *Parishioner emailed to alert the council to parking on the grass corners (close to the new village entrance sign) at the end of Hall Close. Parishioner requests consideration of bollards or other restrictions.*
- *Parishioner has emailed to offer a stone planter to go in front of the village entrance sign on Odell Road to plant flowers in.*
- *Two parishioners have emailed to object to the extinguishment of RoW 11 (footpath) that joins New Road (essentially a dead end as it's a private road). Parish Council has previously not objected to this extinguishment on the basis that there is another footpath metres away*

that (eventually) joins to the rest of Three Shires Way. Clerk met the parishioner on site and summarised the issues for the council prior to the meeting.

## 8. Finance Report

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

### Payments to approve, Receipts for information - July 2020

| Ref #    | Invoice Date | Payment  | Details  | Gross           | Gross           |
|----------|--------------|--|--|-----------------|-----------------|
| Trans034 | 04 June 2020 | Office: Supplies                               | Sacks for Street Ranger                            | 20.00           |                 |
| Trans035 | 05 June 2020 | Other: Various                                 | Replacement defib pads - David Brough              | 108.48          |                 |
| Trans036 | 09 June 2020 | Pension contributions                          |  | 136.38          |                 |
| Trans037 | 10 June 2020 | Project: Neighbourhood plan                    | Neighbourhood Plan Consulting Fees- T Roff         | 250.00          |                 |
| Trans038 | 10 June 2020 | Cemetary Income:                               |  |                 | 641.00          |
| Trans039 | 11 June 2020 | Grass: In Trim                                 |  | 552.00          |                 |
| Trans040 | 11 June 2020 | Grant: Harrold Allotments                      |  | 1,000.00        |                 |
| Trans041 | 12 June 2020 | Cemetary Income:                               |  |                 | 168.00          |
| Trans042 | 16 June 2020 | Other: Various                                 | Lower Green sign 2: Viking Signs Ltd               | 25.43           |                 |
| Trans043 | 16 June 2020 | Other: Various                                 | Post & Concrete - Luke Clarke                      | 20.00           |                 |
| Trans044 | 17 June 2020 | Staff costs                                    | Salaries & PAYE                                    | 2,552.62        |                 |
| Trans045 | 17 June 2020 | Bottle Bank: Income                            | Q4 Jan - Mar 2020                                  |                 | 237.53          |
| Trans046 | 18 June 2020 | Other: Various                                 | Furnitubes. Bin for Harrold Centre Playground      | 480.00          |                 |
| Trans047 | 02 July 2020 | Bottle Bank: 50% share to HCC                  |  | 494.85          |                 |
| Trans048 | 08 July 2020 | Other: Various                                 | Padlocks for Saxon House end playground - David    | 11.98           |                 |
| Trans049 | 08 July 2020 | Other: Various                                 | Screws for Lower Green sign - David Brough         | 1.85            |                 |
| Trans050 | 08 July 2020 | Plants & Trees:                                | Oak on Lower Green. Heritage Arb.                  | 336.00          |                 |
| Trans051 | 08 July 2020 | Payroll: Red Shoes                             | Qtr to end June                                    | 90.00           |                 |
| Trans052 | 08 July 2020 | Other: Various                                 | Land reg search for Lower Green Oak tree - David E | 3.00            |                 |
| Trans053 | 08 July 2020 | Playgrounds: ROSPA Inspection (Playsafety Ltd) |  | 507.60          |                 |
| Trans054 | 08 July 2020 | Plants & Trees:                                | Risk Assessment. RGS Arb: VAT940 5783 11           | 660.00          |                 |
|          |              |  |  | <b>7,250.19</b> | <b>1,046.53</b> |

### 2020/21 - Balance Sheet - At July 2020

#### Accounts

|                             |                |
|-----------------------------|----------------|
| Natwest Current Account     | 34,370         |
| Natwest Bonus Saver         | 75,259         |
| Bucks Building Society      | 31,220         |
| <b>TOTAL at Bank</b>        | <b>140,849</b> |
| Funds allocated             | 117,700        |
| General Reserve (estimated) | 23,149         |
| <b>TOTAL Funds</b>          | <b>140,849</b> |

## 9. Issues decided during Covid-19 Lockdown period

To record items dealt with by the council over email during the period where physical meetings could not occur:

- APPLICATION NO: 20/00469/FUL Full Planning Application  
PROPOSAL: External alterations to 'Hill Block' to facilitate the internal conversion to an Initial Teacher Training and Community Education Facility, including new reinforced grass overflow car park and site reconfiguration  
LOCATION: Harrold Priory School The Green Harrold Bedford Bedfordshire MK43 7DB  
**Resolved** not to object. Relates to agenda item 21.
- APPLICATION NO: 20/00628/FUL Full Planning Application  
PROPOSAL: Two storey side extension, single storey side and rear extensions, render to existing dwelling and external alterations.  
LOCATION: 137 High Street Harrold Bedford Bedfordshire MK43 7ED  
**Resolved** not to object.

- **Resolved** to approve a request from a parishioner to place a memorial bench on the Lower Green in an area that does not have a bench. Bench and installation will be funded by the parishioner.

#### **10. Crime statistics and information and intelligence exchange**

Crime report covering 27<sup>th</sup> May to 30<sup>th</sup> June showed two “Assaults” (Roman Paddock/High St), one “Harassment” (No location provided), one “Sexual crime” (No location provided) and one “Theft” (Carlton Road).

#### **11. Borough Councillor’s report for Harrold Ward**

To be distributed to councillors prior to the meeting and made available on the parish council website.

#### **12. Neighbourhood Plan**

- To receive a progress update on the Neighbourhood Plan
- To approve payment of the invoice for £1200 to Regeneration Positive for support provided for the next consultation stage of the Neighbourhood Plan. Quote approved in January 2020 meeting.

#### **13. Tree Management Policy and Memorialisation Policy**

To adopt the new Tree Management Policy and Memorialisation Policy. The suggested content of these policies was discussed at the June 2020 meeting and policies circulated to councillors prior to the meeting.

#### **14. Tree works to the Lower Green and cemetery**

To appoint a contractor to carry out the works to trees on the Lower Green and cemetery, as identified by the Risk Assessment – three quotes to compare.

#### **15. Annual Playground Risk Assessment**

To note the receipt of the annual Play Safety ROSPA playground Risk Assessment.

#### **16. Management of the Lower Green**

To consider if any changes can be made to the management of the Lower Green, which has suffered from anti-social behaviour; and to approve any associated additional costs.

- Consider proposal by Cllr Bob Muller to: i) Close off just the Eastern side of the Lower Green – from the ditch to the nearest resident’s property, ii) Add to the byelaws: (a) No Ball Games (b) No playing of music – personal headphones only, iii) Plant a 6-8 ft hedge running parallel to the nearest resident’s fence – creating a buffer zone
- Consider any other changes to the management of the Lower Green, including the size/number of bins and Street Ranger work schedule

#### **17. Church clock repairs**

To approve a quote from Smiths of Derby for £1054 (Exc VAT) to repair the quarter chime auto-wind mechanism.

#### **18. Wooden posts for the Lower Green – amendment**

Proposed amendment to previous June 2020 agenda item (17) by Cllr Calver:

- To install three wooden posts (instead of just one) at a cost of £50 per post at the entrance to the Lower Green where vehicles are parking on the grass (opposite Priory Close entrance). Two current posts are rotten and will also require to be replaced to form an effective barrier.

### **19. Grant request from Harrold Cricket Club**

To consider a grant request for £980 to repair criminal damage to the cricket square. Full grant details circulated to councillors prior to meeting.

### **20. Parish Council meeting dates for 2020/21**

To decide on the future meeting dates for the parish council. In previous years the council has not met during August and December.

### **21. Special Motion – Planning Application 20/00469/FUL**

- Motion proposed by Cllrs Reger, Pedersen, Thompson: To reverse the previous decision not to object to Planning Application 20/00469/FUL at Harrold School. This decision was taken over email during the period where no physical council meetings could occur.
- Where the above motion is successful, to assess the following planning application:  
*APPLICATION NO: 20/00469/FUL Full Planning Application*  
*PROPOSAL: External alterations to 'Hill Block' to facilitate the internal conversion to an Initial Teacher Training and Community Education Facility, including new reinforced grass overflow car park and site reconfiguration*  
*LOCATION : Harrold Priory School The Green Harrold Bedford Bedfordshire MK43 7DB*

### **22. Planning Applications**

*APPLICATION NO: 20/01180/FUL Full Planning Application*  
*PROPOSAL: Single storey rear extension*  
*LOCATION: 37 Roman Paddock Harrold Bedford Bedfordshire MK43 7FR*

*APPLICATION NO: 20/01204/FUL Full Planning Application*  
*PROPOSAL: Change of use of storage area to rear of take-away unit (A5) to form one studio flat (C3) and associated external alterations*  
*LOCATION: Shop 45 High Street Harrold Bedford Bedfordshire MK43 7DA*

*APPLICATION NO: 20/01345/FUL Full Planning Application*  
*PROPOSAL: Erection of a log-cabin/shed/canopy in rear garden*  
*LOCATION: 142A High Street Harrold Bedford Bedfordshire MK43 7EA*

*APPLICATION NO: 20/01226/TPO Tree Preservation Order Application*  
*PROPOSAL: T1 Sycamore: Lift crown to 6m over road. G1 Line of 12 Beech: Reduce overhang to garden and garage by 3m to allow more light to garden. T2 Sycamore: Lift crown to 5m above ground level and reduce overhang to garden by 3m to allow more light to garden. T3 Sycamore: Lift crown to 5m above ground level to allow more light to garden. T4 Horse Chestnut: Reduce one low, overextended limb overhanging footpath by 3m to lift to 3m above ground level.*  
*LOCATION: 11 Hall Close Harrold Bedford Bedfordshire MK43 7DU*

*APPLICATION NO: 20/01186/FUL Full Planning Application*  
*PROPOSAL: Single storey front, side and rear extensions to include under floor insulation, green roof, increased roof height, canopy, deck, and landscaping scheme.*  
*LOCATION: Riverbank Carlton Road Harrold Bedford Bedfordshire MK43 7DS*

*APPLICATION NO: 20/01398/TPO Tree Preservation Order Application*  
*PROPOSAL: Beech T2: Remove to ground level*  
*LOCATION : 10 Hall Close Harrold Bedford Bedfordshire MK43 7DU*

**23. Any other business (For noting for future agendas – no decisions can be taken)**

**Date of next meeting: Wednesday 12th August 2020 (TBC)**