



Harrold Parish Council Clerk:  
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Chairman: Rev. Robert Tickle  
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## MINUTES

### Minutes of the Parish Council Meeting held 12<sup>th</sup> August 2020 at 7.30pm via Zoom video conference

1. **Public forum (Names always withheld for Data Protection)**  
No parishioners were in attendance.
2. **Present:** Cllrs R Tickle (Chair), A Foster (Borough Cllr), H Mead, A Bryce, F Ross, J Peverell, S Reger, P Pedersen, J Calver, E Thompson, B Muller, D Brough (Clerk)  
**Apologies:** H Paston (Childcare)  
**Absent:** R Barrett
3. **Disclosure of Interest** – *members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda.* None declared.
4. **Requests to grant dispensations for disclosed interests** – None
5. **Approval of Minutes** *from the Parish Council meeting held 8<sup>th</sup> July 2020*  
**Resolved** to approve the minutes.
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. TRO now in place – sign/line amendments expected by end of August.
  - Extending the 20mph speed limit towards Lavendon
  - Resolving bridge traffic lights issue/resurfacing bridge/relocating flood sensors. Expected by end of September – new traffic light system design required.
  - Bollard for outside 94 High St (approved by the parish council June 2020). Bollard on order.

Items sat with Street Ranger:

- Varnishing Lower Green bins – expected soon
- Installing dog bag dispensers – on hold for social distancing reasons
- Installing bollards at the entrance to the Lower Green – Complete

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. Zeta on hold due to furloughing. EON requires the quote to be amended to include column upgrades.
- Fence at Saxon House End – Complete

## 7. Correspondence (requiring council attention):

- *Parishioner has emailed another complaint over anti-social behaviour at the Lower Green. Clerk immediately asked the police Sergeant to send a patrol.*
- *Four parishioners emailed in relation to the school planning application (20/00469/FUL) on last month's agenda, asking the parish council to object. The parish council resolved to object at the last meeting – this application has now been withdrawn.*
- *Parishioner emailed to report persistent dog fouling on the cemetery path – requesting the "Dogs On Leads" sign be made more prominent by removing foliage, and requesting another sign on the path. Clerk has arranged for the sign to be cleared of foliage.*
- *Parishioner met with Cllr Pedersen to discuss an area of grass at the end of a pavement she wishes to see changed to tarmac, for safety reasons. The manhole cover is also proud of the grass. Clerk arranged for BT to inspect the manhole cover and connected the parishioner with a contact in Bedford BC Highways whose manager had turned down the request for tarmac works last year – no works are expected.*

## 8. Finance Report

- The following payments were approved. Income and balances were noted. Variance analysis was discussed; there were no material differences between actual spending and the budget.

Ref #	Invoice Date	Payment	Details	Gross	Income
Trans060	15 July 2020	Saxon House fence repair	The Green Room	860.00	
Trans061	15 July 2020	Brook: Skip at Town Farm	Riches Skips	268.00	
Trans062	17 July 2020	Staff costs	Salaries & PAYE	1,981.66	
Trans063	21 July 2020	Cemetary Income:			30.00
Trans064	27 July 2020	Other: Various	Concrete for posts	34.56	
Trans065	28 July 2020	Other: Various	Annual ICO fee	35.00	
Trans066	04 August 2020	Electricity: Buttermarket EON	EON	46.88	
Trans067	12 August 2020	Plants & Trees:	Upper Green - Heritage Arb	2,400.00	
Trans068	12 August 2020	Other: Various	EON Streetlight survey	240.00	
				<b>5,866.10</b>	<b>30.00</b>

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

### Accounts

Natwest Current Account	26,310
Natwest Bonus Saver	75,259
Bucks Building Society	31,220
<b>TOTAL at Bank</b>	<b>132,789</b>
Funds allocated	107,126
General Reserve (estimated)	25,663
<b>TOTAL Funds</b>	<b>132,789</b>

### 9. Casual Vacancy

*To note the resignation of Cllr Mercer and the subsequent councillor vacancy. Council must wait until after 19<sup>th</sup> August to coopt. Clerk has advertised the position on the PC Facebook page and the physical noticeboard.*

Resignation was noted. Councillors expressed thanks to Cllr Mercer for his hard work for the council over many years.

### 10. Vice Chairman

*To appoint a Vice Chairman following the resignation of Cllr Mercer. Candidates must have a proposer, seconder and a majority vote.*

No councillors stepped forward for the role.

### 11. Planning applications

#### New

- *To ratify the decision not to object to the below application, which arrived between meetings – the submission deadline could not be extended.*

*APPLICATION NO: 20/01241/S73A Retrospective planning permission Application*

*PROPOSAL: Garage conversion to home office (Development already commenced)*

*LOCATION : 7 Orchard Lane Harrold Bedford Bedfordshire MK43 7BE*

**Resolved** to ratify the decision not to object.

#### Updates on previous applications for noting (Where HPC objected)

- *20/00877/OUT... Land To The Rear Of 30 Orchard Lane... new dwelling*  
Parish Council: Objected. Bedford BC Planning: Planning permission refused.
- *20/00469/FUL... Harrold Priory School... External alterations to 'Hill Block'*  
Parish Council: Objected. Applicant: Withdrawn
- *20/01204/FUL... Shop 45 High Street... Change of use of storage area to rear of take-away*  
Parish Council: Objected. Applicant: Withdrawn.

### 12. HPFA Pavilion

*To receive a progress update on the pavilion refurbishment being undertaken by the HPFA (Harrold Playing Field Association), with financial support from the parish council.*

*"The HPFA committee are expecting works to start mid-September, with a finish date of the end of 2020. Plans are being created to ensure football can still take place during this period. Prior to this, the pavilion will be emptied to a secure store and the solar panels removed. There are still some grant applications outstanding."*

Cllr Mead to enquire if the grants that are outstanding could put a stop to the works (**Action Cllr Mead**).

### 13. Bedford BC Local Plan review

*"In line with Policy 1 of the recently adopted Local Plan 2030, work has started on the Local Plan Review. This report seeks approval of a consultation paper in order to gather from residents, statutory consultees and others with an interest in the borough comments about the content and scope of the plan. Key aspects of the review will be the allocation of additional development sites to meet higher levels of growth required by national policy and new policies to help revitalise and repurpose the town centre. Many of the recently adopted policies will however not need to be updated which will enable the plan to be prepared and submitted for formal examination by the set deadline of January 2023. A 'call for sites' will be part of the consultation."*

- *To ratify the decision to support a collective parish council response (North Beds villages) championed by Bletsoe parish Council; the intention is to hire a Planning Consultant to create a joint planning response.*

**Resolved** to ratify the decision to support a collective parish council response; cost expected to be below £100.

Cllr Reger will write a consultation response on behalf of the parish council (**Action Cllr Reger**).

### 14. Crime statistics and information and intelligence exchange

*Crime report for July 2020 showed no reported crime.*

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

*To be distributed to councillors prior to the meeting and made available on the parish council website. No written report available.*

### 16. Neighbourhood Plan

- *To receive a progress update on the Neighbourhood Plan*  
Next step for the Neighbourhood Plan is the final consultation; this will run from 18<sup>th</sup> September to 30<sup>th</sup> October. Parishioners will receive a paper survey through the door (freepost return) or can complete the survey electronically (Survey Monkey). There will also be a drop-in session at the Harrold Centre on Friday 18<sup>th</sup> September 2020 6pm to 9pm, and Saturday 19<sup>th</sup> September 2020 11am to 3pm. Following the consultation, the results will be analysed and the updated plan will be submitted to the borough council for official examination. The final step would then normally be a village referendum to formally accept the plan – unfortunately this is not allowed to happen until at least May 2021 due to government restrictions.
- *To approve the following quotes, as proposed by the Neighbourhood Plan Steering Group, in relation to the next consultation:*
  - *Bedford BC Reprographics (£700) to print the survey forms (900 x 16pgs A3 to A4 colour 300g silk cover 150g silk)*
  - *BRCC (Beds Rural Communities Charity) for Distribution (£285), Freepost returns (Est. £100), Setting up of survey on Survey Monkey and data entry (Est. £675) – based on a 25% response rate.*
  - *BLBRMC (Bedfordshire and Luton Biodiversity Recording and Monitoring Centre) to create a Policies Map for the survey and the Neighbourhood Plan (£130)*

**Resolved** to approve the quotes.

### 17. Personnel committee

*Proposed by Cllr Tickle: To create a Personnel Committee responsible for employee appraisals, independent recommendations for contract content and salary levels, amongst other items.*

**Resolved** to create a Personnel Committee formed of the following councillors: A Bryce, R Tickle, H Paston.

## 18. Annual Playground Risk Assessment and associated works

*To consider the quote from Fawns Playgrounds for remedial playground works following the annual Play Safety ROSPA playground Risk Assessment.*

Ongoing – the clerk has questions for Fawns that are outstanding. Agenda item will be placed back on the next agenda.

## 19. 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 proposals by Cllr Pedersen to:*
  - *Extend the reed area from the east further towards the west (in the direction of the Mill) to deter people entering the water there*
  - *Site two picnic tables (one to be gifted to the village by Cllr Pedersen)*
  - *Planting of wild flowers*
  - *Removing the lower foliage/brambles around the trees to remove privacy where people may be using the area as a toilet*
  - *Commissioning the creation of a wooden bin store by a local carpenter – for three wheelie bins*
- *Consider proposals by Cllr Ross to:*
  - *Add more bins at £600 each*
  - *Allow the grass to become a wild meadow by seeding and not mowing. A path could be mowed for access and the area suitable for ball games reduced*
  - *Adding two benched seats*
  - *Removing the lower foliage/brambles around the trees to remove privacy where people may be using the area as a toilet*
  - *Extend the reed area from the east further towards the west (in the direction of the Mill) to deter people entering the water here - make signage visible about not accessing the river at this point*
  - *General tidy. Remove large bramble along Well House fence.*
- *Consider proposal (if received) from parishioners living adjacent to the Lower Green, who wish to plant a hedge to create a buffer between their garden and the Lower Green; council has previously approved this idea pending receipt of a proposal.*

In reviewing the parishioner's detailed proposal, there was a **resolution** not to support the following details of the proposal:

- The wire fence in front of the hedge
- The "double" row of hedge – support was for a single line of hedge

Councillors do not feel there has been enough time to consider the parishioner's proposal fully, and in conjunction with other proposals for the Lower Green. The working group are to arrange an on-site meeting and form a holistic plan for the area and return to the council with a proposal at a future meeting.

## 20. Speed feedback sign brackets

*Proposal from Cllr Muller: To agree the purchase of an additional lockable mounting kit from Morelock Signs (£109) for mounting the speed feedback signs, to enable the repositioning of the signs without the laborious process of removing the full bracket each time.*

**Resolved** to purchase the additional mounting kit.

## 21. Daffodils near the bridge

*Proposal from Cllr Peverell: To agree to the planting of daffodil bulbs (Up to a value of £100) in an area of soil between the entrance to Hall Close and the main bridge (Harrold side).*

**Resolved** to support the planting of daffodil bulbs up to a value of £100. Cllr Peverell will clear the area prior to planting. Cllr Foster also offered to support the bulb planting from her ward fund and requested details of the size of the area (**Action Clerk**).

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

Removal of the defunct CCTV on the Lower Green to be added to the next agenda.

**Date of next meeting: Wednesday 9th September 2020 via Zoom**