



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

Minutes of the parish council meeting held 13th April 2022 at 7.30pm in the Harrold Centre

- 1. Public Open Forum:** One member of the public was present and spoke in relation to the planning application on Wood Road.
- 2. Present:** Cllrs R Tickle (Chairman), J Calver, S Reger, J Robinson, H Paston, B Muller, G Green, G Turner, P Pedersen.
Apologies accepted: Cllrs A Littlemore (Work), E Thompson (Unwell), R Barrett (Away), J Peverell (Prior commitment).
In attendance: Borough Councillor Alison Foster, D Brough (Clerk).
Absent: None.
- 3. Disclosure of Interest:** Cllr Robinson declared a pecuniary interest in the 22/00682/S73A planning application at item 10; Cllr Robinson is the planning consultant advising the applicant but does not receive additional financial benefits from a positive planning outcome.
- 4. Requests to grant dispensations for disclosed interests:** Cllr Robinson requested a dispensation against the interest declared at item 3. The request was to be able to speak during the item but not vote, on the basis that his knowledge of the application, and explaining it to the councillors, would be in the interests of those living in the council's area.
Resolved to approve the dispensation for item 10 for this meeting.
- 5. Approval of Minutes** from the parish council meeting held 9th March 2022.
Resolved to approve the minutes as an accurate record of the meeting.
- 6. Meeting attendance policy on apologies**
To adopt a Meeting Attendance policy, which includes the process for apologies.
Resolved to adopt the Meeting Attendance Policy, which contains a requirement for councillors to give their apologies directly to the Clerk before 7pm (at the very latest) on the day of the meeting.
- 7. Clerk's report:**
 - Lych gate repair: Clerk has requested 4x4 Joinery for an extended quote to cover the repair of the swing gate surround. Planning application confirmed not to be required. Awaiting the Diocese of St Albans to confirm approval of works.

- Flood channel improvements: Borough council Resilience Team are working with the Environment Agency on a feasibility study for flood channel improvements; they have also been working with landowners to clear ditches as much as possible to the north.

8. Correspondence (requiring council attention):

- *Email from a parishioner who has previously approached the parish council about funding a youth club. Details provided from an event held to engage with young people about a potential club. Next steps are for the borough council to confirm if Harrold could be included in their wider programme of professionally-run clubs, and the funding implications for parish council consideration. Noted by council.*
- *Parishioner requested a shield for the new LED streetlight outside their house. Zeta Group have confirmed they will install one. Noted by council.*

9. Finance Report

- The following payments were approved and income and balances noted. For the payment for £960 to Geertz Builders, the Clerk is to request that a step is added where there previously was one; it is approved that the Clerk will make payment before the next meeting whether the request is adhered to or not (Edit: The step was replaced following the request).

Invoice Date	Payment	Details	Method	Gross	Income
11 March 2022	Grass: In Trim	In Trim	S/O	552.00	
14 March 2022	Plants & Trees: Lower Green	Brightman trees - Alder removal	DPC	900.00	
14 March 2022	Other: Various	KING RAMPS LTD - Skate Ramp resurface	DPC	816.00	
18 March 2022	Staff costs	Salaries & PAYE	DPC	2,201.47	
18 March 2022	Harrold Centre Room Hire		DPC	108.00	
18 March 2022	Other: Various	Clarke's Outdoor Services - Rotovating LG	DPC	246.00	
22 March 2022	Training: Clerk	BATPC VAT Training	DPC	30.00	
24 March 2022	Cemetary Income:		BAC		390.00
25 March 2022	Cemetary Income:		BAC		222.00
29 March 2022	Other: Various	TRAVIS PERKINS - Rotovator hire	DPC	65.89	
04 April 2022	Cemetary Income:	BLENKHARN	DPC		168.00
05 April 2022	Pension contributions		D/D	153.34	
13 April 2022	Other: Various	Geertz Builders - LG Steps	BAC	960.00	
13 April 2022	Other: Various	ICCM - Cemetery membership	BAC	95.00	
13 April 2022	Brook: Skip at Town Farm	Riches Skips	DPC	268.00	
13 April 2022	Church Clock: Clock Repair	Smiths of Derby - fault callout	DPC	180.00	
13 April 2022	Project: Streetlights	Streetlight upgrade - Zeta Specialists	DPC	10,345.53	
				16,921.23	780.00

Natwest Current Account	34,947
Natwest Bonus Saver	11,665
TOTAL at Bank	46,612
Funds allocated	21,455
VAT Refund due	-7,832
General Reserve (estimated)	32,989
TOTAL Funds	46,612

- *As required by a Natwest review, to formally approve the addition of David Brough and Cllr Turner as signatory/admin on the current and savings accounts.*

Resolved to add both David Brough (Clerk) and Cllr Turner as signatories to the accounts.

10. Planning applications and enforcement

APPLICATION NO: 22/00555/FUL Full Planning Application

PROPOSAL: One and two storey side extension and alterations to remodel existing dwelling

LOCATION : Pantiles School Lane Harrold Bedford Bedfordshire MK43 7DE

Resolved not to object or comment on this application.

APPLICATION NO: 22/00682/S73A Retrospective planning permission Application

PROPOSAL: Part Retrospective Application for a single storey outbuilding, and the erection of a replacement boundary fence

LOCATION : 21 Wood Road Harrold Bedford Bedfordshire MK43 7BS

Cllr Robinson talked through the proposed changes within the planning application but did not vote on this item.

Resolved not to object or comment on this application.

11. Operation London Bridge

To agree any immediate actions for the parish council in the event of the death of Queen Elizabeth II.

Immediate actions discussed during this item included: Promoting the Book of Remembrance being placed at St Peter's Church, Harrold. The Chairman of the parish council is to write a statement to be added to the parish council website.

Actions: Cllr Tickle to investigate if there is a plan for bell ringing at St Peter's Church and to discuss with the Harrold Centre Committee about a second Book of Remembrance to be held there.

12. Harrold Centre grant

To consider the annual grant request from the Harrold Centre for £5k. Grant request details circulated to councillors.

Resolved to provide £2.5k of the grant now, but to request the Harrold Centre Committee apply again in 6 months if they still require another £2.5k.

13. Lime tree works

To agree the quote of £500 from Quercus Tree Specialists for the annual deadwooding of the Lime trees on The Green.

Resolved to approve this quote.

14. Standing item: Queen Elizabeth II Platinum Jubilee Working Group

Cllrs Tickle, Pedersen, Peverell, Calver.

- *To receive updates on the event on 4th June 2022 and consider any required spend for approval.*

No further spend required.

- *To discuss details to be submitted in relation to road closures on The Green.*

Councillors agreed not to request a road closure due to the extensive requirements from BBC Highways attached to events with above 150 people in attendance.

15. Standing item: Lower Green Working Group

Cllrs Tickle, Pedersen, Green, Robinson, Barrett, Turner, Littlemore.

Update on progress:

- *Wooden steps have been replaced and the central area has been rotovated following approval at the March meeting. Noted by council.*

Further improvements to the Lower Green from the Lower Green Working Group proposal:

- *To consider a hedge to cover the bare fencing on the east side of the Lower Green, including moving of the life-saving equipment away from the fence.*
 - *Hedge cost (mixed variety) to be finalised in the autumn when ready to plant – pre-approval up to £450. Labour cost from Ash Gardens of £470 including waste removal.*

Action: Lower Green Working Group to meet on site to prepare a detailed plan of the hedge location/species before returning this to a future agenda.

- *Prior to the Clerk seeking quotes, to confirm the style for a proposed bridge/crossing between the east and west sections by the riverbank.*

Action: Lower Green Working Group to meet on site to create a proposal for the bridge to allow the Clerk to then seek quotes.

Proposal from Cllr Pedersen:

- *Following the recent works to the Lower Green, to agree a plan for inspection and ongoing maintenance.*

Action: Following a lengthy discussion on this item, Cllr Reger is to prepare a plan for a practical system of inspecting parish council open spaces.

16. Borough Councillor's report for Harrold Ward

No report provided this month.

17. Clerk salary review

- It was **resolved** that, under Section 1 Paragraph 2 of the Public Bodies (Admission to meetings) Act 1960, the press and public be excluded from the meeting for the next item of business due to the confidential nature of staff matters.

The Clerk left the room.

- *Item requested by councillors at the March meeting: To agree an increase in pay scale and/or hours for the Clerk role.*

Following a discussion, it was agreed that more information was needed before making a decision on this item. Cllr Turner (Finance Committee) to investigate and advise.

18. Noting of any further items for future agendas – no decisions can be taken

No items raised.

Date of next meeting: Wednesday 11th May 2022 (Harrold Centre)

7.30pm - Annual Parish meeting (For the electors)

Annual Parish Council meeting to follow after the Annual Parish meeting