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Chairman:  
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## MINUTES

### Minutes of the Parish Council Meeting held 8<sup>th</sup> July 2020 at 7.30pm via Zoom video conference

- 1. Public forum (Names always withheld for Data Protection)**  
Four parishioners were in attendance. Three of the parishioners spoke in support of an objection to the planning application in agenda item 21.
- 2. Present:** Cllrs R Tickle (Chair), D Mercer (Vice Chair), R Barrett, A Foster (Borough Cllr), H Mead, A Bryce, F Ross, J Peverell, P Pedersen, J Calver, E Thompson, B Muller, H Paston, S Reger  
D Brough (Clerk)  
**Apologies:** None
- 3. Disclosure of Interest** – *members were invited to declare any personal or prejudicial interests they may have in any items on the Agenda.* None were declared, however, Cllr Muller had previously declared an interest in relation to agenda item 21 during the lockdown period where decisions were being taken over email.
- 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> June 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. 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: Now 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: Now complete.
- 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

- 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.

## 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	Cemetery 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	Cemetery 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).

No recorded actions.

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

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*

The draft Neighbourhood Plan has now been reviewed by the borough council and feedback has been incorporated. A further village consultation is now required. This will take the form of a paper and online survey, and a socially-distanced drop-in session between September and November 2020. Feedback will be analysed and the updated plan will then 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 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.*

**Resolved** to approve the payment to Regeneration Positive.

#### 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.*

Council reviewed, made amendments, and then **resolved** to adopt both policies. Clerk to put both policies on the council website (**Action Clerk**).

#### 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.*

**Resolved** to accept the quote of £250 from Quercus Tree Specialists.

#### 15. Annual Playground Risk Assessment

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

The assessment has highlighted a number of improvements to be made to the playgrounds. The clerk has already taken a Fawns playground rep through the issues, some of which should be covered under warranty. The swings at the Saxon House playground have been locked until the repairs have been made – potentially these will need to be replaced. A Finance Committee meeting will be required when the quotes arrive.

#### 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*

Part i) Motion **withdrawn**.

Part ii) Following a council vote, parts (a) and (b) of the motion were **not carried**.

Part iii) **Resolved** to allow the parishioners to plant a hedge along the fence boundary, on parish council land, subject to the parishioners approaching the council with their proposal. Proposal to include the following confirmation: that the parishioners will pay for the hedge and planting, the type of hedge requested, and that future maintenance will be the responsibility of the parishioners.

- *Consider any other changes to the management of the Lower Green, including the size/number of bins and Street Ranger work schedule*

Working Group to be formed to consider what changes could be made in this area. The following councillors will form the Working Group: Cllrs Tickle, Reger, Ross, Pedersen, Peverell, Barrett.

#### 17. Church clock repairs

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

Motion **withdrawn** as the works will now be covered under warranty.

#### 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.*

**Resolved** to install the wooden posts. Further request to repair the chains that have broken **(Action Clerk)**.

➤ Cllr Mead left the meeting at this point.

#### 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.*

Council voted and the motion was **not carried**. Clerk requested to clarify if the cricket club's members will be approached to fund the repairs, and what other attempts to gain funding will be made **(Action Clerk)**.

#### 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.*

Council to hold all monthly meetings, including August and December. However, if there is not enough business then the December meeting may be cancelled.

#### 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.*

**Resolved** to reverse the previous resolution to object to Planning Application 20/00469/FUL.

- 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*

**Resolved** to object to this planning application. The full objection can be found in Appendix A in these minutes.

## 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*

**Resolved** not to object, but to request that Bedford BC Planning ascertains there are no implications from this development in relation to surface flooding as it's within a flood zone.

*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*

**Resolved** to object to this planning application on the following grounds:

- The development will affect the visual amenity of Grade II listed buildings/structures: 1-3 The Green, The Buttermarket (Market House), and 5-11 The Green.
- There is no reasonable means of exit from the development

*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*

**Resolved** not to object.

➤ Cllr Paston left the meeting at this point.

*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*

**Resolved** not to object.

*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*

**Resolved** not to object.

*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*

**Resolved** not to object.

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

Request to put HPFA Pavilion renovation update on the next agenda.

Cllr Ross reported progress on the new Christmas lights for The Green. A proposal should be ready shortly.

Date of next meeting: **Wednesday 12th August 2020**

**Appendix A – Planning Application 20/00469/FUL Objection**

Harrold Parish Council has reversed a previous decision not to object to this planning application, and has now resolved to object on the following grounds:

That the proposed development would:

- Generate additional traffic movements onto a narrow, privately owned road (School Lane) with no footpath, which is currently used by schoolchildren and residents
- Cause further disruption for homeowners on School Lane as there is only one narrow entrance/exit from/to The Green and High Street area – also causing concern for residents in relation to their access and also unacceptably disrupt access for emergency vehicles
- Adversely affect the safety of road users and flow of traffic in School Lane, The Green and back to Harrold High Street, especially during peak school pickup and dropoff times
- Cause consequent harm to highways safety and exacerbate the risk of harm to children attending the adjacent school, pedestrians and those with disabilities and would therefore be contrary to the provisions of Policy 31 of the Local Plan 2030 (previously policy BE30 (iv), (v) and (vi) of the Bedford Borough Local Plan 2002) and paragraph 109 of the National Planning Policy Framework
- Cause further disruption by adding to the current parking issues on The Green as the new parking spaces in the development are likely not to fully absorb the additional vehicles using the facility
- Increased noise from vehicles and disturbance from the vehicle lights to residents on a currently quiet and dark lane