



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

Minutes of the Parish Council Meeting held 9th September 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), A Bryce, J Peverell, J Calver, E Thompson, B Muller, D Brough (Clerk), H Paston, R Barrett.
Apologies: P Pedersen (Away), F Ross (Away), H Mead (Work)
Absent: S Reger
3. **Disclosure of Interest** – *members were 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 12th August 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. Confirmed to be soon.
 - 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 confirmed to be by end of August, but this has not happened yet – clerk has chased.
 - 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
- Fixing broken bollards on The Green – requested in August

Items sat with 3rd 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 Group: furloughing has ended – quote requested. EON: requires the quote to be amended to include changes for new column ownership information – Western power have confirmed ownership of four columns. Bedford BC: Requested quote.

7. Correspondence (requiring council attention):

- *Parishioner emailed requesting speed cameras for the High St.* Circulated to councillors – item added to agenda by Cllr Calver.
- *Three parishioners emailed separately in relation to street flooding issues during the recent heavy rain.* Issue on the High St was dealt with by requesting sandbags for the parishioner from Bedford BC, who also attended to the drain problem. Issues on Orchard Lane and Mowhills are still being chased for resolution by the clerk as they are reported to have only be partly resolved.

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
Trans067	07 August 2020	Staff costs	Pension	139.18	
Trans068	07 August 2020	Cemetary Income:			110.00
Trans069	10 August 2020	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees - T Roff	250.00	
Trans070	11 August 2020	Grass: In Trim		552.00	
Trans072	17 August 2020	Staff costs	Salaries & PAYE	2,102.16	
Trans073	17 August 2020	Brook: Skip at Town Farm	Riches Skips	268.00	
Trans075	19 August 2020	Other: Various	Morelock Signs	130.20	
Trans076	28 August 2020	Cemetary Income:			110.00
Trans077	09 September 2020	Other: Various	Graffiti remover spray for skatepark	12.38	
Trans078	09 September 2020	Other: Various	Envelopes	3.99	
				3,457.91	220.00

Accounts

Natwest Current Account	23,072
Natwest Bonus Saver	75,259
Bucks Building Society	31,220
TOTAL at Bank	129,551
Funds allocated	100,727
General Reserve (estimated)	28,824
TOTAL Funds	129,551

9. Cooption

To approve the cooption of Geoff Turner to the council following an advertising campaign.

Resolved to coopt Geoff Turner to the council in absentia (Proposed Cllr Tickle, Seconded Cllr Bryce).

10. Planning applications

New

- *To ratify the decision not to object to the below application – expiry date fell before the meeting date*

APPLICATION No 19/01856/FUL TYPE: Full Planning Application

PROPOSAL: Remove grey coloured render to sloping roof at the rear of the property and replace with grey powder coated aluminium.

LOCATION : 85A High Street Harrold Bedford Bedfordshire MK43 7BJ

Resolved to ratify the decision not to object.

- *APPLICATION NO: 20/01712/FUL Full Planning Application*

PROPOSAL: Shop front alterations

LOCATION : Shop 45 High Street Harrold Bedford Bedfordshire MK43 7DA

Resolved to object on the basis that the alterations are not suitable for a conservation area and will affect the visual amenity of Grade II listed structures.

- *APPLICATION NO: 20/01776/FUL Full Planning Application*

PROPOSAL: Single storey rear extension

LOCATION : 41 Harewelle Way Harrold Bedford Bedfordshire MK43 7DW

Resolved not to object.

11. CCTV on the Lower Green

To confirm that the CCTV at the Lower Green can be switched off as the equipment is no longer functioning to a useful standard.

Resolved that the CCTV can be switched off and removed (if required).

12. Membership of the Institute of Cemetery and Crematorium Management

To approve the £95 annual membership of the ICCM to allow the clerk to receive professional advice and support in facilitating the running of Harrold cemetery.

Resolved to approve the membership application.

13. Average speed cameras

Proposal from Cllr Calver: To discuss an approach for obtaining average speed cameras for Harrold, where they could be sited, and associated costs.

Resolved to support the approach of using the current Speed Feedback Signs (VAS) to keep a record of the speeds on the High St and Odell Road to gain an understanding of the extent of speeding in Harrold. The signs will be placed in more locations and the data publicised (**Action Clerk & Cllr Muller**).

14. Crime statistics and information and intelligence exchange

Crime report for August 2020 showed: 1 Burglary - High St, 1 Harassment – High St, 2 crimes of a Sexual nature (information withheld), 1 Theft from shops – High St, 1 Theft – High St, and 1 Theft of a motor vehicle – Carlton Rd.

Request to ask the police for guidance for residents on how to mitigate against burglary (**Action Clerk**).

15. Borough Councillor's report for Harrold Ward

Distributed to councillors prior to the meeting and is available on the parish council website.

16. Neighbourhood Plan

To receive a progress update on the Neighbourhood Plan.

The Steering Group are getting close to completing the work for the Neighbourhood Plan; the next step is the final consultation on the draft neighbourhood plan, which runs from 18th September to 30th October. Residents will receive a paper survey through the door (freepost return) or can complete the survey electronically through the parish council website (Survey Monkey). Following the consultation, the results will be analysed and the updated plan will be submitted to the Bedford BC 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 Covid restrictions.

17. 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 pavilion works are still planned for mid to late September despite some grants not yet being paid across to the HPFA. These are still expected and there are no concerns. The council is ready to start paying invoices in respect of the £67k being contributed from savings.

18. Annual Playground Risk Assessment and associated works

To consider the quote from Fawns Playgrounds, who originally installed the play equipment, for remedial playground works following the annual Play Safety ROSPA playground Risk Assessment. Some of this work is covered under warranty and is free of charge.

- Harrold Centre playground: £2490
- Harewelle Way playground: £765
- Site safety fencing: £200

Resolved to approve the quote from Fawns Playgrounds.

19. Replacement of swings at Saxon House playground

The playground Risk Assessment has highlighted issues with the swings at Saxon House playground – replacement is probably the only option available. These are currently padlocked to ensure they are not used. Three quotes have been received for a like-for-like replacement and fix to the wetpour surface:

- **Fawns £5377: £2717 wood swings & disposal of old, £2460 wetpour fix, £200 safety fencing**
- Kompan £5964: £3955 steel swings & disposal of old, £2009 wetpour fix
- Kompan £6094: £4085 wood swings & disposal of old, £2009 wetpour fix
- Wicksteed £4643: £3278 wood swings & disposal of old, £1365 wetpour fix

Resolved to approve the quote from Fawns Playgrounds in full.

20. Personnel committee proposal

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 this item of business due to the confidential nature of staff matters.

Proposal from The Personnel Committee: To ensure employees' pay is in line with national parish council remuneration guidelines.

Resolved to set the clerk salary at NJC Pay Scale Point 30 and the Street Ranger/Brook Manager to be set at NJC Pay Scale Point 5.

21. Noting of items for future agendas – no decisions can be taken

No items raised.

Date of next meeting: Wednesday 14th October 2020 via Zoom