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**Minutes of the Parish Council Meeting held 11th April 2018 at 8pm at Harrold Centre main hall**

**Present:** R Tickle (Chair), B Muller, B Page, G Lloyd, D Brough (Vice Chair), L Duggan,  
R Brough (Clerk), J Peverell, R Barrett, B Page, A Foster (Bedford Borough Council), L Hoad, P Pedersen,  
**Apologies:** S Reger, D Mercer

**Public forum**

One member of the public was present, but did not speak.

1. **Disclosure of Interest** – members were invited to declare any personal or prejudicial interests they may have in any items on the Agenda. No disclosures of interest were made.
2. **Approval of Minutes** from the Parish Council meeting held 14th March 2018  
  
Council approved the minutes unanimously.
3. **Matters arising from meeting held 14th March 2018** – for information only
  - Clerk reported on the latest Action List
4. **Finance Report:**
  - a. Approval for requests for monthly payments

The following monthly payments were approved:

Ref #	Invoice Date	Payment	Details	Payments			Receipts Gross
				Gross	VAT	Net	
Trans210	19 March 2018	Office: Phone & Broadband BT	Prepay mobile phone & £20 credit - Reimburse David Brough	48.59	0.00	48.59	
Trans211	28 March 2018	Clerk Salary: R Brough		928.07	0.00	928.07	
Trans217	12 March 2018	Grant Income: A Foster Ward Fund - Scout hut redevelopment					478.50
Trans218	22 March 2018	Grant Out: United Reformed Church - Cooker	Section 137	1,500.00	0.00	1,500.00	
Trans219	22 March 2018	Other: Portable Speed Sign	Morelock Signs Ltd - VAT: GB 670817032	2,938.80	489.80	2,449.00	
Trans220	23 March 2018	Grass: In Trim	March Payment	552.00	0.00	552.00	
Trans221	23 March 2018	Payroll: Cambridgeshire ACRE		54.00	9.00	54.00	
Trans223	20 March 2018	Clerk Salary: R Brough Tax NI		78.89	0.00	78.89	
Trans224	22 March 2018	Office: Phone & Broadband BT		88.20	0.00	88.20	
Trans226	26 March 2018	Grant Out: Harrold Centre - Part 1		1,000.00	0.00	1,000.00	
Trans227	29 March 2018	Bottle Bank: Income	Quarter 3- Oct-Dec 2017				197.94
Trans228	29 March 2018	Grant Income: A Foster Ward Fund - Saxon House playground					1,000.00
Trans229	03 April 2018	Bottle Bank: 50% share to HCC		395.88	0.00	395.88	
Trans230	26 March 2018	Grant Out: Harrold Centre - Part 2		3,000.00	0.00	3,000.00	
Trans231	01 April 2018	Office: Rent		375.00	0.00	375.00	
Trans232	04 April 2018	Clerk Salary: R Brough Pension		17.53	0.00	17.53	
Trans233	09 April 2018	Cemetery Income:	Northern - Plaque for wall	48.00	0.00	48.00	
Trans234	09 April 2018	Office: Phone & Broadband BT		22.86	0.00	22.86	
Trans235	09 April 2018	Electricity: Buttermarket EON		42.69	0.00	42.69	
Trans236	11 April 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	0.00	250.00	
Trans237	11 April 2018	Brook: R Sinclair		250.00	0.00	250.00	
Trans238	11 April 2018	Grass: In Trim	April Payment	552.00	0.00	552.00	
Trans239	11 April 2018	Village Maintenance: R Sinclair	For March work	198.00	0.00	198.00	
				<b>12,340.51</b>	<b>498.80</b>	<b>11,850.71</b>	<b>1,676.44</b>

Cllr Brough talked through the Profit & Loss report: Variance analysis - Actual spend vs Budget and the Balance Sheet: Financial position.

**7. Police report:** Crime statistics and information and intelligence exchange  
(Provided to council prior to meeting via email) No actions recorded.

**8. Borough Councillor's report for Harrold Ward. (Report emailed to council via email prior to meeting and posted on the physical noticeboard by the clerk)** To be provided to the village in the latest Bridge magazine, as usual.

**9. Planning Applications for comment**

Application no: 18/00508/S73 Variation of condition application – Annexe Well House, The Green: Removal of condition 2 to allow the use of annexe as a separate dwelling (One and two storey side/front extension to form granny annexe)

No objections

**10. Update from Neighbourhood Plan Steering Committee**

**Recent update:** The date of the next committee meeting is under review as Cllr Reger is away, but is expected to be in the next two weeks. The committee have a template for the design statement from Peter Bull at Mato consultants which is under review. **Process:** The steering group has spent the last few months evaluating the village survey results and met with all landowners who had put sites forward for development. The next stage is to develop a number of potential development options. These options will be put to the village for consultation in the next few months. This is the crucial time for the village to think about where future development should take place. The Neighbourhood Plan Steering Group is looking for ways to reach as many villagers as possible to present the options and are planning a series of drop-in sessions and presentations.

**11. Harrold Centre Grant Request – Review response from the centre committee**

The centre committee have requested a recurring annual grant. Last month the council provided a one-off ex gratia payment of £4k, but would not commit to this being a recurring amount without further information from the centre committee. The Harrold Centre asked this to be moved back to the May meeting to allow them more time to prepare the requested information. **(Action Clerk)**

**12. To discuss planting new trees in Harrold**

Idea and proposal presented by Cllr Lindsay Duggan. Potential sites were provided by Lindsay and discussed. The idea of planting more trees was well-received by the council, but some sites will require further discussion and

permissions. L Duggan and Clerk to prepare a full proposal, including choice of trees, to be voted on in a future meeting:

- a) The verge on the road from Lavendon beside the new village sign  
Permission from highways needed. **(Action Clerk)**
- b) The two verges either side of the entrance to Mowhills  
Permission from highways needed. **(Action Clerk)**
- c) The village green at the opposite end of the Butter market  
L Duggan to provide exact location. **(Action L Duggan)**
- d) The grass area in front of Peaches Close in front of the Children's Play area  
This will require BPHA permission **(Action Clerk)**
- e) The cemetery by the Memorial Plaques wall near to the Carlton Road kissing gate  
Agreed in principle
- f) The two verges either side of the entrance to Hall Close  
Permission from highways needed. Possible line-of-sight issue, so careful choice of tree required **(Action Clerk)**
- g) A fifth tree at the new planting on the Odell Road at Little Odell  
Permission from Highways and Odell council is needed **(Action Clerk)**

### **13. Section 137 Grant Request from The Villager Minibus**

Application form and accounts provided.

The Villager Minibus have requested a grant to assist them with a) Covering costs, and b) assistance in purchasing a new minibus (costing £75k) in 2023.

Cllr Brough reviewed the accounts and found that revenue already covered costs (by £5k in the latest year). The balance sheet also showed that the service already had enough cash reserves to cover the cost of a new minibus. The council is keen to provide grants but on this occasion felt that it was not currently needed. The council would like to offer that The Villager approaches us for a grant in the future, when it was needed. Cllr Page and Cllr Pedersen proposed rejecting the grant application. Council voted all in favour. The Villager to be informed of decision. **(Action Clerk)**

### **14. To ratify the decision to purchase a WW1 silhouette trooper to be placed in the cemetery and moved to the Green for Armistice Day**

See appendix for the WW1 "Tommy" statue, which costs £750 + delivery.

The council would like to commemorate 100 years since the end of WW1 by placing a 6 foot WW1 "Tommy" silhouette statue made of black aluminium on the Green next to the war memorial. It will stay there for 2018 and then move to the cemetery indefinitely. As the Green is a conservation area we are applying for pre-application planning advice **(Action Clerk)**.

These statues are provided by "There But Not There" charity, who support a number of other charities such as Help For Heroes and The Commonwealth War Graves Foundation, amongst others. Statement from "There But Not There":

*"There But Not There will be the defining centenary commemoration of the end of the 1914-1918 war, installed where the men and women came from across the country, back in the communities they left behind. This project aims to Commemorate, Educate and Heal – the three aims of our charity. The project itself is the commemoration... ..designed to bring to life and create an understanding and respect for the reasons why so many lost their lives during this time. Funds raised from the sale of our Tommies will contribute directly to the work carried out by our beneficiary charities.... The Tommies and their commemorative packaging are made by the Royal British Legion Industries, appropriately, by ex-Service Veterans employed by RBLI."*

Council voted and all were in favour of purchasing the silhouette. **(Action Clerk)**

### **15. Any other business**

Drains on Odell Rd need to be checked by Highways as water is pooling there during heavy rain. **(Action Clerk)**

## 16. Annual accounts review and signoff prior to submission for audit.

Cllr Brough provided the end-of-year P&L account, Bank Account Reconciliation, list of payments and receipts, and the completed audit form to be sent for internal and then external audit. Cllr Bob Page checked the figures on behalf of the rest of the council and found it to be accurate. Council voted unanimously to approve the annual accounts. Send information to internal auditor **(Action Clerk)**

## 17. Correspondence:

- a) S Meadowcroft has emailed outlining his alarm and distress at the new flood warning signs. He would like a smaller sign, or the current one removed. He'd also like to know what solution we have, and the budget set aside, for the 20mph signs that are being hit by lorry wing mirrors.

The Council confirmed that they supported the use of a technical solution to the issue of informing road users of flooding at the bridge. However, the council were not informed of the date of installation or the look of the signs. It is agreed that the sign is larger than expected, but the council would like to see what it looks like when it's working. The importance of the function of the signs (from a safety aspect and the well-running of the village) is expected to outweigh the aesthetics, but the council will ask Highways if there is a smaller version of the sign **(Action Clerk)**. It is also noted that the sign sits in Odell Parish, so some consultation may be required.

The positioning of the 20mph signs was taken under advice from the borough Highways team – ownership and maintenance issues will also be the responsibility of Highways and their budget. Clerk to request Highways to straighten the signs **(Action Clerk)**. Clerk to respond to S Meadowcroft **(Action Clerk)**.

**Meeting ended at 9.40pm**

## Appendix:

<https://shop.therebutnotthere.org.uk/collections/all-products/products/6-tommy>



