



Harrold Parish Council Clerk:
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Chairman:
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Minutes of the Parish Council Meeting held 12th September 2018 at 7.30pm at Harrold Parish Council Office

Public forum

No members of the public were present. John Calver was present for Cooption.

1. **Present:** R Tickle (Chair), B Muller, B Page, G Lloyd, R Brough (Clerk), A Foster (Bedford Borough Council), P Pedersen, D Mercer, R Barrett, D Brough (Vice Chair), J Peverell
Apologies: L Duggan, S Reger
2. **Disclosure of Interest** – no disclosures of interest.
3. **Approval of Minutes** from the Parish Council meeting held 20th July 2018
Council approved the minutes unanimously and the Chairman signed them.
4. **Matters arising from meeting held 20th July 2018:**
Clerk reported on the latest Action List. No material items.
5. **Cooption of John Calver**
There are currently two vacancies on the council and we have one applicant interested in the position.
Cooption proposed by Cllr Tickle and seconded by Cllr Barrett. Approved unanimously.
6. **Finance Report:**
 - a. Approval for requests for monthly payments
The following monthly payments were approved:

Ref #	Invoice Date	Payment	Details	Method	Gross	Payments		Receipts Gross
						VAT	Net	
Trans091	01 August 2018	Office: Rent		SO	375.00	0.00	375.00	
Trans092	02 August 2018	Electricity; Buttermarket EON		DD	36.80	0.00	36.80	
Trans093	02 August 2018	Clerk Salary: R Brough Pension		DD	42.86	0.00	42.86	
Trans094	06 August 2018	Project: Neighbourhood plan	Expenses: Annual Royal Mail prepay for questionnaires	Int Trf	116.40	0.00	116.40	
Trans095	06 August 2018	Project: Neighbourhood plan	T Roff: Questionnaire	Int Trf	600.00	0.00	600.00	
Trans096	07 August 2018	Village Maintenance: R Sinclair	For July work	Int Trf	442.00	0.00	442.00	
Trans097	08 August 2018	Office: Phone & Broadband BT		DD	36.72	0.00	36.72	
Trans098	10 August 2018	Brook: R Sinclair	For July work	SO	250.00	0.00	250.00	
Trans099	10 August 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	SO	250.00	0.00	250.00	
Trans100	13 August 2018	Grass: In Trim	Aug Payment	SO	552.00	92.00	460.00	
Trans101	13 August 2018	Plants & Trees: Harewelle Way playground	Heritage Arboriculture	Int Trf	648.00	108.00	540.00	
Trans102	13 August 2018	Brook: Skip at Town Farm	Riches skips	Int Trf	187.00	31.17	155.83	
Trans103	20 August 2018	Clerk Salary: R Brough Tax NI		SO	70.22	0.00	70.22	
Trans104	20 August 2018	Clerk Expenses	Bin Stickers Cemetery	Not paid	9.00	0.00	9.00	
Trans105	20 August 2018	Clerk Expenses	Black bin bags for new litterpicker	Not paid	14.03	0.00	14.03	
Trans106	20 August 2018	Clerk Expenses	Printer ink	Not paid	49.49	0.00	49.49	
Trans107	11 September 2018	Clerk Expenses	Black bin bags for Litterpicker	Not paid	10.00	0.00	10.00	
Trans108	28 August 2018	Clerk Salary: R Brough		SO	918.22	0.00	918.22	
Trans109	31 August 2018	Village Maintenance: R Sinclair	For Aug work	Int Trf	24.00	0.00	24.00	
Trans110	01 September 2018	Office: Rent		SO	375.00	0.00	375.00	
Trans111	04 September 2018	Electricity; Buttermarket EON		DD	37.32	0.00	37.32	
Trans112	06 September 2018	Clerk Salary: R Brough Pension		DD	42.86	0.00	42.86	
Trans113	07 September 2018	Brook: Skip at Town Farm	Riches skips	Int Trf	187.00	31.17	155.83	
Trans114	10 September 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	SO	250.00	0.00	250.00	
Trans115	11 September 2018	Grass: In Trim	Sep Payment	SO	552.00	92.00	460.00	
Trans116	11 September 2018	Office: Phone & Broadband BT		DD	29.47	0.00	29.47	
					6,105.39	354.34	5,751.05	0.00

b. Profit & Loss report: Variance analysis - Actual spend vs Budget

If you apportion the budget to Apr-Sept then it appears that we have overspent on Miscellaneous by £4k due to the work on the bollards on the Green and the Saxon House fencing replacement. However, this early in the year it is not a cause for concern and should even itself out. No other concerns at this point – the rest is fairly in-line.

c. Balance Sheet: Financial position

No material change in the balance sheet/financial position from the previous month. Total funds of £166k with £25k of that as unallocated reserves.

7. Crime statistics and information and intelligence exchange

Crime report provided to council prior to the meeting.

No actions recorded.

8. Borough Councillor's report for Harrold Ward

Report to be posted on the physical noticeboard and the website under "Communications" (Action Clerk).

9. Planning Applications for comment

a) **APPLICATION NO:** 18/02269/FUL Full Planning Application

PROPOSAL: Demolition of existing outbuildings and erection of 1.5 storey side extension with dormers, single storey side extension, single storey side/rear extension and external alterations including cladding and amendments to windows.

LOCATION: 137 High Street Harrold Bedford Bedfordshire MK43 7ED

No objections

10. Update from Neighbourhood Plan Steering Committee

Approve spend to create "Village Design Statement" to consultant Jonathan Duck.

Quote has not been received, so this action will be deferred to the next meeting. (Action Clerk).

Next steps: 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 and a Village Design Statement. Landowners who had previously submitted land for inclusion have been contacted to confirm they are still putting their sites forward. Once confirmed, these options will be put to the village for consultation in the next few months via a questionnaire.

11. Review public responses to the public consultation over the new yellow lines around the Green and on the High Street

Response and approach to be agreed and then provided to BBC Highways for action/dismissal/modification.

Decision on this is being deferred to the October meeting as Mrs Brown could not attend again. Cllr Tickle had heard from the new headteacher at HPA (Mrs Brown) that buses might be stopping for the coming school year. This would affect the need for yellow lines opposite the bus stop. The headteacher has been invited to this meeting where we would also like to discuss how best to improve parking around the Green with assistance/input from the school. The council was sympathetic to the responses to the consultation in the June meeting and would like to explore all options.

12. Acknowledge conclusion of the annual external audit for 2017/18

Mazars, our external auditor, have concluded a successful audit for the prior year.

Acknowledged by the council.

13. Review/approve quote for playground fixes following the ROSPA safety report

Includes replacing the fort at Harrold Centre playground and various smaller fixes at the Harrold Centre and Saxon House End playgrounds.

Approved quote for £8,500 from Fawns Playgrounds if the works to the stepping stones are removed – it is felt that this is not needed, and it did not appear in the ROSPA report. Removal of the existing fort will need to be carried out prior to the works. **(Action Clerk)**.

14. Lifebuoys/bags on the lower green

To confirm that the council has no issues with the Borough Council installing a life bag by the river at the Lower Green following a serious incident recently. The inflatable life bags are being supported by the Fire Service as an alternative to life buoys, which are commonly vandalised/removed. Life bags are stored in a coded box, the same as the village defibrillators. The cost of the box and bag are to be funded by the Fire Service, with only the cost of installation to be covered by the Parish Council.

Unanimous decision to pay for the installation of the life bag/box with a sign added to highlight the recent fatality, the pockets of deep water and strong currents. Actual wording to be advised by the Fire Service **(Action Clerk)**.

15. New trees for Harrold as proposed by the Plant & Tree Working Group

To vote on a proposal for new trees created by councillors Lloyd and Duggan.

A slide deck with proposed tree locations for new trees was presented by Cllr Lloyd. Locations were well-received by the council. Cllr Lloyd will add expected tree growth/size to the slide deck and then make this available to the parishioners on the council website. Cllr Lloyd will also look for quotes and approach homeowners near the sites to notify them of the new trees **(Action Cllr Lloyd)**. Questions that arose: Why don't BBC mow the grass at the end of Hall Close? **(Action Clerk)**. Has the tree next to the bench at Mowhills died? **(Action Clerk)**

16. Any other business

Cllr Barrett raised the issue of the nauseous odour from nearby farming land during spreading this summer. He feels this is more than simply "country smells"; this has been reported across the borough. Borough Councillor Foster had already received complaints and had raised them with Biogen, the company responsible. Cllr Foster stated that legally the digestate should be "ploughed in" within 24 hours, but feels that Biogen's machinery is not ploughing it in deep enough and is merely scratching the surface. Cllr Barrett to supply Cllr Foster with a complaint

on behalf of the Harrold residents who has complained to him so that she can pursue this further. **(Action Cllr Barrett)**

Portable speed sign: Cllr Lloyd noted his disappointment that he sends the speed sign data to the police but they do not have the resources to act. He also notes that the SpeedWatch group are still getting used to aligning/siting the sign correctly. The group have listened to residents' feedback in choosing sites, and welcome further suggestions.

17. Correspondence:

- a) *Parishioner is concerned with the state of the pavement outside number 67 Odell Road (an approx. 50 metre stretch). Pictures of the surface have been sent to BBC Highways with a request to resurface. Borough highways have agreed to resurface parts of this section.*
- b) *Parishioner has requested that the pavement between Eagle Way entrance and Mansion lane entrance is widened to its original width. The verge has slipped and soil is narrowing the pavement. This has been raised with BBC Highways. BBC Highways have agreed to remove this soil and reinstate the footpath.*
- c) *Parishioner has brought to our attention that his house was backed into by a lorry recently, causing substantial damage to the roof. Large vehicles manoeuvre in that area and this is felt to be an ongoing risk to property and pedestrian safety; it is the Old Smithy right next to the entrance of the school. Parishioner has contacted BBC and asked for various options for bollards to be fitted and would like Parish Council support. BBC responded initially with interest but have not yet provided any options. Council is supportive of the idea of a bollard in this location, although no vote was taken at this stage – BBC Highways to be chased for options. **(Action Cllr Muller)***

Date of next meeting: Wednesday 10th October 2018
In the HARROLD CENTRE