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Minutes of the Parish Council Meeting held 13th June 2018 at 7.30pm at Harrold Parish Council Office

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

Apologies: J Peverell, R Barrett.

Public forum

No members of the public were present.

- 1. Disclosure of Interest** – members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda. Cllr Muller declared an interested in the item to discuss responses to the “Yellow Line consultation”, as he had written one of the responses. Cllr Muller will not vote on this item.
- 2. Approval of Minutes** from the Parish Council meeting held 9th May 2018
Council approved the minutes unanimously.
- 3. Matters arising from meeting held 9th May 2018:**
Clerk reported on the latest Action List. No material items.
- 4. Finance Report:**
 - a. Approval for requests for monthly payments
The following monthly payments were approved:

Payments to approve, Receipts for information - June 2018

Ref #	Invoice Date	Payment	Details	Method	Payments			Receipts
					Gross	VAT	Net	Gross
Trans043	10 May 2018	Other: Green Bollards, Saxon Fence, Centre Gate We	FL Build - Bollards, fence, gate weld	Int Trf	4,491.60	748.60	3,743.00	
Trans044	11 May 2018	Other: WW1 Tommy Statue	Remembered Trading Ltd	Int Trf	776.30	0.00	776.30	
Trans045	11 May 2018	Other: Various	C Darbon - Saxon Playground Age sign	Int Trf	24.00	0.00	24.00	
Trans046	11 May 2018	Cemetery income:	Double plot payment with gravestone	Cheque				641.00
Trans048	18 May 2018	Other: Internal Audit	Julie Betts	Cheque 0770	135.00	0.00	135.00	
Trans049	11 May 2018	Other: Various	Website updates - Bespoke media	Int Trf	84.00	0.00	84.00	
Trans050	18 May 2018	Clerk Expenses	2 x A4 paper block	Int Trf	9.50	0.00	9.50	
Trans051	18 May 2018	Membership: BATPC (Beds Assoc Town & Parish Councils) Annual		Cheque 0768	359.00	0.00	359.00	
Trans052	18 May 2018	Clerk Expenses	Stamps	Int Trf	8.04	0.00	8.04	
Trans053	18 May 2018	Playgrounds: ROSPA Inspection (Playsafety Ltd)		Int Trf	495.60	82.60	413.00	
Trans054	24 May 2018	Clerk Expenses	3 Outdoor combination padlocks for Dove Lane	Int Trf	98.85	0.00	98.85	
Trans055	24 May 2018	Clerk Expenses	Envelopes, A4 Paper block	Int Trf	9.75	0.00	9.75	
Trans056	03 June 2018	Office: Phone & Broadband BT		DD	29.49	4.91	24.58	
Trans057	03 June 2018	Electricity: Buttermarket EON		DD	48.21	0.00	48.21	
Trans058	20 June 2018	Clerk Salary: R Brough Tax NI		SO	78.89	0.00	78.89	
Trans059	04 June 2018	Clerk Salary: R Brough Pension	Direct debit	DD	42.86	0.00	42.86	
Trans060	28 June 2018	Clerk Salary: R Brough		SO	974.16	0.00	974.16	
Trans061	01 June 2018	Office: Rent		SO	375.00	0.00	375.00	
Trans062	10 June 2018	Brook: R Sinclair	For June work	SO	250.00	0.00	250.00	
Trans063	08 June 2018	Village Maintenance: R Sinclair	For June work	Int Trf	174.00	0.00	174.00	
Trans064	08 June 2018	Grass: In Trim	June Payment	SO	552.00	92.00	460.00	
Trans065	20 June 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees-T Roff	SO	250.00	0.00	250.00	
Trans066	11 June 2018	VAT Refund received	To end of Apr 2018	Int Trf				5,134.85

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

If you apportion the budget down to 3 months (ie Apr-Jun) 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.

5. Crime statistics and information and intelligence exchange

Crime report provided to council prior to the meeting. 2 domestic disputes, 1 harassment, 1 "sending letters with intent to cause distress".

No actions recorded.

6. Borough Councillor's report for Harrold Ward.

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

7. Planning Applications for comment

None

8. Update from Neighbourhood Plan Steering Committee

Approve spend to Regeneration Positive consultants to produce the questionnaire for the village to ascertain reaction to available sites for housing.

Spend expected to be just under £1000 and the questionnaire is expected to be carried out in September this year. Saxon approved unanimously.

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

Quote was not received in time, 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 will need to be contacted to confirm they are still putting their sites forward (Action Clerk). Once confirmed, these options

will be put to the village for consultation in the next few months via a questionnaire. 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.

9. Review ROSPA safety report

To review the play area safety report from an inspection carried out by RoSPA Play Safety Ltd.

The council reviewed the report and agreed to look into the following items of work:

- Turfing the edge of the Outdoor Gym at the country park where a step (trip hazard) has been created by use. Clerk to find out if we can get one of the rangers to water the turf **(Action Clerk)**.
- Harrold Centre playground: A replacement fort in the toddler area as the current one has reached end-of-life. Sleeves for the top of the “basket” swings to cover the brackets, replacement ropes for the same swing.
- Saxon House End playground: Sleeves for the top of the swing’s chains and a cover for the gate latch.

10. Review grant request from Dancevybz Dance Academy

Dancevybz Dance Academy have requested a grant of £3k to support their attendance at the UDO Street Dance World Championship in Glasgow.

The council feels that it has limited opportunity to support this age group, so welcomes the approach of Dancevybz; 10 young adults from Harrold will be attending the championship. Cllr Hoad proposed offering the full amount, seconded by Cllr Duggan. All voted in favour. Clerk to reach out to Dancevybz to arrange payment under Section 145 of the Local Government Act 1972, “Provision of entertainments”. **(Action Clerk)**

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 has been deferred as Cllr Tickle has heard from the new headteacher at HPA 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 the next meeting where we would also like to discuss how best to improve parking around the Green with assistance/input from the school. The council is sympathetic to the responses to the consultation and would like to explore all options. Clerk to let BBC Highways know of delay, and respond to correspondence on this topic **(Action Clerk)**.

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

The centre committee have responded to the “Request for information” the council put forward in March 18. The RFI was to provide more information to allow the council to consider the committee’s request for an annual grant payment. The council provided a one-off ex gratia payment of £4k in March 2018, but would not commit to this being a recurring amount without further information.

“The council has been, and remains, fully supportive of the Harrold Centre. We realise that village halls aren’t hugely profitable due to the nature of the business and we also appreciate the time and effort put in by the volunteers of the Centre Committee. This, and the need for a village hall, is why the council has so far been forthcoming with substantial financial support over the years. The recent financial support totals £142,600. The originally pledged £80k for the redevelopment was later topped up with an extra £50k, which was then topped up in June last

year with another £8.6k to assist with the final stages of development. A further £4k was then provided this March.

Given this extraordinary financial support which has been provided to the Harrold Centre, the Council was surprised to learn about the further request for a "Rent for the Harrold Centre playground". We understand that this request was based on some legal advice obtained by the Harrold Centre. To be clear, to the Council this request goes against the understanding which has been in place for some time between the Council and the Harrold Centre that playground facilities (the equipment for which is funded by the Council) should be provided for the benefit of the village. As an aside we believe that the recent refurbishment of the playground paid for by the Council makes the Harrold Centre a significantly more attractive destination for events hosting children, thus further benefitting the Harrold Centre. Moreover, and perhaps more importantly, given that the Council has been the largest single financial supporter of the Harrold Centre redevelopment this legal advice seems to be based on a lack of appreciation of the actual support that the Council has provided, and continues to provide, to the Centre. The Council is therefore not minded to make any payments under this heading.

The council appreciates the business plan and cashflow forecasts the centre has provided but is concerned that the Centre Committee is in danger of over-stretching itself financially. Based on your current income projections and the further works planned under Phase 2, the Council finds it difficult to envisage a scenario in which the Harrold Centre would not be financially dependent on the Council for significant continuing support. Of particular concern to us is that the loss of the largest customer of the Centre would severely affect the ability to repay the development loan. The council does not wish the loan to be defaulted on and a bank taking possession of the Centre, and will therefore, no doubt, again look favourably on the request for annual future grants. However, you must appreciate that the current Council cannot bind its successors, and this view may not be shared by them. Also, the Council is under a duty to manage its finances prudently and take the diverse interests of the village into consideration when making spending decisions. While we do not want to interfere with the management of the Centre, against this background, we ask you to consider whether the planned further expenditure is critical or could be deferred until the financial foundation for the Centre has been strengthened.

Separately, the Council has been considering additional ways to support the Centre. We think it would only be appropriate if the Council were to host all of its future meetings at the Centre, as a paying customer, to support your business model.

Chairman Robert Tickle is interested in becoming a Representative Member of the Committee (representing the Parish Council) at Committee meetings but does not wish to become a Trustee."

13. To discuss progress on the proposal for planting new trees in Harrold

Draft proposal provided for further decision-making.

Advice on the choice of tree for each location has been received from Heritage Arboriculture. Cllr Lloyd and Cllr Duggan have formed a working group to take the plan forwards, and to consider a strategy for replacing trees around the village in the future (new for old). At a future date this approach will then be presented to the council for approval.

14. To discuss repairs to the lychgate at St Peter's church

Gates have fallen into disrepair; rotten wood and the brackets have fallen off. The Lych gates date back to 1908 and will need replacing like-for-like.

Council will seek quotes to replace the single swing gate and the post it attaches to. **(Action Clerk).**

15. Any other business

None

16. Correspondence:

- a) Parishioner would like the council to advise of the current position of the site allocation process as part of the Neighbourhood Plan and the potential timescale.
Clerk to send update as above. **(Action Clerk)**
- b) Parishioner is concerned over the potential proposal to plant trees by the memorial wall, due to the blockages caused by leaves in the wall's drainage channels, in addition to the current levels of autumn leaf fall from the many trees in that area.
Comment has been received by the "Trees" working group and they will keep this in mind.
- c) Parishioner from Hall Close objects to trees being planted on the area he maintains. He feels there are plenty of trees in that area already, and that they will cause an obstruction.
Comment has been received by the "Trees" working group and they will keep this in mind.
- d) Parishioner on the High St is concerned about the proposal to put a yellow line opposite the bus stop as it will affect their ability to park by their house. Email printed off for discussion during agenda item 11.
Clerk to send update as above. **(Action Clerk)**
- e) An agent acting on behalf of a parishioner would like to know the current position of the Neighbourhood Plan site allocation process and the potential timescale.
Clerk to send update as above. **(Action Clerk)**

Date of next meeting

Wednesday 11th July 2018