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Chairman:
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Minutes of the Parish Council Meeting held 14th March 2018 at 7.30pm at Parish Council Office

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), D Mercer

Apologies: L Hoad, P Pedersen, S Reger

Public forum

No members of the public attended.

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 February 2018

Council approved the minutes unanimously.
3. **Matters arising from meeting held 14th February 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	VAT	Net	Gross
Trans193	20 February 2018	Other: Various	K Staynor- Laptop repair & Anti-virus software	199.55	0.00	199.55	
Trans194	20 February 2018	Clerk Salary: R Brough Tax NI		78.89	0.00	78.89	
Trans195	20 February 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	0.00	250.00	
Trans196	23 February 2018	Other: Various	FL Build Ltd; Replacement of bollard on the Green	420.00	70.00	350.00	
Trans197	23 February 2018	Maintenance: Outdoor Gym - Quarterly Maintenananc	FL Build Ltd: Quarterly gym service	420.00	70.00	350.00	
Trans198	28 February 2018	Clerk Salary: R Brough		928.07	0.00	928.07	
Trans199	01 March 2018	Office: Rent		375.00	0.00	375.00	
Trans200	01 March 2018	Clerk Salary: R Brough Pension		35.06	0.00	35.06	
Trans201	06 March 2018	Electricity: Buttermarket EON		48.01	2.29	45.72	
Trans202	09 March 2018	Office: Phone & Broadband BT		22.80	3.80	19.00	
Trans203	12 March 2018	Brook: R Sinclair		250.00	0.00	250.00	
Trans204	12 March 2018	Village Maintenance: R Sinclair		150.00	0.00	150.00	
Trans205	12 March 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	0.00	250.00	
Trans206	12 March 2018	Plants & Trees: Heritage Arboriculture	Heritage Arbo - Village Green Trees Maintenance	2,160.00	360.00	1,800.00	
Trans207	12 March 2018	Brook: Skip at Town Farm	Paul Riches Skips	187.00	31.17	155.83	
Trans208	12 March 2018	Other: Various	R Brough reimbursement; defib pads	50.00	0.00	50.00	
				5,824.38	537.26	5,287.12	0.00

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

Cllr Brough presented the 2018 Risk Assessment. Risk Assessment was approved and no actions were taken.

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)

To be provided to the village in the latest Bridge magazine, as usual.

9. Planning applications

Application no: 18/00372/FUL Full Planning Application
Proposal: Single storey rear extension & single storey front porch
Location: 45 Orchard Lane Harrold, MK43 7BP

This is a repeat of what was received last month. Clerk to double-check nothing has changed between versions.
(Action Clerk)

10. Update from Neighbourhood Plan Steering Committee.

The next steering committee meeting will be held on the 18th of April 2018. 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

To review the proposal created by Cllr S Reger to be presented to the Harrold Centre Committee in response to their request for the Parish Council to provide annual grant funding of £4k to the Centre in order to cover the shortfall between Centre revenues and costs and cover the repayments of the loan they took out to complete the recent refurbishment. They would also like two members of the Parish Council to join the Harrold Centre Committee. The proposal was approved and will be sent to the centre committee (Action Clerk). It was proposed that we grant the request for a one-off payment of £4k this year to ensure the centre does not run into immediate financial difficulties. However, the decision around making this an annual payment will be linked to a satisfactory response to the proposal. The proposal looks to have answered a number of concerns raised by the council including, but not limited to: understanding the extent of repairs still needed on the centre (eg the heating system), the centre's detailed financial situation and financial plans, details of the loan

agreement that the Centre Committee entered into, and details around councillors becoming trustees (conflicts of interest, voting powers and whether the council could become a Corporate Trustee).

12. To discuss the purchase and use of a mobile speed camera sign

Proposal from the Parish Council Speedwatch team is to buy and operate a mobile speed sign for Harrold. The aim is to impact driver behaviour to help improve road safety for the community. The sign can be moved around locations (between existing posts/lampposts) and will record bi-directional speed/time data. It will display approaching speeds and display a message to the driver. It's a proven method of improving driver behaviour/awareness, assist the Speedwatch team's coverage allowing them to inform the police of hotspots (The data is acceptable to the police). Price is £2100 + VAT and a tripod is £349. The tripod will allow it to be used during Speedwatch sessions. Council approved proposal unanimously. BBC Highways must approve the use of the equipment and equipment must be ordered **(Action Clerk)**.

13. To approve the final design for the new village entrance signs

Gary Lloyd has now incorporated feedback from the Harrold Twinning Association. Council unanimously approved the latest design. The design has been placed in the April/May edition of the Bridge magazine. Signs to be ordered at a cost of £7,340. No VAT to be paid. **(Action Clerk)**.

14. Section 137 Grant request from Harrold URC for a replacement cooker

The council discussed the request using the Section 137 grant policy for structure. In particular, the council agreed that due to the numbers of people being benefiting during social events (particularly focusing on older people) that a) the grant would bring a direct benefit to the area or any part of it for some or all the inhabitants, and b) that the benefit gained would be commensurate with the expenditure incurred. This means that the council would not spend a disproportionately large amount on something which has no, or very little, direct benefit. Clerk to transfer funds to the URC **(Action Clerk)**.

15. To approve the quote for the wall by the bridge (replacing the metal railings)

Quote has been modified to allow for some clearing of the site, and to add some stepping down of the wall. Wall height remains at 700mm, but now in a number of steps down the incline, and 6 feet back from the road. Quote is now £11,790 (Wall) + £1,689.31 (Stepping down) + £579.88 (Site clearing). No VAT to be paid. Approved by full council. Contractor to be given the go-ahead. **(Action Clerk)**

16. Any other business:

Annual maintenance of St Peters clock took place. There are some repairs needed. The parish council will receive a letter outlining the repairs needed and the cost of these repairs.

17. Correspondence:

- a) Request from a Harrold resident who would like the Parish Council to consider purchasing one of the WW1 silhouette troopers to be placed on the Village Green
>The council liked this idea and are looking into where to buy the statues. It could be placed in the cemetery during the year and then onto the Green for Armistice day. The decision will be ratified at the next council meeting. **(Action Clerk)**
- b) A resident has written to the council concerned with the state of the pavement outside number 34 & 38 Orchard Lane
>Highways have put a temporary fix in place until they receive their new budget, where they will fix the pavement properly.
- c) A resident wrote to the Parish Council to ask if the council would walk around Roman Paddock Estate after 6pm to see the parking issue residents are experiencing.
>Council agreed the situation was not ideal, but that it was a problem inherent in the design of housing/street by the developer and there was nothing the Parish Council could do.
- d) A resident has written to the Parish Council to ask that the hedge which runs along the footpath next to 11 Meadway be cut back as it is overgrown
>Maintenance contractor to trim this hedge **(Action Clerk)**

Date of next meeting

Wednesday 11th April 2018