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Chairman:
Rev. Robert Tickle
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Minutes of the Parish Council Meeting held 20th July 2018 at 7.30pm at Harrold Parish Council Office

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

Apologies: R Barrett, D Brough, J Peverell

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 Reger declared an interest in planning item A as his property backs on to it.
- 2. Approval of Minutes** from the Parish Council meeting held 13th June 2018
Council approved the minutes unanimously and the Chairman signed them.
- 3. Matters arising from meeting held 13th June 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:

Ref #	Invoice Date	Payment	Details	Method	Payments		
					Gross	VAT	Net
Trans067	11 June 2018	Clerk Expenses	Printer ink	Int Trf	23.92	0.00	23.92
Trans068	14 June 2018	Grant Out: Dancevybz		Int Trf	3,000.00	0.00	3,000.00
Trans069	25 June 2018	Office: Phone & Broadband BT	Qtrly payment	DD	109.56	0.00	109.56
Trans070	14 June 2018	Training: Cllrs	BATPC	Int Trf	50.00	0.00	50.00
Trans071	18 June 2018	Maintenance: Outdoor Gym - Quarterly Maintenance	FL Build	Int Trf	420.00	70.00	350.00
Trans072	18 June 2018	Other: WW1 Tommy Statue & Install	FL Build install	Int Trf	300.00	50.00	250.00
Trans073	22 June 2018	Harrold Centre Room Hire	HC Hall hire - April May meetings	Int Trf	72.00	0.00	72.00
Trans074	22 June 2018	Church Clock: Clock Repair	Smith of Derby	Int Trf	559.20	93.20	466.00
Trans075	03 July 2018	Electricity: Buttermarket EON		DD	40.01	0.00	40.01
Trans076	04 July 2018	Cemetery Income:	Headstone & Base: Fraser	Cheque			
Trans077	20 July 2018	Clerk Salary: R Brough Tax NI		SO	90.44	0.00	70.22
Trans078	04 July 2018	Clerk Salary: R Brough Pension	Direct debit	DD	42.86	0.00	42.86
Trans079	28 July 2018	Clerk Salary: R Brough		SO	918.22	0.00	918.22
Trans080	01 July 2018	Office: Rent		SO	375.00	0.00	375.00
Trans081	10 July 2018	Brook: R Sinclair	For June work	SO	250.00	0.00	250.00
Trans083	04 July 2018	Village Maintenance: R Sinclair	For June work	Int Trf	228.00	0.00	174.00
Trans084	08 July 2018	Grass: In Trim	July Payment	SO	552.00	92.00	460.00
Trans085	10 July 2018	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	SO	250.00	0.00	250.00
Trans086	11 July 2018	Office: Phone & Broadband BT		DD	33.28	0.00	33.28
Trans087	13 July 2018	Electricity: Street EON	Qtrly payment	DD	387.56	0.00	387.56
Trans088	17 July 2018	Clerk Expenses	Black bin bags for Lower Green	Int Trf	12.00	0.00	12.00
Trans089	27 July 2018	Other: Various	Fasthosts domain annual fee - Clerk expense	Not paid	22.79	0.00	22.79
Trans090	18 July 2018	Plants & Trees: Lower Green Willows	Heritage Arboriculture	Int Trf	1,110.00	185.00	925.00
					8,846.84	490.20	8,282.42

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

If you apportion the budget to Apr-Jul 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.

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**). Of note were Alison's donation of £1k towards the HPFA pavilion and £1k to the church for new seating.

7. Planning Applications for comment

a) **APPLICATION NO:** 18/01535/FUL Full Planning Application

PROPOSAL: Demolition of existing agricultural barn and erection of new dwelling.

LOCATION : Town Farm House 76 High Street Harrold Bedford Bedfordshire MK43 7BH

*Council feels there was not enough detail provided in the application regarding the building materials, but would like the applicant to use materials in-keeping with the historic barn and house on either side of the site and use materials like stone and similar roof tiles. Comments to be provided to BBC Planning (**Action Clerk**).*

b) **APPLICATION NO:** 18/01571/LBC Listed Building Consent Application

PROPOSAL: Emergency heating alterations to existing systems

LOCATION : The Dovecote The Mansion 126 High Street Harrold Bedford Bedfordshire

No objections

c) **APPLICATION NO:** 18/01569/FUL Full Planning Application

PROPOSAL: Alterations, extensions and general refurbishment to the Mansion, Coach House and the Dovecote.

LOCATION : The Dovecote The Mansion 126 High Street Harrold Bedford Bedfordshire
No objections

8. Update from Neighbourhood Plan Steering Committee

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 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 September meeting as Mrs Brown could not attend. 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.

10. To discuss providing litter picking equipment for The Green Army group who are volunteer litterpickers in Harrold and adjoining villages

The Green Army Group were approached by the council to see if we could provide support for their work. Renee Allen would appreciate if the council could provide 8 bag hoops and 6 litterpicker sticks.

Council voted unanimously to support the group and purchase the equipment for long term use (Cost c. £170). **(Action Clerk)**

11. Ratify decision to have the Lower Green Willow trees maintained and one of the trees to be made safe

There are five trees that need attention: Three were Pollarded by Heritage Arboriculture in June 2013 and it's a process that needs to be repeated in order to avoid significant failures. They should be re-Pollarded roughly every 3 -5 years, so it is that time again. Two others have previously been coppiced to Ground level and these two need work. One of the trees has begun to collapse causing safety concerns particularly with the number of people using the area. In addition, branches have been snapped, possibly by people hanging on them, leaving pockets of decay.

Spend ratified (£1110).

12. Any other business

The Tree working group (Cllrs Lloyd and Duggan) has met and has begun an audit of the existing trees that are Parish Council responsibility. They are also looking at proposals for new trees and are likely to propose an approach at the September meeting.

Cllr Hoad has resigned. Council would like to advertise for councillors on the physical noticeboard and Facebook page (**Action Clerk**).

13. Correspondence:

- a) Parishioner from Church Walk would like the Brook to be cleared outside her house.
This has already been carried out.
- b) Parishioner in Harewelle Way would like the trees thinned on Harewelle Way playground as they are blocking light to her windows.
Approved due to the density of trees and proximity to the parishioners windows.
- c) Parishioner has asked for CCTV for the Lower Green due to the anti-social behaviour over the summer. Council would like to get on PCSO back on about visiting the lower Green regularly as we are a large village.
Council would like to have the PCSO perform regular patrols given the size/population of the village; they believe that Harrold should be prioritised somewhat.

Date of next meeting

Wednesday 12th September 2018