



Harrold Parish Council Clerk:
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Chairman:
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MINUTES

Minutes of the Parish Council Meeting held 9th October 2019 at 7.30pm at the Harrold Centre

Public forum (Names always withheld for Data Protection)

- Parishioner attended in relation to the new bollards on the Green and a number of other issues in relation to improvements/changes the Parish Council had made to the look of the village.
- Parishioner requested that the dog waste bins be emptied more regularly, especially over the summer. These are emptied by the Borough Council. The Parish Council informs the Borough Council when they haven't been emptied – parishioner to let the Parish Council know if they spot an issue.
- Parishioner requested that the council employ an ecologist to monitor the clearing of the brook. The Parish Council currently follows Environment Agency guidelines when clearing the brook, but the Clerk will investigate if the council can do more to protect brook wildlife whilst keeping the brook free of blockages (**Action Clerk**).
- Parishioner attended to support the replacement of the fence on Church Walk, which is in a poor state.

1. **Present:** Cllrs R Tickle (Chair), D Mercer (Vice Chair), R Barrett, R Brough (Clerk), A Foster (Bedford Borough Council), J Peverell, J Calver, P Pedersen, H Mead, A Bryce, B Muller, F Ross.
Apologies: Cllrs S Reger. E Thompson
2. **Disclosure of Interest** – *members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda.* Cllrs Tickle and Ross declared an interest in agenda item 11 – “Request for funding from Harrold Centre Committee”. Cllrs Tickle and Ross sit on the Harrold Centre Committee. The councillors will share information if requested, but will not vote.
3. **Cooption of new councillors** – *To agree to the cooption of either Geoff Turner or Heather Paston. The council currently has only one councillor vacancy remaining.*
Both candidates gave their backgrounds and interests in becoming a councillor. The council felt both candidates were very strong, and Cllr Tickle proposed that BBC Democratic Services are

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approached and asked for a Governance Review to increase the number of councillor positions – all agreed this unanimously. Clerk to investigate the process (**Action Clerk**).

4. Approval of Minutes from the Annual Parish Council meeting held 11th September 2019. **Resolved** unanimously to approve the minutes and the Vice Chairman signed them.

5. Matters arising: Clerk’s report on the Actions List.

- Two quotes received for refurbishing the 12 Parish Council owned streetlights, both at approximately £10k. Reaching out to a third company for a quote.
- Manchester bollards on The Green to replace the concrete bollards: locations decided with Borough Council Highways – now on waiting list.
- BBC Highways’ proposal for parking restrictions on the High St and Green has been accepted – remain on waiting list.
- Creation of Saxon House End parking information flyer still in progress
- Requested information from Wilstead PC regarding ANPR cameras

6. Finance Report:

a) The following payments were approved, and income and balances were noted.

Ref #	Invoice Date	Payment	Details	Payments Gross	Receipts Gross
Trans117	05 September 2019	Clerk Salary: R Brough Pension		73.38	
Trans119	09 September 2019	Other: Various	Land registry checks: Church Walk	9.00	
Trans125	09 September 2019	Brook: Skip at Town Farm	Riches skips	262.00	
Trans126	10 September 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	
Trans128	11 September 2019	Grass: In Trim	August Payment	552.00	
Trans129	12 September 2019	Precept Income	2nd half		37,354.00
Trans130	16 September 2019	Street Ranger	Litter & Brook	878.04	
Trans131	16 September 2019	Project income: Harrold Calendar	JES Heating		36.00
Trans132	17 September 2019	HMRC PAYE Liability		314.41	
Trans133	17 September 2019	Clerk Salary: R Brough		784.88	
Trans134	17 September 2019	Other: External Audit		480.00	
Trans136	17 September 2019	Payroll: Red Shoes		86.40	
Trans137	17 September 2019	Grant Out: Harrold & Carlton Football Club		1,100.00	
Trans139	17 September 2019	Project income: Harrold Calendar	D Mercer		36.00
Trans140	18 September 2019	Project income: Harrold Calendar	G Tusting		44.00
Trans143	03 October 2019	Grant Income: Alison Foster Ward fund - Calendar			750.00
Trans144	09 October 2019	Church Clock: Clock Repair	SMITHS OF DERBY VAT: GB 125677259	180.00	
				4,970.11	38,220.00

Accounts

		£
Natwest Current Account	Current Balance	55,297
Natwest Bonus Saver	Balance	75,108
Beds Bucks Herts	Balance	31,034
TOTAL		161,439

- b) To note the successful conclusion of the 2018/19 external audit carried out by Mazars. Completion letter and approved annual statements were noted by the council.
- c) To agree new members to the Finance Committee and discuss any changes in the operation of the committee
Cllr Bryce agreed to join the Finance Committee.

7. Crime statistics and information and intelligence exchange

Crime report covering 28th August to 24th September showed one instance of “Assault without injury” on Carlton Road, one instance of a “Dog dangerously out of control” on Carlton Road and one “Theft” on School Lane.

No recorded actions.

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8. Borough Councillor's report for Harrold Ward

Report has been uploaded to the Communications section of the council website. Report also available from the Clerk on request.

9. HPFA sports pavilion refurbishment

£100k of council savings were held aside for renovations to the scout hut and sports pavilion. The scout hut work is now complete and £70k remains for the pavilion. In addition, the council is holding £1,479 of Ward funding for the Scouts' indoor climbing wall. Bob Woodward (HPFA) has provided a schedule for £90,500 of works and is requesting £3k from the £70k allocation to cover the creation of detailed building plans. Cllrs Mead and Calver agreed to form a sub-committee and they met with HPFA in September.

Bob Woodward attended the meeting to support this request and explain the schedule of works.

Resolved to provide £3k from the £70k allocation to cover the creation of detailed building plans. Council requested Bob Woodward to provide an itemised breakdown of the spend.

Discussion included a suggestion that the HPFA also approach Carlton & Chellington Parish Council for Section 137 funding, as a number of parishioners from this parish who use the facilities would benefit from the development of the pavilion.

10. Revisit to council meeting dates

Request from Cllr Bryce to discuss reinstating December and August meetings. These were previously removed due to the holiday periods affecting whether the council was quorate.

No actions recorded. Noted that Extraordinary meetings can be used for urgent business, should a December or August meeting be required.

11. *Amended* Request for funding from Harrold Centre Committee

To approve a funding request of £5k from the Harrold Centre Committee as outlined in the below request from HCC Chairman Duncan Gray. Previously the council had treated the request as £5k inclusive of the cost of resurfacing the carpark. Duncan Gray has since advised that the request is for £5k and the resurfacing (and sending of requested quotes) will happen at a later date.

"Further to our recent conversation, I am writing on behalf of the Harrold Centre Committee to ask the Parish Council for a further grant of £5,000 this year to support the Centre and help us cover our additional expenses in running the building and for projects to be undertaken. The Council were good enough to give us a grant last year and this was put to very good use towards our considerable expenditure for 2018/19. Already this year we have had the expense of putting in acoustic tiling in the main hall to help with the sound problems we encountered and this has been a success... <removed car park resurfacing request>... I sincerely hope that the Council will look favourably on this request at your next meeting and I look forward to hearing from you that the grant request has been approved."

(Note: This can be funded without using Section 137, under Local Government Act 1976 Spending on village halls/community centres, Sect. 19)

Phil Briggs (New HCC Chairman) attended to represent the grant application on behalf of the Harrold Centre Committee.

Resolved to approve the grant request of £5,000. Council requests the latest copy of the HCC accounts, for their records. (Proposed: Cllr Mercer, Seconded: Cllr Bryce. 1 Abstain, 2 did not vote due to declared interests)

12. Church Walk fencing and tree works

The council is aware of the poor state of the fence along Church Walk and has spent considerable time trying to find the correct owner; this has proved unsuccessful and the area appears to lack ownership.

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To review a quote from Street Ranger Luke Clarke for fixing the fence or removing it: 1. to replace broken posts/panels is £2300 and, 2. to remove the fence and place in the council skip is £500 labour.

Council requested more detail be added to the quote. To be looked at again in the November meeting (**Action Clerk**).

13. Village entrance signs

The village entrance signs have now arrived with their wooden posts. To approve a BBC Highways quote to install the signs and to agree the precise sign locations. Note that a survey will need to be carried out at the Hall Close location to check for services.

The installation quote from BBC Highways did not arrive in time. Council would also like to review/reconsider the location of the sign past the junction with Odell so it's correctly sited in terms of parish boundaries. The boundary between Harrold and Odell meanders along Odell Road; however, the Post Office (and presumably some parishioners) consider some of these houses to be part of Little Odell, despite their location within the Harrold boundary.

14. Planning Applications

Neighbouring Parish Consultation: APPLICATION NO: 19/02059/FUL Full Planning Application PROPOSAL: Single storey side and rear extensions LOCATION: Riverbank Carlton Road Harrold Bedford Bedfordshire MK43 7DS

Council objected to the original planning application in relation to a new build at Riverbank, however has no grounds to object to the additional extension work.

15. Update from Neighbourhood Plan Steering Committee

- *Progress & Next Steps:* First drafts of the Neighbourhood Plan and Village Design Statement have been received from the respective consultants and are due to be reviewed at the Neighbourhood Plan Steering Committee meeting next week. Further updates to follow that meeting. Minutes will be uploaded to the council website.
- *Request for payment: Peter Bull – 1st instalment of Draft Neighbourhood Plan - £1820*
Resolved unanimously to approve payment (**Action Clerk**).

16. Any other business

Cllr Muller confirmed that a proposal for the Christmas lights for the Green will be sent out over email shortly.

17. Correspondence:

- *Parishioner emailed about the flooding occurring on the pedestrian crossing on The Green. She was keen to have the crossing made into a raised crossing. Email shared with the council.*
Clerk raised a ticket with BBC Highways to resolve the flooding issue and informed the parishioner why the "raised crossing" did not progress when it was discussed with the parish council in a prior year: BBC Highways quoted a very high cost for the works, alerted us to the potential noise/complaint issue related to cars travelling over the "hump" and informed the council that additional signs would be needed along the High St to alert drivers of the crossing. Council noted.
- *Parishioner emailed requesting advice on how to deal with cars belonging to homeowners on the High St parking in Mowhills. Emails shared with the council.*
BBC Highways have reiterated that a homeowner does not have the right to park outside their own house, or even a right to park on the road at all. Enforcing where other drivers park is also not something that can be controlled in this instance.
Council noted the advice from BBC Highways.

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- *Parishioner emailed regarding parking at Saxon House End. Parishioner confirmed that finding space for parking was a struggle in that area, and that some householders are not using their drives, but that they've never had an issue with the road being blocked. Council noted.*
- *Parishioner rang about an overgrown hedge on the path by the Lower Green. On inspection, it belongs to a house along the path. Council noted.*

Date of next meeting:

Wednesday 13th November 2019

AT THE URC NOT THE HARROLD CENTRE