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Chairman:
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MINUTES

Minutes of the Parish Council Meeting held 11th September 2019 at 7.30pm at the Harrold Centre

Public forum (Names always withheld for Data Protection)

Note: Independent advice has been sought from a Parish Council guidance body over how to minute a complaint towards a councillor raised in the public forum. BATPC advice: "The minutes are the official record of council decisions – that is their primary purpose. They are not a record of the public's views, although of course public views inform council decisions... advice is not to record."
Four parishioners attended to provide further information in relation to agenda item 6 – "Crime Statistics and Intelligence Exchange".

- 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, E Thompson, A Bryce, B Muller.
Apologies: Cllrs S Reger, F Ross.
- 2. Disclosure of Interest** – members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda. Cllr Tickle declared an interest in agenda item 13 – "Request for funding from Harrold Centre Committee". Cllr Tickle sits on the Harrold Centre Committee. Cllr Tickle will share information if requested, but will not vote.
- 3. Approval of Minutes** from the Annual Parish Council meeting held 10th July 2019. **Resolved** unanimously to approve the minutes and the Vice Chairman signed them.
- 4. Matters arising:** Clerk's report on the Actions List.
 - In progress: 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: planning advice received from Borough Council that we can proceed

- Locked throwline life bag installed by Borough Council. Additional unlocked life buoy installed by Parish Council to complement each other: locked life bag protected from vandalism and life buoy for speed of access.
- BBC Highways' proposal for parking restrictions on the High St and Green has been accepted – remain on waiting list.
- Village entrance signs have been chased repeatedly and confirmed to be completed within the next month.

5. Finance Report:

The following payments were approved and income noted.

Ref #	Invoice Date	Payment	Details	Payments Gross	Receipts Gross
Trans078	05 July 2019	Clerk Salary: R Brough Pension		73.38	
Trans079	10 July 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	
Trans080	11 July 2019	Grass: In Trim		552.00	
Trans086	15 July 2019	Electricity: Street EON	Qtrly payment	483.60	
Trans087	16 July 2019	Grant out: Harrold Cricket		1,900.00	
Trans088	16 July 2019	HMRC PAYE Liability		100.20	
Trans089	16 July 2019	Clerk Salary: R Brough		951.88	
Trans090	16 July 2019	Street Ranger		530.00	
Trans091	17 July 2019	Project income: Harrold Calendar	The Retreat		36.00
Trans092	18 July 2019	Project income: Harrold Calendar	Daniel James		36.00
Trans093	19 July 2019	VAT Refund received	HMRC		15,564.54
Trans094	25 July 2019	Project income: Harrold Calendar	Paul Young		36.00
Trans095	26 July 2019	Project: Buttermarket and Lockup renovation	Final Payment - DG Stonemasons	2,278.48	
Trans096	29 July 2019	Project income: Harrold Calendar	No.68		36.00
Trans097	30 July 2019	Cemetery Income:			67.00
Trans098	05 August 2019	Electricity: Buttermarket EON		29.07	
Trans099	05 August 2019	Clerk Salary: R Brough Pension		73.38	
Trans100	05 August 2019	Brook: R Sinclair	July work	400.00	
Trans101	06 August 2019	Brook: Skip at Town Farm	Riches skips (2x emptied)	426.00	
Trans102	07 August 2019	Project income: Harrold Calendar	Cash collected		108.00
Trans103	09 August 2019	Grant Income: Neighbourhood Plan (2nd)	GROUNDWORK UK		6,587.00
Trans104	12 August 2019	Other: Various	ICO GDPR Annual Payment	35.00	
Trans105	12 August 2019	Grass: In Trim		552.00	
Trans106	12 August 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff	250.00	
Trans107	13 August 2019	Project income: Harrold Calendar	Cheques: Jon Walsh, Harry Brown		72.00
Trans108	14 August 2019	Maintenance: Skate ramp resurface	King Ramps VAT 917655791	1,008.00	
Trans109	14 August 2019	Clerk Salary: R Brough		784.88	
Trans110	14 August 2019	HMRC PAYE Liability		347.44	
Trans111	14 August 2019	Plants & Trees: Cemetery trees	Heritage Arb	264.00	
Trans112	14 August 2019	Grant out: Harrold Twinning Assoc	Awarded prior year	250.00	
Trans113	14 August 2019	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees- T Roff (Questionn	300.00	
Trans114	14 August 2019	Street Ranger	Litter & Brook	992.68	
Trans115	28 August 2019	Cemetery Income:			641.00
Trans116	03 September 2019	Electricity: Buttermarket EON		29.78	
Trans117	11 September 2019	Cemetery Income:			441.00
Trans119	11 September 2019	Other: Various	Land registry checks: Church Walk	9.00	
Trans120	11 September 2019	Other: Various	Glasdon: Life ring holder & 3 rings	478.88	
Trans121	11 September 2019	Other: Various	Sacks for Street Ranger	30.05	
Trans122	11 September 2019	Other: Various	Fasthosts: Annual email hosting fee	22.79	
Trans123	11 September 2019	Other: Various	Fasthosts: Monthly email mailbox fee	6.59	
Trans124	11 September 2019	Other: Various	UK Planning Maps: Bollards on Green planning submiss	15.60	
Trans125	11 September 2019	Project: Harrold boundary signage	Village Sign Company	7,070.00	
Trans126	11 September 2019	Project: Neighbourhood plan	Village Design Statement - Jonathan Duck	6,317.00	
Trans127	11 September 2019	Plants & Trees:	Pay RGS tree inspect	330.00	
				27,141.68	23,624.54

Balances were noted:

Accounts

		£
Natwest Current Account	Opening Balance (01 April 2019)	39,732
	Current Year Receipts:	136,850
	Current Year Payments:	-154,434
	Transfers in/out from Savings:	0
	Current Balance	22,148
Natwest Bonus Saver	Balance	75,108
Beds Bucks Herts	Balance	31,034
TOTAL		128,290

6. Crime statistics and information and intelligence exchange

Crime report covering 27th July to 27th August showed two instances of “Assault” on School Lane and one “Theft” on the High St.

Council would like to investigate the use of ANPR cameras to record cars coming in and out of the village as other Parish Councils have done (**Action Clerk**). Council requests a PCSO to attend a future council meeting (**Action Clerk**).

Cllr Foster to arrange another Community Safety forum for the public; potentially for November. Clerk to await confirmation and then assist in advertising.

7. To set “crime priorities” for the Community Priority Setting meeting run by Beds Police

To set the crime priorities for Harrold for the Community Priority Setting meeting held by Beds Police on 18th September at Bedfordshire Police HQ, Kempston.

Cllr Tickle to attend the Priority Setting meeting. Priorities set as Visible Policing, Rogue Trading and Drug use.

8. Coop shop break-in

To discuss if anything can be done to prevent any further break-ins at the shop following an incident where a vehicle was driven into the shop to make access for the thieves. BBC Highways confirmed, upon request by the Parish Council, that the pavement is not wide enough for any type of barrier/bollard to stop vehicles being used to break into the shop.

After some discussion it was resolved that there were no actions the Parish Council could take, given the definitive response from BBC Highways. Cllr Tickle praised the staff for their general commitment to the village and their resolve at dealing with this incident.

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 approximately £70k remains for the pavilion. Bob Woodward (HPFA) attended the July meeting to provide an update to the council on the progress on creating the pavilion plans. Bob has now provided a schedule for £90,500 of works and wishes to have an informal meeting (suggestion is September) with a council committee to discuss the works.

To discuss the schedule of works and to nominate which councillors would be interested in forming a sub-committee and taking this forward with HPFA now that David Brough has resigned from the council.

Cllrs Mead and Calver have agreed to form the sub-committee to meet with HPFA in September (**Action Clerk**). The council noted the HPFA’s proposal.

10. Lockup re-mortaring completion

The lockup re-mortaring was completed over the summer using a traditional lime-base mortaring technique. To note the quality of the work carried out by DG Stonemasons in Harrold, the quality of which was noted by Heritage England.

The council noted the exceptional quality of the works and asked the Clerk to prepare a note of thanks to Darren Graham at DG Stonemasons (**Action Clerk**).

11. Borough Councillor’s report for Harrold Ward

Distributed to councillors and to be added to the “Communications” section of the council website.

12. Grant request from Harrold & Carlton Football Club

To approve a grant request for £1285 from Harrold Cricket Club. “HCFC provides football training and matches for children age 5-18 in and around Harrold. We are run solely by local volunteers

(parents) from Harrold and surrounding villages. The grant is for some new and additional equipment. We have recently grown again in our U9 age group meaning we can add an additional team to the club. This additional team means we need additional resources; new goals are required to allow the children to play. We are also looking to replace a set of older goals which are 12 years old and the bags that store the equipment. The children and volunteers will all benefit from having new equipment instead of us muddling with old equipment. The new team also means we do not lose any local players to teams outside of the immediate area which has been the case recently."

(Note: Quote for equipment provided)

Resolved by unanimous vote to approve the grant request up to the value of £1100 due to the Section 137 spending limit imposed by the Local Government Act.

13. Request for funding from Harrold Centre Committee

To approve a funding request from the Harrold Centre Committee as outlined in the request from HCC Chairman Duncan Gray:

"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. In the near future we will have to re-lay the car park gravel which is no cheap job. It is disturbed by users from the village parking there and also by the bottle bank lorry coming in on a regular basis and this is a heavy vehicle causing potholes. 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)

Resolved to request the Harrold Centre Committee to seek two quotes for re-laying the car park in advance of the next meeting so that the funding request can be viewed with more clarity.

14. 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. The council has also had an inspection report carried out by an independent tree expert as we had been made aware that the large Beech tree was a potential risk of decay. A quote has also been received from Heritage Arboriculture to rectify the issues on the back of the inspection report for £600 (Exc VAT).

To discuss how to treat the fencing and grassy area, and to approve works to the tree.

Resolved to approve the tree works and to seek a quote for the fence repair (**Action Clerk**).

15. Saxon House End parking

Parishioner emailed previously regarding verge parking and careless parking causing an obstruction for an emergency vehicle in Saxon House End. Council confirmed that they would investigate what restrictions were agreed in the "turning area" between the developer and BBC at the time of adoption. BBC Highways have confirmed that no restrictions were agreed, but that such areas were usually for turning only.

To discuss whether to send an information flyer to nearby houses. To then agree the wording, which may include requesting more careful parking and notifying them of the previous obstruction to an emergency vehicle.

Clerk to prepare an information flyer for council approval (**Action Clerk**).

16. Planning Applications

To ratify the decision to send existing objection letter to Planning Inspectorate:

APPEAL BY: Catesby Promotions Limited - Ed Barrett

PROPOSAL: Demolition of existing agricultural buildings and outline planning permission for residential development of up to 90 dwellings (Use Class C3) including means of access into the site (not internal roads) and associated highway works, with all other matters (relating to appearance, landscaping, scale and layout) reserved.

PLANNING NO: 19/00842/MAO Major Outline

INSPECTORATE NO: APP/K0235/W/19/3234032

LOCATION: Land Adjacent Harrold Lake Odell Road Harrold Bedfordshire

Resolved to ratify the decision to send the existing objection letter to the Planning Inspectorate.

To ratify the decision taken over email not to object to:

APPLICATION NO: 19/01780/TPO Tree Preservation Order Application

PROPOSAL: T1 - Cedar - Crown Thin by 20%, removing all deadwood and damaged branches, before crown lifting the tree to 4 - 5 metres.

LOCATION: 9 Hall Close Harrold Bedford Bedfordshire MK43 7DU

Resolved to ratify this decision.

To ratify decision taken over email not to object to:

APPLICATION NO: 19/01639/COU Change of Use Application

PROPOSAL: Change of use from Class A2 (estate agent) to Class D1 (Podiatry clinic)

LOCATION: 59 High Street Harrold Bedfordshire MK43 7BH

Resolved to ratify this decision.

To ratify response agreed by council over email to object to:

APPLICATION NO: 19/01461/FUL Full Planning Application

PROPOSAL: Erection of a new access gate and wall

LOCATION: Riverbank Carlton Road Harrold Bedford Bedfordshire MK43 7DS

"Harrold Parish Council does not object to the wall and gates on the property boundary, but does object to the extension of the stone wall it has recently built. By extending this wall and joining it to the Riverbank property boundary it will give the impression that this area is all private property, instead of being an area open to the public. Further, this wall extension will be on Highways property as it extends beyond the boundary of the property. This land is not in Harrold Parish, however, Harrold Parish Council has recently agreed with BBC Highways to take responsibility for the area, including the building of the stone wall and landscaping of the area."

Resolved to ratify this decision.

17. Update from Neighbourhood Plan Steering Committee

- The Village Design Statement, which forms an integral part of the Neighbourhood Plan, has been received by the steering committee. It will now be circulated to the rest of the council.
- Cllr Bryce added that it focused on materials which would be suited to the history of the village and possibly not suit the newer developments. The Neighbourhood Plan has come in over budget. It can be viewed as an investment as we will receive a larger portion of CiL funds from any development; the ability to control how and where development occurs cannot be quantified.
- The next meeting of the Plan Steering Committee is set for 15th October.

18. Confidentiality resolution

It was **resolved** that discussion of the item “Consideration of applicants for Clerk position and appointment of new clerk” be treated as confidential business under the terms of Public Bodies Act 1960 s.2 (Admission to Meetings). The public and press were excluded from discussion of this item.

Four candidates were interviewed by a committee of four councillors (which included the Chair and Vice Chair) who recommended appointing one of the candidates, David Brough. Cllr Tickle proposed, Cllr Mercer seconded, and this was approved unanimously. **Resolved** to appoint David Brough to start the clerk role in June next year.

19. Any other business

Cllr Muller has been investigating the use of laser projectors for the Christmas lights on The Green. He socialised a draft proposal with the council for feedback, with the intention of returning to the October meeting with a firm proposal. Cllr Muller was asked if there were white light versions of the projectors without patterns.

Cllr Bryce asked the council to reconsider the absence of August and December meetings – previously these had been removed due to the number of councillors not being available, and the council requirement to be quorate. Clerk to place this on the October agenda (**Action Clerk**).

Request to chase up BBC to empty the dog waste bins, some of which were full (**Action Clerk**).

Cllr Barrett discussed a work meeting he had attended with Connected Kerb, an Electric Vehicle charging provider. He believes their product and business model would likely suit BBC and could be an opportunity for Harrold and surrounding villages. He found this company particularly interesting because of their connectivity, longevity and potential for building a platform for future use. The key benefits are: 1) Integration of fibre connectivity infrastructure at the same time - so providing free wifi where the charge points are installed, 2) Potential for use as a 5G antenna, 3) the charging component is buried in the ground so improving longevity and minimising maintenance. The business model supports contributions to installation and profit share from energy revenue.

20. Correspondence:

None requiring council attention.

Date of next meeting:

Wednesday 9th October 2019