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Minutes of the Parish Council Meeting held 8th November 2017 at 7.30pm at Parish Council Office

Present: R Tickle (Chair), B Muller, P Pedersen, J Peverell, D Mercer, D Brough (Vice Chair), L Duggan
R Brough (Clerk), R Barrett, S Reger, S Payne, L Hoad, A Foster (Bedford Borough Council)

Apologies: None

Public forum

Attended by the homeowner of one of the thatched cottages on the Green, and Tina, the thatcher. Tina gave a technical explanation of thatching and how the trees are exacerbating the growth of moss, and are dropping debris into the thatch. When asked what she would like done to the trees, Tina confirmed she would like the trees closest to the cottages pollarded (crowned). The homeowner spoke about the financial burden of the increased maintenance of the thatch.

1. Council to meet Bob Page and agree whether to co-opt him onto the council.

Bob introduced himself as a past member of the council. Previously Bob was the vice chair. He is no longer working away and has more availability for council meetings. Robert proposes that Bob is co-opted, seconded by Pat. All voted and unanimously voted Bob onto the council.

2. Approval of Minutes from the Parish Council meeting held 11th October 2017
Minutes approved unanimously.

3. Matters arising from meeting held 11th October 2017 – for information only

- Clerk reported on the month's Action List
- Pat Pedersen agreed to take on the Neighbourhood Watch role for 3-6months so we can keep on top of the issues within the parish.
- Clerk requested to ask Neighbourhood Plan consultant Trevor Roff to assist in working out if there is a further grant available from the Borough for the plan. **Action Clerk**

4. Finance Report:

The following payments were approved:

Ref #	Invoice Date	Payment	Details	Payments			Receipts Gross
				Gross	VAT	Net	
Trans123	11 October 2017	Project: Neighbourhood plan	Royal mail postal licence	4.32	0.72	3.60	
Trans124	11 October 2017	Village Maintenance: R Sinclair		150.00	0.00	150.00	
Trans125	11 October 2017	Brook: R Sinclair		250.00	0.00	250.00	
Trans126	11 October 2017	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees: T Roff, Housing Theme report	500.00	0.00	500.00	
Trans127	20 October 2017	Clerk Salary: R Brough Tax NI		78.89	0.00	78.89	
Trans128	19 October 2017	Bottle Bank: Income	Quarter 1- April-June 2017				197.94
Trans129	30 October 2017	Clerk Salary: R Brough		935.86	0.00	935.86	
Trans130	01 November 2017	Office: Rent		370.00	0.00	375.00	
Trans131	03 November 2017	Electricity: Buttermarket EON		46.69	2.22	44.47	
Trans132	08 November 2017	Office: Phone & Broadband BT		21.76	3.62	18.14	
Trans133	07 November 2017	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees: Trevor Roff	250.00	0.00	250.00	
Trans134	07 November 2017	Project: Neighbourhood plan	Neighbourhood Plan Consulting Fees: baseline report templates	600.00	0.00	600.00	
Trans135	07 November 2017	Plants & Trees: Memorial Wreath	Remembrance Wreath	65.00	0.00	65.00	
Trans136	07 November 2017	Other: BDO External Audit	BDO	720.00	0.00	720.00	
Trans137	07 November 2017	Project: Neighbourhood plan	Survey Monkey- David Mercer	174.00	28.98	145.02	
				4,166.52	35.54	4,135.98	197.94

5. Police report: Crime statistics and information and intelligence exchange

(Provided to council prior to meeting via email)

Council agreed on the priorities for the Police Neighbourhood Priority Setting report in advance of the next quarterly meeting where councillors will voice the concerns of Harrold residents. The council has decided to put Harrold's top priority as the lack of visual policing in the village which increases the presence of other concerns in Harrold such as drug use, drug dealing, anti-social/illegal parking and speeding.

6. Borough Councillor's report for Harrold Ward.

Alison provided her Borough Councillor's update. Alison would like all councillors to submit a response to the 2035 Housing Plan consultation which is due in by midday on Nov 9th. **Action all Councillors and Clerk**

7. Planning applications

No planning applications received.

8. Update from Neighbourhood Plan Steering Committee.

The Steering Group is now working through one of the main phases of this two-year project, assessing the evidence gathered relating to the various possible development sites in the village and the numbers of dwellings which would be appropriate and acceptable to residents. We are also meeting with site agents and developers during November. The results of this process will be included in a draft Neighbourhood Plan, which will be finalised during early 2018. Further consultations will follow next year.

9. Council to review plans for village entrance signage.

G Lloyd presented revised quotes for village entrance signs. Prices have gone up about a £150 per sign and the council are looking at purchasing three – one for each entrance to the village. Lavendon have a similar sign and Cllr Pedersen would like to ask the Lavendon Parish Council where they purchased their signs. There is approximately a 10 month wait from ordering to delivery. The council would like the sign company to do a pencil sketch of a possible sign. **Action G Lloyd and Clerk**

10. Council to discuss report received from RGS Arboricultural Consultant regarding Village Green trees

Council requested an independent report on how to maintain the tree at the Green, in relation to the request to pollard/crown the trees to protect the thatched cottages. Council noted that the report stated that the trees were currently being well-maintained and that only light maintenance was required. R Barrett would like to know how close to end-of-life the trees are and suggests that if they are nearing the end then we could have a plan for replanting that was more sympathetic to the thatch (in relation to both the tree location and type of tree). A short, medium and long term plan is needed. Clerk to meet with Borough Council arboriculturalist to get advice on all of the above, including the related constraints of being within a Conservation area. **Action Clerk**

11. Council to look at playground designs submitted for a possible refurbishment of Saxon House End playground.

Playground proposal was not received in time for this meeting. Place on agenda for December. **Action Clerk**

12. Council to discuss Bedford Highway Department's revised plan for the painted road lines on the High St and Green.

Council approved the revised line marking plan suggested by BBC for the single yellow line on the High street across from the bus loading Zone. Council would also like to have the sign by the zig-zag lines outside the school changed to remove the time restrictions to make it enforceable at any time of day. **Action Clerk**

13. Council to discuss the possibility of a 'no through road' sign being placed at the entrance of Mowhills Rd.

Clerk to request the sign from BBC Highways with the aim to stop large delivery vehicles from having to U-turn in Mowhills, as Sat Navs appear to be taking them down Mowhills where there is no school access. **Action Clerk**

14. Council to review the renewal of Council Insurance Policy.

Council has asked that we investigate whether the policy is covering Public Liability in the churchyard and the new Harewelle way playground before we renew the policy. Clerk to investigate how much it would cost to have all the assets revalued. **Action Clerk**

15. Any other business –

- Council to discuss a request to place a War Graves Commission plaque in the Harrold cemetery. D Brough and R Tickle have agreed on the placement but require the PCC to record in their minutes that they approve of the location. **Action R Tickle**
- The building of the wall next to the bridge: R Barrett confirmed that he's in the process of confirming the dimensions with the fire service for the access gap that they need to reach the river. The wall is to be set back 1.8 metres from road to improve visibility and keep the services all on one side of the wall.

16. Correspondence –

- A resident wrote in to the council concerned with pesticide being sprayed on the vegetation in the brook. Clerk will check what R Sinclair is using in the Brook. The council was unaware of this happening and will ask it to stop if it's happening. **Action Clerk**
- A resident wrote to ask the brightness of new street lights on Eagle Way be turned down. Council would like to know if the BBC can dim all the new LED lights around the village, or get a warmer glow. **Action Clerk**
- A resident wrote to ask the council to have the new gates into the Harewelle Way playground repaired. **Action Clerk**

17. Summary of actions

The Chairman summarised the actions required

Date of next meeting

Wednesday 13th December 2017