

13.11.23

Minutes of **HULCOTE AND SALFORD PARISH COUNCIL** held on **Monday 13th November 2023** at 7.30pm at the Mary Agate Hall, Wavendon Road, Salford.

**PRESENT:-** Parish Councillors, Keith Butten (Chair) Robert Harrison, Jacqueline Abbey, Sophie Hall, Paul Harris, Nick Waller, Unitary Councillors Robert Morris, Saverio Bongo, the Interim Clerk Lizzie Barnicoat, and four members of the public.

**1. WELCOME BY CHAIR AND APOLOGIES FOR ABSENCE TO BE RECEIVED:-** Parish Council Chair welcomed all to the meeting, there had been apologies for absence received from Mike Drew, these were accepted and apologies also from Unitary Councillor Sue Clark.

**2. DECLARATION OF PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED:-** Cllr Harris declared an interest in agenda item 9. b) in relation to the Village Hall Management Committee, there were no further declarations received for the meeting.

*The Chair adjourned the meeting*

**3. OPEN FORUM:-**

Resident updated that bridge wall along Mill Lane has not been repaired, the safer new built access on the nearby private area is being used with suggestion of seeking if the local authority would adopt the road going forwards. The resident outlined that farm traffic and local traffic can now also use this route, it was asked what standard the road has been built too, with it being detailed that it was done by a reputable contractor. The Interim Clerk to follow up the site outside Hulcote Mill, Mill Lane, to see if the new highway in question would be considered by the local authority for adoption. Resident to be linked with local authority and Parish Councillors to be copied in as well who offered support with this, as well seeking support from the Unitary Councillors who might understand how to get such a road adopted.

*The Chair reconvened the meeting*

**4. MINUTES OF THE LAST MEETING:-**

The meeting minutes from 4th September had been circulated to all Councillors, it was unanimously agreed to approve the minutes as a true and accurate record, resolution passed. The minutes from the full Parish Council annual meetings held on 15th May, it was noted are outstanding.

**5. TO CONSIDER MATTERS ARISING: -**

It was detailed that there had been no further progress on the Hulcote Farm and Brook Farm bunds so this item remains ongoing and will be monitored.

Local authority liaison success with potholes Cllr Abbey reported on the successful recent outcomes with progress also made recently with issues along Grattons Lane and Mill Lane which is pleasing.

Maintenance issues detailed at the September Parish Council meeting including concern raised after reporting item of maintenance through the local authority Fix My Street app there had been no improvement to the areas such as the badly overgrown vegetation on the footway along Boughton Lane, had been sent on via the Interim Clerk and escalated to the local authority. This was done alongside concerns with areas where vegetation is encroaching on public rights of way such as making turnstiles impassable and path widths being noticeably reduced. Interim Clerk had linked Councillors Abbey and Waller with the local authority Officer Michelle Flynn to seek support with getting these items remedied and to see if a site meeting was possible to review the various items.

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It was agreed that Boughton Road, as well as Salford Manor issues to be included in this follow up action. Feedback given that the items were managed electronically with CBC Officer feeding back attaching copies of maps for Councillors to show the spraying schedule that was not carried out this year. The other maps illustrated the local authority cut areas and farmers grass cutting, with the farmers cutting done once a year in July. Sections of Route 51 grass cutting is also done twice a year once in May and once in September. The main grass cutting contract for 3 cuts per year – first in May/June, second one in July/August and final one in September/October. So the paths highlighted on the map should have had two cuts to date be waiting the third and final cut of the year/season. The local authority have also confirmed they are only responsible for natural surface vegetation such as grass, nettles, thistles etc and not the clearance of crops or the cutting back of hedges. The latter are boundary features to property and remain the responsibility of the landowner to maintain/keep cut back. The local authority are currently reviewing the grass cutting contract to determine, if there are paths which are on the contract which don't need to be, if there are paths which are well used and need cutting and are not on the contract and/or if there are paths which need their specification updating to better reflect the current situation on the ground – eg if a path has been surfaced or something else has changed.

Feedback relating to could the village green be utilised more such as for an area where people could take dogs, was followed up the village charity, with an update given that the Trustees had considered but do not wish to have dogs on the green.

The litter issue on the verges of Salford Road, raised at the last meeting, Interim Clerk was to seek clarity on the litter picking schedule to understand the frequency of the works from the local authority. This has been actioned with Craig Saddle CBC Officer, however, he had recently left the local authority, so now Interim Clerk seeking to locate the relevant individual.

Interim Clerk to follow up the flytipping at Boughton End where a large number of waste bags with what appears to be garden waste have been dumped and not removed for some time like this by the closed gravel pit entrance and on the opposite side of the road as well, had been reported.

Cllr Hall had been issued new Councillor paperwork, including Register of Interest link to form. The Interim Clerk was monitoring the publication of the forms on the local authority website as some appear not be showing.

Cllr Harrison had attended the Marston Valley Stakeholder meeting in October.

Cllr. Batten updated all on the reapplication to have The Swan listed as an asset of community value following it expiring on 5th September. The process has been changed so further evidence is required, therefore this work remains ongoing.

The Interim Clerk had circulated the BAPTC training items to all.

Cllr Batten to check the Village Hall defibrillator is logged as being accessible again and to follow up on issuing a communication to detail the village remembrance event information, it was confirmed both these actions had been completed.

Interim Clerk to share details with new Cllr. Hall on the Police meeting event and send the local authority information on dog control order reviews to all Councillors, these had been completed.

Backlight Ltd contract to updated and signed by both parties.

Gallagher insurance renewal follow up had been actioned by the Interim Clerk, update shared between meetings, latest communications from Gallagher included confirmation payment had been issued by the Parish Council as part of the Parish Council's long term agreement, it was noted this is the final year of the agreement.

Interim Clerk had requested and ordered a new Barclays cheque book, it was confirmed it has been delivered.

November meeting invoices had included Central Bedfordshire Council election charges, Village Hall hire. It was noted the Interim Clerk was not in a position to be able to work on a financial report including transaction and budget monitoring information for this meeting.

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**6. UNITARY WARD COUNCILLOR REPORTS: -**

Cllr. Bongo reported that the local authority is proposing an active travel network, to make it easier to walk and cycle in the towns and villages, as well as linking areas, with a reminder about the Prologis Marston Gate planning application currently being consulted on, which it was noted is being covered on the agenda.

Cllr. Morris no further items to report on.

Unitary Councillors were thanked for their continued support.

**7. CORRESPONDENCE RECEIVED:-**

Crime Stats - Interim - September 2023 - circulated

CBC Streetworks Upcoming Events

Marston Vale Stakeholder Briefing Session communications regarding next meeting

BATPC Update - Consultations on Local Plans and Model Financial Procedure Rules, Biodiversity Duty and County Committee Elections & AGM reminder - circulated

CBC Sustainability Topic Session - 04/10/23 - circulated

UK Shared Prosperity Fund and Rural England Fund - Community Grant Fund information – circulated

CBC Topic Session Reminder - Sustainability - 04/10/23 - circulated

Working together in Mid Beds from day one communication - forwarded

CBC Sustainability - Information Sheet relating to tree planting - shared

English Rural Invitation to Exclusive Conference on Affordable Rural Housing in Bedfordshire – Special Guest: HRH The Princess Royal – circulated

CBC Topic session follow up - outdoor sport, open spaces and community facility schedules - circulated

CPRE Bedfordshire October newsletter - circulated

CBC Sustainability Topic Session - circulated

CBC Safer Communities events

Stakeholder Group meeting date. 2nd October Forest Centre, 7pm reminder copied into

CBC Postponed - Sustainability Topic Session - reminder

RSL CLP Meeting - 16th October

CBC Town and Parish Council October 2023 bulletin - circulated

Crime Stats – October 2023 – circulated

Crime Statistics - Interim - September 2023- circulated

Crime Stats - September 2023 - circulated

Reminder - UKSPF and REPF Topic Session - 10/10/23 6-7pm - circulated

Central Bedfordshire Council Salt Bag Scheme – circulated, Councillors confirmed this was of interest with there being two salt storage locations in the parish, one at Rookery Farm in Hulcote with a bag delivery to be arrange through linking with Nigel Allison, and there is also one in Brittens Lane, Salford, to be followed up. Interim Clerk to follow up and also to see if new containers are able to be supplied.

CBC Remembrance Day & Parade Events

CPRE Bedfordshire - hedgerow - planting and restoring shared with Parish Council

Ridgmont Parish Council regarding objecting to Marston Gate development - circulated

CBC We're reviewing restrictions on dogs control orders and alcohol in public areas communications regarding dog signage – circulated, follow up communications with CBC Officer

RSL CLP meeting 27 - Monday 16th October 2023 @ 6.00 pm

CBC Independent Living - Open Day Saturday 28 October at All Saints View

BATPC BATPC AGM 18th October 2023 - Registration Open - circulated

National Highways A421 Skid resistant resurfacing - circulated

CBC Topic Session - Sustainability and Biodiversity - 06/11/23 - circulated

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Milton Keynes City Council: Carbon and Climate Study Public Consultation – circulated  
Rookery CLP Meeting communications – circulated  
CBC Topic Session - Sustainability and Biodiversity – 06/11/23 reminder – circulated  
Stakeholder Group - Topics for Future Discussion communication copied into  
Update from OPCC CEO Following Mid-Bedfordshire By Election – shared  
Crime Stats - Interim - October 2023 – circulated  
SC apologies for November as away  
CPRE Our new report on Local Green Spaces is out!  
CBC Safer Communities Partnership Events  
CBC Recreational Open Space Strategy (ROSS) Survey – circulated, to be actioned  
CBC Garden waste and recycling centres  
Festival of Britain Road Signs promotional information  
RSL CLP Meeting 27 - Questions for the EA copied into  
Culture Media and Sport Funding Opportunity Bedfordshire Police  
BATPC Update - Stewartby & Kempston Hardwick PC Named Star Council Finalists, County  
Committee Elections, Finance Training in November – circulated  
Central Bedfordshire Council's Draft Planning Obligations Supplementary Planning Document  
(SPD) Consultation Notification (Database) – circulated, agenda item  
Healthy Workplace Bulletin: November 2023  
BATPC Chairmanship training courses  
East West Rail representatives meetings communications – Cllr. Harrison continues to attend  
Mazars LLP communications regarding external audit  
Gallagher insurance renewal communications including payment acknowledgement  
HMRC VAT reclaim 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2022  
CBC Topic Session - 20/09/23 - Outdoor Sport & Open Spaces and Community Hall Schedules -  
circulated  
Bedfordshire Police Safer Streets competition - For your perusal  
Helathwatch Preparing for Pregnancy (Preconception) Awareness Event - please help us to  
promote  
BATPC Communications, Data and Compliance Training Programme – Update – circulated, any  
interest?  
CBC Schedules for a) Leisure (Open space and Outdoor sport) b) Community / Village Hall  
Facilities - circulated  
CBC Town and Parish Council November 2023 bulletin – circulated  
CBC Updates - Waste and Adult Social Care Survey  
CPRE Bedfordshire November newsletter – circulate  
BATPC Chairmanship Training - Dates and Booking Details  
BATPC Update - Pay Award Agreed, Free Christmas Comms Resources, Chairmanship Training  
Reminder – circulated  
Bedfordshire Police Annual Parish Conference Minutes 2023 – circulated  
Bedfordshire Police Priority Setting Meeting – circulate, Cllrs. Hall and Abbey interested, to book  
to attend  
CBC CBC101313 - SALFORD RD, BROGBOROUGH/ HULCOTE – circulated, following  
Councillor feedback, Interim Clerk had asked for better map  
CBC Current Consultations and surveys  
BATPC Local Government Services Pay Agreement 2023 - New Pay scales – circulated, noted to  
be factored in for budget  
New OPCC funding opportunities 2023/24 – Community Safety Fund - circulated  
New OPCC funding opportunities 2023/24 – Cameras, Tickets and Collisions, Road Safety Fund  
– circulated, Councillors were interested in this being pursued, to be explored by Interim Clerk

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with better understanding of process, associated financial information and clarity on the freedom of use, potential unit information from supplier Morelock to be shared with Councillors

HMRC Are you paying statutory payments correctly?

CBC School three to two-tier autumn announcement

CBC Topic Session follow up - Sustainability and Biodiversity – circulated

Councillor communications regarding CBC liaison regarding potholes

Salford pathway pictures from resident sent in to local authority helpdesk

CBC Officer communication regarding rights of way maintenance and site meeting being arranged

CBC Town and Parish Council October 2023 bulletin - circulated

CBC Officer communication regarding request of litter picking schedule for the parish – ongoing

CBC Uncontested Parish Election Charges – agenda item

Circulation of link to register of interest for Councillors – sent to all

CBC101251 - BRITTENS LANE, SALFORD – circulated

Communication to link Cllr Drew with Eyelid Production

Resident communication regarding Broughton Road Salford maintenance issues – responded to and reported to helpdesk

Resident communication regarding Neighbourhood Plan 1st November event – responded to

Beds RCC AGM 2023 - Your Invitation - circulated

Mary Agate hall invoice – agenda item

Gallaghers insurance invoice – agenda item

CBC Dog Control Order signage communications with CBC Officer – latest update to be given Gallagher Thank you for your payment - Hulcote and Salford Parish Council [Version Ref: 112392069]

Bedfordshire Police VERU Annual Report 2022/2023 – forwarded but not delivery due to file size, if anyone wants to view let me know

CBC101313 - SALFORD RD, BROGBOROUGH/ HULCOTE – circulated and followed up to ask for better map

Councillor feedback from Police Crime Commissioner meeting copied into

CBC D-Day 80 - 6 June 2024 -circulated

Parish Council website cost comparison information circulated by Cllr Drew – agenda item

Precept Request 2024/25 - Hulcote and Salford Parish Council (PLEASE ACKNOWLEDGE RECEIPT OF THIS EMAIL AND ATTACHMENTS) – circulated and acknowledged

Planning decisions since last meeting – there are none to note

## **8. COUNCILLOR FEEDBACK FROM ANNUAL POLICE CRIME COMMISSIONER MEETING**

Cllrs. Hall and Abbey attended reporting that presentations included: Juliette Wright who looks after all the watch schemes, dog watch, horse watch, neighbourhood watch as well as safer streets, with stickers for bins able to be provided regarding safe speed. Juliette also looks after issues of anti-social behaviour and fly tipping.

Ian Dalgarno DPCC will come to future Parish Council meetings if it is wished, to discuss rural crimes, anti-social behaviour and speeding. It was noted that there have been a lot of stabbings and farmers being robbed in the local area.

The survey on the evening recorded that people were neither satisfied nor dissatisfied with the police in this area.

Jaki Whittred, Chief Superintendent said that there was a lot of cyber crime and hate crime in the area, outlining that she would like to improve the response times to the public. Lots of calls are not necessary and waste police time, the public should use 101 for non-evasive crimes.

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Central Bedfordshire Chief Inspector is Jim Goldsmith, with colleague Hob Hoque, Superintendent looking after community policing, with items such as cutting hedges so that criminals cannot hide, reporting speeding, coffee with a cop, your say your way, and your voice matters initiatives currently. There is a rural crimes team, with £50k invested staffed with one sergeant and ten constables. There is a community cohesion team, a countrywide team and a mental health hub, fourteen constables working with this team with hare coursing being a local issue in the area.

Tom Stean DCI, reported there are 17 gangs in this area, with 9 organised crime groups in Bedford. There is a gang in Biggleswade exploiting both adults and children, lots of weapons sized.

Speeding information is for the Courts not the Police was fed back, with arrangement through the Parish Clerk the best way to have Jim Goldsmith visit a Parish Council meeting.

Phil Eaton is the contact for safer streets, giving out personal alarms and caps to cover drinks to stop them being spiked, also able to come to Parish Council meetings if it is wished plus can bring more items to be distributed.

Parish Councillor Lee Melville reported on that Stewartby and Kempston Hardwick had been a National Award Finalist – winning Parish Council of the year award, detailing this is as a result of a “they get things done” approach. With a young and dynamic team, a payroll of staff who organise litter picking, get potholes filled and work closely with the stakeholders. They also do lots of community events, invest in youth services, take on board what the community needs. Together they built a BMX track and the children were involved in the building of it. The Police Commissioner went to the opening, they engage with external providers.

Councillors were grateful for the helpful feedback, discussion some of the items. In regard to rural crime it was asked how best to highlight items, as it has been noticed that some of the items are not on the published crime statistics list having been reported and issued a crime number, the best way forwards for this was to raise that with the Police directly if noticed.

Exploration work by Interim Clerk on a community action group, consideration of being led by Parish Council, having a centralised group to share the key information was discussed along with how this could work through having an opt in group for outward communications only. Monitoring of who has access to these groups, would be a practical way forwards, this to be followed up.

#### **9. FINANCE MATTERS:-**

**a) External audit** - Mazars had confirmed that as a limited assurance Annual Return, there would be no fee charged and no further communication until the issuing of the next Annual Return in March 2024.

#### **b) Payments for authorisation -**

Mary Agate Hall hire of hall September and November £160.00 – *Cllr Harris declaration of interest received and took no part in the item vote.*

Central Bedfordshire Council election recharges £53.92

Gallagher insurance renewal payment ratification £491.24

It was unanimously agreed by the Councillors able to vote, with resolution passed for these payments.

**c) Website quotation considerations** - follow up action confirmed from the last meeting, Interim Clerk had sent contact details for Eyelid Productions to Cllr. Drew to enable exploration of additional quote to be sought. Cllr. Drew had updated all on the options available, following benchmarking, with the Interim Clerk to share a pdf version of the documents shared by Cllr. Drew to enable all Councillors to view the quotations information fully. It was agreed in principle to accept Cllr Drew’s recommendation based on the extensive benchmarking and review process involved during the tender collation. Councillors invited and welcomed to feedback any further questions to Cllr Drew on the website quotations as soon as possible, to enable, as agreed that steps to be take to implement a new website with 2Commune.

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Contact details for the current Parish Council website have been received it was noted.

**d) Initial budget and precept consideration for 2024/25** - the local authority had issued the initial precept tax base information, which had been shared with all Councillors. Councillors thoughts on items to be incorporated into the Parish Council 2024/25 budget welcomed and would be a full discussion at the next meeting.

#### **10. PLANNING MATTERS:-**

a) Neighbourhood Plan Update – it was detailed previously that the drawings were ready for publi-

cation with a public consultation event to be held on 1<sup>st</sup> November, however, this had not progressed as expected it was noted. Councillors understood that a new call for sites might be needed.

b) Section 106 Funding Update – It was detailed that Cllr. Harrison had asked the charity for permission to place the memorial plaque on the bench on the green that is being secured through the local authority section 106 funding at a cost of £725.48, which the charity had agreed to pay the difference between the grant and the actual cost of the bench expected to be in the region of £1400-£1600. Trustee meeting feedback that it was pleasing to have the Parish Council help with the purchase, the charity to arrange the pro forma to be sent with the Parish Council as the point of contact, with resolution made by the Council unanimously that bench order to be placed and payment made.

Clerk had shared the document showing the related Section 106 planning items allocated in the parish for Councillors to review. Feedback to be given including questions to ask Officers so Clerk to collate these and submit, including asking for clarity on some items, Councillors encouraged to feedback any items.

c) Marston Valley Stakeholder Group Update – feedback from the meeting included that the revised transport modelling still awaiting to be fed back, it was expected that it will be shared by the end of the year with the local authority but it was thought this maybe ambitious. The viability of the infrastructure was discussed at the meeting as well, with the next meeting expected in the New Year.

d) Marston Gate Prologis application Update – between meetings Ridgmont Parish Council had shared some information on the updated information submitted relating to this application. Councillors discussed and agreed to raise concerns with the off site tree planting being unacceptable, junction 13, visual impairment and environment landscape issues still remaining. There was also concern regarding reflection of sound and the impact this was would have, with suitable screening needed through significant tree planting needed to reduce the sound impact, however, the tree coverage will not be possible for many years. In addition there is lack of mitigation for extra traffic coming through the parish, which will be a direct impact on the village, as well as it also being felt there is currently a saturated commercial market in the local area. Interim Clerk to submit comments, with Cllr. Harrison to feed in anything further items as well.

e) Planning Obligations Supplementary Planning Document (SPD) Consultation – the local authority communication had been circulated to all Councillors, it was discussed and agreed to form a response to share the challenges and importance with local infrastructure being key in shaping masterplans and local developments to make sure they meet the needs of the local community with schools, health facilities and enhancements to improve the highways safety on the local road network as well as at Junction 13. Interim Clerk to form a response, circulate to all Councillors then submit.

Recreational Open Spaces document noted under correspondence, Cllr Harrison agreed to fill the document in for the village green, as it is the only open space in the parish, with it being agreed that reference should be made, feeding back that the parish would like more open space.

f) Planning applications received after the publication of the agenda – none to be considered.

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*The next part of the meeting was held in closed session, with the exclusion of public and press from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 for the reason that matters appertaining to employment of staff are of a confidential nature*

Bank access discussion with current authorization including Cllrs Harris and Butten as signatories for Barclays, it was noted that signing is two signatures, with it being unanimously agreed by those present to add a third Cllr Abbey as a third Parish Council signatory, resolution passed.

**11. DATE OF NEXT MEETING: - Monday 22nd January 2024 at 7.30pm, meeting closed at 9.30pm.**

Signed .....

Dated .....