

Northhill Parish Council

Clerk to the council: Leanne Bacon, 55 Fairfield, Gamlingay, Beds, SG19 3LG

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Draft Minutes of a Meeting of Northhill Parish Council held at Keny gmUej qqn

Rooms, on Monday 16th January 2012

Present:- Councillors D Milton (Chair), H Papworth, T Dawson, P Maudlin, J Coutts, R Brinkley, D Kay, A Wild, S Mandley, M Morgan, I Robinson and K Bennett, Central Beds Councillor T Turner, Clerk L Bacon, G Nelson of Relmfield builders, PCSO's C Coppenhall and colleague and 3 members of the public.

1. To receive apologies for absence – none.
2. To receive any declarations of interest relating to items on the agenda:-
D Milton, H Papworth 7.1 i., K Bennett 11.1, D Kay 6.4, I Robinson, M Morgan and T Dawson 11.3, H Papworth 9 ii and 11.2 – all detailed in book provided.
3. Police
 - i. Report – In future PCSO Coppenhall will attend one in three meetings. (R Brinkley arrived at meeting). Update on crime figures for past month was given – similar to last year. Attempted break in at Smithy at Ickwell not included – details taken. Speed watch campaign – M Morgan and R Brinkley have participated in training, PCSO Coppenhall to contact co-ordinator of scheme for update. PCSO's were thanked and left meeting.
 - ii. Police Authority and Force budget survey 2012 – noted. S Mandley to complete.
4. Open forum for 10 minutes to allow members of the press and public to speak on any agenda item.
C Deverill for Ickwell Cricket Club gave an update on progress in drawing up new agreement for sightscreens on Ickwell Green. To be discussed further under 7.1 i.
5. To approve the minutes of meeting held on 5th December 2011 –*Resolved*
- 8.1 To receive a report from CBC Councillor T Turner – this item was brought forward as Cllr Turner had another meeting to attend.
 - i. Parish Liaison Forum – feedback 10th January meeting. Well attended and will continue to meet quarterly.
Discussed the impact of the new Localism Act on parish councils. Encouraged councillors to write to support installation of super fast broadband locally. Cllr Turner was asked if a member of CBC environmental health (sound monitoring) team could attend meeting with Bedford College regarding events at Shuttleworth Park.
 - ii. Draft private sector housing renewal policy. Noted. Draft local lettings policy will be out for consultation soon and Cllr Turner urged councillors to consider this carefully.
 - iii. Prioritised works programme 2012-16. Noted. Councillors encouraged to comment. Councillors raised concerns about scope and quality of highway works done recently. Many items reported were considered low priority. Cllr Turner left the meeting.
6. To consider any matters arising.
 - i. Affordable housing – latest. G Nelson of Relmfield Builders gave an update. 2 more landowners have come forward to offer sites. CBC planning department has given pre application advice that in principle they have no objection to site 4 in Northhill for affordable housing, taking into account potential allotment site nearby. This site is also the most deliverable in Relmfield's view. Councillors queried why sites in other parts of the parish, where housing need is greater, have not yet been assessed in same way.
Planning policy criteria taken into consideration include need, links to amenities and fit with local area. Clarified that no traffic survey has taken place and that exception sites can only be considered for development with affordable housing. Chair emphasized that an open public meeting would need to be arranged before any further action is taken. A

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- Wild to attend future meeting with CBC planning to discuss next steps in process. G Nelson left the meeting.
- ii. Drainage ditch clearance - quotation. Not yet received. Noted resident who requested action has now made private arrangement for work.
 - iv. Footway light – costs for consideration. *Resolved* that A Wild would suggest local school lobby CBC to provide light on safety grounds.
 - v. To confirm new member of Grievance Committee. *Resolved* T Dawson to join. Membership to be reviewed in May.
7. To receive and adopt any minutes/reports from committees and consider matters arising.
- 7.1 Draft minutes of Planning 10th January 2012. Noted permission to fell Black Poplar in Crown garden not given. *Resolved* - comments on CB/11/04194/full following site visit to be submitted to CBC planning department.
- i. Cricket Club – sightscreens. *Resolved* – to sign new agreement when clean copy is presented with photographs/diagram of agreed storage locations.
- 7.2 Draft minutes Grievance Committee 12th December 2011 *Resolved* to sign.
- i. Complaint received by ICO - case reference number for information. Noted.
- 7.3 Arrange date for Establishment Committee meeting – *Resolved* Clerk to circulate dates. Items for consideration - Staff appraisal, Clerks feedback, online banking, Website – noted.
- 7.4 P3 Group – minutes 14th December 2011. Noted, H Papworth reported a footpath has been ploughed – to be reported to CBC. September minutes to be circulated before next meeting.
- 1 member of the public left the meeting.
8. Central Bedfordshire Council. Item continued from earlier.
- 8.1 Cont.
- iv. Review of Open Spaces and Recreation sites. Noted – to be circulated before next meeting for comment.
 - v. Budget Consultation – noted. Questionnaires distributed.
 - vi. Latest Customer service bulletin and road closure notification. Noted.
9. To consider the following correspondence:
- i. BATPC – nominations for Buckingham Palace garden party. *Resolved* - Chair to be nominated.
 - ii. Swiss Garden – Stakeholder consultation events. M Morgan, R Brinkley and T Dawson interested in attending, dependant on time and venue.
10. Finance
- 10.1 HMRC – latest on submission of 2010-11 return. Now registered online and collating information for submission. Fine continues to increase monthly but will be appealed.
- 10.2 Accounts paid and to be approved. *Resolved* to approve.
- 10.3 Costs of new printer/scanner/copier for consideration. D Milton reminded councillors of previous resolution to replace equipment. *Resolved* to agree purchase up to £300.
- 10.4 Proposal for short term employment of assistant to clerk. *Resolved* to approve employment of suggested assistant on sub contract basis for 6 hours per week at cost of approx £200. To be reviewed at next meeting.
- 10.5 LGPS – To confirm resolution to join scheme from April 2012 and to note contribution rates. *Resolved*.
11. Parish Issues
- 11.1 Queens Diamond Jubilee beacons – update. *Resolved* to reluctantly abandon plans due to lack of suitable venue. Event proposals from parishioner considered – approved in principle, costs and detail to next meeting.
- 11.2 Shuttleworth park – no update.
- 1 member of the public left the meeting.

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- 11.3 Allotments – update. H Papworth has advised landowner of potential site in Northhill that private allotments are being offered in Upper Caldecote. Clerk to clarify whether duty of parish council to provide allotments still applies if private alternative becomes available to satisfy need.
- 11.4 Newsletter – draft. Noted. Councillors to provide feedback. To be printed by end of January.
- 11.5 Notice boards – *Resolved* that councilors will post agendas and notices to comply with statutory notice periods as follows:-
H Papworth – Ickwell and Thorncote (the use of the latter to be assessed by newsletter article). D Milton – Northill. K Bennett – Upper Caldecote x2. D Kay – Lower Caldecote.
- 12. Highways – to report any urgent items. D Kay reported that drains on Biggleswade Rd require clearing.
- 13. Items for the next agenda – Jubilee events. Ickwell accommodation track. Church wall.
- 14. To consider: Update on Easements – none.

“*RESOLVED* that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw whilst matters pertaining to Easements are discussed.”

- 15. Date of next meeting – 27th February, 7.30pm at Caldecote Church Rooms - noted.

- 16. To note: - closure of meeting 10.22pm

Signed.....

Dated.....