

Minutes of Tempsford Parish Council Meeting held on Tuesday 18th November 2008 at 7:30pm in the Stuart Memorial Hall

Present:

Mr A Besant	Chairman
Mr J Donnelly	Vice Chairman
Mr C Bettles	Councillor
Mrs D Clark	Councillor
Miss L Infield	Councillor
Mr I Gosling	Councillor
Mrs J Ward	Clerk
Mrs J Davison	District Councillor
Mr J Scott	County Councillor

ACTION

- 1 The Chairman opened the meeting at 19:30.
Apologies for Absence
 Apologies for absence were received from Cllr. S Cooney, Tricia Turner and PC Ross Paterson
- 2 **Declarations of Interest**
 No declarations of interest were declared.
- 3 **Approval of Minutes**
 The minutes of the Ordinary Meeting of the 16th September 2008 were approved as a true record and signed by the Chairman.
- 4 **Public Session**
 No members of the public were present.
- 5 **Police Report - PC Ross Paterson**
 The chairman read out a report received from PC Paterson and pass round copies of recent crime figures for Tempsford.
 Cllr. Liz Infield noted that the report differed from the crime figures regarding the dog in Mill Lane. Cllr Ian Gosling stated that more fencing had been erected. The clerk was asked to look up the estates response to the recent letter sent to them regarding this issue.
- 6 **Reports**
 6.1 **Clerk's Report** including Matters Arising from the last Minutes
 Item 5 - Affordable Housing
 A housing needs survey is being planned to take place between 20/04/09 and 08/05/09.
 Item 6.8 – New Street Light Poles
 Cllr Jim Donnelly enquired if the street light poles could be replaced at the same time as the lanterns on the lights to be upgraded under the CCF money. It was reported that as the lanterns had already been replaced therefore this would not happen.
 Item 7 - Town & Parish Council Survey
 The survey was compiled and returned to MBDC on 20/09/08.
 Item 8.1 – Play Areas Work by DSD Services
 The clerk contacted DSD Services querying their invoice and incomplete work. They have confirmed that all work is now complete.
 Item 8.1 – Gannock Castle
 Martin Oake is dealing with the request for water signs for this area.
 Item 10.2 Cemetery Rules
 The clerk has completed an electronic version of the cemetery rules and passed this to Jim Donnelly.
 Item 13 – Correspondence
 A letter of response has been sent to Mr Martin.
 Other matters:
 The PCC have invited the Parish Council to select a carol and a member to read one of the lessons at the Christmas Eve Service. Cllr Liz Infield agreed to action this.
 The clerk was asked to complete a BRCC Member Survey 2008
 Cllr. Jim Donnelly agreed to complete a Confident Communities Fund evaluation form received from Beds CC.

Clerk

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Clerk

J D

Chairman's Initial

Date: 20/01/2009

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		ACTION
6.2	<p>County Council - Mr John Scott Cllr John Scott updated the members on the following topics:</p> <ul style="list-style-type: none"> • The in-vessel composting planning application at Tempsford Airfield had been passed. <ul style="list-style-type: none"> ○ Cllr. J Scott assured the council that their objections to the planning application had been noted and also that odours will not escape. ○ The clerk was requested to look up the decision notice. • Beds CC support for Marston Vale tree planting programme. • Forthcoming Council Liaison Forum meeting to discuss HGV and speeding issues. 	Clerk
6.3	<p>District Councillor – Mrs Jo Davison Cllr Jo Davison updated the members on the following topics:</p> <ul style="list-style-type: none"> • Settlement Envelope and the Gypsy & Traveller Development Plan (see agenda item 13) • The latest details regarding the formation of the New Central Beds Authority. 	
6.4	<p>Highways Cllr. A Besant reported that he had had a walk and talk meeting with Paul Joyce from Amey regarding various items for repair. The lamps are now working in Station Road and two lamps in Church Street would be reported. Station Road level crossing will be temporarily closed between 10/11/08 to 15/11/08, 17/11/08 to 21/11/08. Closure times will be 8pm to 6am with no access.</p>	A B
6.5	<p>Central Beds Rural Conference Cllr. D Clark updated the council on his conference visit stating that it had been a useful meeting especially information regarding Affordable Housing.</p>	
6.6	<p>Local Area Agreement Reference Group Meeting Cllr A Besant gave a brief report of this meeting.</p>	
6.7	<p>Parish Action Plan Cllr. D Clark updated the council on the meeting held on 4th November 2008 and also stated future plans.</p>	
7	<p>Affordable Housing The clerk had been in contact with Julia Mackie (Rural Housing Trust) and passed village information on which was required for a Housing Needs Survey to be generated. It is hoped that the survey will be issued with the March 2009 issue of Tempsford Times magazine to run from 20th April to 8th May 2009. The clerk was requested to liaise with JM to acquire a copy of the survey prior to issue – to be passed to all councillors.</p>	Clerk
8	<p>Freedom of Information Act (Fol) The members agreed to adopt the new model publication scheme for the Fol act. The guidance notes had been circulated to all councillors and concern was expressed regarding the exposure of personal information. Publication scheme to be completed.</p>	Clerk
9	<p>Play Area Equipment A donation was received from Steve Gosling and Revd Barbara Ebeling of £302.29. These were funds from the former Children’s T Club and the Lion Club which unfortunately has now closed. It was requested that the money be spent on seating within the two play areas. The clerk was requested to write and thank the benefactors. Further discussions took place regarding grass cutting and Section 106 spend. The clerk agreed to contact Sue Norman (BRCC) and also Lisa White (MBDC). The clerk agreed to look into the attendance of two members at the Jubilee Play Centre at Shuttleworth College.</p>	Clerk Clerk Clerk
10	<p>Notice Board Cllr J Donnelly had received a quote from A Lammie for repositioning of the notice board in Station Road for £232.80 (net). After discussions it was resolved to move this issue to an extra meeting. (See item 15)</p>	

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- 11 **Cemetery Matters**
Interments: None
Memorial Applications: None
Exclusive Rights of Burial Applications: None
Tempsford Churchyard. The clerk reported that Bob Morwood (MBDC) had made contact and advised that a plan of the trees/shrubs in both Blunham and Tempsford churchyards should be drawn up to go with the management document. He had given a list of tree specialists who could carry out the work for both parishes. The clerk agreed to contact Blunham PC to liaise for this work to be completed and to update Mr Myers in Church Street of this development.

Clerk

- 12 **Finance**
 12.1 **Current Statement**

Current a/c balanced to last statement date 30/10/08

Bank Accounts	
Savings Account	£15,060.02
Tempsford 2000 Account	£956.60
Current Account	£12,148.71
Total	£28,165.33

4% Government Stock Holdings	£19.14
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Date	Ref.	Payee/From	Detail	Total	
15/10/2008	42	E-On Energy	Street Lights Electricity	£109.47	
18/11/2008	45	Bedford Borough Council	DSD - Play Area Work	£1,231.49	
	46	Public Works Loan Board	Loan Repayment	£580.63	
	47	A R Worboys Ltd	Grass Cutting	£302.56	
	48	Mrs J Ward	Clerk's Expenses	£22.83	
			Clerk's Allowances	£20.00	
			Clerk's Wages	£383.96	
			Post Office Counters	Photocopying	£1.20
			The Lion Press	Photocopying	£1.60
			CPRE	Membership + Attendance Fees	£53.00
		Wilkinson	Ink Cartridge	£14.00	
		British Legion	Poppy Wreath	£25.00	
Grand Total				£2,745.74	

A R Worboys invoice 4347 for £605.13 received on 14/11/08 is awaiting an answer to a query.

Date	Ref.	Payee/From	Detail	Total
11/09/2008	41	Lloyds TSB	Interest from Savings A/c 07423791	£33.25
13/10/2008	44	Lloyds TSB	Interest from Savings A/c 07423791	£32.18
22/10/2008	43	CPRE	Part re-imburement of fee	£10.00
13/11/2008	49	T Club/Lion Club	Open Spaces (for seats)	£302.29
		Donation		
Grand Total				£377.72

Clerk's Interim Salary Scales for 2008-2009

The clerk reported that an interim pay settlement has been agreed within the NJC for this year pending arbitration. This meant that a 2.45% increase should be implemented now, and any further award arising from the arbitration process, which may be announced later,

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will be implemented as and when this is settled. This approach has been taken so that there is no further period without at least some increase being implemented.

Date	Spinal Point	Hourly Rate	Monthly Hours	Monthly Rate	Mileage - Per Mile
April 2008	21	£9.814	18.25	£179.11	£0.587

ACTION

12.2 Precept for 2009/10

Following discussions Cllr. L Infield proposed to raise the level to £12,000
Cllr J Donnelly seconded this and the proposal was all agreed.

12.3 Grass Cutting Contract

Discussion took place and the following was resolved:

- The clerk to make amendments to the grass cutting specifications as agreed.
- Cllr J Donnelly to look at getting the mower in the shed working.
- Cllr D Clark to cut the Station Road Play Area.
- Cllr. L Infield to check the insurance.
- Cllr A Besant to ask Mr P Bettles for fees/expenses for cutting the verge from the end of Station Road to The Station.
- The clerk to invite tenders from A R Worboys, Tutles, Ben Fey, David Green, Martin Granger and Vincent Landscapes.

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Clerk

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Planning

Plan Number	Location	Proposal	Councillors Outcome
LDF Technical Papers	Core Strategy & Development Management Policies: Draft Submission		
BC/CM/2008/32	Tempsford Sewage Treatment Works	Construction of GRP Kiosk	No Objections
08/02122/TPO	4 Stuart Court Tempsford	Work to trees - conservation area	No Objections
TCA/08/85	13 Church Street Tempsford	Work to trees - conservation area	No Objections
BC/CM/2008/14	The Hangar Tempsford Airfield	Notice of Approval on 14/011/08	

Other Planning Matters:

Application BC/CM/2008/14 - Cllr A Besant read out the conclusions from the report received with the application.

New Design Guide for Mid Beds. Public Consultation to 15/12/08. Details emailed to Cllrs. on 29/09/08.

Mid Beds Site Allocations Development Plan. Update information letter will be passed round with correspondence.

Addendum to the Settlement Envelope Review. Further Changes document will be passed round with correspondence. Can be viewed at:

http://www.midbeds.gov.uk/Planning/LDF/Settlement_Envelopes.aspx

Gypsy & Traveller Development Plan-Preferred Options. Public consultation 17/11/08 to 07/01/09.

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- 14 **Correspondence**
 List of correspondence to be passed round all councillors and returned to the clerk.
 MBDC - Addendum to the Settlement Envelope Review.
 MBDC – Site Allocation Development Plan Document.
 Communities and Local Government – (2 documents) The Making and Enforcing of Bylaws
 Consultation and Communities in Control
 Bedford BC – (2 documents) Bedford Development Framework.
 Playground Catalogue.
 Beds Police – Introduction letter for the new District Commander for Mid Beds.
 CPRE – Litter & Fly-Tipping Information plus other information and magazines.
 MBDC – Central Beds Strategic Plan – emailed to Cllrs. 17/11/08
 Various magazines

- 15 **Next Meeting Date**
 It was agreed to hold an extra meeting to discuss the Play Area Equipment on Thursday 8th
 January 2009 in the Methodist Church Hall at 7:30pm. Clerk to book the hall.

Clerk

Future Meeting Dates for 2009

20 th January 2009	Ordinary Meeting
17 th March 2009	Ordinary Meeting
21 st April 2009	Annual Parish Meeting
19 th May 2009	Annual General Meeting
21 st July 2009	Ordinary Meeting
15 th September 2009	Ordinary Meeting
17 th November 2009	Ordinary Meeting

- 16 The Chairman declared the meeting closed at 10:00pm and thanked everyone for their
 attendance and contributions.

Jan Ward
 Clerk to Tempsford Parish Council
 11th December 2008

I certify these minutes to be a true record of the meeting held on 18th November 2008

Chairman 20th January 2009
 Cllr. A G Besant