

Minutes of Parish Council meeting held on Monday 13th September 2021

Councillors Present: Cllrs R Scott (Chair), P Dickens, P Scott, D Coleman & M Versallion (CBC)

Clerk: C Underhay

46: To receive apologies for absence:

Apologies were received from Cllr's R Capstick & L Antonini.

47: Declarations of Interest:

Cllr P Scott and R Scott noted that they live in Whitehorse Close and declared an interest in item 57 and would not participate in the conversation at this point.

48: CBC Cllr Mark Versallion Report:

Cllr Versallion reported as follows:

The Local Plan is proceeding.

The approval of the Community Asset Grant – Cllr Versallion noted that he had supported this application – Cllr P Scott thanked him for his support.

A5 de-trunking – this has not moved forward at all.

Speed limit outside the school – this has not moved forward at all.

Grounds Farm application – this will be considered by CBC over the next two weeks.

Ward Surgeries will be re-started.

The Clerk asked for a name of an individual at CBC in charge of CBC Highways and was given Daryl Harvey. Cllr Versallion asked if any correspondence sent to Daryl to be copied to him so he can support what we say.

A resident noted that our Community Charge has increased, but our services have gone down (for example grass cutting and green bin

collection). Cllr P Scott asked if Contracts were reviewed by CBC – Cllr Versallion noted that they should be – the Clerk confirmed that he had not received any review request from CBC – and Cllr Versallion noted he would look into this. Residents also noted other issues (Church End Road onto Leighton Road; dirty signs etc) – Cllr Versallion suggested evidence is collected by way of photographs and passed to him.

49: To resolve that the Minutes of the following Meetings are a correct record:

The following Minutes were signed as a true record

1. Full Meeting – 4th May 2021
2. Annual Meeting of The Parish Council – 4th May 2021
3. Extraordinary Meeting – 3rd June 2021
4. Extraordinary Meeting – 15th July 2021

50: Public Forum:

A resident noted vandalism in the park – the Chair noted the park was an item later in the Agenda – however, the affected area of the park has been closed due to health and safety concerns. Cllr P Scott asked about the possibility of erecting CCTV – the Chair asked for this to be put onto the Agenda for the next meeting.

A resident asked about putting more 30mph on the A5 (repeater signs). A request to Highways England may be considered.

A resident asked if the Parish Council could support the need for public transport in Hockliffe via the public consultation. The Chair will look at this.

A resident asked about the overgrown trees on the A5, particularly those in front of signs. The Chair will take this forward.

The Defibrillators were discussed as the Harvester has been closed (where one is sited) – however, the Harvester is due to re-open this week. The Clerk will contact the school to see if they still have an objection to the defibrillator sited there to be put outside the school as opposed to inside.

51: Matters arising not dealt with elsewhere on the

Agenda:

The Chair noted the following:

The Power On work has now been completed – as a gesture to us they laid some hardcore over the weed area in the park.

The Chair, Clerk and Cllr Versallion will be meeting with Eggington Parish Council, later this week, to discuss Grounds farm Solar Park and will report at the next meeting.

We have been notified by CBC that Clifford Close has been adopted.

52: Tree Work Update:

The work has now been completed, and the invoice paid as agreed in the Extraordinary Meeting of 15th July 2021. The meeting of 15th July 2021 also agreed the transfer of funds from our savings account to pay this bill. This has also been completed. To confirm, the invoice came to £7089.12 (inc VAT) – this was £60 more than the quote and was agreed by the Clerk whilst in site, under delegated authority. The addition was to remove a dead tree that could not be reported in by the surveyor.

It was also noted that additional work had to be completed – the Church Warden noted a branch that had fallen by an adjoining fence. The Clerk advised that he had agreed this could be removed whilst he was on site (under delegated authority). The cost of this was £72, and this will be paid by separate invoice (& come from normal budget funds - Tree and Hedge maintenance).

Cllr Coleman advised that he was not happy with some of the work undertaken – the Clerk confirmed that the work undertaken was as the Tree Survey instructed and agreed (in the case of the cemetery) by CBC. Any further work would need to be agreed via this route. The Chair asked Cllr Coleman to provide photographs outlining his specific concerns, and the Clerk will then provide them to the Tree Surveyor for their professional opinion.

53: The Park:

The Chair noted that we have been awarded a grant by CBC for £12070.25 towards the work required.

The quotes received were looked at in depth. The Clerk has attempted to look at different options, and split the original Fenland quote to facilitate this. Many Companies will not repair others work. It was also noted by the Chair that the work really needed to be authorised – some of the park is now closed due to vandalism, and wear and tear on some items has been called out as a growing health and safety concern by ROSPA. Residents regularly comment on the state of the park. The wet pour under the swings has been damaged, in part, beyond repair – and the cableway chair has had a knot tied in it. This will need inspection by a professional to ensure the inside of the equipment has not been damaged.

All quotes re pre-VAT.

The original quote we had from Fenland was £45570 - £1887 has been subtracted from this quote as this was to fix the wet pour under the swings – the quote also included full replacement which is now required. Fenland also required £2,900 to remove the high fence, and we have removed this from the quote – leaving £40,783.

The grant was to pay for 50% of the new items required (total cost £24,140). This is to replace the multiplay unit and the rockers as well as the wet pour under it. The total amount, taking the grant into account, would therefore be £28,713 (plus the cost of fence removal – see below). For transparency, the Clerk has obtained quotes from other Companies. These are not like for like, as each Company supplies different play items (multiplay and springers). However, the quotes were:

Wicksteed - £17,650

Creative Play - £24,340

The Fenland quote includes repairs to other items that other companies will not cover (quoted for separately) – if the Fenland option is not chosen the implication is that the other repairs would then become

more expensive (because the quote has been packaged as far as things like disposal, skips, time at site etc).

Cllr P Scott proposed that we should agree the Fenland quote in full (ie £40,783 noted above) and this was seconded by Cllr Dickens. All Councillors present then voted to accept Fenland's quote.

The chair noted that we had 4 quotes for removal of the high fence.

These were:

Fenland - £2,900

Paul Stallard - £2,900

Gold Leaf - £1,500

Mike Smith - £550

All quotes a pre-VAT.

Cllr P Scott proposed that the Mike Smith Quote was accepted and this was seconded by Cllr Dickens. All Councillors present then voted to accept Mike Smith's quote. Cllr Coleman asked if he could visit the site as work was due to commence to ensure the holes were fully filled.

Cllr Coleman asked about signs – this has not been taken forward yet.

Cllr Coleman agreed to provide a quote from someone he knows.

54: Cemetery Issues:

The Chair asked the Clerk to speak.

The Clerk advised of an issue he was dealing with for a resident concerning a gravestone. The Clerk will report back to the Council if need be.

The Clerk advised that he had completed the Memorial Test in both the Churchyard and Cemetery and had no issues to report.

The annual review of the table of charges was undertaken. No changes were proposed by Cllr Dickens, seconded by the Chair and passed by all councillors present.

55: Councillor Numbers & Vacancy:

The Chair noted that CBC had contacted us regarding the number of Councillor's we have in case we wanted to amend this number. It was

felt that the current number of 7 was correct and so no amendment request will be sent.

The Chair noted that we still have a vacancy, and anyone interested should contact the Clerk.

56: Delegation Of Powers:

The powers agreed at the May meeting have now been rescinded as normal meetings have now been resumed. This policy will be kept "in abeyance" in case it is needed in the future.

Other than finance and planning (noted elsewhere in the Minutes), the powers used were as follows:

Arrange meeting venue for proposed July meeting at a cost of £42 at Chalgrave Memorial Hall. This meeting did not go ahead because COVID restrictions were extended. The booking was left as a contingency for September's meeting.

Submission of Grant to CBC for work in the park (see above).

Tree work – additional work (see above).

57: CBC Highways issues:

The Chair noted various issues (20mph on side roads; the road by the cemetery including flooding and parking; Parking in at the top of Whitehorse Close; posts between Barns/Manor Ave). Cllr Versallion has advised of the correct person at CBC to write to regarding these and the Clerk will do this and copy in Cllr Versallion and requested by him.

Dog fouling – Cllr Antonini has advised the Clerk (before the meeting) that she had arranged for additional dog bins, signage and "poo" bag dispensers to be installed. Further update at the next meeting.

58: A5/Speedwatch:

Cllr Capstick provided a report before the meeting. This is attached to the Minutes. Relating this report, the Council will investigate paying for a structural report of a property. The Chair asked the Clerk to obtain

quotations for this. The Chair will advise the Clerk of the address where this Surety will take place to allow for quotations to be completed.

59: Hockliffe Christmas Tree:

It was proposed by Cllr P Scott and seconded by Cllr Coleman that we use the same supplier as last year (Badger Hill) and that they deliver the tree as last year. This was then passed by all Councillors present. Cllr Coleman would like the option to go and chose the tree if this is possible. The Clerk will arrange contact with Badger Hill Farm.

60: HM The Queens Platinum Jubilee:

The Chair noted that we have been in receipt of information, with an expectation that we will arrange an event to celebrate this occasion. Prior to the meeting, the Clerk had contacted Cllr Antonini, who would be happy to take this forward – possibly a separate committee would be formed, to include members of the public.

61: Neighbourhood Plan:

Richard Alexander advised that the next meeting is this Thursday

62: Defibrillators:

The Chair announced that these would be maintained in the coming weeks, with replacement batters and pads. Costings to be confirmed.

63: Policy Review – Grant Applications:

This policy was reviewed and authorised for a further year. The renewal was proposed by Cllr P Scott and seconded by Cllr P Dickens, and then passed unanimously by all Councillor's present.

64: Finance:

1. Payments Agreed During Delegation of powers and credits received:

The Chair asked the Clerk to speak. The following payments were paid during the period of delegation:



Hockliffe Parish Council

"Serving the local community"

Date	Cheque number	Amount	Budget	Payee	Purpose
11/05/2021	1837	£ 42.00	Delegation	Chalgrave Memorial Hall	Chalgrave Village Hall for July Meeting (deferred to Sept)
16/05/2021	1838	£ 80.00	B	SLCC	SLCC Membership
28/05/2021	1839	£ 299.60	B	C Underhay	Salary
28/05/2021	1840	£ 74.80	B	HMRC	Clerk Tax
01/06/2021	1841	£ 26.00	B	C Underhay	Clerk Expenses
03/06/2021	1842	£ 204.00	B	Nuko Ltd	Internal Audit
17/06/2021	1843	£ 324.56	B	R Alexander	Refurbishment of benches in childrens play area
17/06/2021	1844	£ 159.80	B	R Alexander	Public liability insurance
17/06/2021	1845	£ 599.55	B	Goldleaf	Ground Maintenance
26/06/2021	1846	£ 115.80	B	Playsafety	ROSPA Report
28/06/2021	1847	£ 249.60	B	C Underhay	Salary
01/07/2021	1848	£ 37.68	B	C Underhay	Expenses
28/06/2021	1849	£ 62.40	B	HMRC	Clerk Tax
05/07/2021	1850	£ 101.00	B	M Underhay	Plants (Blooming Hockliffe)
05/07/2021	1851	£ 30.00	B	BATPC	Training Course (Lisa)
15/07/2021	1852	£ 599.55	B	Goldleaf	Ground Maintenance
27/07/2021	1853	£ 299.60	B	C Underhay	Salary
27/07/2021	1854	£ 74.80	B	HMRC	Clerk Tax
05/08/2021	1855	£ 26.00	B	C Underhay	Expenses
05/08/2021	1856	£ 599.55	B	Goldleaf	Ground Maintenance
05/08/2021	1857	£ 35.00	B	B Simpson	Software renewal
13/08/2021	1858	£ 30.30	B	M Underhay	Plants & soil (Blooming Hockliffe)
30/08/2021	1859	£ 125.98	B	P Edwards	Planters for cemetery (Blooming Hockliffe)
30/08/2021	1860	£ 349.60	B	C Underhay	Salary
30/08/2021	1861	£ 87.40	B	HMRC	Clerk Tax
01/09/2021	1862	£ 26.00	B	C Underhay	Expenses

The following credits were received:

28th May 2021 – 48p interest

15th June 2021 - £310.00 Cemetery

30th June 2021 – 56p interest

23rd July 2021 - £110.00 Cemetery

16th July 2021 - £1923.67 VAT reclaim for last year

30th July 2021 – 51p interest

30th August 2021 – 54p interest

Cllr Dickens raised the issue of an outstanding dated correct invoice from Goldleaf – the Clerk agreed to take this forward and report at the next meeting.

2. To authorise accounts for payment:

It was resolved that the following cheques could be paid (all dated 13th September 2021) –(b) means budgeted item



Hockliffe Parish Council

"Serving the local community"

Cheque no	Amount	Payee	Reason
1863	£599.55	Goldleaf	Grounds Maintenance (b)
1864	£267.00	KallKwik	HH Printing(b)
1865	£7089.12	All Trees & Hedges	Tree Work
1866	£72.00	All Trees & Hedges	Tree Work (b)
1867	£288.00	Mazars	External audit (b)
1868	£27.00	CBC	Hall Hire (b)

3. Account Balances & Budget:

The balance in our current account at the end of August was £29,387.33 (taking into account uncashed cheques) and our savings account £62,003.34.

We are currently 41% of the year gone (5 months) and spent 36% of budget expenditure.

4. External Audit:

The Chair advised that this has been returned with a "clean bill of health" and the statutory notices had been displayed on the website and village notice board.

5. Autism Bedfordshire Grant:

The Chair presented a grant application from Autism Bedfordshire for £200. Cllr P Scott noted that it does not specifically state that it will benefit Hockliffe Residents (which is part of our policy) – the Clerk will clarify with Autism Bedfordshire.

6.Updated NALC Finance Policy:

The Chair presented the above policy for approval. A small addition has been made under section 6.15 so that an authorising officer or the Clerk cannot make online payments to themselves, or a close family member. This policy adoption was proposed by Cllr P Scott, seconded by Cllr P Dickens and passed unanimously by all present.

6.S106 Update:

The Chair advised that teleconference has been set up for 5th October 2021 between the himself, the Clerk and CBC so we can understand our present S106 position. This will then be an agenda item at the next meeting.

65: Neighbourhood Plan:

This was included on the published Agenda by mistake – it has been dealt with above.

66: Planning – Applications received & applications during delegation period:

There were no new applications to discuss. Those agreed during the delegation period are here:

Date	CBC Ref	Address	Outcome	Notes
11/05/2021	CB/21/00437/Full	Solar Farm - amend only	no comment	Relates to land north of Stanbridge Rd
17/05/2021	CB/21/02104/Full	Goose Lodge	Object	Conversion of existing garage block to a dwelling - Object because the building is on Greenbelt land and the land is also part of a conservation area.
01/06/2021	CB/TCA/21/00255	Tree work in conseravation area	Unable to comment	Hockliffe Parish Council applied - so unable to comment
28/06/2021	CB/21/02724/Full	2 Old Dairy Court	No comment	Single storey side, rear extension and conversion of garage
07/07/2021	CB/21/03029/Full	2 Birches Close	No comment	Single storey side and rear extension
08/07/2021	CB/21/02532/Full	Chester Cottage	No comment	Erection of a 1.8 mtr fence
13/08/2021	CB/21/03310/Full	37 Birches Close	No comment	Single storey front and rear extension

67: Blooming Hockliffe:

The Chair asked for a member of the Blooming Hockliffe Team to speak. A short update was given. They will also be looking into producing a Hockliffe calendar, and will report back at the next meeting.

68: Handyman:

The Clerk asked for an update from the handyman. The Park bench restoration has been completed (all benches). Richard will be working on the bench opposite the Harvester, and in the cemetery next. He will also fix the gate into the Churchyard Cemetery as well as treat it. After that, he will smarten up the bus stops.

69: Correspondence Received (for information only):

The Chair noted that the following correspondence had been received:

Date	From	Issue	Response
Aug-21	Resident	Flooding on the road by the cemetery	Agenda item
Aug-21	Resident	Posts by the Barns/Manor Ave and parking at the top of Whitehorse Close	Agenda item
Aug-21	Resident	Issue with a grave in the cemetery	Agenda item
Aug-21	Resident	Clipstone Brook in general	I have written to the correct team - this will be agenda item for October meeting
Various	Andre Selous MP	Traffic through Hockliffe	None
Aug-21	Leighton Buzzard helping hands	Offering support	passed to Hockliffe Helping Hands
Jul-21	CBC	Electric power points for cars in public car parks & public spaces	Not answered - distributed to the Council and no responses received. Will put on Oct Agenda
Jul-21	CBC	Clifford Close noe adopted	For information only
Jun-21	Events promoter	Who owns billboard	Offered to contact owner (but did not advise who owner was)
Jun-21	Kilby Road Issues	Issues re Kilby Road	Rob responded
Jun-21	Resident	6th Form School Bus	Central Government issue
May and June 21	Power on	Varuous issues re the work being done	work now completed and referred to in agenda
May-21	Resident	Detrunking of A5	Answered by Rob
Sep-21	Resident	Posts by the Barns/Manor Ave	Agenda item

70: Items for inclusion in the next agenda:

Christmas – presents and Christmas Tree lighting up ceremony
 Clipstone Brook
 Communications Policy
 S106 Funds
 CCTV in the park



71: Date & place of the next Parish Council Meeting:

This will be in Hockliffe School on 11th October at 7pm

The meeting closed at 9.15pm

Colin Underhay – Clerk – 14th September 2021

Signed as a true record..... Rob Scott (chair) 11th October 2021

For a copy of this document in large print, please visit our Website and click on the globally accepted accessibility icon at the bottom of every page. Alternatively, please contact the Parish Clerk on 07726 869303 or by email - parish.clerk@hockliffepc.org.uk

Addendum - Report by Cllr Rachel Capstick

A5/Community Speedwatch

Community Speedwatch

- Volunteers have now completed virtual training.
- Roadside training with the Police scheduled for Tuesday 28th September.
- Mapping potential location for signage in the village with 30mph Community Speed Watch Area on, Highways England have made noises suggesting they may permit these though not absolutely confirmed. If so, they would want to put them up. There will be a cost for the signs which will be put to the PC when known.

A5

Highways England are planning works designed to alleviate the issues of vibrations and potholes at the Harvester junction. They were scheduled to take place (early Aug) but were postponed last minute as the Head of Service Delivery reviewed the plans and did not think they went far enough. They are adding approx. 1000m² of resurfacing to the original plans and looking to rebuild areas around the manhole covers to ensure they don't fail after resurfacing. Date for works tbc. The team are aware of previous resurfacing issues experienced in the village.

Meeting with Andrew Selous

Rob and Rachel met with Andrew Selous on Friday 10th September
Discussions focused around improving the situation for the village with the main issues highlighted as being:

- Speeding traffic particularly at night, and particularly HGVs which is causing disruption for residents from noise and in some cases vibrations to properties;
- Volume of traffic;
- Safety concerns from speed and volume of traffic, air quality.

We discussed **detrunking** which we understand from Highways England is still very much something they wish to achieve, they were hoping and working to do this outside of a wider programme directed by the Department of Transport in a few year's time. Sadly, it looks like the Department of Transport are looking for all of this to fall under the same programme.

We made Andrew Selous aware of the benefits we hope to gain from detrunking, mainly the ability for Central Beds to put a weight restriction on the roads to seriously reduce the number of HGVs using the road. Andrew Selous took at action to raise this with CBC.

Whatever happens, this is not an immediate answer to our issues and comes with a number of stages.

We discussed **speed management** and this was viewed as potentially the quickest route to improving issues for the village. Andrew was supportive of average speed cameras and is going to push Highways England and the Police on this. To support this, he asked whether the Parish Council may be willing to fund a written report from a structural engineer on a property in the village that experiences particular issues from vibrations from HGVs. We have agreement from a resident regarding this. **ASK OF THE PARISH COUNCIL:** would the PC be willing to fund this? Quotes can be obtained for approval. This report would be used to support the case for speed cameras and also support from Department for Transport for detrunking/ general action to improve issues from speeding/HGVs .

To support this further, the Parish Council will be circulating a petition to residents. This will be electronic. In current times, it is not a great idea to be going from house to house but we will also make a paper version available for signature by those who may not have access to be able to sign an electronic copy. It may be possible to get details of this in the Hockliffe Herald.

Andrew Selous raised whether there would be support from the Parish Council for a bypass. It was not felt this was something the village would support as it would come with a requirement for a substantial number of new houses.

We discussed **Air Quality** and noted there is a monitor on Augustus Road and asked Andrew Selous to approach CBC to get a monitor on the A5 in the most congested/ affected areas. Andrew took an action to do this.