

MEETING of PAVENHAM PARISH COUNCIL	
Venue:	Pavenham Village Hall
Date:	Wednesday 28 th September 2022 at 7.30pm
Time:	7:30pm
Note:	Re-scheduled meeting postponed from 14 th September 2022 Due to national mourning.
Committee:	Cllr. Thomas Beazley, Chair (TB) Cllr. Jon Abbott (JA) Cllr. Sara Darlow (SD) Cllr. Brian Greenwood (BG) Cllr. James (Jim) Russell (JR) Cllr. Andrew Senior (AS) Cllr. Katie Sharpe (KS)
Clerk:	Rosemary Plum

MINUTES OF MEETING

1) Welcome & Introductions - The meeting was attended by 12 members of the public, all of whom are Pavenham residents. - TB welcomed all present and gave thanks to both candidates for their superb efforts during the recent electoral campaign. He congratulated SD on her appointment to Parish Councillor. - TB also welcomed RP as the newly appointed Parish Clerk. He added that three 'superb candidates' applied for the post but following interviews, the panel felt that RP was the best candidate for the role. TB noted the remaining two candidates could serve the village well in other roles in the future and that one or both may be assisting BG with the Neighbourhood Development Plan.	
2) Apologies for Absence - BG gave apologies for anticipated late arrival. - No further apologies were received. It was therefore assumed Cllr Senior was either delayed or not attending.	
3a) Signing-in of new Councillor SD will sign her formal acceptance which will be retained on file by the Clerk.	SD to sign acceptance
3b) Declarations of Pecuniary and non-Pecuniary Interest	

• TB gave an explanation for the benefit of all residents present, of the purpose of the declaration(s) and difference between pecuniary and non-pecuniary interest(s). He confirmed the declarations are renewed annually at the start of each financial, year by all Councillors. Declarations can also be accepted at any Council meeting in the event of a change of circumstance(s).	
4) Consideration of Dispensation • TB outlined to all present the purpose of dispensation, which is considered at every meeting. • TB declared an interest in Item 11a) on tonight's agenda and he will pass the Chair to JR for this item. TB added he was happy to step outside the meeting room for this Agenda item should those present require him to do so.	
5) Public Open Session (limited to 15mins) a) <u>Bus Services to and from Pavenham</u> • JR advised resident, Natalie Bandy had spoken to him regarding serious concerns with the local bus service and the non-running of many services. Natalie, who is disabled, was stranded in Bedford following the last minute cancellation of a bus to Pavenham. No prior warning was given and no alternative transport was offered. • JA acknowledged the distress that may be caused to local residents and said this is also a national problem as bus companies are struggling to find drivers who now earn more driving lorries than buses. JA advised that whilst the Parish Council contributes to the funding of two of the bus services in our rural area, we don't have compulsion over the Stage Coach services. It was also pointed out that the numerous road closures are adding to the problems as well as causing delays to those buses in service as it is very difficult to turn the vehicles in the closed off roads. • JA advised that Bedford Borough may potentially provide taxis as a substitute to a bus, where residents are wholly reliant on the bus service for transport. • JA advised that if there's going to be a road closure, Bedford Borough should liaise with the service provider to put alternative routes in place. It was also suggested that regular bus drivers are likely to know rural passengers on their routes where alternative arrangements should be made. • It was agreed that RP will make contact with the Bus Companies and Bedford Borough asking all concerned to	RP to contact bus companies

keep the Clerk informed of alterations to service. They should also advise where and when road closures are due, to allow everyone concerned to make alternative arrangements. • TB asked that we add bus information to the newsletter and also confirm that we still have our local service to the GP Surgery which maybe could be extended in future. and we could perhaps extend. • TB said we should provide Natalie with a phone number for the Parish Council Chair and Clerk to call for assistance if she is left stranded in the future. • It was also suggested that many residents who depend on the buses may need a little more support and advice around their disability allowances and alternative travel arrangements. • JA advised that Stage Coach run the commercial routes in North Bedfordshire and with local routes such as the GP Surgery service being put out to tender by local companies. He added it is evident that the town centre is better served by public transport when compared to rural areas but this is also influenced by the very low number of passengers on rural routes. • Further general discussion ensued about which bus routes run through Pavenham and the surrounding villages.	TB add bus info to Newsletter RP to provide phone numbers
b) <u>Condition of pavements in the village</u> • A meeting attendee raised the issue of the poor condition of pavements in the village, making access and mobility difficult for wheelchair users. She also asked whether it would be possible to site a pedestrian crossing near the pub as visibility when crossing the road is difficult. The attendee further pointed out the limited opportunity for people with disabilities to be able to sit and/or enjoy outside spaces in Pavenham. • JA said we could look at installing dropped kerbs and he will pursue this possibility on his next walk round with the highways officer. He pointed out that any form of pedestrian crossing will not be granted because of conservation considerations and the lack of street lighting. JA added the need to bear in mind current economic conditions within local Government. There is no confirmation that Ward funding is still available.	JA-investigate dropped kerbs
6) Minutes of Previous Meeting	

• There were NO OBJECTIONS to the minutes of the last meeting which were then signed by TB as a true and correct record of the meeting. • An attendee at the this evening's meeting complained that the minutes of the previous meeting were not published on the website. It was confirmed by RP and SD that the minutes are, in fact, on the website.	
7) Matters Arising from the Minutes None recorded.	
8) Correspondence TB advised the correspondence outlined below has been received and responded to: a) Mr Middleton: Enquiry about the next date of the Council large waste collection b) John Adjei: Enquiry about how to book the Village Hall c) BPHA: Request for comment on proposal for a House Exchange S106 property in Pavenham d) TB advised the house wasn't a vacant property so the exchange was agreed. He added that in future, priority should be given to Pavenham residents for tenancy of any vacant property in the village. e) A letter from Borough Council regarding a complaint received about the Chair of Pavenham Parish Council. • TB confirmed he had responded to a letter addressed to him from the interim Monitoring Officer. As a result, TB issued the following statement to those present at this evenings' Parish Council Meeting: <i>"I was both surprised and disappointed to receive an email from Mr David Doorne, Bedford Borough's monitoring officer, following receipt of a complaint from a member of the Parish, regarding both the manner in which I conducted, and words that I used as Chair at our last parish council meeting. It is unfortunate if my use of the words ' keyboard warriors' caused offence and certainly that was not my intention. It is terminology that had been used by others in conversations that I had with villagers on the subject and in my role as a councillor I was simply reiterating the thoughts of others. My reference to stringing them up may well have been an unwise choice of words, although that was not actually a comment directed at the persons present but more an aside to fellow councillors. I am certainly sorry if that caused offence but I do categorically reject the assertion by the complainant that the use of those words was an incitement to violence. I live, work and run a business within the parish so in my day to day working life I come into contact with a very broad cross section of parishioners and will continue to represent them and their views to the best of my ability. I am not prepared not to convey any concerns raised, even though I am Chair of the meeting - indeed I consider it my duty to do so. I along with others both on and off the Council have absolutely no issue regarding democracy but we are deeply concerned about wasting public money. Pavenham Parish Council received applications from two exceedingly suitable candidates for the Parish Council vacancy that had unexpectedly arisen and we were happy to look into the options available for working with both individuals, capitalising on the skills they had to offer. Unfortunately we were not given the opportunity to take the option of co-opting the individuals</i>	

<i>further before an election was called for what will amount to four meetings before the whole council will be up for re-election in May next year. As the Parish Council will now be required to pay a substantial amount of money to the Borough Council for organising and running the election, it seems very likely that the Parish precept will unfortunately now have to be raised well above the rate of inflation at a time when many are struggling with day to day living expenses . This is totally at odds with the historic policy of this council and remains my view that it could have been avoided."</i> f) Mr Harold Purser: Objection to the waste of public funds in calling a Parish Election. • RP read out to letter in which Mr Purser wrote: <i>"I write to confirm my comments made regarding the recent Parish Council election. I [and others I know] had no intention of voting because the candidates were totally unknown to us and had been in the village less than the proverbial ' five minutes'. In my opinion this election was a total waste of public funds and time to all concerned, very especially as a full Parish Council election is due next year. If ever a co-option by the incumbent council was appropriate this was the perfect example. I seriously consider that an explanation of how this election came about is morally required, perhaps in your next newsletter. Before anyone suggests that I should have offered my services, I did put up on two previous occasions, losing out the second time on a miniscule number of votes. The successful candidate became seriously ill within days of that election and had no choice but to resign. At that time being so close to the election, I always considered that I should have been the automatic candidate for co-option. The Parish council of the day [not under your chairmanship] chose otherwise, to my lasting disappointment. In mitigation I do understand that recently elected member has done more for the village in eighteen months than I have done in the last seventy eight years."</i>	
9) Financial Update a) The Committee UNANIMOUSLY APPROVED the use of IT software for maintaining the Parish Council accounts, backdated to 1st April 2022. This requirement is pursuant to the HMRC Making Tax Digital requirements for integrated online software. RP advised that the Xero Software package will cost£14 per month + VAT. She is however investigating the possibility of registering with an alternative package that would be cost neutral. b) Electronic banking. The Committee was asked to agree to the nomination of Rosemary Plum, Clerk of the Council as the person responsible for the administration of all Pavenham Parish Council bank accounts held with National Westminster Bank Plc. The Committee UNANIMOUSLY APPROVED the proposal. c) Bank Mandates: The Committee was asked to agree to Cllr. Katie Sharpe and Cllr. Sara Darlow to be mandated as two of the four authorized signatories on all Pavenham Parish Council bank accounts held with National Westminster Bank Plc. The Committee UNANIMOUSLY APPROVED the proposal. d) Kompan play equipment – It was confirmed that Pavenham Parish Council pays for the maintenance of the play equipment in the Village Playing Fields on behalf of the Village Hall. TB set up an account with	RP investigate finance software.

Kompan in May 2022. Chair of the Village Hall, David Smith, who was present at the meeting, confirmed he is tracking the inspection rota aligned to RoSPA requirements. e) TB proposed the purchase of the 13th Edition of the Arnold Baker Local Council Admin Manual. It was noted that RP had proposed to Clapham Parish Council (where she is also Clerk) that the cost of the purchase be shared between the two Parishes. However, Clapham had already purchased the 12th Edition last year and did not intend to purchase this latest edition. It was further suggested that in future, Pavenham and Clapham Parish Councils will alternate the purchase of the Manual for as long as they have the same Parish Clerk. RP will also investigate if it's possible to purchase just a summary of amendments The proposal for Pavenham Parish Council to purchase the 13th Edition was UNANIMOUSLY AGREED	
10) Accounts for Approval The following invoices were presented for payment approval: a) Chris Horne - Grass Cutting £169.20 b) Glasdon UK Ltd- Dustbin for West End £291.05. TB confirmed the bin will be installed in the next few days and noted he is very impressed with this company. TB is going to speak to the local waste collection team, asking them if they could assist with emptying the bins as JA confirmed the Borough will not include this service on their rounds. JA noted the need to prevent the bin being stolen. It is necessary to ensure the bin is heavy enough so as not to be lifted by 2 people. c) David Smith – web hosting £101.50 d) Clerks Salary & Contract – sums as agreed at the time of appointment and not publicly disclosed e) Clerks Expenses £46.99 for the purchase of an external hard drive to back-up all Council files for security purposes. f) Bet Scoley – maintenance of the War Memorial £56 (item added after publication of the Agenda). It was noted that a resident has commented on how grateful they are that the memorial is so well maintained. They feel it is money well spent and would like the Council to reger this back to Mrs Scoley and thank her. Payments of the above invoices were UNANIMOUSLY APPROVED.	
11) Planning Applications Received TB stepped down as Chair and offered to leave the room. JA abstained from voting as he is Chair of the Borough Planning Committee. No objections were recorded to either councillor staying in the meeting room.	

a) <u>22/01923/LDE. Thomas Beazley at East End to retain hard standing created by Network Rail for agricultural storage</u> There were no issues recorded from any of the councillors allowed to vote. The proposal was therefore APPROVED. TB and JA rejoined the meeting. b) <u>22/01875/TPO. Crown lift on weeping beech tree at 32, The Bury, Lodge</u> The Parish Council were happy to agree with the recommendations of the tree officers as it was felt they were not contrary to the interests of the village. NO OBJECTIONS. c) <u>22/01379/LBC new wrought iron fence to Stable Lodge, Church Lane, Pavenham.</u> NO OBJECTIONS.	
12) Environment a) Highways & Footpaths • TB has spoken to and had correspondence with Rickie Dawkes at Bedford Borough about the need for tree work and the clearing of trees along the High Street. We need to confirm our council policy on Ash Trees. • Ownership of grass cutting at Close Road – TB has researched the land ownership with the HM Land Registry which shows there's only one owner for this land. TB has offered to take over the grass cutting but we require a contribution from the owners of the land in question which we believe may be BPHA. The Borough will advise TB about the financial decisions. b) Weeds and gutter clearance • TB has received assurance gutter clearance and weeds are on the 'to do' list. White lines on the Causeway are also in hand. We will be advised as soon as these are agreed. TB will put more grass seed on the grass-crete. JA noted some of this is lifting so he has requested Borough maintenance. c) Clearing of overgrown verges along pavements • The main High Street is very overgrown and the path is already narrow. This needs clearing and it was agreed we ought to be doing this with village volunteers. It was agreed to call for a working party at a date to be announced. d) Condition of footpath along The Bury • The pavement in general and, in particular, as you come along the main straight of The Bury on the left hand side near 42/44, is in very poor condition. JA will request walk round with the Borough representative,	TB Policy on Ash Trees TB funding contribution for grass cutting TBG grass seed on grass-crete JA request Bury walk-round

○ A member to look after the finance and request funding from the Government. ○ Information on habitats for flora and fauna. We need a volunteer from the Working Group for the plan. ○ The need to agree a questionnaire and decide how to circulate this. It should go to every person in the village of voting age and the year below. Should the questionnaire be emailed or hand delivered? How would the responses be collected? • When the work is complete it will be handed back to Local Authority. BG hopes to have a positive Working Group meeting later this month and report back at the next meeting.	
14) East-West Rail a) Local Plan Update • BG been talking with a planning consultant working on EWR. They thought the project was being taken away but the new chancellor has produced a growth plan for big infrastructure projects including Black Cat roundabout and EWR. • BG spoke to the action group today and they are refreshing their membership. • There are still lots of issues over the route and where it goes after crossing the A6. • BG is talking to the action group and has unofficially offered his services free of charge on behalf of the Parish Council. However, Pavenham Parish Council hasn't discussed whether it wants to participate and we're currently not in the consultation zone. • We should discuss formally at the next meeting whether Pavenham Parish Council wants to respond on the matter. • TB said Pavenham Parish Council should be showing a serious interest in the EWR route because of the effect on the whole of North Bedfordshire. The Parish Council would fully endorse that BG continues to represent it on this matter.	RP add to next Agenda
15) Local Plan • BG has submitted a response to the council, advising the Parish Council that it's a good plan. He has also written to the Borough advising we have no objection and we support the local plan. • BG reported that Bedford Borough has decided not to go ahead with Twinwoods and Sharnbook plans. They are pursuing, instead, projects for new towns at Little Barford and in the Brickyards areas. • 137 infrastructure projects are currently being considered. The new Chancellor has created new investment zones and Bedford can put itself forward as one of these. JA confirmed this is being looked at by the Borough Council.	

16) Communications & PR a) Website • RP advised of the issues currently being encountered with the website due to the lack of support and maintenance from the third party provider company. • TB advised that as part of attracting the clerk to her role, he had hoped she could manage the website that is currently administered through a third-party provider • RP outlined her background and experience in developing website content for national institutions such as the BBC and NHS. She offered to develop a new framework for the Pavenham Parish Council website as part of her role and confirmed she would need one day of specialist IT support. She confirmed she had provided two quotes – one for the cost of developing a new website in-house and one for a local outside developer to produce the a website. • RP confirmed to BG that she has agreed to redevelop the Clapham Parish Council website. • BG proposed RP should develop a new Pavenham website in-house. TB agreed that the salary scale for RP should be reviewed at the end of her 3-month probationary period if she is to undertake this additional work. • The Council AGREED UNANIMOUSLY that RP should develop a new website for Pavenham Parish Council.	
17) Events a) Village Christmas Tree • SD asked whether we want a Christmas event as well as a Christmas Tree. • BG said the tree was sited at The Cock pub last year but it was a little hidden. This may have been a safety issue but whatever the reason, the pub owner wants to ‘do better’ this year. We do have time to review the location. • TB asked if we should offer support to the pub or whether we want to put the tree elsewhere. He further added that for years we ran a Christmas lights competition but we have to question how environmentally friendly this is now, so he called for fresh thoughts on this. • It was UNANIMOUSLY AGREED to offer financial support of £250 to the landlord of The Cock public house for a tree and Christmas decorations. SD will talk to them. • TB doesn’t think he has any suitable trees but will check and is happy to donate one if he has one that isn’t too big.	SD talk to pub landlord about Xmas.

b) Other events • We will hold a Remembrance Day memorial as usual and TB will confirm with Sue Ives at the Parish Church. c) Commemoration of Queen Elizabeth II • SD asked if there is anything we can do to commemorate HM Queen Elizabeth II. The councillors were in agreement we should be doing something although it may come out of next years' budget. TB asked RP to add this item to the Agenda for the next meeting, calling for proposals. • A resident in attendance remarked that we already have the Diamond Jubilee stone in the village so perhaps we could add another in commemoration. d) Accession of King Charles III • TB put out a call for ideas and for everyone to start thinking about Coronation events for next year. • JA will circulate information on village entrance furniture. e) Town & Parish Council meeting at Borough Hall 28/9/22 • RP and SD will attend and represent the Pavenham Parish Council.	TB talk to Sue Ives. RP add Agenda item
18) Date of Next Meeting: 16th November 2022	
The meeting ended at 10pm.	