

Meeting: Pavenham Parish Council
15th March 2023 at 7.30pm

Council Members in attendance: Cllr. Thomas Beazley, Chair (TB)
Cllr. Jon Abbott (JA)
Cllr. Sara Darlow (SD)
Cllr. Brian Greenwood (BG)
Cllr. Jim Russell (JR)
Cllr. Katie Sharpe (KS)

Borough Council Members not present: Cllr. Andrew Senior (AS)

Clerk to the Council: Rosemary Plum (RP)

Public Attendance: 8 x Pavenham Residents

MINUTES OF MEETING

1. Welcome & Introductions

2. Apologies for Absence

None received.

3. Declarations of Pecuniary and non-Pecuniary Interest

None reported.

4. Consideration of Dispensation

None reported

5. Public Open Session (limited to 15mins)

- a) Resident, Janet Roff reported poor broadband service at the west end of the village. RP

6. Minutes of Previous Meeting

The minutes were agreed as a true reflection of the meeting and signed by the Chair.

PROPOSED: Cllr Katie Sharpe

SECONDED: Cllr Brian Greenwood

7. Matters Arising from the Minutes *(for information only)*

- I. Thanks given to JA for his continuing support as posts for the Morelock signs are now in place and further repairs recently carried out by the Borough.
- II. Pavement Close Road to mobile home park – Look to Ward Funds to pay for the works when new Borough Councillor is elected at May elections.
- III. The Leys – Flooded badly last weekend and not helped by vehicles driving through the water and creating wash against the property. TB emailed Borough Highways Department suggesting risk of negligence as nothing has been done for years. Despite numerous requests from the Parish Council, gullies are not being emptied and TB has done the work in emergency situations. The pipe taking water from The Bury and Church Lane into the Leys fields is not big enough and blocked gulleys don't help.
- IV. Dropped kerb – JA asked about this possibility on walk round with Iain Booth. Requires major engineering from Borough which will require considerable funding. Further investigation work required.
- V. The Bury path surface – In the resurfacing programme for 2023-24 financial year.
 - a) Close Road sign replacement – JA and Parish Council continue to chase Borough Highways Department. Borough awaiting spare parts required for machinery. We expect Borough will replace the sign in due course.
 - b) Hedgehog boxes – SD spoke to resident explaining this is not the best use of money in current times of budget restriction.
 - c) Phone box listing building – Borough Planning Department has responded to Parish Council following intervention by JA. Project moving forward. TB dealing with it. TB
 - d) Salt bins – Costs to purchase bins £120-£228. Currently one bin at end of Orchard Close and one near the cut at the end of the Bury. The bright yellow bins aren't very attractive. conservation restrictions. Intention is for residents to help themselves to the salt and do it themselves. We need to be mindful of liability if the Parish undertakes salting but doesn't maintain at all times. We need to

RP-Agenda

investigate liability and insurance as well as possible conservation issues. Item to be revisited in September.

TB

TB

- e) Litter bin, update on resident enquiry. TB spoken to Borough footpaths officer and Borough Highways about parking at the site. We should be trying to stop cars blocking the bridleway entrance. Borough will be reluctant to put anything substantial in the way of traffic as on a bend. Ongoing matter and TB will report back.
- f) Good Neighbour Scheme Update – Presentation on this evenings' Agenda
- g) JR joined JA and Borough Highways officer on village walk round. Gulleys on the east side of the road between Bury Farm and The Lodge now cleared.

8. Clerk's Report *(for information only)*

- RP wrote on behalf of the Parish Council to Mayor and Richard Fuller MP regarding by-election costs. Following response received from Democratic and Electoral Services: *I have looked into the charges that Pavenham Parish Council received for both the by-election in November 2021 and August 2022. The charges for November 2021 are correct but we have identified that there was any overcharge from our print company Print UK which we have contacted the company about and it was an unfortunate error that had gone unnoticed for the August 2022 by-election costs. A revised invoice will be sent to you for the August By-election and my sincere apologies for this error. In future for any costs incurred we will send you a copy a spreadsheet that breaks down the cost.*
- Richard Fuller MP asked a question in the House of Commons on Parish Council by-election costs. Lee Rowley, Parliamentary Undersecretary of State for Levelling Up, Housing and Communities responded as follows: *The department does not hold this information. Parishes are their own sovereign entity and responsible to their local electors.*
- Contribution to The Villager – RP wrote a short article clarifying election costs, encouraging people to stand in May Parish elections and touching on the intention to work more closely with nearby parishes regarding developments on the horizon that could adversely affect Pavenham e.g. East West Rail.

- Regular use of PC Facebook and website - Topics include Parish elections networking event, voter ID etc.
- RP being approached by Councillors from neighbouring Parishes to consider joint rural approach to the Borough, particularly in respect of the condition of Highways. There's a growing feeling that the responses being received to issues, especially potholes, flooding, drainage and white lining is simply unacceptable e.g. gullies are cleared on a 3 yearly cyclical programme. It seems there's little restraint in financial spend in the Town while rural areas are simply going to the back of the queue for any investment.
- Reporting potholes – it's important that residents also report potholes using the online Borough reporting tool. They can also be reported to the Parish Council via our Facebook page or email. Pothole maintenance teams are currently inundated with emergency repairs and bad weather is also an obstacle to work being carried out. JA advised that the Borough is investing in new pothole repair equipment and any repairs marked with a 'T' indicate temporary solutions.
- RP reminded all those present nomination papers to stand as Parish Councillor need to be delivered to the Clerk by 26th March. The closing date for presentation of the papers to the Borough is 4th April and the Electoral Office is asking for all nomination papers to be delivered by the Parish Clerk.

a) Highways Maintenance

- I. Potholes – the following to be included on the reporting list: SD
 - Severe erosion of the edge of the carriageway on Church Lane
 - On the nearside opposite the church, outside the Walled Garden property
 - On the offside approx 100 metres north of the Pavenham village sign, where an adjacent section has been repaired recently.
- II. Vehicles getting larger and driving off the edge of the road. We need to find ways of supporting the edge of the carriageway. Drivers, particularly lorries, pulling up on the side of the road are contributing to damage. The Borough can't afford to install kerbs everywhere.

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| III. | Kelly Communication van regularly parked in the High Street close to the junction with Church Lane making it impossible to see oncoming traffic from the right, when coming down Church Lane toward the junction. Vehicle report to police for parking too close to junction. | |
| IV. | Can double yellow lines be position by the Council in a conservation area? | RP |
| V. | The Causeway chestnut fencing - Exceptionally dilapidated condition both sides of road and leaning in and out from the vertical. Sections with no fencing at all, and other sections where the fencing is flat on the ground. Very little earth in certain areas to secure fencing. Concerns about safety protection to vehicles, cyclists and pedestrians and PC needs to consider liability should fence fall and damage vehicles. Fencing originally erected with cooperation of Borough Highways Dept at expense of Parish Council. TB has the necessary post to strengthen the fence and will address asap. | TB |
| VI. | Ask council to re-do white lining along Causeway to prevent vehicles going off the road. RP will contact Borough Highways Dept. | RP |

9. Speedwatch Group

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| I. | Group needs to be re-established. Add to future Agenda. | RP |
| II. | Work carried out today on “Morelock” sign at West End and 40mph flashing sign travelling eastwards towards Oakley. | |
| III. | PC is aware of 40 mph flashing sign outside Close Road travelling westwards, is yet to be replaced by the Borough after vehicle damage, some 6-12 months on. | |

10. Environment

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| a) | <u>Path clearing – date of next event</u> | TB/SD |
| | <ul style="list-style-type: none"> Liaise with SD for date of next event tba and TB will add to Chairs report. | |

11. Planning Applications Received

The following applications have been Permitted or had Consent Granted:

- 31 The Bury Pavenham Bedford Bedfordshire MK43 7PY
 - Single storey front porch extension, conversion of the existing integral double garage and other external alterations
 - T1 - Beech: 2 metre crown reduction and a crown lift of 4 metres
- 57 The Bury Pavenham Bedford Bedfordshire MK43 7PY
 - T1. Silver birch - Crown reduce all round close to former reduction points, approx 25%. T1 is extensively shading front of house.
- Hill Cottage High Street Pavenham Bedford Bedfordshire MK43 7PD
 - T1 Lime - Remove
- Bethany 12 The Bury Pavenham Bedford Bedfordshire MK43 7PX
 - Group of Elms - Fell and replace with Hazels at 3m spacing
 - The Elms no 12 on property owned by the Beazley family.

Applications submitted:

- 5 Derwent Cottages High Street Pavenham Bedford Bedfordshire MK43 7NT
 - Replacement of existing windows

12. Neighbourhood Development Plan

a) Plan Update

- I. The plan is well on its way but not quite complete. BG currently revising and updating draft for adding to website asap.
- II. RP supporting with:
 - updating of census results for inclusion in draft plan
 - Copyright clearance of photos used in plan
- III. Bedford Borough producing its own local plan with which we need to align our document.
- IV. Strategic environmental assessment habitat regulation assessment to be done. Need to commission someone to do it as the person recommended by the Borough has retired.

BG

- V. NDP group working on questionnaire to be delivered to everybody in the Parish of voting age and coming up to voting age. Ideally want to deliver online to facilitate data evaluation. We will also operate a system of volunteers to do hand deliveries with a time scale for questionnaire return.
- VI. Analysis of questionnaire responses to align policies with residents responses.
- VII. Next steps:
 - 1) Questionnaire distribution as soon as it's finalized.
 - 2) Data evaluation.
 - 3) BG to amend latest draft in line with data evaluation.
 - 4) Final exhibition at Village Hall calling for comments.
Exhibition expected to be held Summer 2023
 - 5) Update web page
 - 6) Finalise plan and send to local authority. The plan will then be examined by an inspector appointed by the Secretary of State.
- VIII. Current EWR proposal for Bedford-Cambridge comes north of Bedford, past Sainsburys, Manton Lane and turns right across countryside behind Clapham. The only way to try and persuade the Government that it's the wrong route is to get suitable professional involvement. BG will consider being a representative of Pavenham Parish as he does this type of infrastructure legal work professionally. He could assist the Parish either in a personal capacity or on behalf of the Parish Council.

PROPOSAL: Whilst EWR doesn't impact Pavenham directly, it will have a dramatic effect on a number of aspects of day to day life in the Parish, as will the planned Milton Road, Clapham and Sharnbrook housing developments. Cllr Beazley therefore proposed Cllr Brian Greenwood should represent Pavenham Parish Council in the matters outlined in this proposal.

PROPOSED: Cllr Thomas Beazley

SECONDED: Cllr Sara Darlow

VOTE: Majority agreement

13. Good Neighbour Scheme

- a) Presentation by Debra Aitken, Good Neighbour Scheme Support Officer

Beds Rural communities looking to set up this scheme in the village.
Happy to work with systems and teams already in place and have already been in contact with local providers.

14. Events

- a) Commemoration & Coronation event update

- Big lunch to be held on Sunday 7th May from 2pm to 10pm
- SD meeting on 19th Feb with 8 residents with ideas.
- Peter from The Cock public house will run the bar.
- 2 local bands will play, afternoon teas in the clubhouse and barbecue, ice cream, village games will be available.
- All welcome to contribute ideas.

15. Financial Update

- a) Election costs update

- I. RP confirmed receipt of apology for accounting mistake by the Borough Council who issued new invoice.
- II. Parish Council thanked RP for having highlighted the issue and bringing a refund to fruition.

- b) Accounts for approval

- Bedford Borough Council, Parish Council Election Costs –
Balance of £1,080.94 (following successful challenge by Parish Council)

PROPOSED: Cllr Sara Darlow

SECONDED: Cllr Brian Greenwood

VOTE: Unanimous agreement

- Community Heartbeat, Defibrillator contribution - £162.00

PROPOSED: Cllr Sara Darlow

SECONDED: Cllr Jon Abbott

VOTE: Unanimous agreement

- Mr R Bates, Bus Shelter maintenance - [figure tbc] Mr Bates owed for 3 quarters and was being paid £28/qtr. This fee hasn't been increased for 10 years.

PROPOSAL TO INCREASE QUARTERLY MAINTENANCE FEE TO £35
BACKDATED TO THE OUSTANDING INVOICES.

PROPOSED: Cllr Sara Darlow
SECONDED: Cllr Jon Abbott
VOTE: Unanimously agreed

- Mrs R Plum, Clerk's expenses: phone/laptop costs for Parish business (Feb/March) - £70

PROPOSED: Cllr Jon Abbott
SECONDED: Cllr Katie Sharpe
VOTE: Unanimously agreed

- Mrs R Plum, Clerk's Salary additional hours: Neighbourhood Development Plan (33hrs) and website build (30hrs) to 31st March 2023, as agreed

- Mrs R Plum, Clerk's salary (Feb/March) as agreed
When sub-committee appointed RP, NALC pay scale 7-12 £11.63 - £12.73/hr. was agreed. Sub-committee proposed pay review after 6 months. TP has since developed a new Parish Council website which she is now managing (for which the Parish Council had originally anticipated a third party spend of approx. £2,000) and she has also supported NDP progression.

PROPOSAL: a) ONE-OFF PAYMENT FOR 33hrs WEBSITE DEVELOPMENT AND 30hrs NDP SUPPORT TO DATE @ £13.45/hr with move to NALC Salary Scale 15 @ £13.45/hr from 1st April 2023 for Clerk's role.

PROPOSED: Cllr Jon Abbott
SECONDED: Cllr Sara Darlow (with note to adjust annual budget)
VOTE: Unanimously agreed.

16. Correspondence

I. From Stephen Jarvis:

- Needs to secure 6 longer pick sticks from the Borough and store at Bartlemas Farm for litter picking.
- Beware of being able to put into bag with longer stick. Borough only issues standard length.
- Amazon 53" Lightweight sticks available. Suggest one is bought for experimental use.
- Metal hoops available from TB
- RP contact Borough for more bags

TB
RP

- ii. From Stephen Jarvis: TB
- Fly tipping - With will the PC please secure removal and disposal? PC will arrange to clear Carlton Hill
- iii. From Stephen Jarvis:
- Continuing problems with parking at the entrance to the bridle way on the Carlton hill. Please advise what action the PC proposes to take, with the Borough to deal with this continuing problem defacing the entrance to the village. Installation of timber bollards to prevent future parking in this area? which would hopefully prevent fly tipping and litter disposal.
 - No further action can be taken at the present time.
- iv. From David Smith
- There are 3 signs relating to dogs at the Village Hall site, all mentioning different requirements. These are located on the end entrance wall to the hall, on the notice board and on the pedestrian entrance gate. This is confusing for dog owners and for the public who are unhappy with the way dogs are allowed to roam freely, to be on the grassed area itself, or indeed to be allowed on the village hall site at all. Some form of consistency in the signage would be beneficial to all concerned. RP
 - RP to pass to Village Hall
- v. From Stephen Jarvis
- Public Right of Way across "The Moors" was the subject of much debate at previous PC meetings with little attention apparently having being paid to the matter since; Fully appreciate the £400k outlined by Borough Highways for a raised deck is prohibitive. Recently trying to navigate an alternative access to the footbridge going towards Stevington and fell so he's thinking about the issue again. Does the Borough Highways have a statutory obligation to deal with such a matter under The Countryside and Rights of Way Act 2000, either by improving the existing access route or by creating a new means of access? Explanatory Note 54 (Means of Access) to the Act for consideration in this regard.
 - Any future change to the above situation still in the hands of English Nature.
 - It's an SSI (Sight of Scientific Interest) which overrides everything else and makes role of Borough and English Nature very difficult.

- vi. Footpath officer is looking into posting.
- vii. Most unlikely to get cooperation from neighbouring landowners to move footpath as:
 - 1) Issues of liability
 - 2) Inconvenience to land owners
 - 3) Devaluation of land
 - 4) Complicated legal process.
- viii. Noted by RP: Appears to be a person seeking permission to shoot wildlife, currently in Stevington. The person possibly lives in Bromham and is leaving a business card when he calls. The residents reporting the matter are quite distressed by this cold calling and unsure if it was a genuine enquiry from a hobby shooter nor are they interested in a share in the kills. Obviously there's hazard potential to walkers and damage and distress to local wildlife.
 - RP asked to be informed of any similar incidences in Pavenham, should Councillors become aware of them.

6) Dates of Next Meetings:

17th May 2023 – First meeting of new Council

24th May 2023 – Parish Council Meeting APM

The meeting was closed by the Chair at 9.40pm.

The meeting was followed by an open invitation to residents to join members of the Parish Council and the Clerk for an informal networking evening. The aim was to give anyone thinking of standing for Council at the elections on May 4th the opportunity to find out more about the role of a Councillor.

Signed as a true reflection of the meeting:

Signed	
Dated	<i>Chair</i>