

MEETING OF CAMPTON AND CHICKSANDS PARISH COUNCIL

Minutes of a Meeting of the Council held in

Campton Village Hall on Wednesday 6th June 2018.

Present: Cllr Ash in the Chair, Cllr Baker, Cllr Booton, Dr Willis, Cllr Longson, Cllr Martin, Central Bedfordshire Cllr Tony Brown.

Apologies: Central Bedfordshire Councillor Mark Liddiard.

71/18 PUBLIC PARTICIPATION:

72/18 MINUTES:

The Minutes of the meeting held on 2nd May 2018 were signed as a true record of the meeting.

73/18 DECLARATION OF INTEREST/REQUEST FOR DISPENSATION:

None

74/18 REPORT BY CENTRAL BEDFORDSHIRE COUNCILLOR:

Cllr Brown was able to update the Council on the recent tree survey taking place in the Village, it is scheduled to take place every three years. Recommendations will be carried out in the Autumn.

Cllrs reported the poor surface of the road in Greenway, Cllr Brown will arrange for highways to survey it.

An update on the noise complaints at the White Hart was provided by Cllr Liddiard. He assured the Parish Council that Central Bedfordshire Council are following the correct noise pollution procedures.

75/18 NEIGHBOURHOOD PLAN:

Two meetings of the steering group have taken place this month. Siobhan Vincent from Central Bedfordshire Council was able to attend one with Tom Price, who is the new Neighbourhood Plan officer and will be working closely with the group in forming the plan. There is no requirement for a formal agreement with the Parish Council. The Parish Council has now got access to Ordinance Survey Maps, Dr Willis thanked Councillor Baker for his help with this. The maps can be used for the initial stage of the Infrastructure plan with BRMC and the Greensands Trust.

The Neighbourhood Plan grant of £7778 has been received today.

It is a requirement that the local school be involved in the plan. A member of the steering group has prepared a children's worksheet to take home and complete and the steering group has arranged a photography competition for children to choose their favourite place or view in the area. The winner will be announced during the Consultation, which is due to take place on 7th and 18th July. It is hoped that parents will be encouraged to get involved alongside their children. The Consultation will be advertised through the designated area, banners are being prepared by the steering group and leaflets will be delivered to residents and businesses.

The Parish Council agreed to cover the cost of £60 for prizes for the children.

76/18 DATA PROTECTION:

The Clerk has appointed LCPAS as the DPO for the Council and is working alongside them in preparing for compliance with the legislation. The Clerk has also registered the Parish Council with the Information Commissioners Office at a cost of £35. The Clerk confirmed that it is advisable for all Councillors to have a dedicated email address for all council business. She will look into .gov.uk addresses and it will be discussed at the September meeting. The Clerk will also look at lockable filing cabinets for storage of documents.

The Clerk also prepared the following policies and documents which were agreed and signed by the Chairman:

Privacy Notice

Privacy policy

Recreation ground hire privacy policy and consent

Neighbourhood plan privacy notice and consent

General consent form

GDPR risk assessment

All Councillors were issued with a Councillors checklist to complete and sign and return to the Clerk as evidence of their compliance.

77/18 STREET LIGHTING:

The Parish Council received an email from the lighting maintenance contractor concerning the improvements that will be required to the street lighting in the long term. All Councillors agreed that any decisions should be delayed until after the Neighbourhood Plan is complete. Dr Willis will discuss lighting with the Infrastructure art of the Neighbourhood Plan team.

78/18 PARKING ON VERGES:

The general appearance of the village seems better so hopefully this situation has been resolved.

79/18 INDIVIDUAL COUNCILLOR UPDATES:

There have been several thefts/attempted thefts within the area:

1. A distraction burglary took place within the village. This has been reported to the Police.
2. A bogus street collector, claiming to be from Keech Hospice has been circulating the village. This has been reported to the police.
3. A man requesting that he provides quotes for pruning of trees has been knocking on doors within the village. When residents have refused his services, he has become aggressive. This has been reported to trading standards.

4. A man is knocking on doors claiming that he has been instructed by a neighbour to assess a fence for repair, whilst the resident takes him into the garden to inspect this another man burgles the resident.

Notices have been displayed about these incidents and the Clerk will include them in her report in the village newsletter.

The vandalism at the Pavilion continues, a meeting to discuss this along with games for next season and insurance has been arranged for 13th June.

Cllr Ash will attend the Burial Board meeting on Friday.

The Licence for Ordinance Survey maps is available should any Councillor require it.

Campton United Charities trustees met in May and have set clear actions moving forward to register the land and seek funding for this.

Cllr Baker will arrange a document and storage review.

The Parish Council will need to consider registering the Recreation Ground.

80/18 COUNCILLOR RESPONSIBILITIES:

The responsibilities for the forthcoming year were agreed as:

1. Burial Board representatives: Cllr Ash, Cllr Longson and shared position between Cllr Baker and Cllr Booton.
2. Neighbourhood Plan: Cllr Baker, Dr Willis and Cllr Booton.
3. Campton United Charities: Cllr Baker, Dr Willis, Cllr Longson and Cllr Ash.
4. Football club liaison: Dr Willis and Cllr Baker.
5. Village Hall Committee: Cllr Longson.
6. Recreation Ground: Cllr Booton and Mr Westgarth.
7. Website: Dr Willis and Cllr Baker.
8. School Liaison: Cllr Ash.
9. Speed watch liaison: Dr Willis.
10. Financial reporting: Cllr Baker.

The Parish Council do require an additional Councillor, the Clerk will include this in her monthly report.

81/18 PLANNING:

No applications

82/18 FINANCE:

Outgoing for April:

Salary £474.64

Willows Communication (loop hearing system) £1665.31

ICO £35

Grangers £1209.54

Bank account balances:

Community account £64,122.31

Business Account £22,939.17

Credits:

Football club £40

N Plan funding £7778.00

The Clerk met with the Internal Auditor, who has reviewed and agreed the accounts for this year, a follow up meeting will take place on Monday to receive the documents back and the report. The Clerk will then submit the Audit to the External Auditor.

Balances:

Current account: £64,122.31

Savings account: £22,939.17

83/18 CONSULTATIONS AND CORRESPONDENCE:

Girlguiding poster

Glasdon catalogue

Bedford Borough letter re GDPR and payroll

Hags catalogue

Reynolds landscaping leaflet

84/18 AOB:

- Speed watch require additional volunteers, Dr Willis will speak to the newsletter editor concerning an advertisement.
- A Cllr questioned whether the Neighbourhood Plan team will include the speed through the village within the plan? Yes, it will.
- The Clerk has been contacted by Clophill Pc with regards to the current boundary, 2 dwellings within The Campton and Distract boundary are more closely connected with Clophill so would the PC consider changing the boundary? The Clerk emailed the information to all councillors and it will be on the Agenda for the next meeting. In the meantime, the Clerk will check with Central Bedfordshire Council whether having agreed the boundary for the Neighbourhood Plan recently if it would be appropriate to change it?

85/18 DATE OF NEXT MEETING:

The Next meeting will take place on Wednesday 4th July 2018.

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