

Minutes of the Annual General Meeting held on 4th May 2010 at the Village Hall

PRESENT:

Cllr. Mrs. Walker (Chairman) Mrs Fardon, Mrs. Olney, R. Baily, D Fowler, R Harris, G Sansom, R Saunders, M. Taylor, P White, the Clerk, Mr. Hewitt (Oakley Recreational Association) and 0 members of the public.

1. Election of Chair:

Proposed by Cllr. Fowler, seconded by Cllr. Fardon, that Cllr. Walker be re-elected as Chair

Resolved

Cllr. Walker signed the Declaration of Acceptance of Office

2. Election of Vice-Chair

Cllr. J. Saunders had volunteered to continue as Vice-Chairman if Council wished him to do so.

Proposed by Cllr. Fowler, seconded by Cllr. Fardon that Cllr. J. Saunders be re-elected as Vice-Chair

Resolved

Cllr. J. Saunders to sign the Declaration of Acceptance of Office once recovered

3. Public Open Session

Mr. Hewitt advised that work on the tennis/netball court had finished. To book the court residents had to be a member of the Oakley Sports & Social Club which cost £5.00 p.a. for adults, £3.00 p.a. for juniors and pay a £5.00 deposit for a key which the resident would then keep. Residents should ring the Club between 5.00pm and 10.00pm to book and a list would be displayed showing at what times the court was booked. Regulations for use were displayed on the court. The ORA had advised neighbours and had trimmed back trees with their consent. Clerk to put details for booking on the Oakley website.

4. Apologies: J Saunders (illness)**5. Declarations of Interest: Cllr. Baily for item 17a) as a neighbour of the applicant****6. Appointment of Advisory Group Members and Council Representatives on other bodies:**

Finance Advisory Group: Chair, D Fowler, R Harris, J Saunders (Reserve: R Baily)

Planning Advisory Group: Chair, R Harris, G Sansom, J Saunders, R Saunders (Reserve: R Baily)

Sustainability Group: Mrs S Fardon, Mrs P Olney, R Baily, D Fowler, G Sansom

Bottlebank: Mrs P Olney

Village Roads Co-ordinator: M Taylor

Oakley Recreational Association: R Saunders

Village Hall: P White

Oakley Carnival Committee: Mrs P Olney

Education Charity Trust: Chair, J Saunders (Mrs P Olney as Bedford BC representative)

The Villager Community Minibus: M Taylor

Oakley Rural Day Care Centre: Mrs. P Olney

Tree Wardens: R Saunders, J Saunders

Yarls Wood Liaison Committee: Mrs P Olney (Reserve: R Harris)

Clapham & Oakley Division Liaison Forum: Mrs P Olney, D Fowler

Resolved to appoint

7. Minutes of Annual Meeting of Electors held on 6th April & Council Meeting held on 13th April 2010

Resolved: to adopt the minutes.

8. Clerk's Report:

Bollards on the Green – Clerk had advised residents that work would begin to install the bollards shortly.

High Street Bus Shelter – Clerk had chased Stagecoach again for bus stop signs on the High Street shelters.

Lovell Road Phone Box – BT still unable to advise when it will be removed.

Highways – Clerk had requested remarking of the white lines and repair of sign lights at the High Street crossroads and crown lifting of the yew near the Bedford Arms. Bedford BC had confirmed that the new street lights in Lincroft were replacements for damaged ones. Clerk had thanked Bedford BC for cleaning

entrance signs.

High Street Bus Shelter – Clerk had chased Bedford BC for the remainder of the s.106 monies from the High Street bus shelter and the maintenance agreement. Solicitor's draft to be forwarded shortly.

Highfield Road/Station Road footpath - awaiting quotations for hard surfacing. Cllr. Fowler was chasing.

Litter Bins – Oakley Recreational Association had installed the spare litter bin at the tennis/netball court. Clerk had ordered large bin for the Green.

Bedford BC Grass Cutting Contribution – Oakley had been allocated £1171.33 towards the cost of grass cutting in the village.

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| <p>9. <u>Matters Arising from minutes of Meeting held on 13th April 2010:</u>
Clerk had reported vehicle mounted Santa Pod sign at the Sainsbury's roundabout to Bedford BC Planning.</p> | <p><u>Action</u></p> |
| <p>10. <u>Reports – North Bedfordshire Villages Liaison Meeting 19.04.10:</u>
Cllr. Olney reported that the new licensing partnership had been discussed. This comprised the police, youth services, councillors, schools, supermarkets and licensees and had been set up after 10 out of 15 licensees between Sharnbook and Oakley had been caught selling alcohol to underage young people. Police priorities had been set as Anti-Social Behaviour, speeding and parking on verges. Youths had been gathering near Oakley Village Hall and on the Green and the police were monitoring. PC Tott would also ask Bedford BC to enforce parking restrictions in the villages more regularly. Cllr. Fowler was concerned about traffic at the Manton Lane/A6 roundabout and the effect of the link road once completed and the Liaison Group to consider at the July meeting. Chair would investigate holding a future meeting at Bodyflight.</p> | <p><u>Action</u></p> <p style="text-align: right;">JW</p> |
| <p>11. <u>Police Report:</u>
PC Tott and PCSO Underwood had been unable to attend. There were 4 reported crimes in April, 2 violence against the person, one of which was a domestic assault, 1 burglary and 1 criminal damage at Lincroft School. Anti-Social Behaviour had decreased in the High Street, partly as a result of the CCTV camera. There had been a few calls concerning youths on the Green. Police had confirmed that the theft from a vehicle at College Farm had been included in the February statistics. Cllr. Harris was concerned about police response policy. He had reported drug taking in progress but the police had not attended nor contacted him. Cllr. Harris to write as a member of the public to Ch. Supt. Street. Clerk to thank PC Tott for providing individual village crime figures.
Police had advised that it would cost Council £200.00 to have a speed indicator wire laid across Pavenham Road. If the data showed a certain level of speeding, the speed camera would visit more often. Proposed by Cllr. Fowler, seconded by Cllr. Sansom that £200.00 be paid and the wire be installed during term time.
Resolved</p> | <p><u>Action</u></p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">JW</p> |
| <p>12. <u>Highways Matters:</u>
a) drop down bollards on the Green
Following his site visit with Cllr. Baily, the contractor had advised that two decorative drop down bollards in place of yellow striped metal ones would cost £464.00 + VAT. Proposed by Cllr. Fowler, seconded by Cllr. Olney that decorative bollards be installed as they were more in keeping with the area.
Resolved</p> <p>b) repairs to Oakley entrance signs
Cllr. Fowler advised that he was pursuing.</p> <p>Complaints had been received about litter left in the village, particularly on the slip roads, following the Bedford Harriers run. The organisers had collected litter but Clerk to ask them to remind spectators not to leave litter on the verges. Parking on the verges in Lovell Road and Highfield Road had also caused problems for residents.</p> <p>Concerns had been raised about the potholes in Lovell Road and Chair advised that Bedford BC would be resurfacing the road shortly. She was also chasing the cutting back of hedges in Pavenham Road</p> | <p><u>Action</u></p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">JW</p> |

<p>13. Provision of a Christmas Tree: Bedford BC had advised that they could supply a cut tree but it would need to be installed in a pit, which would not be practical in the churchyard. Most villages have a 16ft tree at a cost of £180.00 + VAT. Either a standard lighting lead at a cost of £800.00 + VAT plus lamps at a cost of £400.00 + VAT or LED lights at a cost of £2,360.00 + VAT could be supplied. Standard lamps have to be replaced each year and are becoming harder to obtain because of European restrictions. LED lights should last for 15 years. The additional cost of installation and removal would depend on where the tree was situated and where the power supply was located. Chair advised that Lincroft School had a tree in the Lovell Road corner of the playing field and was content for Council to put lights on it and take electricity from the ATC hut in return for a donation. Given the cost of Bedford BC lights, Clerk to ascertain whether Council insurance would cover standard outdoor lights used by householders and if so the cost of these lights.</p>	<p><u>Action</u></p> <p>Clerk</p>
<p>14. Linch Furlong: Cllr. Sansom reported that he and Cllr. Baily had mulched the trees. There were chippings left over which were available to residents. Remaining bat boxes had been erected and awaiting quotations for weedkilling and fertilizing paths. Hedge was re-growing and wildflower meadow flourishing. Cllr. White commented that residents had thanked Council for laying the hedge. Concern had been raised about bags of dog mess being hung in the trees. Cllr. Sansom to mention in the next Newsletter.</p>	<p><u>Action</u></p> <p>GS</p>
<p>15. Oakley Sustainability Project: Cllr. Olney reported that in future a Sustainability Project report would be included in every Newsletter. Transport questionnaires were being analysed and the results would be reported to the next meeting. Bedford BC was content with the amendments to the Heads of Term for the allotment land lease and a temporary licence would be issued in 2 or 3 weeks. A meeting of volunteers to form the Allotment Committee would then be held. A preliminary survey had been carried out re. organising the site and a separate Committee would be formed to manage the community orchard. It was hoped to begin planting trees and to hold an open day in the autumn. Because of the focus on the allotments, the group had not been able to become involved in the Bedford BC Britain in Bloom project. Cllr. Fowler was concerned that the verge on the access road had still not been reinstated by the developer. The site had yet to be signed off and Bedford BC was pursuing the developer. Cllr. Olney to ascertain whether Council was yet liable for maintenance of the Furlong.</p>	<p><u>Action</u></p> <p>PO</p>
<p>16. Borough Councillor's Report: Cllr. Olney reported that she and Chair had attended a meeting of the new licensing partnership. Staff would be trained and if premises were caught selling to underage young people twice within three months, their premises would be referred to the Licensing Committee. If the Clapham/Oakley pilot scheme was successful it would be rolled out within the Borough. The draft Settlement Policy Area had been issued. The land by the river bridges, Linch Furlong and the allotment land had been designated as open spaces and the land between Clapham and Oakley as a "local gap" to prevent the villages coalescing. Brown's Wood was already a wildlife site but the Parish Council wanted the new trees included as an open space. Land at Milton Road, Clapham had been designated as a 15 pitch gypsy & traveller site although one corner had been planted by the Forestry Commission. A Clapham, Oakley, Milton Ernest co-ordinating group had been formed, which included Cllr. Olney and Chair, and which would circulate bullet points for residents to include in comments to the Borough. Nine sites had been identified by Bedford BC to provide 46 pitches and Brown Wood was considered the fourth most suitable. Gypsy & traveller groups might yet identify further sites. The consultation period would begin on 31.05.10. for 6 weeks and Council to formulate a response at June meeting. Bedford BC had allocated its housing quota in Wixams and Great Barford so none of the village sites put forward had been accepted. Lincroft School had been selected as one of the two pilot schools for the change to two tier education, therefore building was due to begin in May 2012, a year ahead of other schools. A meeting would be held between Lincroft, Oakley Lower and Sharnbrook Schools plus Cllr. Olney to consider site specific issues. The new school would be a community school and would therefore be consulting the community on what they wanted the school to offer.</p>	<p><u>Action</u></p> <p>Clerk</p>

A working group would be set up and Council should be represented. Chair noted that funding would be confirmed in November 2010.

**17. Planning Applications and Decisions and other planning matters:
Decisions notified since last Council meeting – 13th April 2010**

Application No: 10/00487/FUL – one & two storey rear extension. Erection of double garage with new block paved drive at Orchard House, 12 Lovell Road
 Parish Comments: No objection to the extension to the house but concern that the garage is too close to no.18
 Decision/Date: Permission 01.04.10.

Applications received since last Council meeting – 13th April 2010

a) Application No: 10/00659/FUL – single storey side extension & garage conversion. Dropped kerb to form vehicular access & alterations to roof at front at 61, Church Lane
 Parish Comments: No objection provided no adverse effect on neighbours

b) Application No: 10/00933/TPO – prune 4 oak trees in front garden at Oakwood House, Church Lane
 Parish Comments: No objection

c) Application No: 10/00795/FUL – single storey side and rear extension at 25, Ruffs Furze
 Parish Comments: No objection

d) proposed gypsy site adjacent to Browns Wood

Discussed under item 16. Clerk advised that Bedford BC had confirmed that a dispensation would not be necessary for councillors to comment as the list of sites was a draft proposal.

Action

18. Correspondence: none

Action

19. Grant applications: none

Action

20. Finance Matters:

a) Accounts for period up to 4th May 2010

Income and balances:

National Westminster Bank - Current account balance at 30.04.10.	£70,805.37
National Westminster Bank – Reserve account balance at 30.04.10.	£2,156.55
National Westminster Bank - Treasurer’s Reserve Account balance at 30.04.10.	£140,000.00

Received since previous meeting

Barton Petroleum - Directory	£50.00
Rosemary Conley – Directory	£50.00
Old School – Directory	£12.50
Amanzi – Directory	£25.00
Addison Ousebank – Directory	£50.00
Oakley Rural Day Care Centre – Directory	£12.50
Diamond Security – Directory	£50.00
Circle of Light – Directory	£25.00
Bedford Arms - Directory	£50.00
Drain Care & Repair - Directory	£50.00
Bedford BC – bottle bank glass	£657.52
Bedford BC - precept	£25050.00
Interest	£35.29
Total receipts this meeting	£26,117.81

Payments Already Made:

None

Chq. No.

Payments Made:

Wildman Transport - emptying bottle bank 22.04.10.	£55.23
M J Granger Grounds Maintenance Ltd – grass cutting 01.04.10. & 28.04.10.	£1292.50
B Holmes – printer/scanner for Newsletter production	£69.99
Oakley Youth Club – running costs	£2,400.00
Committee Room hire 04.05.10. 3hrs @ £6/ph	£18.00
Mr. D. Steynor – bus shelter cleaning April	£28.50
Clerk - salary and expenses 01.04.10. – 30.04.10.	£597.12
Mr. J Walker - litter collection @ £45/wk (3 weeks) + additional £5/wk 01.04.10. – 13.04.10.	£145.00
Total payments this meeting	£4,606.34

Resolved: to approve the accounts for payment | Clerk

b) 2009/10 end of year accounts

Proposed by Cllr. R. Saunders, seconded by Cllr. Taylor that accounts be approved. Internal audit to be carried out on 01.06.10.

Resolved - accounts signed by Chairman and Responsible Financial Officer.

Action

Clerk

c) Annual review of risk assessment policy

Clerk had circulated draft risk assessment for 2010/11. Proposed by Cllr. R. Saunders, seconded by Cllr. Olney that risk assessment be adopted

Resolved

Action

Clerk

d) Annual review of internal audit system

Clerk had circulated draft Terms of Reference and a draft Audit Plan for 2010/11. Proposed by Cllr. R. Saunders, seconded by Cllr. Baily that the Terms of Reference and Audit Plan be adopted.

Resolved

Action

Clerk

e) Insurance renewal

Insurance premium had been taken over by Aon and increased to £3065.10. Clerk had therefore asked brokers to review the cover and obtain alternative quotations. Awaiting details.

Action

f) Printer/Scanner for Newsletter

Council had agreed at meeting on 01.09.10. that new editor should purchase a printer/scanner for producing the Newsletter. Proposed by Cllr. Fowler, seconded by Cllr. R. Saunders that purchase of printer/scanner for £69.99 be approved

Resolved

Action

g) Cricket Field lease

Cllr. Baily reported that he had met with the solicitor and agreed that the no vehicles clause should only apply to the grass strip along the access road. However, the land area on the new lease was different to that on the original so solicitor would check. Cllr. Baily suggested that the clause reviewing rent every 14 years should be accepted as in the case of disputes an independent arbitrator would decide on a sum based on similar fields. The break clause was a problem because it was unusual for a landlord to retain the right to break the lease and it provided for a break every 5 years. The original lease included the provision to extend to 99 years and the break clause could be considered as unreasonable as it changed the intent of the original lease. Proposed by Cllr. Olney, seconded by Cllr. R. Saunders that Council accept the rent review clause, negotiate on the grounds that the original intention of the lease was for it to remain in place for 99 years and if a break clause had to be included, that the first break should not be until 5 years after signing ie 2015.

Resolved that if these terms were agreed Council would sign the lease.

Action

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21. Date of next Council meeting: 1st June 2010

Chairman