

Minutes of the Council Meeting held on 12th April 2011 at the Village Hall

PRESENT:

Mrs. Walker (Chairman), Mrs Fardon, Mrs. Olney, R Baily, D Fowler G Sansom, J Saunders, R Saunders, M. Taylor, P White, the Clerk and Ms. Ashby, BRCC Rural Housing Enabler

1. **Public Open Session** – none
2. **Apologies:** R Harris (personal)
3. **Declarations of Interest:** Cllrs. J & R Saunders for item 22a) as a relative of the applicant. Cllr. White for items 24a) & b) as a member of the Sports & Social Club
4. **Minutes of Meeting held on 1st March 2011 and the Annual Parish Meeting on 5th April 2011:**
Resolved: to adopt the minutes with the addition of “ and Cllr. White” after “Chairman” in item 9 of the 01.03.11. minutes.
5. **Clerk’s Report:**
Lovell Road Phone Box – Clerk had contacted BT again but no further information re. replacement of phone.
Highways – Clerk had requested white lines on Lovell Road roundabout and approaches, zebra crossing and approaches to Lovell Road bridge be remarked; low bridge sign in Lovell Road be made more obvious as HGVs were backing up Lovell Road when they could not get through; and street lights in High Street be repaired. Councillors suggested that the low bridge should be signed from further away and Clerk to ask Bedford BC to investigate. Following the Annual Meeting Clerk had requested bushes be trimmed in Dewlands and Grenidge Way/Dewlands path be resurfaced.
Community Orchard – Clerk had thanked Mayor for his support for the orchard and allotment projects and for officially opening the orchard.
Highfield Road – Clerk had advised Oakley Joggers that Council had requested a footway on Highfield Road.
Directory – Clerk had thanked Old Road Securities for sponsoring the Directory again.
Grass Cutting – Bedford BC to contribute £1171.33 towards cost of grass cutting in 2011-12
6. **Matters Arising from minutes of Meeting held on 1st March 2011 and the Annual Parish Meeting on 5th April 2011:** Action
 Cllr. Olney reported that Bedford BC considered police should be putting notices on vehicles parked inconsiderately/dangerously at The Furlong and elsewhere and if appropriate fining the offenders. Letters had been distributed by police to residents in The Furlong and the situation had improved. Chairman noted that residents in The Furlong were preparing a petition on parking to be presented to Council.
 Cllr. Olney noted that all the residents adjacent to 74 High Street had been notified about the proposed development at no. 74.
 Cllr. White offered to donate a hedge trimmer to the Sustainability Group. Chairman thanked him for his offer which was gratefully accepted.
7. **Presentation by BRCC Rural Housing Enabler on housing needs surveys:** Action
 BRCC Rural Housing Enabler explained that a housing association had approached her asking if a Housing Needs Survey could be undertaken in Oakley because the association was considering affordable housing on an exception site (i.e. outside the SPA) in the village. Depending on need there would be 8 – 12 units either rented or shared ownership (capped at 80%) for those with a strong local need and who were on the housing register. The houses would not be released into the general housing stock. A s.106 agreement would specify the adjacent villages from which applicants could be drawn if in the future there were insufficient applicants from Oakley. The need for such housing had to be proven and a survey would be circulated to every household. The cost of the survey would be met by the housing association. If a need was proven the process to find a site would begin and Bedford BC would need to approve the site.
 Some councillors were concerned that the proposal was merely an attempt by landowners to gain permission to build outside the SPA. A survey had previously been carried out and affordable housing built on The Furlong. In addition there were a number of BPHA houses in the village and the Lower School was already full. Others considered that as no-one had moved out of the existing affordable housing, some families had not been allocated an existing unit and there were young people unable to afford to live in the village, a limited and controlled scheme would be

<p>beneficial. Ms. Ashby noted that Council would be consulted on any proposed site and Bedford BC would consider all possible sites. Proposed by Cllr. Fowler, seconded by Cllr. Baily that a survey should be undertaken Resolved by a majority of 6 in favour 3 against and 1 abstention Ms. Ashby circulated a draft survey and would liaise with Clerk to circulate with summer Newsletter</p>	Clerk
<p>8. <u>Reports:</u> a) Bedford BC Conference 29.03.11. Cllr. Fowler reported that the Conference was a very good networking event but the formal discussions were not very useful. Cllr. Taylor noted that it was useful for new councillors such as himself.</p>	<u>Action</u>
<p>b) North Beds Liaison Meeting 31.03.11. Chairman reported that police priorities remained as anti-social behaviour, speeding and inconsiderate parking. A Twinwood Action Group had been formed to oppose the incinerator at Twinwood Business Park and they had asked for Council's support for a letter to Richard Fuller MP, requesting his support. Council was content. Clerk to advise Action Group. Chairman tabled a copy of the Twinwood Business Park master plan, which the site owners had been discussing with the Mayor. The plan was intended to create a sustainable community living and working on the site and therefore included parkland and residential housing plus an access road from the A6 slip road junction at Browns Wood to Twinwood Road. Milton Ernest, Bletsoe and Thurleigh supported the access road. Clapham had yet to see the proposal. Councillors were opposed to the new road suggesting it should be routed Milton Ernest side of Browns Wood. Chairman noted that this route would require a new junction on the A6 and had therefore been dismissed by the owner of the site as too expensive.</p>	Clerk
<p>9. <u>Police Report:</u> PC Tott and PCSO Underwood had been unable to attend. There were 2 reported crimes between 01.03.11. and 04.04.11. of which 1 was a sexual offence and 1 a burglary in Highfield Road. There was 1 report of anti-social behaviour, concerning two adults.</p>	<u>Action</u>
<p>10. <u>Playground Inspection Report:</u> Report indicated that the roundabout seat was broken and a bolt missing from the fence. The cost of replacing the seat would be £130 + VAT. In addition, grass was protruding through the safety matting under the Kompan unit, the slabs in front of the seats needed earthing up and cracks were appearing in the wetpour under the swings. Proposed by Cllr. Fardon, seconded by Cllr. Baily that contractor replace roundabout seat at a cost of £130 + VAT. Resolved Cllr. Sansom was concerned about the amount of litter dropped on the Green by young people and suggested Council write to the schools asking them to encourage students to use the bins and to organise litter picks. Clerk to write copied to Bedford BC Pride in Bedford team.</p>	<u>Action</u>
<p>11. <u>Provision of Christmas Lights:</u> Cllr. Baily had been unable to arrange a further meeting but tabled details of company which supplied a pack containing a stand for a cut tree, fencing, lights and a battery to power them. Price was approximately £820.00 + VAT and it would last five years, which would allow a planted tree time to mature. A 5 – 6m cut tree would cost an additional £320.00 + VAT. Cllr. Baily volunteered to investigate further and report back to Council. Cllr. J. Saunders noted that the church was content for a tree at the edge of the car park.</p>	<u>Action</u>
<p>12. <u>Allotments land lease and hard standing:</u> a) Land Lease Cllrs. Baily & Olney and the Clerk had met with Bedford BC to discuss the lease. Bedford BC was content to include the Community Orchard and the community allotment shed in the lease. The clause allowing the tenant to break the lease was a standard legal form and Council was content with this but was concerned that it had no right to renew at the end of the 35 year term. Bedford BC had insisted on retaining the option to end the lease in case the land was required for some other purpose in 35 years time. Cllr. Baily suggested that, as a small piece of land close</p>	<u>Action</u>

to the river and nature reserve, Bedford BC should support the sustainable ethos of the whole area. Furthermore, the definition of the term allowed Bedford BC to break the lease after 15 years which threatened the future of the orchard in particular. The Mayor had supported the allotment and orchard projects from their inception and was content for a 35 year lease. Bedford BC had agreed to review.

The access track was in a very poor condition and Council could not accept a condition requiring them to maintain it to a good standard and which potentially penalised them at the end of the lease if it was not maintained to this standard. Bedford BC confirmed that Council would not be required to contribute to the maintenance of the track to a higher standard than currently exists and that photographs of the existing condition would be appended to the lease. Bedford BC insisted that the clause must be able to reflect future changes in usage but Council would only ever be charged a proportion of the cost of the maintenance relevant to usage of the small area highlighted on the plan. Photographs of the existing state of the hedges would also be appended to the lease as Council was required to maintain them too.

Council was unlikely to be asked to clear the site at the end of the term but Bedford BC had agreed to add "if required" to the clause requiring Council to remove the fixtures and fittings.

Chairman noted that business users were arguing that Linch Furlong visitors used the road. As Linch Furlong use was negligible, the gate further along the track would be locked and the small parking area could be fenced off if necessary. A revised draft of the lease would be sent to Council shortly.

b) Hard Standing

Clerk had requested 4 quotations and received 2 for road planings and none for hoggin.

Option 1

Area A1 Area B1

£2368.75 £1556.83

£2900.00 £2200.00

Total

£3925.58

£5100.00

Option 2

Area A2

£2456.50

£2200.00

Area B2

£1670.50

£1800.00

Total

£4127.10

£4000.00

Clerk had requested 2 further quotations and Cllr. Sansom suggested flint as a more hard wearing alternative to hoggin.

Clerk

13. Highways Matters:

a) priority at Lovell Road bridge

Bedford BC Highways were concerned that if the Lovell Road bridge priority was reversed then queues were likely to build in the opposite direction. Hold ups in this direction, might result in drivers using Church Lane/High Street/Highfield Road to access the A6, rather than wait in the queue, which would mean considerably more traffic travelling through Oakley village. Chairman noted that Bedford BC would not remove the restriction completely because it had been agreed with Stagecoach.

Proposed by Cllr. Baily, seconded by Cllr. Fowler that priority be left unchanged

Resolved

Action

Clerk

b) Bedford BC review of speed limits

Bedford BC had published a list of speed limits for review. None in Oakley were included and Council had no suggestions for changes.

c) maintenance of Lovell Road speed sign

The warranty on the speed sign on Lovell Road would expire at end of February 2012 and maintenance would then pass to the parish. Amey would continue to maintain at parish's cost if Council wanted them to and the cost was likely to be in the region of £200 p.a. Council considered that the sign had little value so close to the roundabout and would discuss removing or moving it in 2012.

Clerk

Councillors noted that a water leak had formed by the Anglian Water box in Church Lane and the trees near the gas governor on Lovell Road needed trimming. Clerk to pursue with Anglian Water and Bedford BC.

Clerk

14.	<u>Grass cutting contract:</u>	<u>Action</u>
	<p>The verge at the top of the ditch along The Furlong & allotments frontage had been attracting litter. Grass cutting contractor had quoted £75.00 + VAT to cut back the brambles and then £25.00 + VAT per cut to trim.</p> <p>Proposed by Cllr. Sansom, seconded by Cllr. Fardon that quotation for £75.00 be accepted and three further cuts at £25.00 each be included in grass cutting contract</p> <p>Resolved</p>	Clerk
15.	<u>Replacement bottle bank:</u>	<u>Action</u>
	<p>Bedford BC had advised that it would cost Oakley £2,656.34 + VAT to buy and run a new bottle bank as at present rather than the £6-7,000 previously suggested. As it would therefore take only 3 years to pay back the cost</p> <p>Proposed by Cllr. Fowler, seconded by Cllr. Baily that Council buy a new bank at a cost of £2656.34</p> <p>Resolved</p> <p>Because of the litter problem on the site, Clerk to request a larger bin from Bedford BC and Council to consider including the site in the litter picking contract later in the year</p>	Clerk Clerk
16.	<u>Seat for Lovell Road bus shelter:</u>	<u>Action</u>
	<p>Clerk had received three quotations of £275, £200 and £190 for wooden seats across the short sides of the shelter.</p> <p>Proposed by Cllr. Sansom, seconded by Cllr. R. Saunders that quotation for £200 be accepted as the seat would be constructed of 750mm timber which would be difficult to break</p> <p>Resolved</p>	Clerk
17.	<u>Grant Awarding Policy:</u>	<u>Action</u>
	<p>Formal policy statement was required to accompany grant application form. Clerk had circulated draft policy. Clerk also suggested “and the grant will be used for the project detailed in Section 2 (1)” be added to the declaration on the application form.</p> <p>Proposed by Cllr. Fardon, seconded by Cllr. Sansom that policy and amendment to application form be adopted</p> <p>Resolved</p> <p>Clerk to arrange for policy and form to be put on web site</p>	Clerk Clerk
18.	<u>Notification of data to the Information Commissioner’s Office:</u>	<u>Action</u>
	<p>Personal data held by Council had to be notified to the Information Commissioner at a cost of £35.00 and renewed annually.</p> <p>Proposed by Cllr. Sansom, seconded by Cllr. R Saunders that notification be made</p> <p>Resolved</p>	Clerk
19.	<u>Information boards for Linch Furlong sculptures and community orchard:</u>	<u>Action</u>
	<p>Cllr. Sansom noted that an information board was needed for the sculptures in Linch Furlong and one of a similar design for the community orchard. Clerk to obtain quotations.</p> <p>Cllr. Fowler tabled designs for the Judges Spinney board which would be funded from Bedford BC s. 106 monies. Council was content for the new board to be sited in the centre.</p>	Clerk
20.	<u>Oakley Sustainability Project:</u>	<u>Action</u>
	<p>Cllr. Olney had nothing to add to the report presented at the Annual Meeting on 05.04.11.</p>	
21.	<u>Borough Councillor’s Report:</u>	<u>Action</u>
	<p>Cllr. Olney tabled the plan of Oakley to be included in the Bedford BC Allocations & Designations final consultation. Council’s comments had been taken on board and there would be no coalescence with Clapham, green open spaces had been identified and a new area around the field behind Church Lane down to the bridges had been included as a green open space. She suggested that the planted area adjacent to Browns Wood be designated a plantation site to</p>	

protect it for the future and Council agreed. Cllr. Fowler noted that a cycle path was included along Highfield Road and Milton Road, Clapham which did not exist. PO

22. Planning Applications and Decisions and other planning matters:

Decisions notified since last Council meeting – 1st March 2011

Application No: 10/02910/FUL – extension & alterations to existing bungalow to form 2 storey chalet bungalow and erection of detached gymnasium in garden at 2, Westfield Road

Parish Comments: Objection as the proposed extension is too large and would create a dwelling out of keeping with neighbouring properties and the proposed gym is still too large for an open garden area and will block the open view of no.4, Westfield Road.

Decision/Date: Withdrawn 02.03.11.

Application No: 11/00003/FUL – single storey side extension, replacement pitched roof to front & dropped kerbing to form vehicular access at 61, Church Lane

Parish Comments: No objection

Decision/Date: Permission 01.03.11.

Application No: 10/03027/FUL – 2 replacement outbuildings at 24, Lovell Road

Parish Comments: No objection

Decision/Date: Permission 04.03.11.

Application No: 11/00104/FUL – single storey front & side extension and 2 storey rear extension at 8, Reynes Drive

Parish Comments: No objection provided first floor northwest elevation window is obscured

Decision/Date: Permission 18.03.11.

Application No: 11/00153/FUL – demolition of single garage, erection of 2 storey house with integral garage at 74, High Street

Parish Comments: Objection as proposed development is too large for the site, is out of keeping with the surrounding properties, will impede the outlook of nos. 76 & 74 and the access is via a steep, unadopted driveway which is already causing problems for existing users. Council agreed additional objection on the grounds that the proposed dwelling was backland development with the garden outside the SPA, it would be on higher land than neighbouring properties, 12 properties already used the access, there is a pedestrian right of way across the back of neighbouring properties and there were concerns about surface water drainage. Council also considered that the historic cottages neighbouring the site should be considered for a conservation area and Clerk to ask Bedford BC to look at specific areas throughout the whole village

Decision/Date: Refused 06.04.11. because of reliance on land outside the SPA; creation of a precedent; poor standard of amenity and layout; overbearing impact on 74 & 76; failure to address carbon reduction requirements; inadequate parking and turning circles for proposed dwelling and no 74 and intensification of use of an access where visibility is sub standard.

Applications received since last Council meeting – 1st March 2011

a) Application No: 11/00386/FUL – single storey rear extension at Whybrays, Westfield Road

Parish Comments: No objection

b) Application No: 11/ 00381/FUL – change of use of agricultural land to residential and erection of detached double garage with room in roof at 17, Highfield Road

Parish Comments: Objection as the proposed building is outside the SPA in open countryside and if granted, it would set a precedent for further development along the Bedford Northern Fringes in an area of open views across the Ouse Valley.

c) Application No: 11/00538/FUL – proposed rear extension linking outbuilding to dwelling to create an annexe at Town Farm, Westfield Road

Parish Comments: No objection

- d) Application No: 11/00541/FUL – erection of triple garage in rear garden at 55A Church Lane
 Parish Comments: Objection as the proposed garage is too big for the plot and will intrude on 100, Ruffs Furze at the rear. The plan indicates that the floor slab is heated, which would seem unnecessary for a garage
- e) Application No: 11/00299/FUL – detached dwelling & garage, new vehicular access and closing of existing access (amended) at 45, High Street
 Parish Comments: No objection to the dwelling and access but the hedge should be in front of the fence to restore the original appearance of the site as per comments concerning application 10/02656/FUL.
- f) Application No: 11/00604/FUL – erection of outbuilding in rear garden and new iron fence & automatic gates to front boundary at 2, Westfield Road
 Parish Comments: Objection. The stone wall in front of the property should be retained as the other properties in the road have a stone wall frontage. Council also continued to object to the gym as per comments concerning application 10/02910/FUL (amended)
- g) Application No: 11/00441/FUL – single storey side extension (revised scheme to include roof light) at 69, Church Lane
 Parish Comments: No objection
- h) Application No: Appeal against refusal of 09/01258/FULWME – incinerator at Twinwood Business Park
 Clerk noted that the 04.05.11. appeal would be held at the conference facilities at Bedford Heights (formerly Saturn Facilities), Manton Lane, Bedford at 10.00a.m.

23. Correspondence:

- a) Residents & Pre-School - requests to use Brockwell meadow for Royal Wedding party and Easter egg hunt respectively. Council had no objection.
 b) Lincroft School – thank you for grant - noted
 c) Pre-School – thank you for grant - noted
 d) Sports & Social Club – thank you for grant - noted
 e) Mr. Burt MP – meeting with Chief Constable and towns/parishes to discuss local concerns 17.06.11. Cllr. Fowler commented that Council should support the continued use of PCSOs. Cllr. Olney to attend
 f) Bedford BC/NHS – Oakley Health & Wellbeing Roadshow 05.07.11. - noted
 g) Bedford BC – Borough Assembly Conference 21.07.11. - noted

Action

24. Grant applications:

- a) Oakley Rangers**
 Requested £1,291 for kit, a coach and commemorative ties and jumpers for U14 team to use in County Final. Total cost is £1,291. Any shortfall will be funded from fund raising. 140 members are Oakley residents.
 Proposed by Cllr. J Saunders, seconded by Cllr. Fowler, that £500 be granted
Resolved – section 137 donation

Action

Clerk

- b) Oakley Sports & Social Club**
 Requested £400 for a street party to celebrate the royal wedding. Total cost is £1,200. Balance will be obtained from Club funds. 500 members are Oakley residents
 As the ORA would be applying for a substantial grant later in the year for Changing Room/field works and were charging for the Royal Wedding event,
 Proposed by Cllr. Fowler, seconded by Cllr. Fardon that no donation be made
Resolved

Clerk

25. Finance Matters:

a) Accounts for period up to 12th April 2011

Income and balances:

NatWest Bank - Current account balance at 31.03.11.	£8,914.10
NatWest Bank – Business Reserve account balance at 31.03.11.	£48,085.02
NatWest - Fixed Rate Bond at 31.03.11.	£140,000.00

Received since previous meeting

Lincroft School - orchard	£20.00
Village Hall – Directory	£12.50
Oakley Motorcycle Club – Directory	£12.50
Hazel Kaye – Directory	£50.00
Lightfoot Architecture – Directory	£25.00
Bromham PCC - Directory	£37.50
Elegifts - Directory	£25.00
Bedford Arms – Directory	£50.00
Power Academy of Dance – Directory	£25.00
Metrosigns – Directory	£50.00
Oakley Rural Day Care Centre - orchard	£20.00
Whites Engineering – Directory	£25.00
Carpet Bowls - Directory	£6.00
Acoustic Guitar Lessons - Directory	£6.00
Lincroft School – Directory	£50.00
Oakley IT – Directory	£25.00
RSCDS – Directory	£12.50
Oakham Decorators - Directory	£25.00
Blunham Angling Club – Directory	£12.50
Gibbons - Directory	£12.50
Optimis Consulting - Directory	£25.00
V C Property - Directory	£50.00
Rice Floristry – Directory	£25.00
Lincroft Sports Club – Directory	£12.50
Barton Petroleum – Directory	£50.00
Oakley Youth Club – Directory	£25.00
Old School – Directory	£12.50
Woodworth Architectural – Directory	£25.00
D J R Tennis – Directory	£25.00
N L W – Directory	£25.00
John Kaye Optometrist – Directory	£25.00
Oakley Rural Day Care Centre - Directory	£12.50
Total	£814.50

Payments Already Made:

		Chq. No.
OSSC - s. 137 donation	£1,000.00	614
Villager Bus - s. 137 donation	£300.00	615
Lincroft School - s. 137 donation	£1,730.00	616
Pre-School - s. 137 donation	£1,000.00	617
Lavendon Builders - repairing entrance signs	£2,220.00	618
ProHeat – allotment water	£3,403.20	619
Saunders H - allotment fencing	£5,208.00	620
H M Revenue – PAYE January - March	£642.49	621

Payments Made:

Wildman Transport - emptying bottle bank 02.03.11. & 24.03.11.	£112.80	622
M J Granger Grounds Maintenance - grass cutting 17.03.11.	£660.00	623
H M Parrott - playground inspection	£48.00	624
BATPC – subscription and additional copies of Bugle	£472.00	630
Oakley Village Hall – Committee Room hire 05.04.11. & 12.04.11.		626
6hrs @ £6/ph	£36.00	
D. Steynor – bus shelter cleaning March	£28.50	627
Clerk – salary and expenses 01.03.11. – 31.03.11.	£601.21	628
J Walker – litter collection £40 /wk (4 weeks) £47/wk (2 weeks)	£254.00	629
Total payments this meeting	£17,716.20	

OAKLEY PARISH COUNCIL 12.04.11.

8.

Resolved: to approve the accounts for payment.

Clerk

b) Cricket Field lease:

Clerk advised that lease had still to be finalised. OSSC had applied to the FA for a grant but FA could not grant monies because the lease has expired. Solicitors had therefore agreed to write a letter for the OSSC explaining that a new lease is in preparation which might satisfy the FA.

26. Date of next Council meeting: 10th May 2011

Chairman