#  OAKLEY PARISH COUNCIL 08.11.22. 1.

Minutes of the Council Meeting held on 8th November 2022 in the Village Hall

**PRESENT:**J Walker (Chair), M. Frampton, P. Jones, P. Olney, R Saunders, the Clerk, Mrs. Paice & 0 members of the public

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| **1.** | **Public Open Session:**  |  |
|  | Chair noted that OSSC had taken down the fencing around the tennis court for the fireworks display and had yet to replace it. Cllr. Jones added that the boules pitch was in very poor condition and Clerk to ask OSSC when the fence would be replaced and boules pitch repaired. Councillors noted that fireworks event was very well organised this year with no traffic issues and letters sent to residents beforehand. | Clerk |
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| **2.** | **Apologies** J. Abbott (illness), S. Fardon (business), S. Nicholas (personal), P. White (business)Clerk noted that Cllr. Sansom had resigned from Council. Clerk to formally thank him for his work for the Council | Clerk |
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| **3.** | **Declarations of Interest:** none |  |
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| **4.** | **Co-option of New Councillors:** | Action |
|  | No-one had volunteered to join the Council, so Clerk to post advertisements on notice boards and Chair to advertise in December Newsletter | Clerk |
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| **5.** | **Minutes of Council Meeting held on 4th October 2022:** |  |
|  | **Resolved:** to adopt the minutes.  |  |
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| **6.** | **Clerk’s Report:** |  |
|  | Highways – flooding on Highfield Road bridge had been reported to Bedford BC. Residents were concerned that Network Rail works to the staircase might have damaged the pipe taking water from the drain. Clerk had also asked Highways to clear the blocked drains along the High Street and in Station Road, repair the footway which was breaking up in Station Road, repair the cracked road in Lincroft and replace the cover on the lamp post in Station Road. Drains had been marked for repair but no work yet carried out so Clerk to ask Cllr. Abbott to chase. Anglian Water had confirmed that there were no problems with their pipework in the High Street. Bevery Close footway would be resurfaced 21.11.22 – 14.12.22. and Bedford BC would be sending letters to residents with details.  | Clerk |
|  | Parking - Lincroft School had sent out letters to parents/carers regarding parking and asked PCSO to monitor.  |  |
|  | Fly tipping - car parts had been fly tipped in Station Road & Lovell Road and rubbish dumped in Church Lane by twin bridge. Reported to Bedford BC who had removed. Rubbish dumped at entrance to allotments also reported to Bedford BC. |  |
|  | Litter bins – five bins had not been emptied w/c 03.10.22 and reported to Bedford BC. Bin at the junction of Reynes Drive/Station Road had been missed on several occasions and Bedford BC had advised that it was too heavy to lift and they were working to resolve the problem.  |  |
|  | Brockwell Meadow – bollard had been installed in pathway and contractor would be planting wildflowers with Pre-School during November. Pre-School and Brownies wanted to be involved in tree planting and contractor had volunteered to supervise. |  |
|  | Tulip bulbs – residents had planted bulbs at Highfield Road sign, ring at crossroads and War Memorial and Clerk had thanked them. Bulbs remained to be planted at Riverside and Clerk to ask contractor. | Clerk |
|  | Lincroft Playing Field – Clerk had written to Secretary of State reiterating that Council was still opposed to the sale of the field. Awaiting a response. |  |
|  | Remembrance Service – road closure notice had been issued for the crossroads on 13.11.22. and police to man. If Church had not yet found a trumpeter, Cllr. Saunders offered to ask the resident who had played previously. | Clerk |
|  | Christmas lights – contractor had advised that at the church, the lights are mains fed and these are most sensitive to problems. When the lights were replaced in the future, switching to low voltage alternatives would lower the risk of breakdown as these were less impacted by water ingress i.e. one would bulb fail rather than the whole circuit. |  |
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| **7.** | Matters Arising from the Minutes of 4th October 2022: none | Action |
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| **8.** | East West Rail (EWR): | Action |
|  | a) local representatives’ meeting 02.11.22.  |  |
|  | Cllr. Olney was unable to attend due to illness. Defining net zero was discussed and information from the meeting would be published at <https://communityhub.eastwestrail.co.uk/> shortly.  |  |
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|  | OAKLEY PARISH COUNCIL 08.11.22. | **2.** |
|  | Chair had attended a BFARE walk along route E with EWR CEO and her deputy at the end of October and reported that tunnels, damage to the environment and the fact that the A6 roundabouts could not cope with more disruption, were raised again. Chair noted that Mr. Fuller MP was holding a surgery at Clapham on 10.11.22.from 5.30pm to 7.00pm if councillors and residents wanted to raise EWR or any other issues. | ALL |
|  | Clerk had written to Transport Minister requesting cancellation of EWR but no response yet received. Mr. Fuller MP had also written to the Secretary of State recommending that no formal decision was made on EWR until there had been a full public review of the business case. Ravensden PC had written to Mr. Fuller MP concerning the role of property company Telereal Trillium in EWR Rail, the Oxford/Cambridge Arc and Government’s proposed “investment zones” earmarked for Bedford BC and Central Bedfordshire. |  |
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| **9.** | Police Report: | Action |
|  | There was one reported crime of coercive or controlling behaviour in September and six reported crimes in October, 1 arson not endangering life, 1 residential burglary, 1 endangering life, 1 obscene publications offence, 1 criminal damage and 1 theft. Gas canisters and bottles had been discovered behind the Old School and Clerk had asked police to patrol the area.OPCC had issued their annual survey and cancelled the Parish Cluster Meeting scheduled for June 2023 due to low turn outs at previous meetings.Cllr. Saunders noted that he had tried to make a report on 101 and no-one was available to answer the call for 1 hour 40 minutes. Clerk to report to OPCC | Clerk |
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| **10.** | Licence for Pre-School Access to Brockwell Meadow: | Action |
|  | Clerk had advised solicitors that Council would pay Pre-School’s costs and awaiting a draft licence. |  |
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| **11.** | Work to Tree at Reynes Drive/High Street junction: |  |
|  | Resident was concerned about a tree overhanging his property. Clerk had received two quotations, one to trim one tree for £280 (no VAT) and one to trim two trees for £370 (no VAT). Trees had TPOs so a planning application would be needed. One contractor noted that the horse chestnut on the green is in poor health and he had written to Bedford BC for advice Proposed by Cllr. Saunders, seconded by Cllr. Jones that quotation for £370 be acceptedResolved | Clerk |
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| **12.** | Sewage Discharge into River Great Ouse: | Action |
|  | Clerk had written to the Environment Agency and Anglian Water about discharge from Odell pumping station. Environment Agency had advised that the sewage pollution incident had been recorded & they would consider if any action was appropriate but because of a reduction in funding they had to prioritise incidents causing serious & significant risk. Anglian Water had advised that there were no current issues at Odell pumping station. In 2021 there was one potential issue with a blocked inlet that when investigated was found to have no fault. In addition, between 2020 and 2025, AWS would be reinvesting more than £200 million to reduce storm spills across the East of England as part of their commitment that storm overflows would not be the reason for unhealthy watercourses in the region by 2030 and they were working towards eliminating all serious pollutions by 2025. More information at <https://www.anglianwater.co.uk/about-us/our-strategies-and-plans/get-river-positive-plan/> Cllr. Olney noted that the sewage manhole at the bus stop by the Old School was lifting in heavy rain and Clerk to report to Anglian Water and ask about putting a sensor on it. | Clerk |
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| **13.** | Play Equipment: | Action |
|  | a) installation of replacement slide |  |
|  | Kompan had advised that installation of new slide would cost £2,877 + VAT for a slide costing £2,968 + VAT. Contractor had quoted £410.00 + VAT to remove and dispose old unit and £875.00 + VAT to install new slide and repair the rubber safety surface (£1,285 + VAT) if the unit could be delivered to a secure location in the village. Cllr. Saunders volunteered to store the unit and unload from the lorry and Council thanked him.Proposed by Cllr. Frampton, seconded by Cllr. Jones that quotation for £1,285 + VAT be acceptedResolved | Clerk |
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|  | b) annual inspection |  |
|  | Annual inspection was due to be carried out in September. Clerk had been chasing but still awaiting the inspection report. | Clerk |
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|  | OAKLEY PARISH COUNCIL 08.11.22. | **3.** |
| **14.** | Review of Policy Documents: | Action |
|  | Council’s Community Engagement Strategy, Complaints Procedure, Disciplinary Policy, Grievance Policy, Equality & Diversity Policy, Health & Safety Policy, Newsletter Advertising Policy, Training Policy, Website Accessibility Policy and Tree Policy were unchanged. A new Memorial Furniture Policy and Pension Scheme Employer Discretion Policy had been agreed earlier this year. Council was content with the documents. |  |
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| **15.** | Highway Matters: | Action |
|  | request for yellow lines in Lincroft near schools |  |
|  | Resident had requested yellow lines on the corners of Lincroft opposite the side entrance to Lincroft School as the road was often blocked by parents/carers preventing residents from easily exiting their drives. Council was concerned that yellow lines would not be enforced and would move the problem further along the road and Chair noted that previously when yellow lines had been requested a resident had objected so Bedford BC had not pursued. However, proposed by Cllr. Saunders, seconded by Cllr. Frampton that Council ask Highways to consult residents againResolved provided that there was no cost to CouncilCouncillors noted that parents/carers were now using the churchyard car park and staff were parking on the field which would help with the parking problems. | Clerk |
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|  | Councillors were concerned about flooding under Lovell Road bridge as students were still getting wet walking to and from school. Clerk to ask Bedford BC to consider raising the footway.Cllr. Saunders suggested that Bedford BC should reconsider a dog bin near Lovell Road railway bridge as the footpath was heavily used by dog walkers and one near Oakley House. Clerk to ask Highways to assess the sites. | ClerkClerk |
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| **16.** | Borough Councillor’s Report: | Action |
|  | Cllr. Abbott to forward his Borough report when recovered. Councillors were concerned that the traffic lights on Manton Lane were stopping traffic even when no-one was crossing at Bedford Modern School and lane markings on the roundabout were still not working. Chair noted that she had reported issues to Highways and they would be reviewing the linking between the various sets of lights and the lane markings. |  |
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| **17.** | **Planning Applications and Decisions and other planning matters:** **Decisions notified since Council meeting – 4th October 2022** |  |
|  | Application No. | **22/01942/FUL** - proposed render finish to replace existing tile hanging at Hartford House, Church Lane |
|  | Parish Comments: | No objection |
|  | Decision/Date: | Permission 17.10.22. |
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|  | Application No. | **22/01993/FUL** - single storey rear extension and alterations at 20 Dewlands |
|  | Parish Comments: | No objection |
|  | Decision/Date: | Permission 24.10.22. |
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|  | Application No. | **22/02054/FUL** - single storey rear extension at 8 Station Road |
|  | Parish Comments: | No objection |
|  | Decision/Date: | Permission 02.11.22. |

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|  | **Applications received since last Council meeting – 4th October 2022** |  |
|  | Application No. | **a) 22/01144/FUL** amended - new fencing & additional parking at Lincroft Academy |
|  | Parish Comments | No objection to removal of the MUGA from the application |
|  |  | Cllr. Fardon had suggested that Council should consider how to engage in regular dialogue with Lincroft to keep up to date on their plans. Councillors agreed that they would still like to tour the school and receive copies of the newsletters sent to parents/carers and Clerk to arrange. |

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|  | Application No. | **b) 22/02243/FUL** - extension to existing kitchen & dining hall, new activity space at first floor level and new extension adjacent to the existing hall refectory at Lincroft Academy.  |
|  | Parish Comments | No objection |
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|  | Clerk noted that applicants for 22/00744/MAO – residential development of up to 12 dwellings including access at land off Pavenham Road had appealed to the Planning Inspectorate against the non-determination of the application. Bedford BC was currently awaiting a date for the appeal from the Inspectorate. Council was concerned that the application had not been refused immediately as it was outside the Settlement Policy Area and did not conform to the Neighbourhood Plan and Clerk to ask Cllr. Abbott to pursue. | Clerk |
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|  | **OAKLEY PARISH COUNCIL 08.11.22.** | **4.** |
| **18.** | **Planning Policy:** | Action |
|  | **developer request for support concerning drainage for site opposite Bedford Arms** |  |
|  | Developers had advised that they were still struggling to find a surface water drainage outfall for the development site opposite the Bedford Arms. Highways was still reluctant to allow them to connect into the sewer unless it was adopted by Anglian Water but Anglian Water would require a new sewer to be laid to the River Great Ouse, which was not economically feasible for a small site. They were therefore trying to persuade Highways to allow the connection into the highway drain and had asked Council to assist. When the developer had asked for information about the drainage Council had agreed that they had no knowledge about this and they should not get involved to avoid any concerns about conflict of interest once a planning application was submitted. Cllr. Frampton noted that drainage had been raised during the Neighbourhood Plan site allocation process and both the landowner and Highways were content that the site was deliverable. Proposed by Cllr. Saunders, seconded by Cllr. Frampton that Council should again not be involved in the discussions at this stage**Resolved** | Clerk |
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| **19.** | **Correspondence:**  | Action |
|  | **a) Village Hall - potential for using the Hall as a warm space** |  |
|  | Village Hall had requested advice and assistance on using the Hall as a warm space. They were concerned about the practicalities of staffing, DBS checks, the cost of heat, food and entertainment and how it would be promoted. To work around existing bookings Wednesday or Friday were likely to be the best days to open.Bedford BC had also asked for information on warm spaces to include in a new Directory and advised that the Borough was planning to make grants of up to £500 available to contribute to the costs associated with opening a warm space (including energy costs) and that they would provide more information once the application process had been finalised.Council noted that it would be costly to set up the Hall as a warm space and they had neither the personnel, nor funds available to assist so suggested that the Village Hall wait to see how other sites were managing.Cllr. Olney commented that the Day Centre was considering whether lunches could be provided for non-clients but no decision had yet been made. | Clerk |
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|  | **b) Churches Together – invitation to contribute an Advent Wreath** |  |
|  | Churches Together had invited Council to contribute an Advent Wreath again this year. Mrs. White had volunteered to provide and Council thanked her. |  |
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|  | Former Cllr. Sansom had made accusations that Chair, Cllr. Abbott and Council as a whole were not acting independently. Council refuted the allegations and Clerk to ask Mr. Sansom to provide evidence. | Clerk |
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| **20.** | **Finance Matters:** | Action |
|  | **a) accounts for period up to 31st October 2022** |  |
| **Income and balances:** |  |
| NatWest Bank - Current account balance at 31.10.22. | £45,287.84 |
| NatWest Bank – Business Reserve account balance at 31.10.22. | £7,260.98 |
| Nationwide - Savings Bond | £59,999.74 |
| Hampshire Trust - Savings Bond | £84,377.01 |

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|  | **Received since last meeting:** |  |  |  |
|  | Nicholas | Allotment rent | 42.60 |  |
|  | Chalker | Allotment rent | 21.30 |  |
|  | Fordham | Allotment rent | 21.30 |  |
|  | Rooney | Allotment rent | 18.00 |  |
|  | Munro | Allotment rent | 21.30 |  |
|  | Percival | Allotment rent | 42.60 |  |
|  | Taylor | Allotment rent | 21.30 |  |
|  | Kilbey | Allotment rent | 21.30 |  |
|  | Skipper | Allotment rent | 42.60 |  |
|  | Jackson J | Allotment rent | 21.30 |  |
|  | Gilbert | Allotment rent | 21.30 |  |
|  | Morton | Allotment rent | 21.30 |  |
|  | Malodobry | Allotment rent | 18.00 |  |
|  | Hutson | Allotment rent | 57.30 |  |
|  | Marshall  | Allotment rent | 42.60 |  |
|  | Sellars | Allotment rent | 21.30 |  |
|  | Clark (Jackson) | Allotment rent | 63.90 |  |
|  | Gallagher | Allotment rent | 36.00 |  |

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|  | **OAKLEY PARISH COUNCIL 08.11.22.** |  |  |  | **5.** |

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|  | Cox | Allotment rent | 42.60 |  |
|  | Elliott | Allotment rent | 42.60 |  |
|  | Walker S | Allotment rent | 21.30 |  |
|  | Seager | Allotment rent | 42.60 |  |
|  | Weston | Allotment rent | 21.30 |  |
|  | Whatley | Allotment rent | 42.60 |  |
|  | Exon | Allotment rent | 21.30 |  |
|  | Miles | Allotment rent | 42.60 |  |
|  | Hull | Allotment rent | 42.60 |  |
|  | Malodobry | Allotment rent | 1.00 |  |
|  | Elsby | Allotment rent | 21.30 |  |
|  | Osmond | Allotment rent | 21.30 |  |
|  | Gascoyne | Newsletter advertising | 144.00 |  |
|  | Just-Inline | Newsletter advertising | 432.00 |  |
|  | O for Coffee | Newsletter advertising | 72.00 |  |
|  | Almond | Newsletter advertising | 108.00 |  |
|  | NAO | Newsletter advertising | 54.00 |  |
|  | NAO | Newsletter advertising | 54.00 |  |
|  | Seager | Newsletter advertising | 144.00 |  |
|  | Haslam | Newsletter advertising | 30.00 |  |
|  | NLW | Newsletter advertising | 108.00 |  |
|  | Testa | Newsletter advertising | 108.00 |  |
|  |  | **Total** | **£1,894.50** |  |

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|  | **Payments Already Made:** |  |  | **Chq. No.** |  |
|  | Old School | Rent for upper rooms October | 153.83 | s/o |  |
|  | Salaries | October payment | 1181.72 | s/o |  |
|  | HMRC | Quarterly PAYE | 776.78 | 1801 |  |
|  | Gallagher | Cyber security insurance  | 319.20 | 1802 |  |
|  | Bedfordshire Pension Fund | October payment | 475.53 | 1803 |  |
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| **Payments Made:** |  |  |  |  |
| Bedford BC | Quarterly grass cutting payment | 2617.75 | 1804 |
| Tomkins | Trimming Brockwell shrubs | 200.00 | 1805 |
| Bishop | Installing bollard on Brockwell Meadow path | 125.00 | 1806 |
| D M Payroll Services Ltd | Half year PAYE administration | 96.00 | 1807 |
| Paice | Trees for Brockwell Meadow | 195.80 | 1808 |
| Paice | Bollard for Brockwell Meadow path | 105.43 | 1809 |
| Paice | Expenses July - September | 57.44 | 1810 |
| Village Hall | Hire of room 08.11.22. | 18.00 | 1811 |
|  | **Total** | **£6,322.48** |  |
| **Resolved:** to approve the accounts for payment |  |  |  | Clerk |
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|  | **b) amendment to salaries’ standing order** |  |
|  | National pay award for 2022/23 had been agreed. Proposed by Cllr. Jones, seconded by Cllr. Frampton that Clerk’s salary be increased to £13,737.36 p.a. (scale point 30) for 14 hours p.w. w.e.f. 01.04.22. in line with National pay award**Resolved**Salary standing order had not been amended to take account of 2021/22 increase as Clerk was waiting for HMRC to amend her tax code. Tax code had still not been amended therefore back pay of £291.76 was owing for April – October 2022. Back pay of £350.88 was also owing in November for 20232/23 increase so Proposed by Cllr. Saunders, seconded by Cllr. Frampton that back pay of £642.64 be paid and standing order be amended to £878.80 per month w.e.f. 24.12.22.**Resolved** | Clerk |
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|  | **c) payroll fees 2023/24** |  |
|  | D M Payroll Services had advised that payroll fees to rise from £192p.a. to £252p.a. w.e.f. 01.04.23. which included additional pension work now the litter picker had joined the pension scheme. Clerk noted that other quotations received in 2021 were all in excess of £252p.a.Proposed by Cllr. Saunders, seconded by Cllr. Olney that quotation for £252p.a. be accepted**Resolved** | Clerk |
|  | **OAKLEY PARISH COUNCIL 08.11.22.** | **6.** |
|  | **d) new projects 2023/24**  |  |
|  | Council had agreed that Directory income should be used for new projects. Cllr. Jones & a resident had suggested that a new large bin was needed to replace the one on the post by the High Street bus stop as dog waste bags being left on and around the small bin. A large bin to replace the one at Lovell Road bus stop and a replacement for the post and chain play item which had been removed or the log climber were also suggested. Councillors to let Clerk know of any other suggestions. | ALL |
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| **21.** | **Date of Next Meeting:** 6th December 2022  |  |

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