

MARSTON MORETEYNE PARISH COUNCIL

Minutes of the meeting of Marston Moreteyne Parish Council held at Marston Shelton Methodist Church on Tuesday 17th July 2007, commencing 7.15 pm.

Present: Councillor M. Petty (Chairman)
Councillor F. Keep (Vice Chairman)
Councillors Mrs. E. Johnstone, Mrs. S. Hall, P. Hall, P. Neale & B. Mead
County Councillor B. King
District Councillor D. Tysoe
Brian Bignall – EB Security

1. There were no **apologies** for absence
2. **Public Participation** – No members of public were present.

3. Report from EB Security

A report of the month's activities was circulated to all Councillors. Brian Bignall stated that new posters were being created and would be placed around the village and in local shops. BB reported other areas in the village where problems have been experienced. BB stated that youths are climbing into the youth shelter roof. He has concerns because there are electrics in the roof.

4. There were no **declarations of interest** made in respect of any items on the agenda.

7.30pm. Cllr Mrs. E. Houghton arrives at the meeting.
Brian Bignall leaves the meeting.

5. To confirm and agree the Minutes of the Marston Moreteyne Parish Council meeting held on Tuesday 19th June 2007

The Minutes of the Parish Council meeting held on Tuesday 19th June 2007 were submitted for approval. One amendment made: Item 16 – amend the spelling of "Rawlins" to "Rollins". It was RESOLVED that the Minutes be accepted as an accurate record, and were duly signed by the Chairman. Proposed Cllr Mrs. S. Hall seconded by Cllr F. Keep.

6. Update of information from County Councillor B. King

Cllr King circulated a brief report to all Councillors. It outlined information on:

1. 3 Star Council – response from the Audit Commission
2. Local Government Re-organisation – update on the unitary status bid.
3. We love Bedfordshire campaign.

Cllr King thanked the Parish Council on behalf of Committee members for the Village Hall Committee grant.

Section 106 – Moat Farm Development: Cllr King advised that there were still areas to be resolved in relation to the traffic calming along Bedford & Station Roads.

A matter had been brought to his attention by a member of public who states that when driving along Woburn Road away from Marston, the traffic lights at the toucan crossing are not visible because of a bend in the road and obscuring trees. Cllr King has agreed that this needs pursuing.

The PC stated that the double yellow lines should be extended in Bedford Road to allow motorists to exit Station Road safer.

The Parish Council were advised that the flooding issues in Lower Shelton Road from earlier in the year have now been resolved.

Confident Communities Fund – There have been issues of when the money will be available to Town & Parish Councils. One PC is funding a PCSO from its own resources temporarily after obtaining a written guarantee from Beds CC.

Land East of Bedford Road: Cllr King gave his response on what action he was taking as a direct result from an e-mail received by him from Cllr Neale in relation to the lack of traffic calming measures along Station Road.

7.50pm – Cllr King leaves the meeting.

7. Update of information from District Councillors D. Tysoe

Further discussions ensued in relation to the lack of traffic calming measures proposed under the Section 106 agreement for the development of Land East of Bedford Road. Cllr Tysoe agreed to look further into the matter.

A421 Improvements: DT advised that to his knowledge three complaints have been received in writing in relation to the environmental impact of the improvements.

DT advised that he is aware of a planning application for an ATM Machine to be located at the Post Office.

The Chairman gave his opinion on the tidy tip at Ampthill, and compared it to the Barkers Lane tip managed by the County Council.

8. Matters arising from the minutes of Tuesday 19th June 2007

8.1 A421 Improvements

It is looking as if a Public Enquiry might be held.

8.2 Highway Liaison

The Clerk will give a full report on this meeting to the Council in September.

8.3 Casual Vacancies

There have been 2 applicants for the vacancy. The matter will be discussed further on in the meeting.

8.4 Premise License for Little Chef

A response from MBDC stated that the application for licence relates only to the Little Chef premises and duplicates the previous permissions allowed by the original licence. Unfortunately the extension of time was not permitted and thus the application was determined without a response from the Parish Council.

Cllr D. Tysoe asked if he could be copied in on all planning application responses from the PC. The Parish Council agreed to this request.

8.5 Grass cutting in the Churchyard

Cllr Keep advised that he had spoken to Mr. Bunker who had agreed to prioritise certain areas of the churchyard.

8.15pm District Councillor D. Tysoe leaves the meeting.

9. Brief update of information on the following committees:

9.1 Community Safety Group – Cllr F. Keep

Cllr Keep circulated a report to all Councillors. Following discussions, it was resolved to invite Sherrie Barlow to the Parish Council meeting in October to discuss the work which can be carried out in the community by unpaid workers under the Community Payback scheme.

Cllr Keep advised that PC Neil Coles is the new Beat Manager for Marston Moreteyne. It is hoped that we will get cover from a new PCSO whilst Leigh is on maternity leave. Upon her return, Leigh intends to job share with Angela.

The PC were advised that a letter from the Youth Club Committee was given to all those attending the Youth Club advising that the club would close on 19th July, due to lack of help with the running of the club. Attempts at attracting helpers over the past few months have failed.

The Parish Council discussed ways of keeping the Youth Club open whilst a further attempt at attracting new helpers was undertaken. Cllrs Mrs. S. Hall & Mrs. E. Johnstone both volunteered to help keep the club running whilst this attempt was made. Cllr Mrs. S. Hall stated that she would do her best to discuss the matter with the existing committee and assist with helping attract new helpers.

- 9.2 Mid Beds Planning Consortium – Cllr F. Keep
Nothing to report.
- 9.3 Landfill Liaison – Cllr Mrs. E. Houghton
The next meeting will be held on 25th July 2007.
- 9.4 Playing Field Committee – Cllr P. Hall
The external repairs have been completed with the exception of down pipe guards. The kitchen plans are being finalised. The hole in the roof has been repaired.

Cllr Mrs. E. Johnstone gave the apologies for Cllr B. Chandi for not attending the meeting. The Chairman advised that all apologies should be given to the Clerk direct and not through another Councillor, unless in an emergency.

- 9.5 Village Hall Committee – Cllr M. Petty
Nothing to report.
- 9.6 Church End Lower School – Cllr P. Neale
The school fete was very successful. Unfortunately it was held on the same day as Shelton Lower School. A question by many people had been posed as why not combine the school and church fetes and have a village fete. Cllr Keep agreed to bring the matter up at the next Parochial Church Council meeting.
The academic results of both SATS and Year 4 are above average, and the school has been rated as an excellent school by Ofsted.
- 9.7 Village Plan – Cllr P. Neale
This is on the agenda for discussion later.
- 9.8 Shelton Lower School
No report available. Cllr Mrs. E. Houghton agreed to ask Roger Dance to forward any report from the school.
- 9.9 Information Pack – Cllr B. Mead
The Pack is nearly ready for print. Costs for printing are:
£1,500 £2,500 full colour
£1,789 £3,000 full colour.
Other quotes were around £150 dearer.
Timescale for Boleyn Press would be 2 weeks for printing. This includes cutting and stapling.
It was suggested that the Youth Club entry might require modification. A final meet of the committee would be beneficial to finalise everything before printing.
It was resolved to print 3,000 copies and award the contract to Boleyn Press, Kempston.
Proposed Cllr F. Keep, seconded Cllr Mrs. S. Hall.
It was resolved to use 3CD Group to deliver the information packs to residents.

10. Finance

- 10.1 To approve invoices for payment and be notified of any income since the last Meeting

Calverton Factors Ltd	Security Patrols (June)	£ 1302.84
LSN Media	Diary delivery	£ 42.96
Mrs. H. Trustam	Clerks wages	£ 1056.53
Copykatz	Diary printing (July)	£ 170.00

TotalCard Services	Petrol – churchyard mower	£ 34.77
Shelton Methodist Church	Hall hire – June	£ 21.00
Marston Playing Field Comm	Secretary grant (Apr – June)	£ 179.76
Mrs. H. Trustam	Mileage expenses & allowance	£ 179.54
Mr E. Curtis	Installation of Village Challenge bench	£ 235.00
Pier One Solutions	Web Site Hosting (May)	£ 41.13 SO
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MKM Agriculture	Bus Shelter repair	£ 417.13
Mobile Glass	Bus Shelter repair	£ 518.35
DJ Granger	Grass cutting	£ 704.26
BRCC	5 year Membership Renewal	£ 120.00
Post Office Ltd	Tax & NI contributions (May-Jul)	£ 1021.68
FJ Beddoe	Litter Picking	£ 126.74
A. Bunker	Churchyard grass cutting	£ 250.00

Income

Zurich Municipal	Stn Rd Bus Shelton claim	£496.61
HM Customs & Excise	Online filing - Employer Annual Return tax year 06-07	£150.00
	(Amount to be reduced by this amount in next payment).	

The Parish Council resolved that the invoices for payment should be agreed.
Proposed Cllr P. Hall, seconded Cllr P. Neale.

10.2 To receive accounts for year ending 31.3.07 and associated internal audit report.

The Clerk circulated a copy of the accounts to all Councillors, and the Chairman read out the report written by Mrs. B. Cross who carries out the Internal Audit. The Parish Council resolved to accept the accounts as a true record of financial transactions for the year 06/07.

The Parish Council heard the amount of work undertaken by Mrs. Cross in exercising her role as Internal Auditor. After discussions, the Parish Council resolved to increase her payment to £120.00. Proposed Cllr P. Neale, seconded Cllr Mrs. E. Houghton.

10.3 To review the internal audit procedure

Following an amendment in the 2006 Amending Regulations the Parish Council are required to complete an annual review of the effectiveness of the system of internal audit. The Parish Council looked at all areas of risk and identified some areas requiring amendment. It was resolved that the Clerk as the Responsible Financial Officer make the required amendments.

10.4 To complete the annual return

The clerk duly completed the statement of assurance in accordance with replies given by the Parish Council

10.5 To receive any correspondence relating to finance matters

- (a) A grant request was received from St. Mary's PCC for a contribution towards the church insurance. It had been previously agreed to award a payment for half the insurance not exceeding £1,500.00. As the total insurance costs were £3,093.10 it was agreed to pay £1,500.00 subject to the clerk checking the matter from the relevant minutes. Proposed Cllr Mrs. E. Houghton, seconded Cllr P. Neale.
- (b) The Parish Council also resolved to award £200.00 towards the Millennium Lights following a grant request from St. Mary's PCC. Proposed Cllr Mrs. E. Houghton, seconded Cllr P. Neale.

(c) P.C.S.O.'s – Confident Communities Fund

Information supplied by Chief Super-Intendant Andy Frost through to the Community Safety Team at Bedfordshire County Council advised that the matched funding for 08/09 PCSO allocation is not currently available and that a PCSO would cost in the region of £24K. Bedfordshire Police and Beds CC are discussing the matter to try to resolve and clarify the situation for Parish Councils as they are aware that many wish to use their Confident Communities Fund towards a PCSO.

In light of these matters, and after hearing advice sought from BRCC, the Parish Council after considering the risk, resolved not to sign the contract for a PCSO at this moment in time and to complete the Consultation Form from Beds CC and indicate that their first choice would be to spend their allocation on a PCSO.

11. Planning Matters

11.1 To discuss the following planning applications received since the last meeting:

- (a) Application No. 07/00949/FULL
Full: First floor side extension and garage conversion
Site: 9 Denton Drive, Marston Moreteyne
Comments: No objections, neighbours.
- (b) Application No. 07/00913/FULL
Full: Single storey extension to form double garage
Site: 10 Pembroke Close, Marston Moreteyne
Comments: No objections, neighbours.
- (c) Application No. 07/01125/FULL
Full: Detached double garage with workshop
Site: Lower Roxhill Farm, Roxhill Road, Marston Moreteyne
Comments: No objections, neighbours.
- (d) Application No. 07/01136/FULL
Full: Extension to kitchen
Site: The Marston Vale Millennium Country Park, Station Road, Marston Moreteyne.
Comments: No objections.

11.1 To receive details of any approvals / refusals / withdrawals of planning applications – for information only

- (a) Application No. 07/00669/FULL
Full: Single storey front and rear, two storey side extensions
Site: 179 Bedford Road, Marston Moreteyne.
APPROVED
- (b) Application No. 07/00419/FULL
Full: Erection of two dwellings and detached garage
Site: Land adjacent to 145 Lower Shelton Road, Marston Moreteyne
APPROVED.
- (c) Application No. 07/00722/ADV
Advertisement Consent: 2 no. fascia signs and 1 double sided internally illuminated projecting sign
Site: Co-Op Food Store, 1 Station Road, Marston Moreteyne.
APPROVED.

11.2 To receive any planning correspondence – for information only.

- (a) Temporary Road Closure – Marston Road & Station Road Level Crossings, Lidlington & Millbrook Level Crossing. Temporary closure to allow track renewal and engineering works to take place. 10pm, 17th July to 6am 18th July, and 10pm 18th July to 6am 19th July.
- (b) Temporary Closure of part of Footpath No. 58 to allow removal of earth bund adjacent to strategic watercourse. 2 weeks between period of 1 July and 1 Sept.

- 12. Land East of Bedford Road Development – update and further discussion**
MBDC continue to work on the Section 106 agreement which is nearing completion. Further discussions took place surround the lack of traffic calming measures to be implemented along Station Road. It was resolved that the Clerk write to County Cllr B. King and ask for his assistance in the matter to overturn the decision made by the Highways Dept. If this proved negative, then the Parish Council would look into going to the ombudsman. The PC was made aware that should they take this course of action they would need to prove there had been maladministration by MBDC. Another avenue open to the PC would be to enhance the new pedestrian crossing which is to be installed close to the entrance for the Forest Centre.

- 13 Amendment of Standing Orders**
The location of meetings was amended to show Shelton Methodist Church, Lower Shelton Road, Marston Moreteyne as being the usual place to hold the Parish Council meetings. However, it was agreed that should the hall prove too small in the event of a large number of members of public expected, then the meeting will be held at the Sports Pavilion, Bedford Road, Marston Moreteyne.

- 14 Adopt revised Model Code of Conduct**
All Councillors having received a copy of the revised Model Code of Conduct, the Parish Council resolved to adopt the revised Code of Conduct, namely: The Local Authorities (Model Code of Conduct) Order 2007, No. 1159 unamended. In addition the Parish Council resolved to include Paragraph 12(2) into the Code and amend their Standing Orders accordingly.
It was resolved to accept the offer from MBDC to advertise the Parish Council's adoption of the Code together with other Parish Council's and to share any advertising costs accordingly.

At 10.15pm the Parish Council resolved to suspend standing orders and to continue with discussions in relation to the agenda.

- 15 To discuss the draft Village Plan**
It was resolved that the Village Plan be put together into a format for the September meeting.

- 16 To receive and discuss applications for vacancies on the Parish Council**
The Chairman read out the application letters from Mr. Terry Hyde, residing at 24 Denton Drive, Marston Moreteyne and Mr. Godfrey Spriggs, residing at 22 Denton Drive, Marston Moreteyne for the 2 vacancies on the Parish Council.
Both candidates were proposed by Cllr F. Keep, seconded Cllr P. Neale. The Parish Council resolved to co-opt both candidates en block after both had received a majority vote by the PC.

- 17 Appointment of Planning Committee**
It was resolved that the following Councillors serve on the committee for the coming year:
Cllrs M. Petty, F. Keep, P. Hall, B. Mead, P. Neale, B. Chandi & Mrs. E. Johnstone.

- 18 Appointment of Finance Committee**
It was resolved that the following Councillors serve on the committee for the coming year:
Cllrs. M. Petty, F. Keep, P. Hall, Mrs. E. Houghton, Mrs. J. Allen, G. Spriggs & T. Hyde.

It was resolved to discuss any necessary correspondence at the September meeting.

- 19 Correspondence**
- 19.1 Annual Report from Mid Beds Citizens Advice Bureau
 - 19.2 Update of information regarding a replacement Beat Manager for Marston Moreteyne
 - 19.3 A421 Improvements M1 Jtn 13 to Bedford – Information regarding the public enquiry.
 - 19.4 Traffic Issues – Marston Hill
 - 19.5 Planning Obligations Strategy Supplementary Planning document.

The meeting was closed at 10.25pm.