

MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Extra Ordinary Meeting of Marston Moreteyne Parish Council held at Marston Moreteyne Sports Pavilion on Tuesday 2nd December 2008, commencing 7.15pm.

Present: Councillor M. Petty (Chairman)
Councillors P. Hall, P. Neale, Mrs. J. Allen & Miss E. Johnstone

1. **Apologies for absence** were received from Cllrs F. Keep, B. Mead, G. Spriggs, T. Hyde, Mrs. E. Houghton, Mrs. S. Hall, B. Chandi & County Cllr B. King.
2. **Public Participation:** No members of public were present.
3. There were no declarations of interest made in respect of any items on the agenda.
4. **The Minutes of the Meeting for Marston Moreteyne Parish Council meeting held on Tuesday 18th November 2008** were submitted for approval.
One amendment noted: 8.4 Youth Shelter: To read: GS advised that the Committee “were discussing to” remove the inner walls and ceiling and not “had agreed to” .
It was RESOLVED that the Minutes be accepted as an accurate record, and were duly signed by the Chairman. Proposed Cllr Miss E. Johnstone, seconded Cllr P. Neale.
5. **Adoption of CCTV Policy and Appointment of CCTV Committee**
The Clerk advised that the amendment had been made as requested so that the day to day operational responsibility rests with the CCTV Committee. However, it was added that the Clerk can be contacted should it be necessary.
Any breaches of the policy by authorised persons should be reported by the Clerk to the Parish Council and followed up by them. The Parish Clerk is deemed as the legal advisor to the Council and thus it is the Clerk’s role to ensure that the Parish Council is operating within guidelines. The Parish Council resolved to adopt the CCTV Policy with the above amendments made.
CCTV Committee: Cllr P. Hall indicated his interest in serving on the Committee however with so many members absent it was resolved to defer the appointment of the rest of the Committee members until the next meeting. Cllr Hall agreed to meet with AVES Security in order that training could be given on the equipment to enable some coverage over the Christmas and New Year period. It was agreed that the Clerk arrange this liaising with both parties. The Clerk to give 3 CCTV log books to Cllr Hall for each site at the end of the meeting.
6. **Discussion relating to web site maintenance and play area inspections for 2009/10**
Play Area: The Clerk advised that when the Parish Council have taken over responsibility for the play area and skate park, regular inspections of the area and equipment would need to be undertaken. Two options are available: a) for Parish Councillors to undertake the inspections themselves or b) to employ a play company to undertake the inspections on behalf of the Council. Both options would require forms to be completed and retained to show that the Council are acting responsibly in their duty of care.
It was resolved that there were not enough Councillors attending the meeting to facilitate a firm decision. Therefore the matter was deferred to the next full Council meeting.
Web Site Maintenance: The Clerk advised that Pier One Solutions who currently host the Parish Council web site offer a Content Management Service which would assist greatly in getting information onto the web site. The annual cost to cover 1 hour per month of data input would be £200. The Parish Council believe that this service would be of benefit and therefore resolved to commence with it from 1st April 2009.
7. **Provision of allotments:**
The Clerk advised that 12 months notice would need to be given to the tenant which would commence 1st October 2009, enabling the land to be reclaimed by the Council on 1st October 2010. However, the Parish Council can give the tenant the opportunity of surrendering the land earlier if they so wish. It was resolved that both tenants be contacted to see if either would be willing to undertake the latter. No compensation is due owing to the fact that the land is not used for crops. The Clerk advised that for the remaining tenant, a formal agreement be put in place to commence 1st October 2009, which is renewable on a yearly basis.

8. Matters arising from the minutes of Tuesday 18th November 2008

- 8.1 EfW at Rookery Pit: Clerk to send a letter of objection relating to Cavanta's plans for the area. Public meeting: Cllr T. Wootton stated that he will not be with the local authority after April and therefore indicated that Ben Finalyson (BeAR Project Manager) and Andrew Smith (Beds CC) would be better to attend the meeting.
- 8.2 Eco Town: Clerk to chase District Cllr M. Gibson regarding the PPS Eco Town documents.
- 8.3 Playing Field Committee: The Clerk stated that she had spoken with the Chair of the Playing Field Committee regarding what financial assistance is available this year from the Parish Council for the Committee.
- 8.4 CCTV: The Clerk to send itemised costs of the remedial measures proposed to Burgess Builders as requested. The cabinet to house the CCTV equipment for Station Road has been ordered from AVES Security.
- 8.5 License for Skate Park & Play Area at Bedford Road: The revised license has been received from the solicitors and all Councillors will receive a copy with next month's agenda. Further discussion will then take place.
- 8.6 Confident Communities Fund: Owing to a shortage of volunteers BTCV have stated that the work might go over into the New Year.
- 8.7 Churchyard Grasscutting Contract 2009: Tenders have been sent out. A final decision on the successful contractor will be made at the next meeting. It was agreed that a letter of thanks be sent to Mr. A. Bunker in relation to the work he has undertaken in the Churchyard over many years. This follows his recent announcement that he would not be tendering for next years contract.
- 8.8 Precept 2009/10: The Parish Council has been awarded a short extension in the precept deadline by MBDC.

9. Finance

- 9.1 To approve invoices for payment and be notified of any income since the last meeting

LSN Media	Diary delivery (Jan)	£ 41.15
Copykatz	Diary (Dec)	£ 180.00
Pier One Solutions	Web Site Hosting	£ 41.13 SO
SLCC	Membership renewal	£ 149.00
Viking Direct	Stationery	£ 60.50
Warners of Bedford	Grass cutting (Nov 08)	£ 599.74
FJ Beddoe	Litter Picking	£ 136.50

Resolved that the invoices for payment should be agreed Proposed Cllr P. Neale, seconded Cllr Miss E. Johnstone.

- 9.2 Finance correspondence: No correspondence had been received requiring attention.

10. Planning Matters

- 10.1 To discuss the following planning applications received since the last meeting
- (a) Application No. 08/02008/FULL
The Rose & Crown, 171 Bedford Road, Marston Moreteyne
Full: New side entrance porch and change of use to A5, single storey rear extension, external stairs to rear, new porch and windows and misc alterations.
Comments: Request that neighbours comments are taken into consideration when determining the application
- (b) Application No. 08/02100/FULL
18 Wootton Green, Wootton, Bedford
Full: Two storey rear extension
Comments: Request that neighbours comments are taken into consideration when determining the application
- (c) Application No. 08/02052/LB
The Old Rectory, The Green, Marston Moreteyne
Demolition of existing double garage to facilitate new construction to form family suite. Modifications to internal walls and provision of new door and surround to north east elevation and new surround to door on north west elevation.

Comments: Request that neighbours comments are taken into consideration when determining the application and also requested that English Heritage are made aware of the application and approve of the alterations prior to any decision being made.

- (d) Application No. 08/02185/FULL
16 Primrose Close, Marston Moreteyne
Full: First floor extension over existing garage.
Comments: Request that neighbours comments are taken into consideration when determining the application.

10.2 There were no details of any approvals / refusals / withdrawals of planning applications available.

10.3 No planning correspondence had been received which needed attention.

8.05pm Cllr M. Petty leaves the meeting. With Cllr F. Keep absent, it was resolved that Cllr P. Hall be acting Chairman. Proposed Cllr P. Neale. Seconded Cllr Miss E. Johnstone.

11. Adoption of the Model Publication Scheme

The Parish Council resolved to adopt the Freedom of Information Act – New Model Publication Scheme without modification. The Council duly completed the guide for Information to be Published and agreed that a copy of the guide will be made available on the Parish Council's web site. The Parish Council resolved not to charge for paper copies at this moment in time, but would review its decision in June 2009.

12. Correspondence

12.1 Gypsy & Traveller Development Plan Document: Preferred Options Consultation – No comments.

12.2 A letter received from a resident of Moreteyne Road was presented to the Council over concerns to the lack of shelter for passengers using the rail service at Milbrook Station. It was agreed to send a letter to BRCC, Cardington to see what measures can be undertaken to rectify the situation.

There being no further business to transact, the meeting was closed at 8.10pm.