

MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Meeting of Marston Moreteyne Parish Council held at Marston Moreteyne Sports Pavilion on Tuesday 9th June 2009, commencing 7.00pm.

Present: Councillor M. Petty (Chairman)
Councillors F. Keep (Vice Chairman), P. Hall G. Spriggs, T. Hyde &
Miss E. Johnstone
Central Bedfordshire Councillor M. Gibson
Mrs. S. Norman – Bedfordshire Rural Communities Charity

1. **Apologies for absence** were received from Cllrs P. Neale, B. Mead, B. Chandi, Mrs. E. Houghton, Mrs. S. Hall, Mrs. J. Allen & Central Bedfordshire Cllr R. Baker.
2. **Public Participation:** No members of public were present.
3. There were no **declarations of interest** received regarding items on the agenda.
4. **To formally receive Mrs. S. Norman from the Playing Field Association, Cardington and to hear and discuss the role and responsibilities of Custodian and Management Trustees.**

The Chairman formally introduced Mrs. Sue Norman to the Parish Council. SN stated that she had been invited to attend to explain the differences between Custodian and Management Trustees. Custodian Trustees are a corporate body, i.e. the people may change but the organisation stays the same. They have no responsibility, no liabilities or management role to play. Their role is to hold the Charity's assets and to carry out any instructions from the managing trustees so long as the instructions do not breach the trust document.

Holding Trustees can be individuals, but are the same as Custodian Trustees.

Managing Trustees have all of the responsibility and liability for the charity they manage. They must ensure that they always act for the good of the charity and its beneficiaries and that in doing so they comply with the terms of the trust document and any legislation. The Management Trustees comprise of nominated people from user groups and elected officers. An annual AGM must be held each year and must be publically advertised inviting residents to attend the meeting. Business transacted at the AGM must include an annual report of activities carried out during the year, the accounts for that year, and a forward plan of what they intend to achieve during the coming year. Anyone attending the meeting is able to raise questions to the Management Committee.

Sufficient income must be received to cover running costs with a sum left over to cover improvements and maintenance of the trust property. Should normal income not be adequate the Trustees should look to fund-raise or seek grants. Reliance on the Parish Council for any shortfall should not be common practise.

In cases of land transactions (A421 compulsory purchase of land) the CT acts on the MT's instructions. The MT's undertake the negotiations and instruct the CT to sign any relevant documents.

If the CT believes that the MT is not running the charity correctly then they have the right to question the issues and try to resolve them. If the issues cannot be resolved, the CT has the right to make a report to the Charities Commission who would then investigate.

Should the MT wish to no longer manage the charity, then the Charity Commission must be contacted and a set process is undertaken with the likely outcome that the Parish Council would undertake the role of Managing Trustees for the charity. The MT must leave at least two trustees to oversee the handover.

SN felt that it might be advantageous to have a meeting with both Parish Council & Playing Field Committee to discuss future working relationships. SN agreed to attend this meeting to ensure that everyone was clear of their official role. The Parish Council agreed to this idea and would try to set up a meeting after the pavilion extension had been built.

The Chairman duly thanked Mrs. Sue Norman for attending the meeting.

The Chairman advised that the developers had written to the Legal Team at Central Bedfordshire giving approval for the S106 to be transferred to the Parish Council. Central Bedfordshire was now arranging for this transaction immediately.

Following further discussions, the Parish Council resolved the following in relation to the extension project:

- The Managing Trustees to undertake and manage the project
- All invoices are to be approved by the Managing Trustees
- Approved invoices to be submitted to Central Bedfordshire for approval for payment with copies to the Parish Council.
- Following authorisation from Central Bedfordshire to pay the invoice, the Parish Council will authorise the transfer of required fund to the Playing Field Committee's account at their next Council meeting.
- A meeting will be arranged with the Playing Field Committee, Mrs. S. Norman (BRCC) and the Parish Council following completion of the extension to discuss working relationships.
- A letter to be sent to the Playing Field Committee advising of the above resolutions made.

5. To confirm and agree the Minutes of the Marston Moreteyne Parish Council meeting held on Tuesday 19th May 2009

It was RESOLVED that the Minutes be accepted as an accurate record, and were duly signed by the Chairman. Proposed Cllr G. Spriggs seconded Cllr F. Keep

6. Matters arising from the minutes of Tuesday 19th May 2009.

- 6.1 Underpass Railings: The Chairman advised that after continued vandalism, Balfour Beatty have now completely removed the railings.
- 6.2 Footpath - Underpass to Play Area: The Chairman will continue to chase up for resurfacing.
- 6.3 Elections: Both Mike Gibson and Roger Baker were elected as Central Bedfordshire Councillors for Marston Moreteyne on 4th June 2009.
- 6.4 S106 funding for Pavilion Extension: The Legal Team at Central Bedfordshire has received a letter back from O&H Properties (the developer) which states that the S106 money can be transferred in its entirety to the Parish Council. The Clerk has forwarded the Council's bank details accordingly.
- 6.5 Appointment of Play Area Working Group: This was deferred to the June Council meeting.
- 6.6 Playing Field Committee: No up to date correspondence has been received regarding the compulsory purchase of land for the A421 improvements. A copy of the S106 agreement has been forwarded to the Vice Chairman of the Committee via email.
- 6.7 Document storage: The Clerk is still looking into this matter.
- 6.8 Repair of wall at Station Road shops: Burgess Properties Ltd have written to advise that they have met with a representative of the Co-op and understand that they are currently reviewing various matters in relation to their premises. Copies of the Council's letters have been passed onto the Co-op and Burgess Builders are encouraged to believe that a response will now be forthcoming.
- 6.9 Upper Shelton Road Bus Stop: The Clerk is looking into the matter.
- 6.10 Closure of Lower Shelton Road: Diversion signs have now been erected.
- 6.11 Probation Service: Work has commenced and is progressing well.
- 6.12 Letter from resident regarding grass verges: A response has been received from the resident indicating the areas of concern. The resident advised that the damage to verges is greater in the winter and that further communication will be sent during this season.
- 6.13 Annual Audit: The Clerk has received the accounts and a report back from the Internal Auditor. The accounts together with the report will be discussed at the next Council meeting.
- 6.14 Street naming & numbering for the development of Land Off Bedford Road (480 homes): Cllr P. Hall circulated a short list of field names from an 1840 title map. He asked Councillors to number the names in order of preference, and return the list to him at the next meeting. He will then collate and produce a final list.
- 6.15 Chimney tots PreSchool: A cheque for the grant awarded will be drawn at the next meeting.
- 6.16 Town & Parish Partnership Fund 2009-10: The Clerk has received details of costs involved. The matter will be discussed at the next meeting.
- 6.17 Woburn Road repair: The Clerk to officially request that this is placed on the Structural Maint Schedule.

- 6.18 Resurfacing of Station Road: The Clerk to officially request that the entrances of the roads outline at last month's meeting are resurfaced at the same time as Station Road.
- 6.19 Grass cutting Schedule: This has not yet been received. The Clerk to chase.
- 6.20 Energy from Waste Plant: This will be discussed at the next meeting.
- 6.21 Holme Close issues: The Clerk to action.

7. Allotment Update

The Chairman thanked the Cllr G. Spriggs and the Clerk for their help on Saturday morning to mark out allotment plots. 50 plots have now been marked, with a further 20 to be marked out on 20th June. The Chairman asked for volunteers to help with this task. The Parish Council resolved to request a £5.00 deposit from each tenant to cover the key to the allotment gate. The Parish Council resolved to allow residents from outside the village the opportunity to have an allotment in Marston Moreteyne. Nothing further has been heard from Anglian Water. The Clerk to chase. The Chairman advised that he will arrange for two loads of manure to be dropped at the allotments. Mr. Empson from the Allotment Society is interested in having a meeting with tenants in the autumn to see if they wish to join the Society and form their own Allotment Committee.

8. Planning Matters

- 4.1 To discuss the following planning applications received since the last meeting:
 - (a) Application No. CB/09/00833/FULL
Full: Two storey side extension, single storey extension to garage
14 The Rickyard, Marston Moreteyne
Comments: No objection. Request that neighbours comments are taken into consideration during determination of application.
 - (b) Application No. CB/09/00776/RM
Variation of Conditions 13 & 20 attached to Planning Permission 05/00885/OUT dated 26th September 2007 to read: No development shall take place within a sub area until of the layout and design of play and sport facilities, including the equipment, furniture, surfacing and boundary treatment to be installed within that sub area, have been submitted to the Local Planning Authority and approved in writing by the Local Planning Authority. The details thereby approved shall be implemented. Condition 20: No development shall take place within a sub area until details of the position, design, materials and type of boundary treatment to be erected within that sub area have been submitted to the Local Planning Authority. The details thereby approved shall be implemented.
Home Farm, Lodge Road, Cranfield
Comments: No objection.
 - (c) Application No. CB/09/00805/FULL
Full: Conservatory to rear elevation
179 Bedford Road, Marston Moreteyne
Comments: No objection. Request that neighbours comments are taken into consideration during determination of application
 - (d) Application No. CB/09/00918/FULL
Full: Garage Conversion
15 Lake View, Marston Moreteyne
Comments: No objection. Request that neighbours comments are taken into consideration during determination of application
 - (e) Application No. CB/09/00903/RM
RM: Outline Permission 08/02097/OUT, Use of existing access from Lower Shelton Road for pedestrians, external elevations showing steps and ramp in the listed materials, and restoration of playground surface with blocks after completion of works.
Shelton Lower School, Lower Shelton Road, Marston Moreteyne.
The Chairman declared a prejudicial interest in this application.
Comments: No objections.
 - (f) Application No. CB/09/00960/FULL
Full: Single storey side and rear extension
7 Allen Court, Marston Moreteyne
Comments: No objection. Request that neighbours comments are taken into consideration during determination of application

There being no further business to transact, the meeting was closed at 8.35pm.