

# MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Annual General Meeting of Marston Moreteyne Parish Council held at Marston Moreteyne Sports Pavilion on Tuesday 19<sup>th</sup> May 2009, commencing 7.15pm.

**Present:** Councillor M. Petty (Chairman)  
Councillors F. Keep (Vice Chairman), P. Neale, B. Chandi, B. Mead, G. Spriggs  
Central Bedfordshire Councillors D. Tysoe & M. Gibson  
B. Bignall - Representative from EB Security  
Mrs. B. Oakley – Chair of Marston Moreteyne Playing Field Committee  
2 members of public

1. **Election of Chairman:** Councillor M. Petty was proposed by Councillor F. Keep and seconded by Councillor B. Chandi. **IT WAS RESOLVED** that Councillor M. Petty be elected to serve as Chairman for the coming year.
2. **Election of Vice Chairman:** Councillor F. Keep was proposed by Councillor P. Neale and seconded by Councillor B. Mead. **IT WAS RESOLVED** that Councillor F. Keep be elected to serve as Vice-Chairman for the coming year.
3. **Signing of Declaration of Acceptance of Office Forms:** Both Chairman and Vice Chairman duly completed their Acceptance of Office Forms.
4. **Apologies for absence were received from:** Cllrs P Hall, Mrs. S. Hall, T. Hyde & Mrs E. Houghton  
7.20pm Central Bedfordshire Cllr M. Gibson arrived
5. **Public Participation:** Mr. A. Barrett advised that the Church Group within the village has started to plant flowers on the roundabout in Bedford Road following permission from Central Bedfordshire. The Chairman duly thanked him for the efforts put in to this project.
6. There were no **declarations of interest** made in respect to agenda items.
7. **Report from EB Security:** A report was circulated to all Councillors. Two bicycles have been stolen from a lock up in Squires Close. Unfortunately they have yet to be found. Patrols to the back of the Surgery continue. Youngsters are getting into the Church; however there is no evidence of damage. Mini bikes have started to appear again on the bridge over the A421. The railings are being pulled out on the path down to the underpass. The Chairman stated that he has a meeting scheduled with Balfour Beatty on Thursday so he will try to see if security can be improved in that area.

The Beat Manager position for Marston Moreteyne has been left vacant for the time being. The Chairman reported that with the closure of Lower Shelton Road, parents are doing U-turns in the middle of the road when picking up their children from Lower Shelton School and blocking the road. The Chairman asked if EB Security could be present in this area around 3.30pm in the hope that it would deter parents from undertaking these manoeuvres. It was reported that if the hedge was cut back it would improve visibility.

**8. To confirm and agree the Minutes of the Marston Moreteyne Parish Council meeting held on Tuesday 21<sup>st</sup> April 2009**

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

9. **Update of information from Central Bedfordshire Councillors:** Both Councillors had nothing to report. The Chairman advised that both he and the Clerk attended the recent Town & Parish Council Reception at Chicksands and found it to be of benefit. The evening was centred on how services could be improved.

7.45pm Mr. R. Garner (Vice Chair) Marston Moreteyne Playing Field Committee arrives. MG advised that the new Community Engagement has been dropped by the House of Lords at present.

The Chairman advised that he has a meeting scheduled with two representatives from the BeAR Project at Rookery Pit on Friday. Discussions will centre on infrastructure and the preferred route. Cllr M. Gibson indicated that he would like to attend this meeting with the Chairman. The Executive Committee passed a motion to look at purchasing the land for the proposed EfW. MG advised that should the application for 28 Upper Shelton Road be recommended for approval then he will request that it be brought before the Development Control Committee.

## **27. Extension to Sports Pavilion**

The Chairman duly brought this matter forward for discussion.

The Chairman explained that Central Bedfordshire is currently holding £69,645 of Section 106 money which must be spent on additional sports facilities. In April 2007, after being contacted by the Playing Field Committee, the Parish Council requested on their behalf that the money be allocated to an extension for the Sports Pavilion. However, the money has a life span of five years, after which the money may be returned to the developer if not spent. The deadline for this is 8<sup>th</sup> June 2009. The Legal Team at Central Bedfordshire have agreed that they must now write to the developer explaining the situation and request an extension to allow the project to go ahead using the S106 money. If however, the developer refuses, then the money will be returned to the developer and lost to the residents of the village.

With planning permission for the extension not due until around 21<sup>st</sup> May the Parish Council would like to know what position the project is at. To this end the Clerk invited both the Chair and Vice Chair of the Playing Field Committee to the meeting to give an update.

RG reported that the planning application is due for approval on 21<sup>st</sup> May and that the Planning Dept had no problems with the application. A Release of Funds form has been received from the Play Officer at Central Bedfordshire. However, the Legal Team are now questioning whether the project falls within the S106 agreement as well as the problem over the deadline date. The Clerk added that she had spoken with the Play Officer who felt that the project did meet with the S106 criteria.

The Parish Council questioned how this situation had arisen and why the extension had not been built earlier following the original request in April 2007. The Playing Field Committee were aware that their temporary permission for storage containers ceased in March this year. Questions also arose as to why the planning application was so long in being submitted despite being approved by the Committee in August 2008.

RG stated that a budget has been requested from a quantity surveyor with regard to the cost of the extension. A copy of this can be forwarded to the Parish Council tomorrow. No binding contracts have been entered into owing to the non security of funds. The delay in submitting the application was due to changes in plans and committee considerations. The Chairman made mention that the application has been submitted in the name of the Parish Council without their approval and thus they were unable to comment on the application. The Clerk advised that the application could have been submitted in the Committee's name if they had so chosen.

The Clerk stated that the Parish Council are unable to claim back the VAT on the project if the Committee wish to administer the work. The Parish Council would need to administer the project totally on behalf of the Committee for VAT to be claimed, and that the Committee would have to officially request this in writing to the Parish Council.

Cllr D. Tysoe stated that he would try to liaise with the Legal Team to ascertain the position on this matter.

Cllrs D. Tysoe & M. Gibson, Mr. R. Garner, Mrs. B. Oakley & 1 member of public leave the meeting. It was resolved that the Clerk invite Mrs. S. Norman of Playing Field Assn to a Council meeting to give clarification on the role of Custodian and Management Trustees.

## **10. Appointment of Planning Committee**

It was resolved that the following Cllrs serve on the Planning Committee for the coming year:

Cllrs M. Petty, F. Keep, B. Chandi, P. Neale, P. Hall & Miss E. Johnstone. Proposed Cllr P. Neale, seconded Cllr G. Spriggs.

## **11. Appointment of Finance Committee**

It was resolved that the following Cllrs serve on the Finance Committee for the coming year: Cllrs

M. Petty, F. Keep, P. Hall, T. Hyde, G. Spriggs, B. Mead, Mrs. J. Allen & Mrs E. Houghton  
Proposed Cllr B. Chandi, seconded Cllr P. Neale

## **12 Appointment of School Governor: Church End Lower**

It was resolved that Councillor P. Neale be re-appointed as the representative for the coming year to serve on the Governing body.

## **13. Appointment of Landfill Liaison Reps.**

It was resolved that the Clerk circulate the agenda when received and request a representative to attend the meeting.

**14. Appointment of Village Hall Committee Rep.**

It was resolved that Cllr B. Mead be re-appointed as the representative for the coming year.

**15. Appointment of Playing Field Committee Rep.**

Cllr G. Spriggs advised that he wished to step down as the Parish Council's representative on this Committee. The Chairman duly thanked him for his efforts over the past 12 months. No replacement was appointed

**16. Appointment of Planning Consortium Rep.**

It was resolved that Councillors P. Hall, P. Neale & B. Chandi be appointed as the representatives for the coming year.

**17. Appointment of Wixam's Development Rep**

It was resolved that Councillor P. Neale be re-appointed as the representative for the coming year.

**18. Appointment of Cemetery Working Group.**

It was resolved that the following Cllrs sit on the working group: M. Petty, B. Mead, T. Hyde, Miss E. Johnstone, F. Keep, P. Hall, F. Keep and the Clerk.

**19. Appointment of Mid Beds Planning Spokesperson**

It was resolved that Cllr P. Neale be re-appointed as Mid Beds Planning Spokesperson for the coming year

**20. Appointment of Allotment Working Group**

It was resolved that the following Councillors sit on the working group: Cllr M. Petty, T. Hyde, B. Mead, P. Neale, G. Spriggs & B. Chandi.

**21. Appointment of Play Area Working Group:**

Owing to the absence of many Councillors it was agreed to defer the matter until the next meeting.

**26. Allotment: To agree an Allotment Tenancy Agreement and Charges**

The Chairman duly brought this matter forward for discussion.

The Chairman stated that the field has been sprayed and ploughed. The gate and fencing should be erected either Wednesday/Thursday. Anglian Water has now marked the position where the water will be taken from and we await a formal quotation on the costs. A copy of the draft Allotment Agreement and Safety Rules were sent to all Councillors with their agendas. The drafts have been taken from agreements at Wilstead and Lidlington.

The following amendment was made and approved to the draft document:

4 (d) No dog shall be brought into the area of the Allotments unless the dog is kept under control at all times by its owner

The Parish Council resolved to approve the Tenancy Agreement and Safety Rules subject to the above change.

Following a discussion regarding charges to tenants, it was resolved to charge £2.00/pole per annum. First payment to be received upon signing the Tenancy Agreement. Subsequent payments due on 29<sup>th</sup> September. It was resolved that this first payment will include the months up to 29<sup>th</sup> September 2009 at no extra cost. It was resolved to charge an annual fee of £10.00 per plot to cover the supply of water. Any money not spent at the end of the year will be put towards enhancement of the allotments. The Chairman added that he will donate a big plastic water tank to the Parish Council.

It was resolved to offer each tenant a plot measuring 5 poles. It is hoped that the plots can be marked out shortly. The Chairman indicated that he would require assistance when marking out the field.

The Chairman stated that Mr Howe was to charge £650 to cover costs of preparation of the field. However, he has kindly offered to waive his fee if a charity donation of £100.00 is sent to the East Midlands Air Ambulance. He has also agreed to pull in the water pipe around the field as a goodwill gesture. The Parish Council duly resolved to send a payment of £100.00 to the charity named.

Cllr F. Keep advised that the Social Club Committee has agreed that tenants can use their car park when accessing the allotments. However, they have asked as a goodwill gesture if the Parish Council would include a flyer inviting tenants to join the Club. It was resolved to undertake this task. Cllr Keep agreed to draft up a flyer and forward to the Clerk.

**22. Brief update of information on the following committees:**

**22.1 Community Safety Group – Cllr F. Keep**

A report was circulated. FK reported that the Beat Manager's position is to be left vacant at present. The wall at Station Road shops has been repaired. CCTV images will be monitored should any further damage be done

- 22.2 Mid Beds Planning Consortium – Cllrs P. Hall/P. Neale/B. Chandi  
Nothing to report.
- 22.3 Landfill Liaison – Cllrs Mrs. E. Houghton/Mrs. J. Allen  
No report was available owing to the absence of both representatives.
- 22.4 Playing Field Committee – Cllr G. Spriggs  
The skate park repairs have not yet been undertaken. The Parish Council should shortly receive copies of correspondence with regard to the A421 compulsory purchase of land. The Committee are checking the paint requirements for the painting of the play equipment to be undertaken by the probation service. The Committee are looking at costs to installing blinds at the windows in the main hall. The Committee would like a copy of the S106 agreement with relation to the Dexterfield development. The next meeting is scheduled for 6<sup>th</sup> July.
- 22.5 Village Hall Committee – Cllr B. Mead  
An update on the refurbishments was given at the last meeting. The Committee are looking at costs of around £70,000. Final costs and preparation of plans are now being undertaken. The Committee would like to know when the Probation Service will start. The Clerk reported that it is likely to be Thursday. BM reported that Committee stated that there is no storage room available for Parish Council archive material. They advise the PC contact Central Bedfordshire to see what was available.
- 22.6 Church End Lower School – Cllr P. Neale  
Nothing to report.
- 22.7 Shelton Lower School – Cllr M. Petty  
The School are now waiting for the project manager to place an order for the material for the extension.
- 9.20pm. Resolved to hold a short break in the meeting.  
9.30pm Meeting reconvened.

**23. Matters arising from the minutes of Tuesday 21<sup>st</sup> April 2009.**

- 23.1 Repair of wall at Station Road shops: The wall has now been repaired. Reasons for its delay were outlined by Burgess Properties Ltd and stated that there had been waiting for labour to become available and that special coping stones were on a long delivery time. It was resolved that the Clerk send a letter of thanks to Burgess Properties for undertaking the work.
- 23.2 Upper Shelton Road bus stop: Waiting for costs.
- 23.3 Closure of Lower Shelton Road junction with A421: After some complaints Balfour Beatty will place diversion notices up as a goodwill gesture. However, it was noted that it was not a requirement to erect diversions for a permanent road closure. The turning circle has been put in and is being used.
- 23.4 Path to underpass: Some of the overgrowth has been trimmed back.
- 23.5 Probation Service: The Clerk met with Mr. S. Anderson yesterday to look over the work schedule. He is hopeful to have a team in the village on Thursday.
- 23.6 Letter from resident regarding grass verges: No response has been received yet. A request for the replacement sign for St. Mary's Close is to be submitted.
- 23.7 Annual Audit: The accounts are currently with the Internal Auditor. The Clerk has placed the audit notices on the notice boards.
- 23.8 Street naming & numbering for the development at Land Off Bedford Road (480 homes):  
The Parish Councils response has been sent to Central Bedfordshire.

**24. Finance**

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

|                          |                          |               |
|--------------------------|--------------------------|---------------|
| Copykatz                 | Diary (April)            | £ 180.00      |
| Calverton Factors        | Security Patrols (Mar)   | £ 866.50      |
| Calverton Factors        | Security Patrols (Apr)   | £ 1,352.12    |
| Pier One Solutions       | Web Site Hosting         | £ 40.25 SO    |
| Bedford Borough Council  | March Payroll            | £ 2,073.72 DD |
| Mr. D. Cray              | Churchyard grass cutting | £ 295.00      |
| Information Commissioner | Data Protection Renewal  | £ 35.00       |

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|--|--------------------|------------|
| Marston Moreteyne Village  |                    |            |
| Hall Committee   | Grant              | £ 2,500.00 |
| Mrs H Trustam  | Petty Cash         | £ 40.00    |
| Warners of Bedford   | Gras cutting (May) | £ 586.98   |
| Mr. F.J. Beddoe  | Litter picking     | £ 169.00   |
| Approval of Clerk's travel expenses for period 1.1.09 to 31.3.09 |                    | £ 129.00   |

Resolved that the invoices for payment should be agreed. Proposed Cllr B. Chandi, seconded Cllr G. Spriggs.

#### 24.2 **Finance correspondence**

- (a) Chimneytots PreSchool: A request for a grant of £300 to go towards the Pre-School's annual outing was received. Resolved that the Council in accordance with its powers under Section 137 & 139 of the Local Government Act 1972, should incur the expenditure of £300.00 without precedent, to Chimneytots PreSchool, which in the opinion of the Council, is in the interests of the inhabitants and will benefit them in a manner commensurate with the expenditure.
- (b) A Membership Card for the Bedford to Bletchley Rail Users' Association was received following payment of the subscription.
- (c) A letter was received from Link A Ride acknowledging safe receipt of the £100 grant.

### 25. **Planning Matters**

25.1 To discuss the following planning applications received since the last meeting

- (a) Application No. CB/09/00616/FULL  
Full: Erection of single detached 5 bedroom dwelling and new access  
Site: Land Rear of 28 Upper Shelton Road, Marston Moreteyne  
Comments: Objection. Previous objection statements still apply that this is back-land development in a linear residential area.
- (b) Application No. CB/09/00664/FULL  
Full: Variation of condition 1 on planning permission 06/00422/FULL to enable permanent retention of an events facility.  
Site: Millbrook Proving Ground, Station Lane, Millbrook, Bedford, MK45 2JQ  
Comments: Objection until such time as the volume of traffic which comes through the village is resolved
- (c) Application No. CB/09/00751/FULL  
Full: Retention of earth bund.  
Site: Drapers Farm, Beancroft Road, Marston Moreteyne  
Comments: No objections. Requested that neighbours comments are taken into consideration.
- (d) Application No. CB/09/00808/FULL  
Full: First floor side and rear extensions and dormer to front elevation  
Site: 17 Upper Shelton Road, Marston Moreteyne  
Comments: No objections. Requested that neighbours comments are taken into consideration
- (e) Application No. CB/09/00811/ED  
TDM: Towers relocated at Moreteyne Farm  
Site: Land at Moreteyne Farm, Wood End, Marston Moreteyne  
Comments: No objections.

#### 25.2 **To receive details of any approvals / refusals / withdrawals of planning applications – for information only**

- (a) MB/09/00358/FULL Thrift House, Wood End. Full: Two storey side extension. APPROVED.
- (b) MB/09/00314/FULL 10 Lower Shelton Road. Full: Single storey rear extension. APPROVED.
- (c) MB/09/00296/FULL The Rose & Crown, 171 Bedford Road. Full: Change of use to mixed A3/A5. Screening to existing ductwork and installation of three air conditioning units. APPROVED.

25.3 There was no planning correspondence to receive.

**28. Town & Parish Partnership Fund Scheme 2009-10**

The Clerk had met with the Area Engineer from Amey to discuss the proposals put forward by the Parish Council at last months' meeting. The situation was left that the Area Engineer would price up how many sq ft of footpath (Station Road & Bedford/Woburn Road) could be undertaken for the allocation. With regard to the footpath area which floods outside the Post Office the Engineer flagged up that he believed that half of the footpath was privately owned and therefore it would be difficult to resolve the flooding issue easily. Therefore he agreed to pursue some ideas to rectify the matter but would undertake the work out of the Highways budget and not the Council's Partnership Fund.

The Clerk also reported that the crack in the middle of Woburn Road is widening. It will probably require a road closure to repair it and thus would be attributable to a structural maintenance scheme. The Parish Council resolved to place a request to the Highways Dept to have this matter placed on the Structural Maintenance Scheme list.

The Clerk made the Council aware that whilst Station Road was being resurfaced it might be a good time to have the entrances to Browns Close, Reynes Close, St. Mary's Close and the lay-by outside nos. 47 & 49 Station Road resurfaced at the same time. The surfaces to these entrances are in a bad state and would benefit from such work. The Parish Council resolved to request that the work is undertaken during the resurfacing of Station Road.

The Clerk reported that she had requested a grass cutting schedule from the Highways Engineer in order that the grass cutting around the village can be monitored effectively.

**29. Energy from Waste Plant**

The Clerk had circulated the minutes of a Joint Council's meeting held on Tuesday 5<sup>th</sup> May at Ampthill Council Chambers with regard to the proposed Energy from Waste plant at Rookery Pit, together with a response to those minutes from Stewartby Parish Council.

The Chairman advised that the BeAR Project Team continue to confirm that only Bedfordshire Waste and 2/3 lorries/day of waste from Luton will be handled at the site. It is believed that the Covanta bid and another at Brogborough Site are still ongoing. The Chairman advised that he is meeting with two representatives from the BeAR Project on Friday and will report back further information at the next Council meeting.

**30. Correspondence**

30.1 A letter from a resident regarding grassed area in Holme Close was received. The resident complained about the irregular bollards erected on the grassed area at the end of the Close, the lack of grass cutting and also of an abandoned water sign. It was resolved that the Clerk put in a request to the Highways Dept asking for the bollards to be straightened or replaced with a small wooden fence and also contact Anglian Water requesting that the water sign be removed. The Clerk reported that the grass had now been cut at this location and looks neater than that in the photograph sent in by the resident.

30.2 Bedfordshire Bugle – May edition – copies were distributed to the Councillors.

30.3 Public Footpath 48 – Diversion & Public Footpath 48 – Creation Orders – the information was noted.

30.4 The Playing Field Newsletter – Spring 09 – The newsletter was passed to Cllr G. Spriggs

30.5 Temporary Footpath 51 Closure – the information was noted.

30.6 Temporary Road Closure of Lower Shelton Road – the information was noted.

30.7 The Annual report from Brogborough Landfill Site was received and passed to Cllr M. Petty.

**31. Clerk's Monthly Report**

The Clerk advised that there were no further matters to report on that had not been covered during the meeting.

There being no further business to transact, the meeting was closed at 10.05pm.