

# MARSTON MORETEYNE PARISH COUNCIL

## Minutes of the Meeting of Marston Moreteyne Parish Council held at Marston Moreteyne Sports Pavilion on Tuesday 21<sup>st</sup> October 2008, commencing 7.15pm.

**Present:** Councillor F. Keep (Chairman)  
Councillors P. Neale, Mrs. S. Hall, P. Hall, G. Spriggs & Miss E. Johnstone  
1 member of public  
PC Neil Coles

1. Apologies for absence were received from M. Petty, B. Chandi, B. Mead, Mrs. E. Houghton, Mrs. J. Allen, T. Hyde & R. Ludlow of EB Security.

The Chairman made note of the recent successful Eco Town march and the work which was done to organise it. The Parish Council agreed that a letter of thanks be sent to the MMETAG for the work which they are undertaking in regard to the fight against the Eco Town.

2. Public Participation  
Mrs. Farlam addressed the Council with regard to the grant application submitted for funding for the Bedford Road Methodist Church, and was on the agenda for discussion under Finance. She outlined the plans for the Church and kindly left the plans with the Council for the evening to allow the full extent of renovations to be seen.
3. PC Neil Coles addressed the Council regarding the condition of the youth shelter and toilet block at the Bedford Road Playing Fields and also the recent spate of vandalism of the brick wall at Station Road shops. Cllr Spriggs advised that the Playing Field Management Committee had agreed at their meeting to obtain three estimates for the removal of both toilet block and youth shelter. They were also actively seeking costs to replace the drain cover which keeps being removed, with a concrete one which locks down. The Clerk added that Sue Norman would be willing to assist the Committee with a replacement youth shelter if this is the route chosen. GS asked that the Clerk email him the contact details for SN.

PC Coles informed the Parish Council of anti social behaviour by youths at Station Road shops and the subsequent recent vandalism of the brick wall. He stated that the lighting in this area was not sufficient at night to allow the CCTV to pick up the necessary images required. If lighting was improved then whilst this would be an advantage for the CCTV it would attract youngsters to the area, however if left it would attract less youths but not have adequate lighting. A camera facing the shops was also discussed. The Clerk advised the Parish Council that they must be aware that they were not allowed to fund CCTV equipment which could be deemed to protect private property.

It was resolved to seek a price for an additional fixed camera to cover the front of the shops and improved lighting. To also contact the owner of the shopping area and ask if during the repair of the brick wall consideration might be given to adding coping stones to the top to deter youths from sitting on the wall; and to seek a donation towards the camera and improved lighting. It was agreed to put a summary of this matter into the village diary.

4. Report from EB Security  
Mr. Bignall attended the meeting and advised the locations of the Dyster points around the village. BB added that they were keeping in touch with the Community Safety Group regularly. He added that youths have been seen hanging around the rear of the doctors surgery recently.
5. To receive declarations of interest in any items on the agenda.  
Cllrs P. Hall & Mrs. S. Hall declared a prejudicial interest in Item 12 (b) on the agenda.
6. **The Minutes of the Meeting for Marston Moreteyne Parish Council meeting held on Tuesday 16<sup>th</sup> September 2008** were submitted for approval. 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 Miss E. Johnstone.
7. Update of information from County Councillor B. King. Owing to the absence of Cllr King no report was available.
8. Update of information from District Councillors D. Tysoe & M. Gibson. Owing to the absence of both District Councillors, no report was available.

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

- 9.1 Community Safety Group – Cllr F. Keep.  
Cllr Keep advised that all matters have been dealt with previously in the meeting.
- 9.2 Mid Beds Planning Consortium – Cllrs P. Hall/P. Neale/B. Chand  
No meeting has been held. Cllr Keep stressed that it will be important to attend these meetings given the current situation with the proposed Eco Town and Energy from Waste Plant.
- 9.3 Landfill Liaison – Cllrs Mrs. E. Houghton/Mrs. J. Allen  
Owing to the absence of both Councillors, no report was available.
- 9.4 Playing Field Committee – Cllr G. Spriggs  
GS had no further information to add. The Clerk stated that she had received a draft of the licence for the play area and skate park. It was agreed to contact Mr. R. Palmer of Palmers Solicitors to provide a legal opinion on the licence before presenting it to full Council for consideration.
- 9.5 Village Hall Committee – Cllr B. Mead. Owing to the absence of Cllr Mead, no report was available.
- 9.6 Church End Lower School – Cllr P. Neale. Nothing to report.
- 9.7 Shelton Lower School – Cllr M. Petty. The Clerk reported that the school will be applying for planning permission for another classroom for nursery provision. They are also hopeful to receive their travel plan funds shortly.

**10. Matters arising from the minutes of Tuesday 16<sup>th</sup> September 2008**

- 10.1 Energy from Waste Plant: The Clerk reported that currently 4 residents and 1 Councillor are booked for the visit to the EfW Plant in Sheffield. MMETAG kindly distributed the EfW leaflets published by the PC last month. Thanks were recorded. A response had been received back from Frank Branston (Mayor of Beds Borough Council) following the Parish Council's letter on the EfW. He stated that the Implementation Committee agreed on 7<sup>th</sup> Oct to support the BeAR Project. Reasons given were that they are committed to a minimum target of 50% rate of recycling to meet statutory targets in 2020, but also because they are aware of the considerable penalties the Government will impose on the continued use of landfill by local authorities. Mr. Branston stated that the final location of the EfW is still to be finalised but added that should it be in a Central Beds location, then Bedford Borough Council would be a consultee on the application.  
Public meeting: Organisation of this is currently in process.
- 10.2 Eco Town update. The Clerk stated that a meeting with representatives from Parish Councils, Action Groups, Beds Borough & Mid Beds Councils and O&H Properties was trying to be set up to provide a general update on activities. It is thought that the meeting will be scheduled after the CLG have published their draft planning policy statement.
- 10.3 Arundel Road – White line markings: No further response has been received. It was agreed that the matter needs chasing up.
- 10.4 Land adjacent to 89 & 91 Bedford Road: Advert in local newspaper and legal implications need addressing.
- 10.5 Highway Partnership Scheme: The Clerk advised that she has requested a dropped kerb at Woburn Road (Moat Farm Cottages end of footpath).
- 10.6 Confident Communities Fund: New CCTV equipment has been installed.
- 10.7 Land East of Bedford Road (S106 Agreement): Outline planning permission has been granted by the Planning Authority. Assurances have been given that the S106 document will be available shortly.
- 10.8 Parish Walkabout: The content of the report was read out to the Parish Council which indicated the areas and type of work scheduled. One main point noted was that the drainage scheme to replace the main pipes under Station Road at St. Mary's junction is progressing. Two of the trees at the junction of St. Mary's Close will be removed due to fungal infection, and a drain catch pit installed. This work is due to commence in November.
- 10.9 Bus Shelter repair – Upper Shelton Road: The insurance claim funds have been received and Mobile Glass has been instructed to proceed with the repair.
- 10.10 Probation Service: Owing to the commitment of work by the Probation Service to varying Councils under the Confident Communities Fund, the Clerk has been informed that the Probation Service has no resources to undertake our work in the village until the New Year.

## 11. Finance

11.1 To approve invoices for payment and be notified of any income since the last meeting:

LSN Media	Diary delivery (Nov)	£ 41.15
Warners of Bedford Ltd	Grasscutting (September)	£ 510.42
Warners of Bedford Ltd	Grasscutting (October)	£ 510.42
Copykatz	Diary (Oct) & BeAR flyer printing	£ 230.00
Pier One Solutions	Web Site Hosting	£ 41.13 SO
MKM Agriculture	Dixon mower service	£ 410.78
AVES Security	CCTV Upgrade (final inv)	£3877.50
Bedford Borough Council	Sept & Oct Payroll	£3,372.08 DD
CCC/Total	Petrol – churchyard mower	£ 44.82
Mrs. H. Trustam	Petty Cash advance	£ 30.00
Mrs. H. Trustam	Reimbursement phone & broadband	£ 227.87
FJ Beddoe	Litter Picking	£ 136.50
A. Bunker	Churchyard Grass cutting	£ 250.00
Post Office Ltd	Tax & NI Cont	£ 950.60

Approval of Clerk's travel expenses & allowances £ 179.49

### Income:

MBDC	2 <sup>nd</sup> half of Precept	£39,942.00
J. Shanley	Allotment Rent 08/09	£ 147.00
Beds CC	Confident Comm Fund	£ 3,000.00
Beds CC	Confident Comm Fund	£ 5,000.00
Zurich Municipal	Bus Shelter insurance claim	£ 88.00

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

### 11.2 To discuss grant requests received by the Clerk since 16<sup>th</sup> September 2008.

A grant request had been received from Marston Bedford Road Methodist Chapel to go towards major refurbishment of the Chapel. The letter indicated the improvements to be made and also the potential use it could then bring to the community.

Resolved that the Council in accordance with its powers under Section 137 & 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or inhabitants and will benefit them in a manner commensurate with the expenditure:

Marston Bedford Road Methodist Chapel	Grant	£2000
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### 11.3 Churchyard Grass cutting contract 2009/10

The Clerk circulated a letter and photograph received from the relatives of persons buried in St. Mary's Churchyard relating to the damage of a memorial stone. The Council duly noted the matter and agreed a letter of apology be sent to the relatives.

During discussions the Parish Council noted that several complaints had been received over this year's grass cutting season at the churchyard. It was agreed to contact the current contractor to ask if they intend to submit a tender for next year and if so to submit it together with a copy of their public liability insurance. It was also agreed to advertise for other tenders in December's village diary and to contact Warners of Bedford and DSD for a quotation to carry out the grass cutting required.

9.30pm The Parish Council resolved not to break at this point in the meeting.

### 11.4 Finance correspondence

(a) Fidelity Guarantee: The Clerk advised that she had sought advice from BDO Stoy Hayward as to the required level of fidelity guarantee required. The amount should cover the maximum funds held by the Parish Council at any one time. It was suggested to calculate it at funds held at the end of the financial year plus half the precept for the coming year. The figure to include amounts held in the reserve account as well.

The auditors suggested that a level of £125,000 be set at present. The Clerk stated that this would result in an increase of around £10.50pa on our insurance premium.

Resolved to adjust the fidelity guarantee to £125,000 with immediate effect, and to revisit this decision at the April Parish Council meeting each year with a view to revising the amount accordingly.

(b) Payroll Service: A formal agreement to undertake the payroll service for the Parish Council had been received from Bedford Borough Council. The Clerk stated that it was a simple agreement and stated that the information in it was correct. Resolved that the cheque signatories should sign the agreement.

(c) CPRE Membership: Following the planning training session attended by members of the Parish Council and the Clerk, a question had arisen at the training as to whether the PC should become members of the CPRE. Following a brief discussion, it was resolved to join the CPRE.

## **12. Planning Matters**

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

(a) Planning Application No. 08/01495/FULL  
Full: Replace existing rear conservatory  
40 Station Road, Marston Moreteyne  
Comments: Resolved that the Parish Council has no objections to the proposals but requested that neighbours comments are taken into consideration.

(b) Planning Application No. 08/01932/FULL  
Full: Conversion of garage to living accommodation  
12 Parrish Close, Marston Moreteyne.  
Comments: Resolved that the Parish Council has no objections to the proposal but requested that neighbours comments are taken into consideration.

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

(a) Application No. 06/00593/OUT  
Land of Bedford Road, Marston Moreteyne.  
Outline: Mixed use development comprising approx 480 dwellings, 3 hectares of B1 employment use, primary school, local centre, community sports hall and other engineering operations (all matters reserved except means of access).  
APPROVED.

(b) Application No. 08/01286/FULL  
45 Beancroft Road, Marston Moreteyne  
Full: Moving existing prefab garage to front of the house.  
REFUSED

(c) Application No. 08/01562/FULL  
3 Reynes Close, Marston Moreteyne  
Full: Single storey side extension and erection of new entrance gates.  
APPROVED

### **12.3 To receive any planning correspondence**

(a) MBDC has advised that the addresses of the dwellings being constructed at land adjoining The Bell, Bedford Road, Marston Moreteyne will be 2a, 2b & 2c Bedford Road. This matter is in line with the suggestion put forward by the Parish Council.

(b) A resident has written to the Parish Council to state that Mid Beds Planning Dept have visited the former Rose & Crown Pub to view the works being undertaken after representations from members of the public were made. They have found that unauthorized works are being undertaken which will require a new planning application. The Council duly noted the information and agreed that no further action needs to be taken by the PC.

## **13. Discussion regarding grass cutting at Franklin Close**

The Clerk advised that a resident of Franklin Close had been in long discussions with Bedfordshire Highways over the summer period regarding the lack of grass cutting on the piece of grass in front of the Close. This piece of grass is not listed as public highway. The suggestion being put forward by the Highways Dept is that the Parish Council registers it as a village green. Doing this will put the responsibility of maintenance on the Parish Council.

This will incur not only grass cutting but also maintenance of the trees located on the green as well. The Clerk stated that the houses were erected around 1966 and the builder appeared to be no longer in business.

Cllr Keep stated that from his knowledge the grass area was the responsibility of the residents of Franklin Close and cited an example of this of when the Parish Council tried to negotiate with the residents to erect a bus shelter on the land. Owing to this fact, the fact that it would put additional costs on the precept for grass cutting and tree maintenance, it was resolved not to register the area as a village green under the Commons Act 2006.

#### **14. Confident Communities Fund Scheme - CCTV & Hedgelaying**

CCTV: Following a meeting regarding the new CCTV equipment, Dave Rollings (MBDC) stated that the Parish Council should have in place a CCTV policy and an audit trail for the recordings of the equipment. The Clerk advised that she would put together a draft policy for consideration by the Council at the next meeting. There also needed to be at least one appointed Councillor who would be responsible for visiting each CCTV site each week to check that the equipment was working correctly and report any faults. This appointed person would also be the contact point for the Police who may need to view the images on the equipment.

After discussions, it was resolved to defer the appointment of such a person until the next full Council meeting. It was also resolved that the Clerk ascertain costs of having the images monitored at the Stevenage CCTV unit.

Hedge laying: The Clerk stated that work will commence Wed 5<sup>th</sup> November and will continue each Wednesday until 17<sup>th</sup> December, with two allotted Saturdays in between. A poster, to be displayed around the village, advertising for residents to learn hedge laying was circulated. No amendments were required.

#### **15. Discussion relating to provision of allotments**

The Clerk reported that she had received 22 expressions of interest for allotments within the village. She pointed out that under the Small Holdings & Allotments Act 1908; upon receipt of more than six electors requesting allotments the Parish Council has a duty to take such representation into consideration. The Parish Council resolved to look into the matter further. The Clerk confirmed that she was actively seeking advice as to the next steps.

#### **16. Discussion relating to condition of external areas surrounding Station Road shops**

It was agreed that this matter has been dealt with earlier in the meeting so no further discussion was necessary.

#### **17. Correspondence**

##### **17.1 A421 M1 Junction 13 Improvements – Update**

The Clerk advised that an invitation to attend the Start of Works exhibition had been received. Dates and times were advised. Mrs. Pam Melrose was now the contact person taking over from Mrs. Andie Taylor at Balfour Beatty. The compulsory purchase orders have been received by the Clerk for the piece of ground on the Lower Shelton Road side of the A421 and these were duly forwarded to the Playing Field Committee for action.

##### **17.2 Recorded crime figures from Bedfordshire Police were available for the period 1.4.08 to 30.9.08.**

##### **17.3 Beds Playing Field Assn – Invite to AGM on 22.10.08.**

No members came forward to attend.

##### **17.4 Update from Center Parcs**

The date for a public inquiry regarding the public right of way diversion is set for 29<sup>th</sup> January 2009. Therefore a decision has been taken to cancel the next meeting scheduled for 9<sup>th</sup> October. Until a decision on the PROW issue has been made it is believed that a meeting will not be of benefit.

##### **17.5 Invite to Beds Assn of Town & Parish Councils AGM – 22.10.08:**

No members came forward to attend.

##### **17.6 Creating Central Bedfordshire – copy of public information leaflet available.**

##### **17.7 Funding agreement with Victim Support, Bedfordshire**

Victim Support Bedfordshire has completed its merger into the national Victim Support charity for England & Wales. This means that the former national federation of local Victim Support charities has been replaced by one organisation, with a single board of trustees, covering the whole of England & Wales. The letter stressed that local services will not be affected by the merger.

17.8 Road Closure notices

Marston Road, Lidington/Station Road Marston Moreteyne. Road closures (2) necessary for patching and surface dressing works. Dates advised.

**18. Clerk's Monthly Report.**

The Clerk reported that the pavement outside Shelton Lower School should be patched during half term week. The street light along the footpath between Bedford Road and Tylecote Close has been reported out. This is one under the Parish Council's responsibility. Amey have been contacted to repair under the maintenance contract with Bedfordshire County Council.

Cllr Hall and myself met with a resident last week who expressed his right to look at the Council's accounts. I believe the meeting went well.

There being no further business to transact, the meeting was closed at 10.19pm.