

Agenda

The Annual Meeting of Staploe Parish Council Will be Held Online at 7.45pm on Thursday 20th May 2021 on Zoom

Time: May 20, 2021 07:45 PM London

Join Zoom Meeting

<https://zoom.us/j/96076847341?pwd=MmZaeDNzMkVFNDJOQWFGOSStNHlhcz09>

Meeting ID: 960 7684 7341 Passcode: 118353

The current legislation allowing local councils to run virtual meetings during the COVID-19 pandemic came to an end on May 7th. Many local authorities are raising objections to returning to face-to-face meetings, such as the lack of suitable premises to conduct socially distanced meetings (Wyboston and Colmworth Village Halls remain closed as does the Eatons Centre), and the difficulty in controlling the number of members of the public who attend. As a result many, including us, have decided to meet online in May and ratify our decisions when we are able to meet safely in person.

Apologies for absence

2021/043. Election of Chairman (7.45-7.47)

2021/044. Election of Vice Chairman (7.47-7.49)

2021/045. Declarations of Acceptance of Office (7.49-7.51)

2021/046. Declarations of interest and Updates to Registers of Members Interests (7.51-7.53)

2021/047. Approve Minutes of the Parish Council Meeting held on 25th March 2021. (7.53-7.55)

2021/048. Public Open Forum (7.55-8.10)

Standing orders will be suspended to allow parishioners to make representations about items on the agenda below.

2021/049. Appointments and Responsibilities (8.10-8.15)

- Staffing committee. Currently Cllr. G. Meola, Cllr. J. Ibbett and Cllr. R. Squire
- Finance committee: Currently Cllr. R. Squire, Cllr. V. Zwetsloot and Cllr. D. Smith
- A1 Working Group. Currently Cllr. R. Squire, Cllr. D. Smith, Cllr. J. Ibbett and Tom Tagg
- Speedwatch. Currently Cllr. R. Squire, Cllr. V. Zwetsloot, Mark and Soo Potts and Tom Tagg
- Appoint two members to the Village Hall Management Committee
- Footpath / Rights of Way representatives

2021/050. Standing Orders and Terms of Reference (8.15-8.18)

- Parish Council, finance and staffing committees
- Neighbourhood Plan Steering Group
- A1 Working Group

2021/051. Community Events (8.18-8.25)

- Ideas and proposals for the future (when social distancing has been relaxed)

2021/052. Borough Councillor Tom Wootton's report (8.25-8.35)

2021/053. Planning (8.35-8.50)

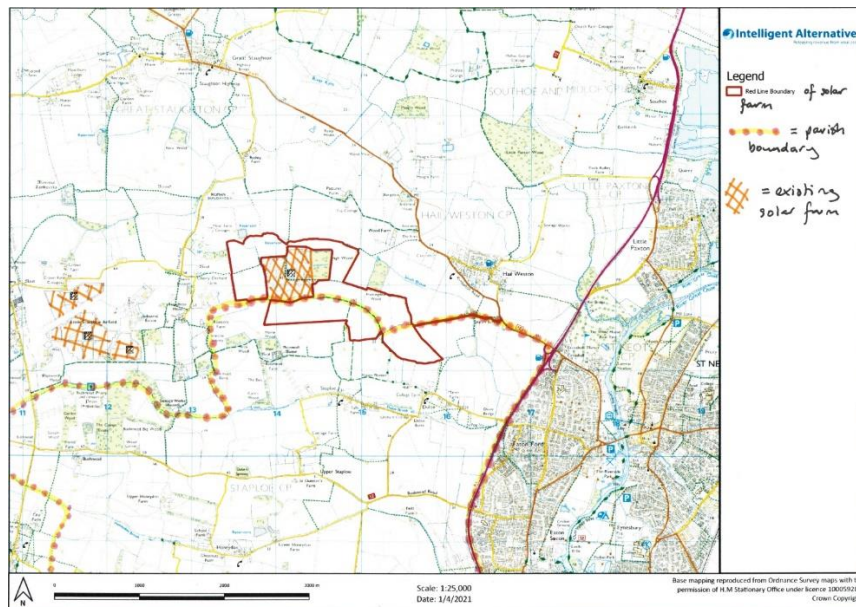
- Consider how to respond to the following planning applications

Application number	Type	Description	Location	Deadline	Link
21/01070/FUL	Full Planning Application	Part barn conversion to create assisted living accommodation (annexe) including roof extension to form car port and change of use of land to residential use.	East Chapel Cottage 7 Chapel Close Honeydon Bedford Bedfordshire MK44 2NE	26/05/2021	21/01070/FUL
21/01098/FUL	Full Planning Application	Replacement of existing office and garage block with new oak framed traditional office and garage block with annexe above.	Lower Goodwick Farm Begwary Bedford Bedfordshire MK44 2NX	21/05/2021	21/01098/FUL
21/01054/FUL	Full Planning Application	One and two storey rear extension and front porch	60 Staploe Lane Staploe St Neots Bedfordshire PE19 5JA	21/05/2021	21/01054/FUL

- Receive a report on the following planning applications

Application number	Type	Description	Location	Deadline	Link
21/00955/FUL	Full Planning Application	Installation of air source heat pump, below ground gas tank, below ground Klargest, below ground soakaway, and provision of bin store for new dwelling approved under 20/00034/FUL	Land West Of Woodfield Honeydon Road Colmworth Bedfordshire	12/05/2021	21/00955/FUL
21/00193/FUL	Full Planning Application	Siting of temporary structures and mobile home during the construction of the dwelling approved under application reference 20/00034/FUL	Land West Of Woodfield Honeydon Road Colmworth Bedfordshire	15/03/2021	21/00193/FUL

- Consider how to respond to Intelligent Alternatives regarding their proposal to develop a 50mW solar farm on the land south of High Wood



- Developments at Little America
- Update on the Local Plan Review (which will decide on sites for 26,000 new homes in the Borough). Provisional consultation dates are 28th June to 3rd September.

2021/054. Neighbourhood Plan (8.50-8.55)

- Housing Needs Survey
- Budget and grant application
- Consider the following motion proposed by the Neighbourhood Plan steering group: *“The Staploe Parish Neighbourhood Plan Steering Group have carried out two surveys and these have shown that there is no support for large scale development in the parish. The group would like to request that the Parish Council communicate this to Bedford Borough Council in advance of their next consultation on the Local Plan Review 2030.”*

2021/055. Insurance (8.55-8.58)

- Review land and buildings asset register
- Consider quotes for insurance. (3 year fixed deal with Norris and Fisher expires on 31st May)

2021/056. Playing Field, Village Hall car park and site and Community Cabins (8.58-9.05)

- Consider whether to bury the electrical cable at the old village hall site
- Report on progress at the Community Cabins and consider budget for future works
 - VERU grant
 - paint and sundries
 - new roof to changing room cabin?
 - Replacing the rotten sleepers under the cabins
- Play area and field inspections

2021/057. Courtesy Signs (9.05-9.08)

- Consider request from a parishioner to erect A3 Countryside Code signs in Duloe
- Consider quotes for other courtesy signs re parking and dog waste etc. (Cllr. D. Smith)

2021/058. Waste and recycling (9.08-9.12)

- Consider options for glass recycling (potential locations for bottle bank, wheelie bins)
- Consider whether to pay for bulky waste collection
- Report on progress re fly tipping on land at ex Traveller Site

2021/059. Bridge repairs (9.12-9.13)

- The footbridge at the Old Chapel has been repaired in Honeydon

2021/060. Ward Fund (9.13-9.15)

- Consider ideas for 2021

2021/061. Consultations (9.15-9.17)

- **Bus travel survey**

2021/062. Crime and Policing (9.17-9.18)

- Consider suitable dates for new Police and Crime Commissioner to attend a Parish Council meeting and meet with parishioners

2021/063. Highways, Rights of Way and Rail (9.18-9.23)

- East West Rail
- A428 / Black Cat
- Highway issues
- Definitive map – updated copies. A4 £3.65, A3 £7.15 A1, A2, A0 £17.55

2021/064. Finances (9.23-9.40)

- Receipts and payments and schedule of regular payments. Sign cheques.
- Bank reconciliation
- Earmarked reserves
- 2020-21 Accounts
 - Receive the Internal Audit Report
 - Complete the Annual Governance Statement
 - Receive and approve the Accounting Statements
- VAT reclaim
- Review direct debits (electricity, Information Commissioner, e-mail hosting, zoom)

2021/065. Policies (9.40-9.42)

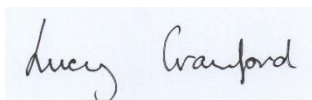
- Review Code of Conduct
- Review Financial Regulations
- Review risk assessments

2021/066. Clerk's Contract, Salary and Pension (9.42–9.44)

- Appraisal
- Contract
- Salary review
- Pension

2021/067. Next Meeting (9.44-9.45)

- Consider whether an extraordinary meeting may be required at end of June to discuss Local Plan Review



Lucy Crawford, Clerk to Staploe Parish Council, 33, Staploe, St. Neots PE19 5JA