

Minutes of A Meeting of Staploe Parish Council Held in the Main Hall at Colmworth Village Hall at 7.45pm on Thursday 15th July 2021

Present: Cllr. J. Ibbett (Chair), Cllr. V. Zwetsloot (Vice Chair), Cllr. R. Squire, Cllr. J. Thomson, Cllr. D. Smith, Lucy Crawford (Clerk) No members of the public.

Apologies for absence: Cllr. G. Meola and Cllr. E. Meola

2021/083. Declarations of interest

Cllr. R. Squire declared an interest in the solar farm as he is the landowner and in the Local Plan as he has submitted sites.

2021/084. Approve Minutes of the Parish Council Meeting held on 8th July

Having been previously circulated the minutes were approved as an accurate record of the meeting. Proposed by Cllr. D. Smith and seconded by Cllr. V. Zwetsloot.

2021/085. Public Open Forum

Cllr. V. Zwetsloot reported that Natwest have reported that the RAIDIUS account has been closed by NatWest and she is trying to trace the funds of £706.41

2021/086. Borough Cllr. T. Wootton's Ward Report

Bedford Borough awarded £22.6m by Government for Town Deal

It has been announced that Bedford Borough will receive £22.6 million from the Government, following a successful bid for a Town Deal.

In October 2020, Bedford Borough Council and Bedford Town Deal Board submitted their Town Investment Plan as part of their bid for up to £25million from Central Government.

This bid has now been accepted. Bedford Borough Council have been awarded £22.6m to rejuvenate the town with a number of projects that must be completed by March 2026.

The projects submitted in the plan include regeneration of the Station Quarter and Midland Road, public realm improvements to St. Paul's Square, improvements to town centre junctions and local pedestrian and cycling infrastructure, and investment in Health, Science and Digital Skills and Full Fibre broadband.

The regeneration of the Station Quarter and Midland Road will bring important investment to these spaces as key gateways to the town centre for visitors in Bedford. The regeneration projects will also see investment in walking and cycling infrastructure, which connects the two areas and creates a vibrant corridor to the town centre.

The suggested public realm improvements to St. Paul's Square will enhance the experience for both shoppers and visitors, increasing the vibrancy of the centre of Bedford and promoting the town as a place to meet friends and family and have fun.

The proposed investment in our roads, pedestrian and cycling network will promote greater accessibility and mobility for residents, while relieving pinch points across the town centre, reducing congestion and creating a safer environment for cyclists and pedestrians.

East West Rail Consultation now closed

The East West Rail Consultation is now closed. East West Rail will now have to go through all the responses they have received and produce a response. The Conservative Group submitted their response which insists that a re-consultation is needed and that either of the routes selected by East West Rail would cause major environmental impact.

Short notice Adjournment Debate obtained by Richard Fuller MP on East West Rail consultation.

North East Bedfordshire MP, Mr Richard Fuller, secured an adjournment debate on Monday 28 June to discuss the many problems with the current East West Rail (EWR) scheme and how they have conducted their consultations.

During the debate, Richard Fuller MP raised a number of wide-ranging issues that include:

- *The costings given by EWR and how they changed after the original route consultation, without members of the public being able to comment further on this.*
- *The lack of a proper environmental impact assessment and how this could lead to the scheme not meeting net zero carbon targets, and its impact on the North East Bedfordshire countryside.*
- *The Mayor's decision to not bring Bedford Borough Council's response to the original consultation to Councillors for a proper debate.*
- *Failure to account for other factors, such as how much emphasis will be placed on freight, how Covid will effect this and the use of polluting fuel.*

In response the Minister promised Richard Fuller a meeting with EWR where full costing documents would be made available to him prior to the meeting.

It is available to view here: <https://parliamentlive.tv/event/index/f3b98078-4c95-48ca-90b6-847f5e34738a?in=19:37:08>

And you can read the transcript here: <https://hansard.parliament.uk/commons/2021-06-28/debates/E6913A57-4EFE-4E06-BEDD-52E30167984B/EastWestRailRouteConsultationNorthEastBedfordshire>

Boundary Commission update

On May 11 the Boundary Commission released their latest draft recommendations. They are available to look at on the following website where you are also able to respond: <https://consultation.lgbce.org.uk/have-your-say/20441>

The deadline for responding is 5th July.

They have also written a report explaining their decisions here: <https://s3-eu-west-2.amazonaws.com/lgbce/Reviews/Eastern/Bedfordshire/Bedford/New%20Draft%20Recs/Bedford%20new%20draft%20recommendations%20report.pdf>

Local Plan 2040 Update

The new Local Plan 2040 draft is now available, a consultation called The Draft Plan: Strategy options and draft policies consultation will run from Tuesday 29 June to 5pm on Friday 3 September 2021.

You can find the current draft here: [Item 08 Bedford Borough Local Plan 2040 Report and Appendices.pdf](#)

You can also find a summarising report from one of our group Councillors, Phillippa Martin-Moran-Bryant attached with this report [here](#).

Works have started on the 'Northern Gateway'

Works started on Monday 28 June at the 'Northern Gateway' of Bedford, to ease congestion in this busy area and make the roads safer for all road users, as part of the Transporting Bedford project.

Clapham Road between Paula Radcliffe Way and Manton Lane will be widened to create an extra lane for traffic, and a specific left turn filter lane to allow traffic heading up Manton Lane to bypass the roundabout.

Improvements will also be made to allow people coming south on Clapham Road to turn right into Sainsbury's, which will also help to ease traffic on this busy roundabout.

The Clapham Road roundabout itself will be widened to create more space for traffic to flow, and traffic signals will be installed to help ease congestion during the morning and afternoon rush hours. Improved pedestrian and cyclist crossings will also be installed, to make it easier to cross this busy junction.

These works are expected to complete in Spring 2022. To minimise disruption on this busy route, the majority of these works will be carried out using temporary lane closures, ensuring that the route can still be used throughout.

Resurfacing works will also be carried out as part of this project, early next year, which will require phased overnight closures of the route. These will be carefully phased to ensure they are carried out with the minimum inconvenience to road users and the surrounding businesses and residents.

Originally, the scheme was intended to make journey times through the junction quicker at peak times but the focus is now on providing consistent journey times.

New Bike Shelter Opens in Bedford Town Centre

A new bike storage shelter has now opened in Bedford town centre, near Harpur Square enhancing the bike racks that are currently there.

To access the shelter, cyclists just need to email Sustainable.Transport@bedford.gov.uk with their full name, address in Bedford Borough and phone number. They will then receive details on how to access the unit and will need to download the 'Okey Access' app on their smart phone.

The bike storage unit uses secure encrypted Bluetooth and 'Near Field Communications' to communicate between your phone and the shelter, you do not need internet access.

This is the UK's first ever cycle hub to feature an app-based locking and booking system that can be managed from your smart phone or tablet.

Borough COVID-19 Update

As of the 4th July in Bedford there have been 15,780 cases since the start of the pandemic and there have been 363 registered cases in Bedford in the last 7 days.

If you would like the latest COVID snapshot (as of 4th July) please find it below:

<https://bbcdevwebfiles.blob.core.windows.net/webfiles/Social%20Care%20Health%20and%20Community/Covid19/covid19-weekly-statistics-7July2021.pdf>

The Delta (Indian) variant is now the dominant strain in Bedford. Bedford Borough are asking residents' to proceed with extreme caution as cases are rising

More information available at: <https://www.bedford.gov.uk/social-care-health-and-community/public-health/coronavirus/>

<https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do>

Vaccinations available for over 18s

Vaccinations are now being offered to all over 18s in the Borough. If you have yet to receive your first jab, or if it's been eight weeks since your first vaccine, you can book an appointment at one of the below seven pharmacies, or at Bedford Heights.

Bedford Pharmacy, 9 Greenhill Street

Kidman's Surgical Chemist, Castle Road

The Village Pharmacy, Meiklejohn Centre, Unit 3, Kingswood Way, Great Denham

Meiklejohn Pharmacy, Harrowden Road

Janssens Pharmacy, Ampthill Road

Bromham Pharmacy, Avoca House, Molivers Lane, Bromham

Smarta Healthcare, Stephenson Court, Fraser Road, Priory Business Park

Residents can either book direct at the pharmacy or go through the national booking centre to get their vaccine at Bedford Heights.

Local Plan 2040- Housing and Employment Land Focus

Meeting with Planning department and Conservative Councillors Monday 7th June 2021

Webpage: <https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/local-plan-review/>

Executive papers: [https://councillorsupport.bedford.gov.uk/documents/s55106/Item 08 Local Plan 2040.pdf](https://councillorsupport.bedford.gov.uk/documents/s55106/Item%2008%20Local%20Plan%202040.pdf)

Why the rush?

Local Plan 2030 Policy 1 requires a new plan to be submitted by January 2023 if it is not then the Council's housing policies are treated as out of date which means 'speculative' applications start getting approval.

Where are we in the process?

The process is:

- Preparation of a local plan (Regulation 18) – consultees invited to make representations about what the local plan ought to contain
 - Issues and Options held Summer 2020
 - Strategy Options and Draft Policies Consultation- **Summer 2021** ← we are here

BBC has allowed for one more consultation after this current one before the final text of the draft local plan is prepared

- Publication of a local plan (Regulation 19) - **Summer 2022**
- Representations relating to a local plan (Regulation 20) – **Summer 2022**
- Submission of documents to the Secretary of State for examination (Regulation 22) - **January 2023**
- Independent examination (Regulation 24)
- Adoption of a local plan (Regulation 26)

Important to respond robustly at Reg 18 (this stage) as this is when the broad strategy is being set- there will be little time for the council to dramatically revise this later on given the tight timetable to submit by January 2023.

Housing Numbers

Target set by Government is 1275 dwellings pa (970 in the Local Plan 2030). Expect this to change again Spring 2022. Council has looked at whether it could argue for a lower target but concluded that it is too risky.

Scope of the Local Plan 2040

This is a partial review of the Local Plan 2030. Most development management policies will stay the same. Updates are on:

- development strategy and delivery of growth
- town centre and retail policies,
- updated policies on self-build/custom build housing,
- quality of development and residential space standards,
- environmental net gain.

Development Strategy

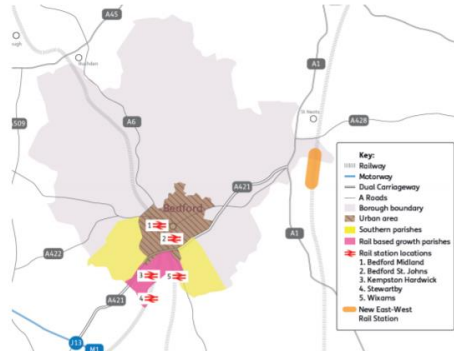
Took the six options in the Issues and Options paper 2020 and looked at ways of combining them. BBC created 4 options that it will be consulting on over Summer 2021 called Options 2a, 2b, 2c, and 2d.

Important note- they haven't entirely discounted the other options in the Issues and Options 2020 paper yet. Those responding to the consultation should also say if they are opposed to/supportive of any of the original 6 options or particular sites as they may come back on the table (developers will be working on their arguments for their preferred strategies).

All 4 options include development on brownfield in Bedford and development around existing railway stations in town centre and to the south of Bedford. Officers say that they have tried to avoid those settlements which have already taken significant growth in the Local Plan 2030 having to take much more growth, however in my view this doesn't seem to quite be borne out – particularly in Option 2d. No strategic preference between Options 2a, 2b, 2c and 2d yet.

Option 2a: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes and southern parishes.

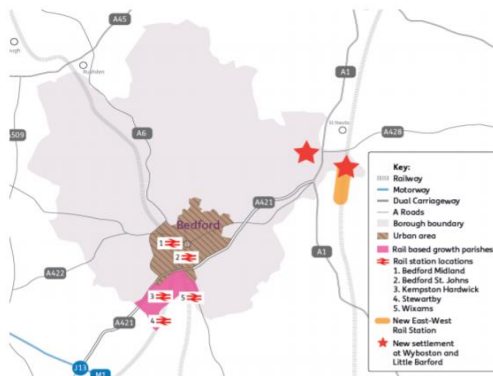
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (high option) (7,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (2,000 dwellings).
- Total 12,500 dwellings and up to 131 ha employment



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Option 2c: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes, plus two new settlements.

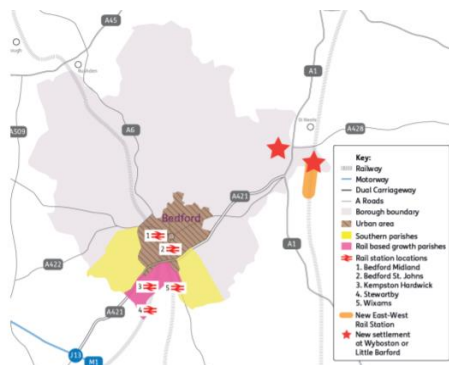
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (extra low option, this being the residual required to meet need) (3,915 dwellings), up to 80 ha employment.
- New settlements at Little Barford (3,085 dwellings) and Wyboston (2,500 dwellings), up to 20 ha employment.
- Total 12,500 dwellings, up to 151 ha employment.



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Option 2b: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes and southern parishes, plus one new settlement.

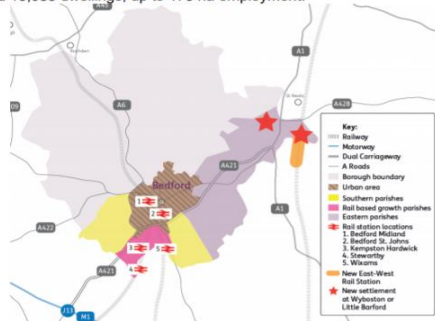
- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (low option) (5,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (1,500 dwellings).
- New settlement at Little Barford (3,085 dwellings) or Wyboston (2,500 dwellings), up to 20 ha employment.
- Total between 12,500 and 13,085 dwellings and up to 151 ha employment.



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Option 2d: Development in and around the urban area, plus A421 transport corridor with rail based growth parishes, southern parishes and east parishes, plus one new settlement.

- Within the urban area (1,500 dwellings).
- Adjoining the urban area (1,500 dwellings), up to 51 ha employment.
- Transport corridor – rail based growth: land within the parishes of Kempston Hardwick, Stewartby and Wixams (low option) (5,500 dwellings), up to 80 ha employment.
- Transport corridor – south: land within the parishes of Cotton End, Elstow, Kempston Rural, Shortstown, Wilstead and Wootton (750 dwellings).
- Transport corridor – east: land within the parishes of Cardington, Cople, Great Barford, Little Barford, Roxton, Willington and Wyboston (750 dwellings), up to 28 ha employment.
- New settlement at Little Barford (3,085 dwellings) or Wyboston (2,500 dwellings), up to 20 ha employment.
- Total between 12,500 and 13,085 dwellings, up to 179 ha employment.



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Which sites will be allocated?

We don't know yet, however, officers said that when looking at the 4 strategy options this should be read in conjunction with the call for sites submissions and the analysis done so far – this should give an indication of where housing and employment land is likely to go. Council hasn't done a full analysis of all sites yet- still work in progress. A few more sites may be submitted at this consultation.

Call for Sites information: <https://bluefoxtech.co.uk/demos/bedford-published-sites/#/center/-0.4399,52.1458>

If a key piece of information is missing from the call for sites analysis please let the council know in your consultation response! Local knowledge is helpful.

Sites will be assessed based on suitability (which includes location and other limitations), availability and achievability. See here: [HELAA](#) #

They will be subject to a [Site selection assessment](#) (click link for info). The completed forms will be available before the start of the consultation but are not currently available.

Neighbourhood Plans

BBC working with PCs to see if they would like to make/update NDPs to allocate sites. Big strategic sites such as a new settlement would be made by the Borough. If PCs want some local incremental growth they can plan for it through an NDP even if they are not allocated a specific number of houses.

Delivery of Housing/Infrastructure

BBC looking at an infrastructure first approach so more of the housing might be delivered later in the plan period once infrastructure is in place.

What has informed this consultation?

Issues and Options Consultation responses- apparently there was a broad consensus of focussing on the existing urban areas and the A421 corridor <https://www.bedford.gov.uk/planning-andbuilding/planning-policy-its-purpose/local-plan-review/>

They have also had traffic data and a new strategic flood assessment commissioned.

Strategic Flood Assessment: <https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/technical-reports/> (There is an interactive flooding map - Works better in Explorer - some elements don't work well in Chrome)

Density

No assumed densities yet- if you want to know about site densities then look at the call for sites information provided by site promoters

External Factors affecting the Local Plan

- East West Rail
A reconsultation wouldn't change this plan as there isn't time for it to given the need for this plan to be submitted by January 2023. The station based growth is all based around existing stations in any case.
- Ox-Cam Arc
Government is developing an arc wide strategy – this has been slightly delayed but expecting a consultation in autumn 2021 on this. It will affect Bedford. This is excepted to include significant growth (a figure of 1 million houses within the arc has been discussed) and there may be development corporations set up which could take away planning power from BBC.
- Changes to Planning System
These are expected following on from the consultation in Autumn 2020, but councils have been told to carry on with their plans anyway.

Consultation Dates:

28 June to Friday 3 September 2021

Other matters in this consultation

In particular there are draft town centre policies which we need to review but I suggest we should look at this separately.

Take away points

- *This is a consultation on the broad locations for housing and employment growth up to 2040.*
- *It could impact rural areas along the A421/A603 and may include new settlements near St Neots.*
- *There is a very tight timetable for BBC to complete this plan. If it fails it will be very hard to reject 'speculative' planning applications.*
- *Important to engage at this stage to shape the strategy- allocations of sites will follow the strategy.*
- *Must read the strategy with the call for sites submitted to see what is likely to be allocated under each option.*
- *Previous ideas for growth are not full off the table so please also still comment on those (the 6 options in the Issues and Options paper) to avoid them coming back.*

2021/087. Planning

- **Consider how to respond to the revised application for a solar farm at High Wood**

Application number	Type	Description	Location	Deadline	Link
21/01837/EIASCR	Screening opinion	Solar Farm at High Wood	High Wood, Staploe & Hail Weston	None - no planning consultation	21/01837/EIASCR

Huntingdonshire District Council would be the lead planning authority. Their reference is 21/70086/SCRE [Hunts DC Link](#) Cllr. R. Squire left the room.

1. **It was resolved to thank Intelligent Alternatives for reducing the footprint of the solar farm in line with proposals by many residents but to continue to object on the following grounds:**
 - a. The Parish Council believe that this should not be considered as a separate entity to the existing solar farm at High Wood. As it is currently proposed it will be directly adjacent to and partially encircling the existing solar panels, the electrical substation will be adjacent to the existing one, they share an access track and the landowner and developer are the same. Therefore, the proposal should be submitted as a solar farm of >50mW and considered as a Nationally Significant Infrastructure Project and subjected to the commensurate level of scrutiny required for a project of this size.
 - b. We are grateful for the reduction in footprint but we remain concerned about the scale of the development. We understand the need for renewable energy but we estimate that the existing solar farm at Top Farm and High Wood would generate one fifth of the electricity required for properties in Bedford Borough Council and believe that it is reasonable to expect other areas in the Borough to provide some of the area for solar power and we believe that much of the area could be provided on the roofs of new homes to be built in the Borough or on existing warehouses. We are grateful that the fields in sight of homes and closest to popular walking routes are no longer included in the footprint and we continue to request that the panels be set well back from popular walking routes and developed on only one side of them.
 - c. We are concerned about the amount of high quality agricultural land to be used for the proposal. Bedford Borough Council's Local Plan 2030 states that large scale solar power projects should not be developed on high quality agricultural land. The land on which this site is proposed is all high quality Grade 2 land. Huntingdonshire District Council's Local Plan to 2036 similarly states that lower agricultural value in preference to land of higher agricultural value should be used and any development should recognise the character and beauty of the countryside and not adversely impact the use and enjoyment of the countryside by others.
 - d. We are concerned that biodiversity should be protected and significantly increased by the project (>10% biodiversity gain) and that it is critical for the Ancient Woodland at High Wood and Huntingdon Wood to be protected. We would like to see features such as green corridors (particularly for wildlife access to the ancient woodland), wildflower meadows, hedges around the whole perimeter, ponds, and insect banks.
 - e. We are concerned about how the biodiversity features will be maintained. It appears to have taken a long time for the hedges to be planted at the existing High Wood site and many of the whips have fallen over / died. We would like

to see the biodiversity features maintained to a high standard over the life of the project. We are conscious that wildflower meadows need careful maintenance over a long period of time to be successful and would like to know who will cut them and maintain them and see a protected budget for maintenance of all the biodiversity features.

- f. We would like to see operational impacts minimised. Eg. silent piling / augering nearer residential areas and popular walking routes. We would like to see the noisy operations such as piling conducted Monday to Friday 9am to 5pm and Saturday morning 9am to 12 midday.

Councillors were unanimously in favour of the resolution to thank them for the reduced footprint but to object as per the statement above.

- **Bedford Borough Council Local Plan 2040**

- The Clerk reported that Troy Planning (who are advising Colmworth PC) quoted us £8,400 to advise us on our representations for the Local Plan. She sought quotes from alternative planning consultants and several had said they could not help because they were conflicted or too busy but she reported that she had received a quote from Parker Planning Services in Cambridge for £4320 incl VAT. They also recommended that we commission them to prepare a transport technical note as well for around £1800 incl VAT so £6120 altogether. All costs are quoted inclusive of VAT because the funds were supplied by parishioners and members of the public so they did not come from Parish Council funds and therefore the Parish Council cannot reclaim the VAT.
- The Clerk reported that £7,407.32 has been raised to date after Just Giving costs. However, a further £1000 has been pledged and these figures exclude the RAIDIUS funds of &
- It was resolved to:
 - accept the quote from Parker Planning and commission the transport note and find out if they could also quote to advise on the Neighbourhood Plan.
 - continue fund raising as further funds are likely to be required for the second round of consultations for the draft local plan
 - not to contribute any Parish Council funds at this stage as we have enough to cover Parker Planning's quote.
 - Find out if Alex can attend the meeting with Parker Planning
 - Purchase some more signs
 - See if anyone can provide drone footage. Jane to get a quote for drone footage with the vision document overlaid
 - Prepare and publicise some guidance on how to respond to the Local Plan now (Jane will prepare a draft) to go in a newsletter – “your letter counts” or similar.
 - Cllr. J. Thomson and Cllr. V. Zwetsloot will host drop in letter writing sessions. Wifi would be needed but a mobile hotspot could be used if the mobile signal was reliable. Colmworth's mobile reception is poor. The Clerk will find out if the reception is better in Wyboston Village Hall. Cllr. J. Thomson will explore options on how best to connect to the internet eg. pay as you go hotspot. Clerk has a dongle if needed. They proposed the evenings of 9th August and 26th August and the Clerk will see if the planning consultant can attend.
 - Cllr. J. Thomson will ask Highways England for information on the A428 / Black Cat roundabout transport data in case this is relevant to Dennybrook
 - Cllr. D. Smith will do a Freedom of Information request to find out how often the local sewage system serving Wyboston has discharged into the river in the past 5 years.

- Cllr. J. Ibbett explained that Colmworth have already commissioned their own planning consultant and Wyboston have said that they would prefer to organise their own campaign. However, the parish councils are collaborating.
- Agenda items suggested for meetings were as follows:
- Taylor Wimpey
 - Disparity and lack of clarity of the maps. Please supply maps with clear roads showing and reconcile the biodiversity map with the 5 village location map (they are very different).
 - What density and height will the houses be?
 - How will they manage the flood risk in relation to Dennybrook and St Neots?
 - How will they manage the extra sewage given that there is no mains sewer in Honeydon.
 - How do they envisage the existing community benefitting from any potential development?
- Mayor 2nd August
 - Discuss the advantages and disadvantages of the Dennybrook site as identified on the site assessment eg greenfield on good quality agricultural land
 - Discuss the fact that new settlements did not perform well in the sustainability appraisal
 - Discuss the biodiversity challenges eg. rare species
 - Flooding, highways, no benefit to Bedford, loss of identity of the existing hamlet.
 - How will the Borough Council achieve net zero if there are diesel trains on East West rail?
- MP Richard Fuller 28th July
 - Why such high housing targets – algorithm is flawed. An increase of 34% in the Borough’s housing stock in 20 years is excessive.
 - Any challenge risks the Borough Council losing control of development in the Borough – tilted balance in favour of speculative applications from developers
- **It was resolved to adopt a policy for handling planning enforcement cases reported to the Parish Council.** The decision was unanimous. If a resident reports a potential or suspected breach of planning to Staploe Parish Council we will:
 - Direct the person reporting the issue to the Borough Council’s website: <https://www.bedford.gov.uk/planning-and-building/contact-planning/planning-enforcement/> This page asks whether the work has planning permission. This can be checked using this page <https://www.bedford.gov.uk/planning-and-building/planning-applications/search-plans-page/> and clicking on “Search Maps”. It also asks if the work is covered by permitted development rights and it provides links to the relevant information about permitted development rights. If the person reporting is unable to find a planning application and they do not believe the works are covered by permitted development or if they are unsure they can complete an enforcement form online. Their name will not be made public. The Clerk will ask that the person reporting the issue sends a copy to her for her records.
 - If the person reporting the issue does not have access to the internet the Clerk can complete the form in their name on their behalf.

2021/088. Consider how to respond to complaint from a resident about stunt planes

Stunt planes should not perform at low altitudes over residential areas

(https://www.legislation.gov.uk/ukxi/2015/840/pdfs/ukxi_20150840_en.pdf Section 3.4). Cllr. R. Squire clarified that the complaint did not refer to a stunt plane performing at the wedding venue. **It was resolved to respond to the resident to suggest that they should use binoculars to note the registration number of the aircraft or a flight tracker app to identify it and report this to the Civil Aviation Authority.** Proposed by Cllr. R. Squire and seconded by Cllr. D. Smith

2021/089. Consider whether to participate in the Queens platinum jubilee 2nd June 2022 9.15pm beacons / big jubilee lunch 5th June

It was resolved to light a bonfire at Mount Pleasant and have a barbeque on Thursday 2nd June 2022. Proposed by Cllr. R. Squire and seconded by JT

2021/090. Consultation on boundary commission changes

<https://consultation.lgbce.org.uk/have-your-say/20441> This had been circulated to Councillors before the deadline but the changes seemed reasonable and the Parish Council did not comment.

2021/091. Playing Field and Cabins

- Play area inspection report and matters arising. No significant issues were raised. All matters raised were low risk. The swing bearings need oiling (the Clerk will arrange this), there are some small gaps in the safety matting (but none are very large) and a bit of algae on the safety matting (they recommend power washing but this was done in April) and the cradle swing's outer plastic casing is cracked but this is just the outer cover (the main fabric underneath is metal). **It was resolved not to replace the seat but to monitor it as advised in the inspection report..** Proposed by Cllr. R. Squire and seconded by Cllr. D. Smith
- Having been previously circulated the play area and playing field inspection checklist were approved. Inspection of the electric cable from the GRP kiosk to the cabins was included in the inspection list.
- VERU grant and progress report on cabins. The VERU grant of £2000 is expected to credit our account within a few days. Meanwhile Cllr. G. Meola has been working hard to clean and tidy the inside of the cabins. They are almost ready to be made available for hire. The Clerk is due to scrape / sand and paint the outside of the cabins but has not had the time due to Dennybrook / Local Plan taking up a lot of her time.

2021/092. Village Hall

- The Village Hall committee have requested that the Parish Council consider paying to cut the grass on the old hall site. The Clerk has received a quote for £50 to strim the weeds. **It was resolved to accept this quote and to pay for it out of contingency funds.** Proposed by Cllr. D. Smith and seconded by Cllr. R. Squire. They asked the Clerk to clarify whether this covered maintenance for the rest of the season or was a one off cost. The Clerk will check. Cllr. R. Squire also offered to roll the site which councillors gratefully accepted.

2021/093. Consider applications for the Ward Fund

- This is a fund of up to £1000 for which applications can be made for physical items of value to the community. Applications are usually made in July / August and the money is usually received in December / January. It was resolved to apply for funds to repair the noticeboard in Duloe. Proposed by Cllr. D. Smith and seconded by Cllr. J. Thomson

2021/094. Finances

- Receipts and payments and schedule of regular payments were checked against the invoices and signed by Cllr. R. Squire and Cllr. V. Zwetsloot. These are listed on p14-15

- Bank reconciliation. This was checked against the bank account by Cllr. R. Squire and is listed on p16-17 The earmarked reserves are shown on p18
- Interest rates on the savings account is 0.01% but the Clerk explained that higher rates are not readily available for community accounts which permit dual authorisation and the time taken to change banks would be likely to outweigh the increase in interest received. **It was resolved not to seek to change the savings account.**

2021/095. Policies

- Transparency code – the Clerk confirmed that all necessary information has been published on the parish website.
- The complaints procedure, data protection policy and guide to published information were reviewed with no amendments.
- It was resolved to review the CCTV policy at the next meeting when Cllr. G. Meola is present.

The meeting closed at 9.50pm

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Summary of Transactions for Staploe Parish Council for Approval at Meeting on:						15/07/2021
Main Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
29	21/05/2021	Norris and Fisher	Insurance	BACS	0	£485.54
34	27/05/2021	Cartridgesave	Waste toner cartridge	BACS	0	£14.93
35	27/05/2021	Print Hut	Countryside code signs	BACS	0	£51.76
36	01/06/2021	Bradgate	Grass cutting playing field & Common 2 of 8	Standing order	0	£139.66
37	01/06/2021	Mark Ibbett	Highways grass cutting 2 of 8	Standing order	0	£180.00
39	07/06/2021	British Gas Trading	Electricity for cabins 24 Apr to 20 May	Direct debit	0	£7.59
41	18/06/2021	Print Hut	Printing Dennybrook flyer	BACS	0	£206.42
42	22/06/2021	Kim Webb	Internal audit	BACS	0	£65.00
43	21/06/2021	SSE Energy	Electricity for street lights	Direct debit	0	£27.77
48	08/07/2021	British Gas Trading	Electricity for cabins 20 May to 21 Jun	Direct debit	0	£8.79
49	25/06/2021	Colmworth Village Hall	Main hall hire for July meetings	BACS	0	£57.00
50	25/06/2021	Play Safety	ROSPA inspection	BACS	0	£82.20
56	30/06/2021	Bradgate	Grass cutting playing field & Common 3 of 8	Standing order	0	£139.66
57	30/06/2021	Mark Ibbett	Highways grass cutting 3 of 8	Standing order	0	£180.00
63	06/07/2021	RADIUS	Return of donation for Dennybrook by bank	BACS	0	£706.41
71	15/07/2021	Bedford Borough Council	Definitive map of footpaths	BACS	0	£17.55
73	19/07/2021	SSE Energy	Electricity for street lights	Direct debit	0	£29.28
74	15/07/2021	Cartridgesave	Magenta toner	BACS	0	£95.34
75	20/07/2021	ICO	Data protectin registration fee	Direct debit	0	£35.00
Total						£2,529.90
Debit Card Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
40	15/06/2021	Zoom	Monthly subscription	Debit card	0	£14.39
72	15/07/2021	Zoom	Monthly subscription	Debit card	0	£14.39
Total						£28.78
Main Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
	June & July	Members of the public	Donations to pay for Dennybrook planning advice	Receipt		£2,170.00
62	05/07/2021	RADIUS	Donation for Dennybrook campaign	Credit	0	£706.41
Total						£2,876.41

Refunded by bank - cheque error

Other donations on Just Giving

Refunded by bank - cheque error.

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Payment Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
Total						£0.00
Savings Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
38	01/06/2021	Barclays	Interest on savings	Credit	0	£0.08
60	01/07/2021	Barclays	Interest on savings	Credit	0	£0.09
Total						£0.17
Transfers						
Ref	Date	Recipient	Details	Main Account	Debit Card Account	Savings Account
30	21/05/2021	Staploe Parish Council Main to Paym	Eon bill	-£51.24	£0.00	£0.00
31	21/05/2021	Staploe Parish Council Payments to	Eon bill	£0.00	£51.24	£0.00
32	21/05/2021	Staploe Parish Council Main to Paym	Zoom	-£28.78	£0.00	£0.00
33	21/05/2021	Staploe Parish Council Payments to	Zoom	£0.00	£28.78	£0.00
76	15/07/2021	Staploe Parish Council Main to Paym	For Amazon stationary	-£28.94	£0.00	£0.00
77	15/07/2021	Staploe Parish Council Payments to	For Amazon stationary	£0.00	£28.94	£0.00
Total				-108.96	108.96	0
Posted balances after the above transactions clear						
Community Account 30833940				£8,167.18		
Debit Card Acc 13099075				£10.78		
Base Rate Savings 43461580				£10,889.29		

STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2021 TO 14/07/2021									
Date of bank statement			14/07/2021						
Prepared by Mrs. Lucy Crawford, Parish Clerk									
BARCLAYS									
Community Account 30833940									
DATE				Receipts		Payments	Transfers	Balance	
1-Apr-21	Balance bf		£3,548.47						
14-Jul-21	Posted balance per accounts		£8,373.29	£15,239.18		£10,614.59	£200.23	<u>£8,373.29</u>	
Unpresented cheques / uncleared payments:									
	None								
	Total					£0.00			
14-Jul-21	Balance as per bank statement		£8,373.29						
14-Jul-21	Posted balance - cleared balan		£-						
14-Jul-21	Balance cf		£8,373.29						
BARCLAYS									
Base Rate Savings 43461580									
				Receipts		Payments	Transfers	Balance	
1-Apr-21	Balance bf		£10,889.02						
14-Jul-21	Posted balance as per accounts		£10,889.29	£0.27		£0.00	£0.00	<u>£10,889.29</u>	
14-Jul-21	Balance as per bank statement		£10,889.29						
14-Jul-21	Posted balance - cleared balance		£-						
14-Jul-21	Balance cf		£10,889.29						

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				BARCLAYS				
				Payments Account 13099075				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£438.14						
14-Jul-21	Posted balance as per accounts	£25.17	£5.98		£218.72	-£200.23		<u>£25.17</u>
14-Jul-21	Balance as per bank statement	£25.17						
14-Jul-21	Posted balance - cleared balance	£0.00						
14-Jul-21	Balance cf	£25.17						
Summary for all accounts				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£14,875.63						
14-Jul-21	Balance per accounts	£19,287.75	£15,245.43		£10,833.31	£-		<u>£19,287.75</u>
14-Jul-21	Balance per bank statements	£19,287.75						
14-Jul-21	Balance cf	£19,287.75						

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Staploe Parish Council Reserves				15/07/2021					
Earmarked Reserve Category	Category breakdown	Funds Reserved 01/04/2021	Receipts to reserve to 15/07/2021	Payments from reserve to 15/07/2021	Balance to 15/07/2021		Balance forecast to 31/03/2022		Comment
					Breakdown	Total	Breakdown	Total	
Dennybrook Planning		£0.00	£3,370.00	£0.00		£3,370.00		£0.00	RADIUS funds of £706.41 expected shortly. £4037.32 on Just Giving (not in bank account yet). Total is now £7407.32 after Just Giving fees deducted.
Village Hall Rebuild Reserve	General Village Hall Rebuild Fund	£3,752.90	£1,500.00		£5,252.90		£5,252.90		Refund for Village Hall heaters. (£140 used towards bus shelter, remainder to be used to purchase items for new hall).
	Heater refund (from Ward Fund 2018)	£660.00			£660.00		£660.00		
	Total Village Hall Rebuild Reserves					£5,912.90		£5,342.90	Infrastructure payment for Anglian Water for connection to main due in 2021 £570
Election fund		£510.29				£510.29		£510.29	
Literature & info fund		£48.41	£0.00	£17.55		£30.86		£30.86	£17.55 for copy of definitive map
Grass & hedge cutting field		£217.00	£45.00			£262.00		£262.00	
Hedge cutting Duloe Common		£75.00	£30.00			£105.00		£105.00	
Play area assets		£53.38				£53.38		£53.38	Towards installing the defibrillator, inspection of lights, noticeboard repairs
Maintenance		£164.13		£164.13		£0.00		£0.00	Old Chapel bridge repairs
Defibrillator		£60.00	£50.00			£110.00		£110.00	
Asset replacement (eg. laptop, noticeboards)		£100.00	£125.00			£225.00		£225.00	
Tree works		£350.00	£253.00			£603.00		£603.00	
Neighbourhood Plan		£6,015.42		£6,015.42		£0.00		£0.00	New grant expected Thursday 23rd July £7872
Street light inspection		£0.00	£434.00			£434.00		£434.00	
Total earmarked reserves		£12,006.53	£2,437.00	£6,197.10		£8,246.43		£7,676.43	
Available reserves		£2,869.10				£11,041.32		£9,386.20	Assumes as per budget plus extra £250 on printing
Total funds		£14,875.63				£19,287.75		£17,062.63	
Earmarked reserves = funds set aside for a specific purpose. These can only be allocated to another purpose if the council passes a resolution to do so.									
Available reserves = total balance in the accounts less the earmarked reserves. This should be 50-100% of our precept ie. £6351 - £12702									
Therefore £9386.2 is within the recommended range.									