

Minutes of a Meeting of Staploe Parish Council Held at 7.45pm on Thursday 21st July 2022 in the Village Hall at Wyboston Village Hall

Present: Cllr. J. Ibbett (Chair), Cllr. V. Zwetsloot, Cllr. J. Thomson, Cllr. P. Yockney, Cllr. E. Meola, Cllr. G. Meola, Lucy Crawford (Clerk) and one member of the public.

Apologies for absence: Cllr. D. Smith.

2022/059. Declarations of Interest

Cllr. E. Meola and Cllr. G. Meola declared an interest in Woodhouse Lane as they live on the lane.

2022/060. Public Open Forum

A resident from Duloe requested a 40mph limit reminder be painted on the road between Staploe and Duloe – which would be cheaper than repeater signs.

Cllr. V. Zwetsloot reported that the Gypsy Lane sign had been stolen again and asked about progress on the Upper Staploe sign – to go at the T junction with Bushmead Road and one just north of College Farm. Cllr. J. Thomson asked for signs for Begwary – one just north of Hillside Cottage, Begwary Lane and one on the parish boundary at the junction south of White House Farm.

Cllr. E. Meola reported that he suspects drug dealing in Woodhouse Lane. He has regularly seen a vehicle driving down Woodhouse Lane and then 5 to 10 minutes later a series of cars drive down, appear to collect something and then drive off. There are also boy racers coming down the lane and there have been reports of cars driving around on the playing field. When he calls 101 to report it he finds it takes up to 40 minutes to get through to anyone and even when he does he feels that they are indifferent.

Lucy Crawford reported that she had seen the police up at the Village Hall car park at 3.30pm today speaking to a group of young adults but they appeared to be locals who were not doing anything suspicious. Cllr. E. Meola expressed his frustration that the police visited at 3.30pm when there is no issue – he agreed that the young people up there at that time were probably not doing any harm. He would like to see them patrol regularly in the evenings to catch the suspected drug dealers.

It was agreed that the Clerk would ask the Mayor and police if they can support us with:

- funds to reconnect the CCTV in the hall car park
- additional monitoring of Woodhouse Lane
- County Lines support

It was also agreed that the mobile speed indicator should be moved from Honeydon to Woodhouse Lane temporarily to gather data.

Cllr. E. Meola asked the Clerk to put closing the village hall car park on the next agenda.

It was agreed that the Clerk should ask BPHA housing association to look at the path across Duloe Common as the wrong track continues to be used.

2022/061. Approve the minutes of the meeting held on 30th June 2022

Having been previously circulated it was resolved to accept the minutes as an accurate record of the meeting. Proposed by Cllr. G. Meola and seconded by Cllr. J. Ibbett.

2022/062. Planning Applications

The Clerk reported the following response to a planning application made between meetings (as this was a minor application and did not result in a new dwelling it did not need to be discussed in a Parish Council meeting). Councillors supported the application as it is an improvement on the existing building which is in a poor state or repair and cannot be refurbished to meet current building standards.

Application number	Type	Description	Location	Deadline	Link	Date of letter to planning	Object, Comment or Support
22/01039/FUL	Full planning application	Demolition of existing dwelling and erection of replacement dwelling.	Upper Goodwick Farm Cottage Goodwick Drive Honeydon Bedford Bedfordshire MK44 2LS	01/07/2022	22/01039/FUL	01/07/2022	Support

2022/063. Community Cabins and Playing Field

- Quotes for replacement decking. The Clerk reported that she has requested quotes from several local carpenters / builders without success yet but she will continue to chase these. Cllr. E. Meola offered to get quotes.
- It was resolved to spend up to £150 for a new chain, padlock and post for the right hand side of the village hall car park between the railings and the hedge as there is a risk of vehicles accessing the field through the gap since the hall was demolished. Care must be taken because the waste pipe goes through that gap. A vehicle was seen driving on the playing field recently but they accessed it from the left hand side of the car park and since then a new padlock has been fitted.
- Play area inspection report. The inspection was carried out by Play Safety on 21st June 2022. A few low risks were identified such as the need to power wash safety surfacing to remove algal growth and fill gaps between the safety surface tiles to prevent a trip hazard. They also noted that the cradle swing seat had some cracks in the plastic where the seat meets the D link. They recommended further investigation and replacing as necessary. The Clerk presented a quote of £136.50 ex VAT from Wicksteed to replace the cradle swing. It was resolved to purchase the new seat out of the £200 maintenance budget.
- Review play area inspection checklist. Adam Tarran kindly inspects the playing field for us on a regular basis and reports this to the Clerk. The checklist was reviewed and two items were added / updated:
 - **Electric Supply Cable**
 - *Is the armoured electrical cable secure and undamaged?*
 - **Community Cabins**
 - *Are they secure and undamaged externally?*
 - *Is there any sign of leaks or damage internally?*
 - *Is the waste pipe secure and connected?*

Contact details were updated and references to the hall removed.

2022/064. Consider changes to speed limits in Duloe.

- It was resolved to request that Duloe's speed limit (currently 30mph) be extended between College Farm, Duloe and Duloe Butts. There is no pavement and this stretch of road is walked by pedestrians and used by cyclists. It is narrow with 90° bends and poor visibility and it leads up to the playing field, Community Cabins and play area from Staploe so needs to be safe for pedestrians. If the speed limit in Duloe is reduced to 20mph then this area would also become a 20mph zone.
- It was resolved to request a 20mph limit in the whole of Woodhouse Lane and Duloe Lane in the area currently covered by the 30mph limit (and in the section between Duloe Butts and Duloe if the speed limit is to be extended). The playing field, Community Cabins and play area are all in Duloe. The roads are narrow with no pavement and these are used by residents, families, dog walkers and the St Neots Town Youth Football Club. The speed limit is currently 30mph but Councillors believe 20mph is a more suitable limit in this area and would be more in keeping with the limits in Staploe which are 30mph and 20mph in the narrower central section of the village.
- It was resolved to request that Woodhouse Lane be closed to vehicular traffic just beyond the playing field car park and bungalow and a horse friendly gate be installed in order to reduce the incidence of antisocial behaviour, littering and suspected drug dealing.
- Meanwhile it was resolved to request a painted 40mph reminder on the road between Staploe and Duloe and a pedestrian warning sign between Duloe Butts and College Farm Duloe.
- These changes were proposed by Cllr. E. Meola and seconded by Cllr. P. Yockney. Councillors voted unanimously in favour.

2022/065. Luton Airport Stack

- Report from Cllr. J. Thomson after meeting 5th July in Little Gransden Village Hall.
 - *The meeting was attended by Jane Thomson (Honeydon) and Tom Tagg (Staploe) representing our parish. 96% of the residents of Little Gransden objected to the stack but all those who attended agreed that there was no proper consultation as no alternative was given to the stack in the consultation. Also, there was a covid effect in that it was difficult to meet publicly. There was some confusion about the minimum heights that aircraft in the stack should follow and where. They are trying to clarify this. A number of individuals with monitoring equipment are checking aircraft heights and have advised that the planes they have observed were not below 5000 feet. There is some additional noise from spoilers when the planes apply their brakes while circling in the stack. Residents have also noticed an increase in night flights and they wonder if there is more cargo going into the stack. Residents were advised to complain when planes are low, to vary their complaints and to ask that each one is treated as one independent complaint otherwise there is a risk that similar issues could be grouped together and treated as one complaint. They advise that we write to our MP's.*
- Report from Cllr. G. Meola on proposed action:

The Luton Stack is actually the Swanwick Airspace Improvement Programme - Airspace Deployment 6 (AD6), is at Stage 7 - Post Implementation Review and Data Collection stage, which runs from 1 June 2022 to 31 May 2023.

Amongst other things it will be assessing environmental factors and stakeholder feedback.

Environmental factors:

- local air quality
- noise
- fuel and CO2 emissions
- tranquillity
- biodiversity

The assessment will provide supporting evidence and it will either confirm that the impacts presented in the approved airspace proposal are as anticipated and the conclusions remain unchanged or it will indicate the need for them to undertake an updated assessment of the impacts presented in the airspace change proposal using actual data collected post implementation.

Stakeholder feedback:

Feedback is needed to identify any issues from a community perspective that were not anticipated as part of the approved change, such as;

Feedback/complaints received in the period between implementation and post implementation review from all relevant stakeholders - details of complaints and location of complaints.

Proposed action:

*Assess the environmental impact assessments when published in 2023,
Provide feedback/complain*

There is (I think) a further airspace change - London Luton Airport Departure and Arrivals

FASt-S which is at stage 3c (Consultation Preparation) - we need to ensure we are aware of the consultation start date and respond if necessary.

Found information from presentation on 22 February 2022 about this further airspace change on <https://airspacechange.caa.co.uk/NewsArticle?sn=y&newsId=57> the Civil Aviation Authority website.

- Cllr. G. Meola, Cllr. J. Thomson and Cllr. P. Yockney will work together to find out who to complain to and some suggested methods of complaint / templates before the next meeting.
- Cllr. J. Thomson will forward the minutes of the meeting in Great Gransden when they become available

2022/067. Trees

- Survey – Duloe Common. It was resolved to get a quote for a survey from Richard Arnold who did the survey with Andrew Brightman in 2019 and to spend up to £250 on the survey from the earmarked reserve for trees.
- Tree preservation orders. It was resolved to request TPOs for the Hangman Tree near the Staploe sign, the horse chestnuts opposite Falls Farm (as these feature in a painting of the village) and the redwoods in the garden of Falls Farm (and any others the Kents wish to include), Laurie Bates cedar tree and the oak at Bushmead Cross.

2022/068. Ward Fund

- Consider proposals for the Ward Fund. Approximately £1000 is available each year for the parish to spend on a physical item – anything we can take a photo of. It can include the cost of labour. **It was resolved to apply to the Ward Fund to replace the decking around the cabins and to use the CIL money from the barn conversion at Tally Ho.**

2022/069. Finances

- Receipts and Payments were examined against the invoices by Cllr. J. Thomson and Cllr. V. Zwetsloot and proposed for payment. They are presented on p6 and p7 of these minutes.
- Bank signatories. Cllr. J. Ibbett has now become a signatory and Cllr. J. Thomson will call Barclays to resolve the issues regarding the changes to her signature.
- Bank reconciliation. This was examined against the bank statements by Cllr. J. Ibbett and approved. It is presented on p7 and p8 of these minutes.
- Performance against budget to date. This item was postponed until the next meeting.
- Review interest rates on savings account. 0.01%. It was resolved not to seek alternatives to our Barclays savings account.
- Review fidelity guarantees (insurance against dishonesty by a Councillor or Clerk). Our insurance covers us for £50K. Councillors resolved that this was sufficient.

2022/070. Clerk's Appraisal and Home Office Inspection

- The Clerk will propose some dates to the staffing committee following the meeting.

2022/071. Review Policies

- Data Protection, GDPR and CCTV. The Clerk has reviewed these and circulated them to Councillors. She updated some of the links to information on the website to ensure they were all working. The CCTV information was not reviewed as it is not currently in service. When it is reconnected the relevant policies will be reviewed and updated.
- Guide to Published Information. The Clerk has checked that all the information listed is available and up to date on the website and has circulated the guide to members.

Next meeting: 15th Sept 7.45pm, Wyboston Village Hall meeting room

The meeting closed at 9.25pm

July 2022

Summary of Transactions for Staploe Parish Council for Approval at Meeting on:						21/07/2022
Main Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
57	12/07/2022	EDF Energy	Electricity for the cabins	Direct debit	0	£11.00
58	19/07/2022	Information Commissioners Office	Data protection registration fee	Direct debit	0	£35.00
59	20/07/2022	Bradgate Fencing	Grass cutting playing field & Common 3 of 8	Standing order	0	£162.00
60	21/07/2022	Wyboston Village Hall	Committee room for PC meeting on 30th June	BACS	0	£16.00
61	21/07/2022	Bradgate Fencing	Grass cutting playing field 2 extra cuts	BACS	0	£249.60
63	21/07/2022	Wicksteed	Cradle seat for toddler swing	BACS	0	£163.80
64	21/07/2022	L. Crawford	Expenses March to June 2022	Cheque	100946	£45.30
65	21/07/2022	SSE Energy	Electricity for street lights	Direct debit		£29.28
66	30/05/2022	Viking	A4 paper x 2500	BACS		£30.42
Total						£742.40
Debit Card Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
62	20/07/2022	Amazon	Heavy duty bin bags for playing field bin	Debit card	0	£5.55
Total						£0.00
Main Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
56	01/07/2022	HMRC	VAT returned for 2021/22	Credit	0	£1,582.31
Total						£1,582.31
Savings Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
55	01/07/2022	Barclays	Interest on savings	Credit	0	£0.09
Total						£0.09

July 2022

Transfers						
Ref	Date	Recipient	Details	CommAcc	Debit Card Account	Savings Account
None						
Total				0	0	0
Posted balances after the above transactions clear						
Community Account 30833940				£6,901.68		
Debit Card Acc 13099075				£34.68		
Base Rate Savings 43461580				£10,890.38		

STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2022 TO 21/07/2022									
Date of bank statement			21/07/2022						
Prepared by Mrs. Lucy Crawford, Parish Clerk									
				BARCLAYS					
				Community Account 30833940					
DATE				Receipts		Payments	Transfers	Balance	
1-Apr-21	Balance bf		£9,318.50						
21-Jul-22	Posted balance per accounts		£7,167.28	£13,124.64		£14,835.08	-£440.78	<u>£7,167.28</u>	
Unpresented cheques / uncleared payments:									
	None								
21-Jul-22	Balance as per bank statement		£7,167.28						
21-Jul-22	Posted balance - cleared balan		£-						
21-Jul-22	Balance cf		£7,167.28						

July 2022

				BARCLAYS				
				Base Rate Savings 43461580				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£10,890.01						
21-Jul-22	Posted balance as per accounts	£10,890.38		£0.37		£0.00	£0.00	<u>£10,890.38</u>
21-Jul-22	Balance as per bank statement	£10,890.38						
21-Jul-22	Posted balance - cleared balance	£-						
21-Jul-22	Balance cf	£10,890.38						
				BARCLAYS				
				Payments Account 13099075				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£-						
21-Jul-22	Posted balance as per accounts	£34.68		£0.00		£406.10	£440.78	<u>£34.68</u>
21-Jul-22	Balance as per bank statement	£34.68						
21-Jul-22	Posted balance - cleared balance	£-						
21-Jul-22	Balance cf	£34.68						
Summary for all accounts				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£20,208.51						
21-Jul-22	Balance per accounts	£18,092.34		£13,125.01		£15,241.18	£-	<u>£18,092.34</u>
21-Jul-22	Balance per bank statements	£18,092.34						
21-Jul-22	Balance cf	£18,092.34						