

Minutes of a Meeting of Staploe Parish Council Held Online at 8.05pm on Thursday 31st March 2022

The meeting was held online because the Clerk developed Covid on Wednesday 30th March

Present: Cllr. J. Ibbett, Cllr. V. Zwetsloot, Cllr. G. Meola, Cllr. E. Meola, Cllr. D. Smith, Cllr. J. Thomson, Cllr. P. Yockney, Lucy Crawford (Clerk), Borough Cllr. T. Wootton, and six members of the public.

Apologies for absence: none

2022/016. Declarations of interest

Cllr. J. Ibbett declared an interest in the planning application at Whitehouse Farm as she knows the tenant.

Cllr. J. Thomson declared an interest in the planning application at Lower Honeydon Farm as she knows the people converting the barn.

Cllr. E. Meola and Cllr. G. Meola declared an interest in the playing field as they live adjacent.

2022/017. Approve Minutes of the Parish Council Meeting held on Thursday 20th January 2022

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

2022/018. Public Open Forum

A resident from Honeydon noted that there had been a lot of works to the entrance to Bridleway 34 on Mill Road. A lot of vegetation has been removed and some fly tipping has appeared – a fridge and some tyres. The Clerk will report the fly tipping for collection.

The resident also expressed concern about traffic from the proposed development at Whitehouse Farm. In particular he is concerned about HGV's as they often need assistance to get round the bends and it could lead to more vehicles using the very narrow, winding road (Begwary Lane and Manor Farm Lane) and historically business vehicles in this area did not drive sufficiently carefully.

The tenants from Whitehouse Farm (Kris Heard and Harry) explained that the panels stored at the Farm are delivered on 3.5 tonne vehicles but some will need to go on larger vehicles. He explained that larger deliveries were made direct to customers and they had no intention of developing a large fleet of vehicles. It is unlikely there would be more than one large truck in and out per day.

Lucy Crawford expressed her concerns that, although these tenants of Whitehouse Farm were not planning to develop a fleet of vehicles, there would be nothing to stop future tenants doing so if B8 use was granted to these very large barns. Whatever planning restrictions on traffic were introduced these could not be enforced and all businesses are permitted access to their own premises.

Kris explained that they intended to remain on site for the long term. They have a transport manager and other vehicles would be stored and operated from Eaton Socon.

Cllr. E. Meola: you have been operating for a year. Do you envisage the activity increasing?

Kris: no he doesn't anticipate any increase. They moved to Begwary because there was no suitable commercial property available elsewhere but if they need to expand they would do so elsewhere eg. at their Manchester site.

Cllr. J. Thomson: the roads in Honeydon village are very narrow. Would it be possible to divert the traffic away from the village eg via Wyboston?

Kris: can look at re-routing the traffic

Lucy: there have been some concerns about cleaning the floor panels and contamination of local waterways.

Kris: they have to clean the matting used for pedestrian walkways but they use membranes and filtration systems. The Environment Agency said they don't need a permit for this and the debris is removed by a licenced waste management company.

Cllr. V. Zwetsloot: do you test the water?

Kris: no – they could test the water but there is no single test for a variety of things – they would have to do a huge range of separate tests. The sediment goes into a watertight sealed tank which is removed by the waste management company.

The resident from Honeydon asked whether they employ an environmental consultant.

Kris: they use an environmental consultant to advise on policies and they consult him most months about something.

Cllr. E. Meola and Cllr. V. Zwetsloot requested a copy of the reports from their waste carrier and a copy of the environment agency's advice.

Andy Meeks from St Neots Town Youth Community Football Club explained that they are in the FA league for U8 to U17. They have one U13 girls team. They have been running since the 1970s. They want to make football as accessible as possible to as many young people as possible by keeping costs down. They currently train and play on the Common near the rugby club in St Neots but they can't use the clubhouse for toilets. They need a venue for football for the girls team. They don't need showers. Use of a small kitchen would be good so they could sell tea and coffee and simple snacks.

Cllr. J. Thomson asked how frequent matches and practices would be and how many people would be attending. Traffic has been an issue in the past. If age ranges increase – how big could the club get?

Andy: Ideally Richard would like two teams, one girls and one boys (both probably the U13s). Two training sessions per week and a match on Saturday. No more than 2 matches per weekend and often none. On a match day there will be 12 players from each team. Parents usually stay and watch. Training would be 9 per side + 3 subs.

Cllr. V. Zwetsloot: if there was one girls team and one boys what would happen if there was an expansion?

Andy: they would manage this using other locations so they can meet our stipulations. They will continue to use the Common and expect to be able to use Loves Farm in future.

Cllr. E. Meola: not opposed to the playing field being used in this way but he would be opposed to it getting bigger. He asked that the club make a proposal but said the Parish Council need to keep control of the destiny of the field.

Cllr. G. Meola: the club will need to take other road users into consideration eg. dog walkers. They will need parking marshalls to manage the flow of traffic – particularly at crossover times. Consideration needs to be made regarding how to keep others safe.

Andy: they have lots of willing volunteers as parents are happy to help and they have a similar situation at the common.

Cllr. J. Thomson: it would be helpful if they could encourage car sharing

Cllr. P. Yockney: what is the proposed solution to parking? The verge is not a car park

Lucy Crawford: the verge has always been used as an overflow car park for the playing field and hall in the past. Councillors agreed that this could continue to be used.

Cllr. E. Meola: the club would need to talk to Richard Squire about using part of his industrial units at College Farm for parking the second team.

Cllr. D. Smith: in the past if two teams were playing and a third turned up this created issues. It would be best if there was one team at a time.

Cllr. V. Zwetsloot: would the club line the pitches and provide goal posts?

Andy: yes.

Cllr. G. Meola: would you need any storage?

Andy: yes the goals either need to be left in situ or put in a storage container.

Cllr. G. Meola: storage could be an issue as there is none available at the moment.

A resident from Honeydon asked if they could put the village hall cups and mugs back in the cabins. The Clerk will send the code.

A resident from Honeydon expressed concern that the defibrillator might be a hazardous location as people would have to cross the bridge in a hurry. He suggested the Parish Council organise some training.

A resident from Honeydon asked for a coordinated approach to tackle the Himalayan balsam in the brook. Lucy Crawford explained that she had advertised this on the website and in the newsletter but no one had come forward. She suspects that it would be more effective if a specific date was allocated. Cllr. J. Ibbett offered to talk to the residents in Chapel Close to agree a suitable date.

A resident who lives near Little America addressed the Council regarding the enforcement action and Lawful Development application at Little America. She explained that Forestry Fuels activities were noisy and polluting. It creates a lot of smoke. They have tried to talk to Forestry Fuels about it but they were originally told that they didn't require planning permission as it was a forestry / agricultural activity. Later they complained to both Local Authorities (Bedfordshire and Huntingdonshire) but it has taken 22 months of investigation of the site before they issued this enforcement action. She explained that the Lawful Development rule did not apply to the site because every time there is further unlawful development the 10 year rule resets. They have made many changes to the site

within the last 10 years which required planning permission. The business rates area is significantly smaller than the area claimed for planning. They have stated that they have plans to expand further.

She also pointed out that Unit 6 is rented by “Car 99” who have EA permission for breaking up to 75000 cars but they have no scrap metal dealers licence.

Lucy Crawford read the submission from the owners of Little America:

“Reference: APP/H0520/C/22/3293584

We are writing concerning the appeal by Forestry Fuels Ltd against the enforcement notice issued by Huntingdon District Council on 25th January 2022.

Please may we request that you share this with the Parish Councillors and accept this as our consent for this letter to be shared with Parish Council members.

It is worthwhile setting out a few facts to give context to the application for permitted use made in November 2021 and the appeal by Forestry Fuels Ltd to the January 2022 enforcement notice.

- 1) Forestry Fuels Ltd is a small family-owned business that has been a tenant on the site known as Little America Industrial Estate (owned by Little America Ltd) since November 2011, for more than 10 years now.*
- 2) Forestry Fuels produce charcoal in the summer and chopped wood for the winter from raw materials sourced carefully in the UK.*
- 3) In 2017, they started by leasing the land adjacent to Unit 11 but had been informally using it (outside of the formal lease arrangements prior to that date). The cutting of wood and manufacture of charcoal all takes place within the original demise of Unit 11, whilst the additional land is utilised storage and the air drying of wood.*
- 4) The site has been an Industrial Estate for a significant number of years now (dating back to around the 1960s) and has had a variety of tenants over those years carrying out different businesses.*
- 5) The whole site is surrounded 360 degrees by farmland with the exception of one residential property about 250m away. That property is shielded by mature trees and hedges as well as a bund, all of which help to minimise any sound issues.*
- 6) Over the last few years Forestry Fuels have embraced the changes that have been made in the rules that govern their business and invested significantly to ensure they comply with all relevant environmental legislation.*
- 7) The business that the family has created does not have any impact on the neighbouring units nor produce any noticeable levels of smoke, odour or pollution because of the investment that they have put in and their understanding of the industry. They are monitored by the Environment agency who have not raised any issues despite visiting the site on numerous occasions.*

- 8) *Since the site is surrounded by farmland the major factors that affect it are local farmers crop spraying, putting fertilizer down and bonfires. Noise from the local runway that was once part of the WW2 airfield, of which Little America Industrial Estate was part, and tractor and equipment noise is probably the most intrusive sound. At harvest time tractor and combine harvester noise is particularly loud at all times of the day and night.*
- 9) *The family have over the years worked hard in the business, gently expanding and providing fuel to the local community. They are genuine people who have built a good business through what have been tough times over the last few years. The family relies on their business for their livelihood and it would make up to four members of the same family unemployed if the business were to close. They were not aware that Unit 11 did not have the correct planning permission in place until very recently, and in any event have operated for in excess of 10 years before the Enforcement Notice was issued. The Certificate of Lawful Development Application was submitted to the Council **before** the Enforcement Notice was issued.*
- 10) *A large number of local businesses and homes buys these locally produced charcoal and wood products. These products are not having to be imported or transported large distances.. Even bi-products of powder charcoal can be used in horticulture and sawdust for their bio fuel, resulting in very little waste.*
- 11) *Given the issues over security of fuel supply that are striking the whole world at the moment, the products this family produce are ideal for the community that buys them and they provide a vital role in the rural economy.*
- 12) *This is a local family business which run by good people who have created a business that produces wholly British products that are serve the local rural community. Not only have local businesses and residents come to rely on the services they provide, but the family rely on their business for their income and this is not a matter of intentional breaking of the planning rules; rather they were unaware that their site did not have the correct change of use permission in place when they let the unit which has for many years been used for a range of heavy industrial uses.*
- 13) *The Enforcement Notice that was raised on the 26th January 2022 was 2 months after the Certificate of Lawful Use was submitted to the Council. The Council have still not yet determined that application, and the entire time this has a significant impact on this small local business and the family that runs it.*

We would request that the Parish Council support this local business who has been operating here for over 10 years as we need more businesses like this, not less.

Many thanks for your time.

Kind regards

*Martin and Asmita Hynes
Owners of Little America Ltd*

In addition the Clerk asked Mrs Hynes and her agent the following questions – listed here with their replies in blue:

1. *Could you send me the reference numbers for any planning applications made for any of Little America Industrial estate (whether permitted or refused) please*

Reference	Description	Notes
96/0100/CLED	Certificate of lawful use (existing) as (B1c) light industry for the repair and refurbishment of motor vehicles, the repair of domestic appliances, the storage of builders plant and equipment, metal work fabrication and woodworking and other uses falling within Class B1(c) of the Use Class Order 1987.	Approved (applies to Units 1-7)
0901670CLED	Certificate of lawful use (existing) as (B1c) light industry	Approved (applies to Unit 10)
1402172DEMDET	Demolition of Units 4 and 6	Approved and completed.
15/00401/FUL	Full planning application for the construction of replacement storage/workshop building to be used for the repair and refurbishment of motor vehicles, the repair of domestic appliances, the storage of builders plant and equipment, metal work fabric and woodworking and other uses falling within Class B1(c) of the Town and Country Planning Use Order following fire damage.	Approved and completed.
18/00088/NMA	Amendment to 15/00401/FUL The locations of the roller doors, office doors and windows have been relocated in line with changes to the internal layout and the eaves height of the building reduced from 6000mm to 5700mm.	Approved and completed.
21/00375/FUL	Installation of underground water pipes and electricity cables to provide stand pipe and power to the agricultural fields known as Picket Post and North Field, the erection of a 6m tall pole and CCTV camera, and the installation of electric security gate and fencing to provide additional security.	Withdrawn.

21/00530/FUL	Erection of a 2.4m security fence and the erection of a 6m tall pole for CCTV cameras	Withdrawn and reduced scale works undertaken in line with Permitted Development Rights.
21/01016/FUL	The erection of 7 small business and starter workshop/storage units to be used for E(g)(iii) Industrial processes	Awaiting determination.
21/02698/CLED	Lawful Development Certificate for Existing Use as B2 (General Industrial) and B8 (Open Storage) Unit 11 Little America Industrial Estate Moor Road Great Staughton	Submitted 26 th November 2011. Enforcement Notice was issued 2 months after CLED was submitted to the Council. Council have failed to determine this CLED application (original target date was the 21 st January, revised to 31 st March 2022 after application was amended to relate just to Unit 11).

2. Could you send me the reference numbers for any pre-planning advice given for developments at Little America

- a. There was a pre-app back in July 2014 for the Little America Site under reference 1407228PENQ for a general discussion about the possible development of the Estate. A further pre-app in 2016 (16/70026/PENQ) was submitted specifically for the land at Robin's Hangar.

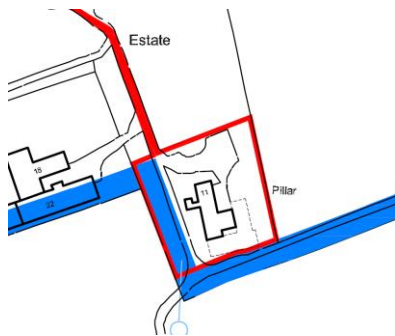
No further pre-app's have been submitted to the Council.

3. Could you confirm whether Hunts DC or Bedford Borough planning departments made contact with you regarding enforcement before the enforcement notice was issued and if so when.

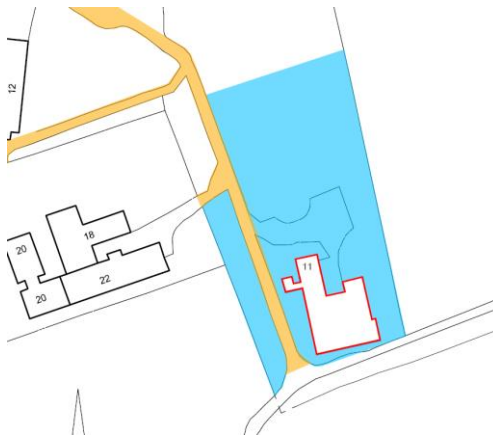
- a. Hunts DC Enforcement Team visited the site on the 9th October 2020, and we believe this is their only visit made to the site. There was a pre-arranged visit organised by our Planning Consultant following contact being made by the Enforcement Team. They viewed the site with Asmita Hynes. We understand this visit was due to a single complaint lodged by a neighbour.
- b. There has been various correspondence with Sally Granshaw (Acting Enforcement Officer) from HDC from this time however this was sporadic and often any questions we asked were unanswered, and voicemail messages never returned. We did not hear back from Sally after the October visit with any action they considered necessary, despite sending numerous chasers.
- c. There was then further correspondence from Sally in February 2021 when a water pipe was attempted to be installed in the field and at Robins Hangar. Sally stopped this work, stating it required planning permission. As a result, 21/00375/FUL was submitted along with further works (due to the need for the planning application, we decided it best to include all these additional projects under that one application)

because HDC said the water pipe required planning permission. This application was eventually withdrawn as it became too contentious and costly to pursue further.

- d. In April 2021, further correspondence was received from Sally as an electrical cable and water pipe had been laid above the ground to facilitate the maintenance and watering of new trees planted in the field, and Sally objected to this as well. It was made clear that this did not require planning permission, and no further correspondence was then received until July 2021.
 - e. In May 2021, Sally Granshaw contacted Forestry Fuels and advised that she wanted more information regarding the use of the site and would send them a form.
 - f. Two months later, that form was eventually sent (dated the 15th July 2021) - 9 months after the HDC visit, a Planning Contravention Notice was issued in respect of Unit 11 requesting more information about the functions of the site. A response was provided by the tenant on the 20th July 2021.
 - g. No further contact was received by the Council after this was submitted until 26th January 2022 when the Enforcement Notice was issued.
 - h. The Council have not responded to any requests for information since the Enforcement Notice was issued. The Appeal was therefore submitted as the Council did not respond to any of our questions asking why the Notice was issued when a Certificate of Lawful Use demonstrating 10 years of use had been submitted to the Council 2 months prior.
4. Aerial photos before 2017 don't appear to show any evidence of Forestry Fuels using the land – could you explain how it was being used please
- a. The land was being used informally for additional storage of materials as and when it was required, with this increasing between 2017 and now. This additional land has now been excluded from the Certificate of Lawful Use application, and the CLED relates to the area of land shown on the plan below (being Unit 11 and the land immediately surrounding it).



5. What is the full area of the site being rented by Forestry Fuels?
- a. Forestry Fuels are renting the site area below shaded blue, including the Unit 11 edged red as shown on the plan below.



6. Have you performed any tests on the emissions from the chimney or measured the decibels from the conveyors and saws when in use?
 - a. Emission test completed showing the site complies with Environmental Health guidelines for gaseous and particulate requirements. Noise impact statement confirms that the site meets the lowest category of "low impact with no observed adverse effect. During the test the specialist had to move the microphone from the far side of the field nearest the residential property to within 28 metres of the site boundary to get an accurate reading for the fans that run overnight.
7. Was smoke being emitted and the saw and conveyors in use when the environmental health officers visited the site?
 - a. There was no smoke being emitted during the attended visit of the EHO whilst the charcoal kiln was running. The wood spitting equipment was not running during the attended visit.
8. Do you have evidence that the nearest neighbours do not experience issues as a result of the noise and smoke?
 - a. There are signed statements supporting the appeal and stating that there are no adverse effects on them personally. One of the adjacent units tenant said he was not aware that Forestry Fuels produced charcoal since he had neither seen or smelt smoke during the past two years.
9. Where do you source the raw timber from and how is it transported i.e. what size vehicles?
 - a. Timber is sourced from approved sustainable sites by licenced and registered Timber suppliers. Typically it comes from the counties surrounding and including Bedfordshire and Cambridgeshire. The most recent delivery came from Keysoe.
Specialist HGV Vehicles are used.
10. How often do raw timber deliveries arrive in a typical month
 - a. Specialist HGV Vehicles deliver twice per month.

Four residents present expressed their support for Huntingdonshire District Council's enforcement notice and their objection to the Lawful Development application on the grounds of the noise and pollution.

The Clerk also reported an e-mail from a resident who was concerned that the garden extension at the Peabarn at Lower Goodwick could impact the privacy of the neighbouring property of Lower Goodwick Farm.

The Open Forum closed.

2022/019. Planning Applications

Application number	Type	Description	Location	Deadline	Link
21/00092/ENUCO	Appeal	Appeal against enforcement notice 21/00092/ENUCO	11, Little America Industrial Estate, Moor Road, Gt. Staughton	11th April	Forestry-fuels-appeal

It was resolved to oppose this appeal and support the enforcement action by Huntingdonshire District Council. Proposed by Cllr. E. Meola and seconded by Cllr. J. Thomson. Unanimous.

Application number	Type	Description	Location	Deadline	Link
22/00236/S73A	Retrospective change of use	Change of use of agricultural building to B8 storage (two units) and area of outdoor storage	White House Farm Begwary Bedfordshire MK44 2NX	21/03/2022 Extended to 1/4/2022 for Parish Council	22/00236/S73A

It was resolved to object to this application on the grounds that there is a risk that once B8 storage and distribution is granted these large barns could be used by businesses with a high frequency of deliveries and enforcement of any restrictions would not be possible. The narrow, winding and often single track roads are not suitable for large vehicles or frequent traffic. Cllr. V. Zwetsloot proposed, Cllr. D. Smith seconded. Unanimous (Cllr. J. Ibbett abstained from the discussion and voting due to a conflict of interest).

Application number	Type	Description	Location	Deadline	Link
22/00325/FUL	Change of Use of Agricultural Land	Change of Use of Agricultural Land to form residential garden land associated with the three dwellings approved under 19/02526/CPNQ, and associated landscaping, hardstanding and fencing/gates.	Barn At Lower Goodwick Farm Begwary Bedfordshire MK44 2NX	15/03/2022 extended to 1/4/2022 for Parish Council	22/00325/FUL

It was resolved to oppose this application on the grounds that the development is a Class Q conversion which only permits a garden the size of the footprint of the building. This garden would be more than 3x the size and could impact the privacy of Lower Goodwick Farm. It could also lead to urbanisation of an otherwise rural area and further extensions. It would be encouraging development in open countryside. The Councillors also said that the plans were not very clear as to which areas belonged to which property, which areas were for parking vs garden. Proposed by Cllr. E. Meola and seconded by Cllr. V. Zwetsloot. Councillors were unanimously in favour of this resolution. Cllr. J. Thomson abstained from the discussion and vote due to her conflict of interest.

Application number	Type	Description	Location	Deadline	Link
22/00326/FUL	Installation of cladding to Grain Store (external works to dwellings approved under application 19/02526/CPNQ)	Installation of cladding to Grain Store (external works to dwellings approved under application 19/02526/CPNQ)	Barn At Lower Goodwick Farm Begwary Bedford Bedfordshire MK44 2NX	15/03/2022	22/00326/FUL

It was resolved not to object to this planning application. Proposed by Cllr. E. Meola and seconded by Cllr. V. Zwetsloot.

The Clerk reported that the following application has been permitted:

Application number	Type	Description	Location	Deadline	Link
21/03166/CPNQ	Prior Notification for Change of Use from an agricultural building to a dwellinghouse(s)	Change of use from an agricultural building to a dwellinghouse	Tall Ho, Gypsy Lane, Upper Staploe	07/01/2022	21/03166/CPNQ

Application number	Type	Description	Location	Deadline	Link	Date of letter to planning	Object, Comment or Support
21/02698/CLED 2021	Lawful Development Certificate	Lawful Development Certificate for Existing Use as B2 (General Industrial) and B8 (Open Storage)	Unit 11 Little America Industrial Estate Moor Road Great Staughton	25/01/2022 and further extended to 1 st April when some units were withdrawn.	21/02698/CLED 2021	21st Jan and 7th February to Hunts DC. Since then units	Letter of objection

It was resolved to object to this Lawful Development Certificate on the grounds that:

1. We do not believe there is sufficient evidence of continuous B2 and B8 use on this site for the past 10 years.
2. A large part of the building in the site plans at Unit 11 Forestry Fuels is missing on the arial imagery from 2013 this must have been lost in the fire of 2010 as stated by the applicant.
3. The area on the opposite side of the access road adjacent to Unit 11 along the hedge line running from South to North appears to not be in use for B8 storage according to the arial imagery from 2013.

4. There appears to have been much continuing development and change at the Forestry Fuels site at Unit 11 over the years when you compare the images from 2013, 2014 and 2020 and therefore the 10 year rule would only start from the date of the latest development on the site - which is well within 10 years.

5. The application should differentiate between what area is being defined as 'B8 Storage' and what is 'Parking' as stated in the key to the applicants own maps, this is very ambiguous.

6. The overall character of the site appears to have changed dramatically during the current ownership with much of the green space/ amenity land of the site being developed so it is difficult to see how the character of the wartime units and the site as a whole are being retained as the applicant states.

Proposed by Cllr. E. Meola and seconded by Cllr. J. Thomson. Unanimous.

Solar Farm South of High Wood. Intelligent Alternatives submitted a revised Environmental Impact Assessment Screening Request (Beds ref 21/01837/EIASC and Hunts ref 21/70086/SCRE) for the proposed new solar farm on land south of High Wood last year. The Local Planning Authorities (Bedford Borough and Huntingdonshire) requested that they prepare a full Landscape Visual Impact Assessment (LVIA) to guide the Environmental Impact Assessment Screening process. This can be accessed from our website here: <https://staploe-pc.gov.uk/new-solar-farm-documents/>

Cllr. G. Meola proposed that the Parish Council highlight that the focus of this document appears to be on Huntingdonshire with no mention of Staploe and Duloe and she suggested that they needed to revise the report to include the impact on our landscape.

2022/020. Community Cabins and Playing Field

- Progress on cabins. The electrical works have now been completed in the cabins and an electrical safety certificate has been issued.
- Next steps. The tap on the hot water tank needs replacing. This will cost £33.33 for the tap and £45 to fit it so £78.33 in total. It was resolved to pay for this out of the cabin maintenance budget. Proposed by Cllr. E. Meola and seconded by Cllr. J. Ibbett. Cllr. E. Meola will soon be painting the exterior of the cabins.
- Expression of interest from a football youth club to use field and cabins.
 - It was resolved to invite the club to make a proposal for one team to use the pitches and to ensure that the dog trainer and football club work together to arrange suitable times to avoid clashes. If there is only one team this will avoid crossovers when the issues arise with traffic. Proposed by Cllr. D. Smith and seconded by Cllr. E. Meola.
- Agree new electricity contract

Supplier	Current contract			1 year offer			3 year offer		
	Standing charge	Price per unit	Estimated annual cost	Standing charge	Price per unit	Estimated annual cost	Standing charge	Price per unit	Estimated annual cost
British Gas Lite	26.17	16.52	115.5097	27.18	31.75	137.4	29.09	28.75	140.76
EDF Energy				23.25	37.107	130			

It was resolved to transfer to EDF (or whichever contract would offer the cheapest 1 year deal on the day. Proposed by Cllr. D. Smith and seconded by Cllr. J. Ibbett.

2022/021. Local Plan

- The draft Local Plan is due to be published in advance of Bedford Borough Council's Exec Meeting which is to be held on 27th April 2022. This will tell us whether any sites in our parish are being proposed for development in this Local Plan. We have a provisional parish meeting booked for Thursday 5th May to discuss this if any sites from our parish make it into the Draft Local Plan.

2022/022. Highways and Rights of Way

- Proposed Variation of: Bedford Borough Council (Staploe: Parts of Footpath Nos. 8 And 8a) Public Path Diversion Order 2019 National Grid Electricity Sub-Station. Parish Councillors did not comment.
- Bushmead Road was partially repaired with large sections resurfaced in January.
- Green Lane, Colmworth. Ditch dug and hedgerow removed. It was resolved to object to the removal of the hedge and to request that it be reinstated. The landowners did not request permission from Bedford Borough Council and this should have been sought before the works were carried out as it was a long, old and diverse hedge. Two residents have objected. Proposed by Cllr. G. Meola and seconded by Cllr. J. Thomson.
- Dog walkers and ground nesting birds. It was resolved to erect signs and write to the Hunts Post requesting that dogs be kept on leads or on the footpath / permissive path from April to the end of July.
- Cllr. G. Meola requested an update on the footpaths from the footpath officers. She explained that the footpaths across the fields at the eastern end of Duloe need marking and also opposite Duloe Common. The Clerk will invite them to the next meeting.
- Cllr. V. Zwetsloot requested an update about the ex-traveller site and footpath. The Clerk reported that Footpath 2 is blocked by electric fencing tape. She has asked the tenant whether a gate would be of use and is waiting to hear.

2022/023. Jubilee Celebrations

- Jubilee Weekend Thursday 2nd June to Sunday 5th June
 - Beacon 7.30-9.00pm Thursday 2nd June at Mount Pleasant
 - Saturday 4th June. Fun dog show at the playing field at 2pm. The Clerk explained that she needs temporary fencing. Cllr. E. Meola has some Harris fencing but this may be too big. Cllr. V. Zwetsloot has some sheep hurdles. She suggested we ask Richard if we can use College Farm car park if any overflow car parking is needed. Cllr. J. Thomson suggested we ask Alison from Happy Paws if she would be interested in helping.
 - Sunday 5th June Big Jubilee Lunch. 12.30 at the playing field. Maisie J's catering for £5 per head. Pre-order only or bring your own picnic.
 - It was resolved that any funds raised would be used for the maintenance / improvement of the Community Cabins.
- Tree planting for Queen's Green Canopy (apply in April for November planting). It was resolved to apply for 30 hedge plants to use to replace the gate in the hedge on the western boundary of the playing field. If there are any remaining then these can be used on the eastern boundary.

2022/024. Police Road Safety Grant

- The police have given us a grant of £5000 which will be paid in 2022/23. We applied for a Mobile Speed Sign from Morelock for £2695 but could get a permanent fixed sign with a solar panel to replace the one in Duloe for £3890. The solar panels only last about 10 – 15 years but they can be replaced for £399+VAT. Cllr. J. Thomson asked if the permanent sign could log data and whether it was Bluetooth enabled. The Clerk confirmed that it was. It was resolved to install a permanent sign to replace / upgrade the one in Duloe. Proposed by Cllr. J. Thomson and seconded by Cllr. G. Meola.

2022/025. Litter and Fly Tipping

- Litter picking report. Approximately 20 bags of rubbish were collected (17 on Saturday and 3 on Sunday) and some fly tipping. Only one volunteer and the Clerk participated on Sunday so it was agreed to just have one day next time. A significant proportion of the litter collected

consisted of Strongbow cans dropped by our repeat offender. He has been reported to the police on many occasions since December 2021. The police have spoken to him twice but they can't take any action unless they actually stop and breathalise him while driving or someone actually sees him dropping litter (and ideally takes a photo). See item below re rural CCTV.

- Fly tipping report. Much of the fly tipping at the ex Traveller site in Upper Staploe has been cleared. Staploe Parish Council expressed their thanks to the fly tipping collection team for this.
- It was resolved to use ward funding to install CCTV warning signs so that fly tipping / littering offenders could be deterred and / or caught. £250 per post and sign warning CCTV is in use – to be paid to Bedford Borough Council.

2022/026. Clerk's Pay

- The government and unions have been negotiating pay for the past year and have finally reached an agreement for a pay increase of 1.75% which will be backdated to April 2021 so £52.20 backpay was paid on 24th March. We budgeted for an increase of 2.75% as per the previous year so there will be a saving of £50.27 vs budget
- We don't have the rates for 2022-23 yet.

2022/027. Finances

- Mandate changes / online signatures. We cannot change the banking mandate to remove two signatories who are no longer Parish Councillors until the chairman becomes a signatory. She needs to complete her ID checks with Barclays bank before this can proceed. In addition, we only have one online signatory to the bank account in Jane Thomson. If she is away there is a risk of us being unable to make payments. The vice chair Cllr. V. Zwetsloot needs to call the bank to set up online banking. The chair and vice chair will prioritise this in the coming week. The Clerk reiterated that the lack of signatories to the online account and the retention of signatories to the account who are no longer councillors is a significant risk to the council and this must be resolved as soon as possible.
- The receipts and payments were checked against the invoices and schedule of payments by Cllr. D. Smith and Cllr. J. Ibbett and are presented on p15 & 16.
- Having been previously circulated and checked against the budget the schedule of payments for 2022-23 was approved by Cllr. D. Smith and Cllr. J. Ibbett.
- The standing orders for Bradgate grass cutting of the field and common were approved for signing following the meeting.
- The bank reconciliation was checked against the bank statements by Cllr. D. Smith and is presented on pp17-18 and the earmarked reserves on p19
- The performance against budget is presented on p20-22

2022/028. Policies

- Having been previously circulated the Parish Council risk assessments were revised to include the current risks to the council related to bank signatories and stating that water and electricity must be switched off at the mains / meter by hirers after each event.
- Review financial regulations. These were reviewed without amendment.
- Review the schedule of inspections for the play area / playing field. These were reviewed without amendment.

Summary of Transactions for Staploe Parish Council for Approval at Meeting on:				31/03/2022
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Main Account Payments				
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Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
178	07/02/2022	British Gas Trading	Electricity for cabins	Direct debit	0	£8.52
179	09/02/2022	Anglian Water	Water and sewage bill Community Cabins	Direct debit	0	£29.50
180	09/02/2022	Wyboston Village Hall	PC Meeting 20th Jan	BACS	0	£36.00
186	21/02/2022	SSE Energy	Electricity for street lights	Direct debit	0	£27.77
187	21/02/2022	Helen Hodge	Plumbing works at cabins	BACS	0	£70.00
188	22/02/2022	Anglian Water	Water bill for cabins 16th Jan to 5th Feb	Direct debit	0	£8.51
190	10/03/2022	British Gas Trading	Electricity for cabins 19 Jan to 19 Feb	Direct debit	0	£8.52
193	21/03/2022	SSE Energy	Electricity for street lights	Direct debit	0	£27.77
194	24/03/2022	Bradgate Fencing	Extra grass cut on playing field & Common	BACS	0	£162.00
195	24/03/2022	Bedfordshire Pension Fund	Q4 pension contributions	BACS	0	£316.22
196	22/03/2022	L. Crawford	Q4 pay and backpay	Cheque	100944	£1,008.71
197	24/03/2022	Banks Electrical Ltd	Cabin repairs	BACS	0	£1,776.00
198	24/03/2022	L. Crawford	Expenses Jan and Feb 2022	BACS	0	£12.36
201	25/03/2022	Easiprint Peterborough	Printing March newsletter	BACS	0	£123.33
Total						£3,615.21

Debit Card Account Payments				
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Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
185	14/02/2022	Clover Office Supplies	Notebooks	Debit card	0	£4.98
Total						£4.98

Main Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
204	24/03/2022	Bradgate Fencing	Refund for overcharge on March cut	Credit	0	£24.60
Total						£24.60
The following receipts are expected before the end of the year:						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
202	31/03/2022	Bedford Borough Council	Ward Fund for Cabins	Credit		£638.00
203	31/03/2022	Cartridgesave	Refund for cartridges returned	Credit		£279.78
Savings Account Receipts						
Ref	Date	Payee	Details	Type of transaction	Reference	Amount
177	01/02/2022	Barclays	Interest on savings	Credit	0	£0.08
189	01/03/2022	Barclays	Interest on savings	Credit	0	£0.08
Total						£0.16
Transfers						
Ref	Date	Recipient	Details	CommAcc	Debit Card Account	Savings Account
183	10/02/2022	Staploe Parish Council Main to Payments	For Zoom	-£14.39	£0.00	£0.00
184	10/02/2022	Staploe Parish Council Payments from Main	For Zoom	£0.00	£14.39	£0.00
181	17/02/2022	Staploe Parish Council Main to Payments	For blue print cartridge	-£29.74	£0.00	£0.00
182	17/02/2022	Staploe Parish Council Payments from Main	For blue print cartridge	£0.00	£29.74	£0.00
191	10/03/2022	Staploe Parish Council Main to Payments	For Zoom	-£14.39	£0.00	£0.00
192	10/03/2022	Staploe Parish Council Payments from Main	For Zoom	£0.00	£14.39	£0.00
199	24/03/2022	Staploe Parish Council Payments to Main	Adjusting payments balance to zero	£0.00	-£54.32	£0.00
200	24/03/2022	Staploe Parish Council Main from Payments	Adjusting payments balance to zero	£54.32	£0.00	£0.00
Total				-58.52	58.52	0
Posted balances after the above transactions clear (excluding receipts not yet received)						
Community Account 30833940				£9,318.50		
Debit Card Acc 13099075				£0.00		
Base Rate Savings 43461580				£10,890.01		

STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2021 TO 29/03/2022

Date of bank statement		29/03/2022						
Prepared by Mrs. Lucy Crawford, Parish Clerk								
				BARCLAYS				
DATE				Community Account 30833940				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf		£3,548.47					
29-Mar-22	Posted balance per accounts		£11,230.19	£36,879.89		£29,217.20	£19.03	<u>£11,230.19</u>
Unpresented cheques / uncleared payments:								
	None							
	Total					£0.00		
29-Mar-22	Balance as per bank statement		£11,230.19					
29-Mar-22	Posted balance - cleared balance		£-					
29-Mar-22	Balance cf		£11,230.19					
				BARCLAYS				
				Base Rate Savings 43461580				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf		£10,889.02					
29-Mar-22	Posted balance as per accounts		£10,890.01	£0.99		£0.00	£0.00	<u>£10,890.01</u>
29-Mar-22	Balance as per bank statement		£10,890.01					
29-Mar-22	Posted balance - cleared balance		£-					
29-Mar-22	Balance cf		£10,890.01					

				BARCLAYS				
				Payments Account 13099075				
				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£438.14						
29-Mar-22	Posted balance as per accounts	£0.00		£5.98		£425.09	-£19.03	<u>£0.00</u>
29-Mar-22	Balance as per bank statement	£-						
29-Mar-22	Posted balance - cleared balance	£0.00						
29-Mar-22	Balance cf	£0.00						
Summary for all accounts				Receipts		Payments	Transfers	Balance
1-Apr-21	Balance bf	£14,875.63						
29-Mar-22	Balance per accounts	£22,120.20		£36,886.86		£29,642.29	£-	<u>£22,120.20</u>
29-Mar-22	Balance per bank statements	£22,120.20						
29-Mar-22	Balance cf	£22,120.20						

Staploe Parish Council Reserves			29/03/2022						
Earmarked Reserve Category	Category breakdown	Funds Reserved 01/04/2021	Receipts to reserve to 29/03/2022	Payments from reserve to 29/03/2022	Balance to 29/03/2022		Balance forecast to 31/03/2022		Comment
					Breakdown	Total	Breakdown	Total	
									Receipts and payments exclude RADIUS funds of £706.41 - cheque was cashed and then refunded by the bank - Cllr. V. Zwetsloot investigating. £3320 received in bank account and £4234.11 in Just Giving. £4320 paid for planning advice. £2760 for Highways advice. £87.36 for 8 banners.
Dennybrook Planning		£0.00	£7,554.11	£7,167.36		£386.75		£386.75	
Village Hall Rebuild Reserve	General Village Hall Rebuild Fund	£3,752.90	£1,500.00	£100.00	£5,152.90		£5,152.90		£100 used to pay for hall committee insurance
	Heater refund (from Ward Fund 2018)	£660.00			£660.00		£660.00		
	Total Village Hall Rebuild Reserves	£4,412.90				£5,812.90		£5,812.90	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	
Maintenance		£164.13		£164.13		£0.00		£0.00	Old Chapel bridge repairs
Defibrillator		£60.00	£50.00			£110.00		£110.00	Towards replacing batteries / pads
Asset replacement (eg. laptop, noticeboards)		£100.00	£125.00			£225.00		£458.15	Ink cartridge refund to be added £233.15
Tree works		£350.00	£253.00			£603.00		£603.00	Towards inspections and works on Duloe Common and Duloe Playing Field.
Neighbourhood Plan		£6,015.42	£7,872.00	£7,599.35		£6,288.07		£6,288.07	Balance from 2020-21 repaid £6015. £1500 Parker Planning advice. Zoom 11.99 per month until Jan.
Street light inspection		£0.00	£434.00			£434.00		£434.00	Saving £434 per year for 3 years to do a formal inspection in 2023/24
Total earmarked reserves		£12,006.53	£10,309.00	£7,881.03		£14,821.25		£15,054.40	
VAT (negative figure means we are owed VAT)		-£4,426.26	£4,476.99	£1,586.41		-£1,535.68		-£1,535.68	
									Balance forecast is opening balance ex VAT plus ((forecast total receipts ex VAT less forecast total payments ex VAT) less earmarked reserves). Actuals are based on ((bank balances less earmarked reserves) less VAT). VAT balance is always negative or zero because it is paid in arrears.
Available reserves ex VAT		£7,295.36				£8,834.63		£8,601.48	
Total funds ex VAT		£19,301.89				£23,655.88		£23,655.88	
Total funds incl VAT (matches balance bf)		£14,875.63				£22,120.20		£22,120.20	
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 i.e. £6351 - £12702									
Therefore £8601.48 is within the recommended range									

Staploe Parish Council Performance Against Budget 2021 - 2022	Budget to Mch 2022	Actual to 29th March 2022	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Regular Receipts					
Precept	£12,701.85	£12,702.00	£12,702.00	£0.15	£12702 requested - has to be a whole number
Interest	£-	£0.99	£0.99	£0.99	
Grass cutting	£1,389.51	£1,389.51	£1,389.51	£-	
Total Regular Receipts	£14,091.36	£14,092.50	£14,092.50	£1.14	
Other Receipts					
Neighbourhood Plan Grant		£7,872.00	£7,872.00	£7,872.00	
Donations for Dennybrook Planning Advice		£7,554.11	£7,554.11	£7,554.11	
Newsletter advertising	£-			£-	
Ward Fund	£-	£-	£638.00	£638.00	For cabins
Ticket sales from social events				£-	
CIL income				£-	
Police grant for containers		£2,000.00	£2,000.00	£2,000.00	For reroofing and electrical work
Other (eg. deposits, refunds, proceeds from social events / book sales)	£-	£1,171.04	£1,171.04	£1,171.04	£706.41 RADIUS funds - cheque credited and then "bounced" so has to be shown as a receipt and payment - Cllr. V. Zwetsloot investigating. £166 contribution from Thomas Morris for bridge repairs at Old Chapel. £30 cash for selling mower. £9 book sales. £5.98 refund for postage from PC World. £233.15 refund from Cartridgesave. £20.50 refund from Bradgate
Total Other Receipts	£-	£18,597.15	£19,235.15	£19,235.15	
Total Receipts	£14,091.36	£32,689.65	£33,327.65	£19,236.29	Difference matches "other receipts" plus interest.
Regular Payments (from precept)					
	Budget to Mch 2022	Actual to 29th March 2022	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Clerk's salary & pension	£4,277.86	£4,181.71	£4,181.71	-£96.15	Remain on Salary Point 17 but budget assumed 2.75% increase. 5 hours per week for the PC (NDP 1 hour per week shown separately). Actual pay increase was 1.75%
Clerk's PAYE	£-			£-	
Clerk's salary & pension extra hour per week for Neighbourhood Plan	£896.50	£836.34	£836.34	-£60.16	One hour per week to assist with the neighbourhood plan (admin not grant funded). Salary point 17 plus pension. Actual pay increase was 1.75% not 2.75%
Total staff costs	£5,174.36	£5,018.05	£5,018.05	-£156.31	
Audit Fees	£260.00	£265.00	£265.00	£5.00	None claimed
Councillors Expenses	£30.00		£-	-£30.00	
Clerk's employment expenses	£312.00	£320.18	£320.18	£8.18	Monthly mileage (£8) and Working From Home Allowance (£18). Slightly higher than budget due to extra meetings (extra visits to noticeboards and halls).
Clerk's Other Expenses eg. postage & sundries	£40.00	£7.92	£7.92	-£32.08	Postage and sundries.

Regular payments continued	Budget to Mch 2022	Actual to 29th March 2022	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Training	£80.00	£-	£-	-£80.00	Budgeted £50 Clerk's training, £30 for 2 x Cllrs training. Not required.
Highways Grass Cutting	£1,300.00	£1,300.00	£1,300.00	£-	Mark Ibbett - 2 single swathe cuts plus 1 full swathe plus one extra cut in the urban area.
Insurance	£450.00	£511.78	£511.78	£61.78	Insurance increased due to extra assets insured.
Power to street lights	£343.00	£339.14	£339.14	-£3.86	Fixed contract
Elec (CCTV & containers)	£50.00	£130.34	£130.34	£80.34	Budget assumed we would be able to offset some of this using hire income. As the cabins were disconnected for much of the year this wasn't possible.
Water and sewerage for containers	£100.00	£191.11	£191.11	£91.11	Leak cost approx 90m3 = £277.20. Retrospective foul water charge of 203.96 may be incurred. If not before year end save to reserve.
Community cabin & picnic area maintenance & works	£100.00	£438.58	£438.58	£338.58	Extra electrical & plumbing work needed.
Other Maintenance (street lights, speed signs, benches, play area & planters)	£100.00	£150.00	£150.00	£50.00	Budgeted for: £0 for planters + £100 for other maintenance eg. noticeboards, benches, play area etc. Used £150 to repair manhole covering the sewage pipe at village hall site
Defib costs	£25.00		£-	-£25.00	Budgeted for £25 in case Thomas Morris charge for electricity. No maintenance first 2 yrs. £25 in case electricity charge. £150 maintenance per year after two years - save for this in reserves.
Play Area Inspection	£70.00	£68.50	£68.50	-£1.50	
Play Area Works (assets purchased)				£-	
Play Area Works (consumables / labour)	£30.00			-£30.00	None needed
Playing field grass & m'ance	£1,300.00	£989.37	£989.37	-£310.63	We only needed 9 cuts - we had budgeted for 10 at £1300 for ten cuts (excluding weed treatments - done by Rod Thompson for free) plus £13.33 for padlock
Duloe Common grass	£110.00	£90.00	£90.00	-£20.00	Grass cutting - 9 cuts needed but we budgeted for 10 cuts
Tree surveys and works				£-	Budget assumed no works in 2021/22 but money is saved to reserve for future works - see "Regular transfers to reserve"
Subs (SLCC / BATPC)	£205.00	£205.00	£205.00	£-	BATPC £93 + SLCC inc from £95 to £112 - moved to 6hrs / wk
Admin	£374.00	£255.75	£255.75	-£118.25	£35 Info commissioner, £31.68 stationary, £22.96 printer spare parts, £174.92 printer cartridges, no social events (budgeted for £42). Assume we keep £118 underspend for Jubilee
Web & e-mail hosting, software subs	£345.00	£391.80	£391.80	£46.80	Budgeted for Eyelid & Cloudnext yr 3 package £270 (£90 for .gov every 2 yrs) for website + £75 software. Actuals include £35.97 for Zoom subs before NDP grant started paying for this but a little less for software.
Other assets (eg. street furniture / tools / office equipment). Excl. playing field/ play area)	£-			£-	
Village Hall Hire	£201.00	£213.50	£213.50	£12.50	Budget assumed 1 APM 3 hrs @£12 /hr, (5 PC meetings of 2 hrs, 1 PC of 3 hrs, 2 committee of 1 hr) at £8/hr and £15 tow ards each of 3 social events. Actual costs included 4 meetings in large halls (2 in July, 1 in Aug & Sep). March meetings will be paid for in 2022-23 budget (£24)
Village Hall Works / Maintenance	£150.00	£150.00	£150.00	£-	£150 for regular VH payment (remaining £100 met from reserves). All used to pay for insurance
Newsletter	£355.00	£329.75	£329.75	-£25.25	Dennybrook flyer £206.42. One new sletter in March
Other		£43.13	£43.13	£43.13	£43.13 for Countryside Code signs
Contingency	£150.00		£-	-£150.00	
Total regular payments	£11,654.36	£11,408.90	£11,408.90	-£245.46	See notes below

We are forecast to underspend vs budget by £245.46 We are forecast to exceed budget for: works at the cabins £338.58, electricity and water for the cabins £171.45, insurance costs £61.78, £46.80 zoom subs, £43.13 countryside code signs, £25.68 other costs (extra hall hire, travel costs for Clerk and audit fees). Total of items which exceed budget is £687.42 However, we are forecast to underspend vs budget by £310.63 for grass cutting on the field, £156.31 for staff costs, £150 for contingency funds not used, £118.25 for admin, £80 for training, £118 other underspends (Clerk's other expenses eg. postage, Councillors expenses, play area consumables, new sletter, defibrillator, common grass, power to street lights and play area inspection). Total items where we underspend = £932.88. Therefore overall underspend is ~~£932.88~~-£687.42 = £245.46

Regular transfers to reserve (from precept)					
Village Hall Savings	£1,500.00	£1,500.00	£1,500.00	£-	Transferred £1500 to earmarked reserve but used £100 to assist with insurance (see other payments)
Hedge cutting savings	£75.00	£75.00	£75.00	£-	
Asset replacement savings	£125.00	£125.00	£125.00	£-	Saving to replace Clerk's laptop and printer £600 every 5 years. May be needed for new printer
Tree surveys and works savings	£253.00	£253.00	£253.00	£-	Survey cost £360 every 3 years (£120pa). Works £400 every three years (£133pa)
Defibrillator savings for replacement parts	£50.00	£50.00	£50.00	£-	
Street light inspection savings	£434.00	£434.00	£434.00	£-	Formal inspection to cost approx £1302 in 2023/24
Total Regular transfers to reserve (from precept)	£2,437.00	£2,437.00	£2,437.00	£-	
Regular payments + regular transfers to reserve	£14,091.36	£13,845.90	£13,845.90	-£245.46	
Regular receipts - regular payments & transfers to reserve	£-	£246.60	£246.60	£246.60	We budgeted for regular receipts and transfers to reserve to match regular payments. Regular payments came under budget by 245.46 and we received some unbudgeted interest.
Other payments (met from additional receipts eg. grants or earmarked reserves)					
	Budget to Mch 2022	Actual to 29th March 2022	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Neighbourhood Plan Costs		£1,583.93	£1,583.93	£1,583.93	Zoom subscription, planning advice, survey monkey. Green infrastructure review was included in the grant request but it will be done in the next financial year
Neighbourhood Plan Grant Refunds		£6,015.42	£6,015.42	£6,015.42	Unspent grant from 20/21
Dennybrook advice and campaign funded from donations		£7,167.36	£7,167.36	£7,167.36	For planning advice and highways note + banners
Ward Fund assets purchased		£638.00	£638.00	£638.00	For cabins
Other assets purchased from earmarked res				£-	
Village Hall payments from earmarked reserve		£100.00	£100.00	£100.00	£100 tow ards insurance in February 2022
Repairs to bridge at Old Chapel, Honeydon		£330.00	£330.00	£330.00	£166 contributed by Thomas Morris, £164 from our maintenance reserve.
Payments from other earmarked reserves		£17.55	£17.55	£17.55	Footpath map
VERU / Police grant for cabins		£2,000.00	£2,000.00	£2,000.00	For works to cabin roofs and electrical work
Elections				£-	
Hall hire for social events (met from ticket receipts)				£-	
Other payments (refunds etc.)		£706.41	£706.41	£706.41	£706.41 RADIUS funds refunded to bank (cheque bounced - funds not available).
Total Other Payments	£-	£18,558.67	£18,558.67	£18,558.67	
Total Payments	£11,654.36	£29,967.57	£29,967.57	£18,313.21	Matches other payments less the underspend vs regular budget
Other transfers to reserves (not from precept)					
Dennybrook advice and campaign	£-	£386.75	£386.75	£386.75	
Asset replacement	£-		£233.15	£233.15	
Total other transfers to reserves	£-	£386.75	£619.90	£619.90	
Total Payments & Transfers to Reserve	£14,091.36	£32,791.32	£33,024.47	£18,933.11	
Total receipts - (total payments & transfers to reserve)	£-	-£101.67	£303.18	£303.18	See notes below

Most unbudgeted payments / transfers to reserve are met by extra receipts except: Unbudgeted receipts not transferred to reserve: £30 mower + £9 book sales + £5.98 postage refund + £0.99 interest + £0.15 extra precept + £20.50 grass refund = £66.62. Underspend in regular budget (from precept) £245.46. Neighbourhood plan receipts £7872 less payments (£6015.42+£1583.93) = £272.65 Unbudgeted payments from reserve: bridge £164 + Village Hall £100 + map £17.55 = £281.55. Total = £66.62+£245.46+£272.65-£281.55 = £303.18

2022/029. Consultations

- [Bedford Local Flood Risk Management Strategy](#) (deadline 4th April). Councillors did not comment.
- [Overview and Scrutiny Committee Consultation](#) (deadline 6th April). Councillors did not suggest any areas for scrutiny.

2022/030. Agree dates of future meetings

- Provisional parish meeting booked on Thursday 5th May to discuss draft local plan if needed (ie if any sites are proposed from our parish).
- Next Parish Council meeting 19th May. It was resolved to hold an in person Annual Parish Meeting 10 minutes before the Parish Council meeting to endorse the online meeting and provide an opportunity for residents who are not online to comment.

The meeting closed at 10.35pm