

**Minutes of a Meeting of Staploe Parish Council held on Tuesday 21st
November 2017 at 7.45pm in the Village Hall at Duloe**

Present:

R. Squire (Chairman)	G. Meola	V. Zwetsloot
J. Ibbetts (Vice Chairman)	D. Smith	L. Crawford (Clerk)
J. Thomson	E. Meola	Two members of the public

Apologies for absence: Borough Cllr. T. Wootton

405. Declarations of Interest

Cllr. J. Ibbetts declared an interest in the planning application for Chapel Close (but this was not on the agenda as it came in after the agenda had been published).

406. Public Open Forum

Cllr. J. Ibbetts reported that the drain in Cadbury Lane, Honeydon is too high. There is standing water and this has been exacerbated by a resident pumping water from his property into this area because Anglian Water damaged a drain on his property. Cllr. J. Ibbetts is concerned about ice forming. The Clerk will report this to Bedford Borough Council Highways Department.

407. Minutes of the meeting held on 19th September 2017 and the Finance Committee Meeting held on 17th October 2017

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

408. Declaration of Acceptance of Office (Emilio Meola)

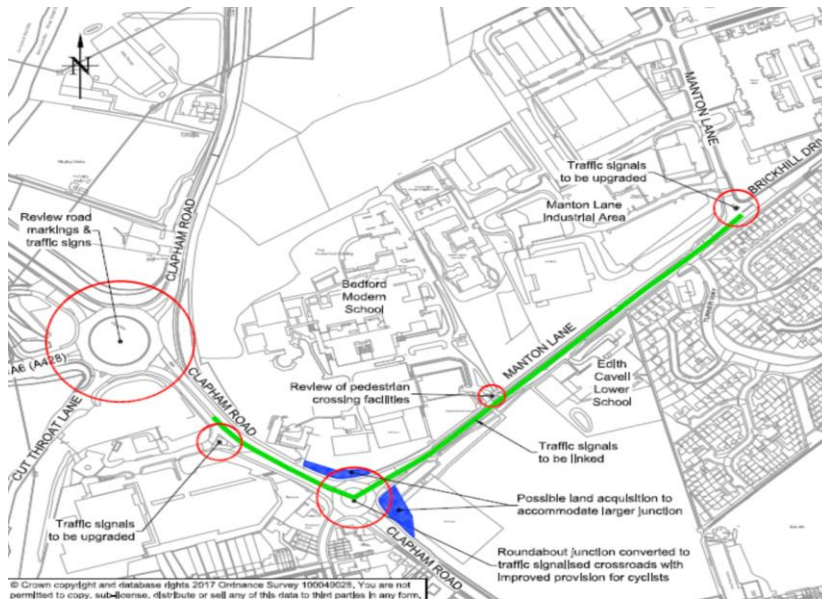
Cllr. E. Meola signed his declaration of acceptance of office and submitted his Register of Interests.

409. Ward Report

Roads Grant

The Government has announced a £3.5m contribution to Bedford Borough Council's planned £4.8m road reconfiguration at what has been dubbed Bedford's 'Northern Gateway'.

The Council's plans include a review of road markings at the Paula Radcliffe Way roundabout, upgrades to traffic lights and the potential enlargement of the Manton Lane / Clapham Road junction. It is envisaged that the scheme will begin in the summer of 2018 and be completed by spring 2020. The below map of the proposed works was provided at the October meeting of the Council's Environment & Sustainable Communities Committee:



Town Centre Consultation

The Council undertook a 3 week consultation in October on proposals to regenerate Bedford town centre. The 'Bedford Masterplan' document set out draft plans to use, in particular, publicly owned land in the urban area for redevelopment, including:

- The identification of sites for residential and employment development in locations such as those in and around the train station area and sites to the south of the river.*
- The redevelopment of properties, particularly in the area connecting the train station, Midland Road and the town centre, as well as the creation of new public and green space in the urban area.*
- The final Masterplan will 'set parameters for the scale, massing and materiality of new buildings within sensitive areas of the town centre. This is important so that new development is in keeping with the existing character of Bedford and responds to its context'.*

To see the consultation document and the plans in more detail search 'Bedford Live Regeneration Projects'.

Adoption Appeal

During National Adoption Week in October, the Council issued a call for anyone who would like to discuss possibilities around adoption and fostering to get in touch. The appeal focussed, in particular, on the need to find homes for siblings who currently make up half of children in care in the Borough.

For more information call the Council's Adoption and Fostering Team on 01234 718718 or adoptionandfostering@bedford.gov.uk

Mental Health

The Bedfordshire Clinical Commissioning Group (BCCG), the body responsible for organising NHS services locally, recently undertook a public consultation on developing mental health crisis care services.

Reporting to the Council's Adult Services and Health Committee in October, BCCG representatives said they had put forward the following options for service amendments:

- Expansion of **Mental health professionals in Primary Care** (GP practices)
- Expansion of **Mental health professionals in Hospital** (A&E)
- Continuation & expansion of **Mental Health Street triage** - a 999 response with police, ambulance and mental professional in attendance).
- **Crisis Cafés** - a place where anyone experiencing a mental health problem diagnosed or not, can drop in for a cup of tea and a chat and can request more formal help if needed.
- **Crisis Sanctuaries** - offering intensive, short-term support so individuals can manage and resolve their crisis in a residential setting (rather than hospital).
- **Host Families** - families where individuals can get the help and support they need for a short period of time
- Expansion of current **out of hours telephone line and teams**

The responses to the consultation are now being considered. Service changes could be in place by early 2018.

Flu Vaccine

The Council has issued a reminder that pregnant women and children aged between 2 and 8 years old are eligible to receive a flu vaccination for protection over the winter months.

For more information speak to your GP, midwife or local pharmacy.

Carers' Resource

The Council has teamed up with Carers UK to provide an online resource with advice and support to those caring for someone who is ill, disabled or elderly.

Upon registering, carers will be able to access information on matters such as understanding their rights and possible access to financial assistance, resources on products and services and finding out about support networks.

For more information visit carersdigital.org and create a new account by using code DGTL9072. Alternatively, you can contact Carers in Bedfordshire for advice and support by calling 0300 111 1919.

Cllr Tom Wootton: tom.wootton@bedford.gov.uk / 07771575227

- Ward Forum – Staploe hosting 22nd November 7.15 for 7.30pm start
- Ward Fund 2017/18 £1000 received for new heaters for the village hall.

410. Village Hall

- Funding for £250 outstanding for the hall heaters (£1250 total excluding VAT). **It was resolved that the Council use the Village Hall Rebuild Reserve to fund the outstanding £250.** (LGA¹ 1972 s133). Moved by Cllr. R. Squire, seconded by Cllr. J. Thomson. The motion was passed unanimously. The remaining £1000 has been received from the Ward Fund as resolved in July 2017 (Minute 373).
- Huntingdonshire Community Payback team are due to clean and decorate the hall shortly. Sam Bygraves has agreed that, if the Parish Council are able to

¹ Local Government Act

fund the outstanding balance on the heaters the hall will be able to fund paint and other decorating materials of approximately £60.

- Increasing our village hall maintenance contribution from £150 per year. Cllr. G. Meola will ask the Village Hall Committee for a plan of what work is needed in the hall.
- The Clerk reported that she has asked ARD who did the asbestos survey in June 2016 to amend their report as it suggests that the hall is wood lined with crysotile cement “in the cavity” when in fact most of the hall walls are crysotile cement and only partially lined with wood. This means that the peeling paint on the walls of the toilets cannot be scraped or sanded safely. The asbestos surveyors (B&W waste management – previously ARD) visited earlier in the day and explained that it would be difficult to line the toilet walls or remove the asbestos without rebuilding the hall. The Clerk will investigate options.

411. Playing Field and Duloe Common

- Annual tree inspection on playing field & weekly play area inspections. The Clerk inspected the trees in September. She noticed a dead / dying branch on the tree behind the hall which she has photographed and referred to Andrew Brightman for inspection in the spring.
- Consider purchase of a new covered litter bin. The Football Club / Clerk are currently emptying the bin. This can be difficult because the bin is open, the metal liner is heavy and awkward, and the drainage hole in the bottom is easily blocked so it fills with water. **It was resolved that the council purchase a covered litter bin for the playing field for £120.95 excl. VAT to come from the play area works budget of £150.** (Litter Act 1983, s5). Moved by Cllr. R. Squire, seconded by Cllr. J. Ibbetts, and the motion was passed unanimously.
- Hedge cutting. The Clerk confirmed that the Huntingdonshire Community Payback team have agreed to do this.
- Country Code notices / dogs under control notices. **It was resolved that the Council erect a “Keep dogs under control” notice with an image of a dog on the playing field..** Moved by Cllr. G. Meola and seconded by Cllr. R. Squire the motion was passed unanimously. The Clerk will send Cllr. R. Squire a design and he has offered to source this.
- Football Club goal post storage. The Clerk has received written confirmation from the football club that the posts are stored in a way which meets Football Association rules. This avoids children climbing on the goal posts which, if incorrectly stored, can lead to them falling over and crushing people.
- Football Club moving at the end of May 2018. This has now been confirmed.
 - Grass cutting
 - Contractor for summer 2018. The Clerk presented three quotes for cutting and treating the playing field grass, playing field verge and Duloe Common. **It was resolved that Bradgate be appointed as the cheapest contractor.** Moved by Cllr. V. Zwetsloot, seconded by Cllr. D. Smith, the motion was passed unanimously.
 - Storage space for equipment and Village Hall. Councillors discussed whether a shed or one of the existing containers would be most suitable. **It was resolved that the containers would be the preferred form of storage as they would be more secure and water**

tight than a shed. The Clerk will obtain quotes to purchase the containers from the football club. If this is not possible Councillors agreed that it might be possible to use ward funding if available next year.

- It was agreed that the decision on whether to keep the decking would be best made once the Council knows whether the containers are staying.
- Recruiting an alternative sports club. **It was resolved that the Clerk advertise for a replacement sports club to hire the playing field.** (LGA¹ above 1972 s144). Moved by Cllr. E. Meola and seconded by Cllr. G. Meola seconded. The Clerk will advertise in free / low cost local newsletters and via social media for an alternative club.
- Duloe Common
 - M&J Granger are already cutting one half of the grass on the common in front of the BPHA flats on behalf of BPHA.
 - **It was resolved that Bradgate will cut the remainder as part of the playing field grass cutting contract and the Hunts Community Payback Team will cut the hedge and do any additional grass cutting on the Common when they are available.**

412. Maintenance

- Duloe bench and noticeboard and repairs to the Hamlets Exchange.
- The Clerk has received the wood treatment for the bench but will paint it when the temperature is >10°C.
- Repairs to the Hamlets Exchange have been requested by the Clerk at a cost of £90 as agreed at the September meeting and Ian Nash will do this in the New Year.
- **It was resolved that the noticeboard should be repaired as per Ian Nash's quote of £106.27 and the Clerk should purchase post box red paint for the exchange up to a maximum value of £25 out of the maintenance budget or from the contingency if necessary.** Moved by Cllr. R. Squire and seconded by Cllr. G. Meola.

413. Planning & development

- Planning applications:
 - Having previously been circulated the two planning applications listed below were not "called in" by any Councillors. The deadline fell before the Parish Council meeting and therefore the Clerk was delegated to respond with no objections.
 - Egerton Acres, Upper Staploe 17/02610/FUL – construction of manege.
 - Honeypot Cottage, Bushmead Rd. 17/02687/LDE. Lawful commencement of erection of two dwellings.
- Chestnuts, Honeydon 17/02284/CPNQ – change of use. An application was made in September for change of use of the packing shed and the farm store into dwellings. This was classed as permitted development under Part 3, Class Q and therefore the Parish Council was not a consultee. It was refused by Bedford Borough Council because the farmhouse was listed and it had not been established if the structures proposed for conversion were curtilage

listed by virtue of their age, ownership and ancillary function to the main farmhouse.

- Meeting with Mayor David Hodgson re new supersites (Bedford Borough Local Plan). Cllr. G. Meola attended and reported that at the moment all four supersites are under consideration (Sharnbrook, Twinwoods, Thurleigh and Wyboston). The mayor accepted that neither Twinwoods nor Thurleigh's proposals provide sufficient infrastructure to deal with highways issues. The Sainsburys roundabout in Bedford is of particular concern. Wyboston is one of the preferred options but there is concern about the realignment of the A1. It was clear that those parishes to the west favour Wyboston and those to the east favour Thurleigh and Twinwoods.
- Planning for the right homes in the right places – government planning consultation. The Council did not respond to this consultation.

414. Communications, information and Data Protection

- Review CCTV and Data Protection Policies to ensure compliance with the General Data Protection Regulation (GDPR). It was resolved to adopt the revised policies. Moved by Cllr. R. Squire and seconded by Cllr. J. Thomson.
- Other implications of the GDPR
 - E-mails, external hard drives / memory sticks. The Clerk attended a GDPR training session and has been advised that she should use a dedicated e-mail for Council business and that this should be a secure e-mail. She is awaiting further advice re suitable e-mail platforms. She has also been advised that it is important to ensure external hard drives and memory sticks carrying any personal data are password protected. Her current external hard drive used for backing up Parish Council files is no longer password protected since upgrading to Windows 10. **It was resolved that the Clerk should purchase a new, password protected external hard drive using the literature and information reserve at a cost of up to £60 (via her expenses if necessary).** This purchase may need to be made via the Clerk's expenses as it is not possible to pay the suppliers of this hard drive by cheque or BACS. Cllr. J. Thomson may be able to help find an alternative source who can accept these forms of payment. Cllr. G. Meola explained that she was rarely using her external hard drive to download CCTV data so the decision to replace her drive could wait until January.
 - **It was resolved that the Clerk should attend the Society of Local Council Clerks training webinar on the GDPR in January at a cost of £30.** Moved by Cllr. R. Squire and seconded by Cllr. G. Meola.
- Communication and social media policy
 - Consider policies for use of existing facebook account.
 - Consider starting Twitter account
 - **It was resolved to allow comments on the Parish Council Facebook page and it was resolved not to start a Twitter account.** Moved by Cllr. D. Smith and seconded by Cllr. E. Meola.

415. A1, Highways and Rights of Way

- Bedfordshire Association of Town and Parish Councils AGM 19th October – included news from Highways. Cllr J. Ibbetts and Cllr. V. Zwetsloot attended.

Alan Kirkdale of Highways England attended. There was not much news on the A1. They will complete their analysis at the end of the year. They are due to select a route for the A428 / Black Cat soon. East – West rail will pass through Sandy and the main junction for Cambridge will be at Shepreth near Wimpole.

- Speeding - data recorders from Bedford Borough Council. The Clerk has chased the Highways Department several times on this and will continue to do so as they were promised in the summer.
- Highways log. Signs have been replaced at the southern approach to Duloe, and in Upper Staploe. A new Give Way sign has been installed at the Two Brewers. Lines have been repainted at the Two Brewers. The bend sign at Bassmead corner still needs to be replaced and the lines on the Bushmead Road need repainting between Two Brewers and Eaton Socon.
- A new Highways representative Tony Langstaff has been appointed to replace Gareth Turner in our area.

416. Highways Grass Cutting

- Terms of current fixed contract with A R Worboys (2018 is the last year). The Clerk reported that A. R. Worboys cut all the highways verges three times per year for approximately the same cost as the grass cutting grant we receive from the Borough.
- If we reverted to Bedford Borough Council in 2019 they would cut the grass 6 times in 30mph zones (ie. in Staploe and Duloe) and twice everywhere else. Honeydon does not have a 30mph zone. **It was resolved to reconsider this in September 2018 before setting the budgets for 2019/20.**
- Proposed new roadside nature reserve at Egerton Acres, Upper Staploe. There is a lot of Spiked Star of Bethlehem (*Ornithogalum pyrenaicum*) in the verge at Egerton Acres and occasionally grass cutting contractors have cut it at the wrong time as it was not protected by a nature reserve. **It was resolved that the Clerk and Cllr. R. Squire should meet with Phill Fox (Team Leader for Rights of Way at Bedford Borough Council) to discuss whether to protect this stretch of verge in April / May.** Moved by Cllr. R. Squire and seconded by Cllr. V. Zwetsloot.

417. Finance.

- Receipts and payments are listed on p8. The list of authorised payments and the cheques were signed by Cllr. R. Squire and Cllr. V. Zwetsloot.
- The bank reconciliation was checked against the bank statement and the cash book and signed by Cllr. D. Smith. It is listed on p9. The reserves are listed on p10
- Budget and precept for 2018/19. **It was resolved to adopt the budget proposed by the Finance Committee on 17th October. This sets a precept of £10,091.** Councillors voted unanimously in favour. This results in a cost to a typical band D property of £77.62 per year for the precept portion of their Council Tax.
- Interim internal audit. This is due to be conducted by Kim Webb on 1st December.

Nov 2017

Payments				
Date	Payee	Details	Cheque Number / Reference	Amount
02/10/2017	A R Worboys	Grass cutting (highways) 7 of 8		£216.65
21/09/2017	Opus Energy	Power to street lights 22nd August to 20th Sept		£36.84
01/11/2017	A R Worboys	Grass cutting (highways) 8 of 8		£216.65
22/10/2017	Opus Energy	Power to street lights 21st Sep to 21st Oct		£41.55
14/11/2017	Society of Local Council Clerks Beds	GDPR Training		£5.00
21/11/2017	Andy Muskett Ltd	Street light maintenance 2nd quarter		£90.00
21/11/2017	Duloe Village Hall	Hall hire for Nov PC meeting & Ward Forum		£50.00
21/11/2017	L. Crawford	Expenses for Sep - Oct 2017	100884	£24.75
21/11/2017	Warm4Less	Heaters for Village Hall		£1,500.00
21/11/2017	Cartridge Save	Lexmark 802HK High Cap Black Toner Cartridge	01/789465	£82.80
24/12/2017	Bedfordshire Pension Fund	L. Crawford 3rd Quarter pension	100885	£202.54
24/12/2017	L. Crawford	L. Crawford 3rd Quarter pay	100886	£755.15
21/11/2017	Roadware	Covered litter bin for play area		£145.14
Total				£3,367.07
Receipts				
Date	Payee	Details	Reference	Amount
02/10/2017	Barclays	Interest on base rate reward account		£1.71
18/10/2017	Bedford Borough Council	Ward Fund for VH heaters		£1,000.00
01/11/2017	Barclays	Interest on base rate reward account		£1.65
Total				£1,003.36
Transfers				
None				
Posted balances after the above transactions clear				
CommunityAccount 30833940			£10,331.23	
Base Rate Savings 43461580			£8,043.49	

STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2017 TO 21st Nov 2017

Date of bank statement	19/11/2017	Line of cash book:	66
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Prepared by Mrs. Lucy Crawford, Parish Clerk

				BARCLAYS		
				Community Account 30833940		
DATE				Receipts	Payments	Balance
1-Apr-17	Balance bf		£5,145.22			
19-Nov-17	Posted balance per accounts	£13,181.61		£13,689.18	£5,652.79	<u>£13,181.61</u>
Unpresented cheques / uncleared payments:						
	None					
	Total				£0.00	
19-Nov-17	Balance as per bank statement	£13,181.61				
19-Nov-17	Posted balance - cleared balance	£-				
19-Nov-17	Balance cf	£13,181.61				
				BARCLAYS		
				Base Rate Savings 43461580		
				Receipts	Payments	Balance
1-Apr-17	Balance bf		£8,030.00			
19-Nov-17	Balance as per accounts	£8,043.49		£13.49	£0.00	<u>£8,043.49</u>
19-Nov-17	Balance as per bank statement	£8,043.49				
19-Nov-17	Posted balance - cleared balance	£-				
19-Nov-17	Balance cf	£8,043.49				
				SUMMARY OF ALL ACCOUNTS		
				Receipts	Payments	Balance
1-Apr-17	Balance bf	£13,175.22				
19-Nov-17	Balance per accounts			£13,702.67	£5,652.79	<u>£21,225.10</u>
19-Nov-17	Balance per bank statements			£13,702.67	£5,652.79	<u>£21,225.10</u>
19-Nov-17	Balance cf	£21,225.10				
Internal Transfers:		None				

Staploe Parish Council Reserves as of			19/11/2017					
Date of Parish Council Meeting:			21/11/2017					
Fund Name	Funds Reserved 01/04/2017	Income to reserve 19/11/2017	Expenditure from reserve 19/11/2017	Transfers to / from Current up to 19/11/2017	Funds Reserved 19/11/2017	Funds to be added / withdrawn from unearmarked reserves on 21/11/2017	Balance close of 21/11/2017	Comment
Street light replacement fund	£3,000.00	£750.00			£3,750.00		£3,750.00	
Football Club Deposit	£200.00				£200.00		£200.00	
Village Hall Rebuild Fund	£4,160.00	£1,500.00			£5,660.00	-£250.00	£5,410.00	£250 spent on heaters for hall
Election fund	£550.00				£550.00		£550.00	
Literature & info fund	£120.00	£60.00	£76.00		£104.00	-£60.00	£44.00	Arnold Baker book purchased for Clerk & external hard drive
Total earmarked reserves	£8,030.00	£2,310.00	£76.00	£0.00	£10,264.00	-£310.00	£9,954.00	
Available reserves	£9,982.14				£10,961.10		£11,271.10	
Earmarked reserves = funds set aside for a specific purpose. These can only be reallocated 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 a minimum of half our annual budget (£5,600) and a maximum of the parish precept (£9,900) at the end of the financial year (31st March 2018).								
On 21st November we have £11 271 of available reserves. This is relatively high because we have just received the second half of the precept.. Based on the predictions of the budget reviewed in September the available reserves are expected to fall to £6175 on 31st March 2018 which is within the recommended range.								

418. Review asset register

Staploe Parish Council Asset Register November 2017					
Code	Item	Date purchased	Cost Value for audit	Replacement value for insurance	
	Village equipment				
SPC1	1 Bus Shelter Honeydon	Unknown	£1.00	N/A	Not installed by Staploe Parish Council. Noone claims ownership so assume we are responsible
SPC2	21 Street lights	Estimated at 1990	£7,589.10	£10,575.40	Correction made to asset register of May 2017. Replacement value provided by Andy Muskett in 2012 & updated for inflation
SPC3	3 Seats	1990's	£1,707.65	£2,032.00	One seat on playing field (in addition to the one by the play area listed under playground equipment), one by Duloe telephone box, one in Staploe. One in Honeydon was removed due to repeated vandalism.
SPC4	4 Dog bins	2 bought 1/03/2012 (Staploe and Vill Hall)	£89.61	N/A	3 bins purchased Mar 12. One destroyed by firework Nov 2013
SPC5		1 bought 21st May 2013 (posts Woodhouse Lane)	£83.66	N/A	
SPC6		1 bought 31/1/2014 (fire proof, A1 bridge, Duloe)	£203.00	£293.00	
SPC7	3 English Oak Notice Boards	1999	£3,974.95	£3,699.00	
SPC8	1 Aluminium notice board (Vill Hall)	21/01/2014	£407.57	£426.51	
SPC9	1 Telephone Box	2011	£1.00	N/A	Community asset. Bought for £1 from BT
SPC10	1 Vehicle Activated Sign	2002 approx	£5,975.75	£8,556.15	
SPC11	1 Elisia 18" Mower	May-04	£480.24	£980.43	
SPC12	1 Stihl Bushwacker	May-04	£319.82	£461.57	
SPC13	1 Stihl Hedgetrimmer + accessories	Nov-15	£336.90	£405.87	Bought from Ibbetts
SPC14	CCTV camera	Jan-15	£1,364.86	£1,713.96	
SPC15	6 planters	Nov 2015 and March 2016	£766.62	N/A	3 purchased Nov 2015, 3 more March 2016 from Primrose
SPC16	2 dog waste signs	15th March 2016	£49.75	N/A	From Bedford Borough Council
SPC17	1 lions head water pump near Bridgeside in Staploe	19th Century	£1.00	N/A	Community asset.
SPC18	Hard drive for CCTV data	May-16	£48.78	N/A	Gerardine Meola is custodian
SPC19	Projector	Feb-17	£239.98	N/A	Clerk is custodian
SPC20	Screen	Feb-17	£47.99	N/A	Behind bar in Village Hall
SPC21	Lexmark CX410de Printer / scanner	Feb-17	£199.98	N/A	Clerk's office
	Playground Equipment:	2006			
	Item				
PF1	Single arch swing with cradle seat		£1,014.00	£1,567.77	No change despite replacing seat in 2103 because they are treated as consumable items
PF2	Cradle swing safety surfacing		£420.00	£649.37	
PF3	Single arch swing with flat seat		£1,003.00	£1,550.77	
PF4	Flat swing safety surfacing		£546.00	£844.19	
PF5	Multi play system		£3,646.00	£5,637.18	
PF6	Multi play safety surfacing		£875.00	£1,352.86	
PF7	Cransley metal seat		£415.00	£641.64	
PF8	Cransley litter bin		£299.00	£462.29	
PF9	Installation of cradle swing		£380.00	£587.53	
PF10	Installation of cradle swing safety surface		£612.00	£946.23	
PF11	Installation of flat swing		£380.00	£587.53	
PF12	Installation of flat swing safety surface		£714.00	£1,103.94	
PF13	Installation of multi play system		£600.00	£927.68	
PF14	Installation of multi play safety surfacing		£1,275.00	£1,971.31	
PF15	Installation of seat		£158.00	£244.29	
PF16	Installation of litter bin		£121.00	£187.08	
PF17	security fencing during installation		£300.00	£463.84	
PF18	Secure storage during installation		£300.00	£463.84	
PF19	Carriage		£410.39	£634.52	
	Subtotal		£13,468.39	£20,823.85	
	Total		£37,357.60	£49,967.74	
Where VAT was reclaimed the values exclude VAT. Values for the play area include installation costs as advised by BDO to L. Crawford May 2013					
Changed from previous year					
Installation of cradle swing was excluded from previous registers in error. Included for end of year audit submitted May 2017					

One correction was made to the asset register. The value of the street lights was incorrect in the register reviewed in May. Zurich have confirmed there will be no extra charge for the increased value this year. Cllr. D. Smith suggested that the Clerk ask whether it would be cheaper to insure each street light individually.

419. Clerk's and Councillors Allowances

- **It was resolved to retain the Clerk's £18 per month Working From Home Allowance and £0.45 per mile mileage allowances at the same rate and to retain the allowance for Councillors to claim £0.45 per mile for mileage plus expenses such as printing, postage.** Moved by Cllr. V. Zwetsloot and seconded by Cllr. G. Meola. Unanimous.

420. Newsletter, website and Hamlets Exchange

- A new editor is needed for the newsletter. Fran Brightman was recommended. The Clerk will ask her.

421. Community Events

- Curry night Friday 2nd February. Cllr. J. Thomson will produce a flyer and negotiate prices with the curry house. The Clerk will book the hall and Cllr. G. Meola and Cllr. J. Thomson will collect payments and prepare the hall.
- Litter Pick. **It was resolved to arrange a litter pick on 18th March 2018 at 2pm starting at Duloe Village Hall.**
- Councillors suggested that the Clerk ask the Community Payback team to do some litter picking as well.

422. Police, crime and antisocial behaviour

- Police priority setting meeting 15th Nov. Cllr. G. Meola was unable to attend.

423. Correspondence

- Childcare sufficiency assessment – Bedford Borough Council. Cllr. R. Squire and Cllr. J. Thomson were delegated to respond to this as they have young children.

424. Next meetings

- Parish Council: Tuesday 16th January at 7.45pm.

The meeting closed at 9.45pm