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Minutes of **BROGBOROUGH PARISH COUNCIL** held on **Wednesday 1st November 2023** at 7.40pm at the Village Hall, Ridgeway Road, Brogborough.

PRESENT:- Parish Councillors, Denise Tuitt (Chair), Alison Moss, Tom Elsdon, Neil Wright, Jeannette Newbery, Unitary Councillor Saverio Bongo, the Clerk Lizzie Barnicoat, and no members of the public.

1. WELCOME BY CHAIR AND APOLOGIES FOR ABSENCE TO BE RECEIVED:- Parish Council Chair welcomed all to the meeting, there had been no apologies for absence received as all present. Unitary Councillor Sue Clark and Robert Morris.

2. MEMBER OF THE PUBLIC PRESENTATION ON IDEAS FOR A COMMUNITY CHOIR GROUP:-

Will attend in New Year so carry forward to then.

3. DECLARATION OF PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED:- There were no declarations of interest received for the meeting.

The Chair adjourned the meeting

4. OPEN FORUM:-

No public statements received.

The Chair reconvened the meeting

5. MINUTES OF THE LAST MEETING:-

Draft minutes from 4th October had been shared with all Councillors, it was unanimously agreed to approve the 4th October meeting minutes as a true and accurate record, unanimously agreed, resolution passed. Chair to sign.

6. TO CONSIDER MATTERS ARISING: -

Cllr. Elsdon gave update on accessing the Parish Council website through Jed Gibson from Milton Bryan to see how best to upload latest Council documents to the site, no reply given following an enquiry from Cllr. Elsdon, however, it was noted that Parish Council meeting minutes have been placed on the website. Clerk to ask LL what is the correct email contact details.

The Clerk had received completed Acceptance of Office declaration form for signing with Cllrs. Newbery and Wright Acceptance forms now received, so all have been actioned.

It was noted that Cllr Newbery and Moss forms showing in the local authority website, Cllr Tuitt and Wright recently completed but not showing online yet. Cllr Elsdon form not online, even though completed, Clerk to follow up.

The issue of the alleyway at the last meeting, along the rear of the shops remaining overgrown, Cllr. Tuitt to follow up and see if the path can be registered as an established right of way, was ongoing it was noted with local authority suggesting there should be a check carried out with the Land Registry on who owns the path.

The Parish Council agreed response to the Ridgmont Lower School consultation had been submitted to the local authority by the Clerk.

The garages at the back of Highfield Crescent, the second block of garages that has a path going to Proloogis the area is going back again. Tree survey was carried out previously, the recommendations need to be reviewed with quotations to follow up. Clerk to arrange a site meeting with the potential contractor Bartlett Tree Services to look at the options going forwards to arrange a Friday morning is possible.

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CBC We're reviewing restrictions on dogs control orders and alcohol in public areas, Clerk had sought clarity on the areas relating to dog exclusion order or dogs under control and circulated copies of the local authority signage for this order. The local authority source and install the signs to ensure a consistent approach in the local area. Site meeting with Officer to be arranged by Clerk.

Interim Clerk support the draft contract had been updated as agreed at the last meeting, to reflect to engage with Backlight Light for the short term with support welcomed to assist the Parish Council with the associated administrative and financial matters. Hours to be recorded of work done as and when required in the short term. Document to be signed by both parties, Clerk and Chair to action.

Still awaiting copy of internal audit report in full and invoice for the work carried out by Kim Severs.

Clerk had followed up when the autumn time Chair training courses being run by BATPC were planned for, response received and circulated.

VAT reclaim, detailed at September meeting some helpful information received from HMRC. Clerk had been notified recently via telephone on 23rd October from HMRC that a recent claim had been unable to be processed due to no accompanying copy of bank statement to confirm new bank details. Clerk now in receipt of finance files to collate a VAT reclaim for 1st April 2020 onwards.

Cllr Clark item to be followed up to check on progress regarding the concern raised at the last meeting relating to the northbound slip road of Junction 13 coming off the motorway, the traffic lights appear to have been removed. New white lines have been painted at the junction but the removal of the traffic lights is now making the junction dangerous, with there being no poles in situ it was noted. Cllr Clark to follow up with contact at National Highways.

Support had continued with a village parking issue matter in front of a dropped kurb village, following the report at the last meeting that a parking fine had been issued on the vehicle. Cllr Bongo was continuing to follow up, offering support where needed, feedback given on the issued parked tickets on the parked vehicle. A report has been sent to the DVLA as well as the vehicle has no tax, insurance or MOT. The matter has also been raised with the police and anti social behaviour.

Remembrance items had been followed up, Clerk had arranged that £30 be spent on large red poppies for the lampposts at the entrances to the village to mark this occasion, arrived but not as expected so Cllr. Tuitt followed up and secured additional poppies, it was agreed to approve the expenditure to be reimbursed to Cllr. Tuitt as a future agenda item.

Ward Councillor Grant 21/22 Defibrillator communications with local authority outlined, the local authority had confirmed retention of £939.82.

7. UNITARY WARD COUNCILLOR REPORTS: -

Community fund for community projects funding is available it was detailed to support offering a local service such as a youth, lunch or toddler group. Prologis planning application will be going to Development Management committee with Cllr. Bongo planning to speak in objection to the application.

Cllr. Bongo left at this point of the meeting

8. PARISH COUNCILLOR VACANCY:-

The Parish Council have the ability to co-opt it was noted.

9. CORRESPONDENCE RECEIVED:-

Gallaghers insurance communications

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Crime Stats - September 2023 - circulated
Reminder - UKSPF and REPF Topic Session - 10/10/23 6-7pm - circulated
EWR Co Central Bedfordshire Marston Vale Local Representatives Group – action tracker and reminder of the next meeting
Central Bedfordshire Council Salt Bag Scheme - circulated
CBC Remembrance Day & Parade Events
CBC CBC101235 - BEDFORD RD, BROGBOROUGH/ WOBURN RD, LIDLINGTON/ MARSTON BYPASS, MARSTON - forwarded
Ridgmont Parish Council information regarding objecting to Marston Gate development - circulated
CBC We're reviewing restrictions on dogs control orders and alcohol in public areas communications regarding dog signage - circulated
CBC Independent Living - Open Day Saturday 28 October at All Saints View
Fwd: Forest of Marston Vale - Tree guard removal days
BATPC BATPC AGM 18th October 2023 - Registration Open - circulated
National Highways A421 Skid resistant resurfacing
CBC Topic Session - Sustainability and Biodiversity - 06/11/23 - circulated
Earth Anchors Recycled Plastic Picnic Tables
Gallagher Read our Community Matters newsletter
Milton Keynes City Council: Carbon and Climate Study Public Consultation – circulated
Help - Marston Gate Expansion Planning Application – circulated
Update from OPCC CEO Following Mid-Bedfordshire By Election – shared
Crime Stats - Interim - October 2023 – circulated
SC apologies for November as away
CPRE Our new report on Local Green Spaces is out!
CBC Safer Communities Partnership Events
CBC Recreational Open Space Strategy (ROSS) Survey – circulated
CBC Garden waste and recycling centres
Festival of Britain Road Signs promotional information
Culture Media and Sport Funding Opportunity Bedfordshire Police
BATPC Update - Stewartby & Kempston Hardwick PC Named Star Council Finalists, County Committee Elections, Finance Training in November – circulated
Central Bedfordshire Council's Draft Planning Obligations Supplementary Planning Document (SPD) Consultation Notification (Database) – circulate, future agenda item
Ward Cllr Grant 21/22 - Brogborough Defibrillator communications
Bedford Borough Local Plan representation communications follow up
Reporting issues on a right of way - ID:RS33021 CBC communication
Brogborough Parish Council response to Ridgmont Lower School consultation – circulated acknowledgement
Your Poppy Shop order has been dispatched! Order 12001623574
Update from OPCC CEO Following Mid-Bedfordshire By Election – circulated
Recreational Open Space Strategy (ROSS) Survey – to be followed up
Cllr. Bongo request for Parish Council minutes – responded to
CBC Town and Parish Council November 2023 bulletin – circulated
NW attended the meeting relating to Drax, detailing the work taking place for the new natural gas fired power station with the generator to be installed shortly, which will be coming through along the C94 in early December
RSL CLP Meeting 25 details – Cllr Wright gave summary of meeting attended

10. PLANNING

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a) CB/23/02038/OUT Residential Development of up to 120 dwellings (use class C3) and up to 118sqm of community use/café/shop floorspace (use class Class E/F2). Outline Planning Application with all matters reserved except for means of access from Bedford Road (not internal roads) at Land off Bedford Road, Brogborough, MK43 0XY - drafted response shared following the September meeting, Clerk had submitted initial comments. It was agreed to not submit further comments at this stage.

b) CB/22/02213/OUT Erection of up to 68,000 sqm storage and distribution facilities at Land to the south east of Prologis Park, Marston Gate, Ridgmont - the Clerk had shared information on Bedford Borough Local Plan hearings on the Junction 13 discussions that Central Bedfordshire Council and National Highways have raised great concern on the lack of highways infrastructure with the Unitary Councillors and Ridgmont Parish Council. Ridgmont Parish Council had done a leaflet with the Prologis and school information on, plus a template letter had been shared by Ridgmont Parish Council with encouragement as always for everyone to submit to the local authority. The Parish Council had reviewed the information received from Ridgmont Parish Council which had enabled the Parish Council to form a response for submission that had been made.

The Parish Council commented they are aware of the above planning application and wish to strongly object to the above application. The Inspectors stated that if 'a particular scheme was unacceptable, the Plan therefore provides a robust policy framework to resist inappropriate development on the site.'

Brogborough Parish Council objections remain in the position of objecting to this planning application. All of the previous objections are still valid. The developers have not addressed the concerns and attempted to amend their plans accordingly. The Council question if the biodiversity net gain allocation for Eversholt is allowed? Is it permitted for this to be put back in the pocket of the Duke of Bedford's Estate? As the landowner of this site, of which the rental income from it will be a business income for the Duke, is this second income legal? Even if it is legal, should it not be used elsewhere in Central Beds? Not on the Duke of Bedford's land? This seems morally wrong. Having been present at the Inspectors Inquiry of the Local Plan, in 2018.

The Council were aware that the inspector was not happy with the height of this development and its effect on the local heritage sites and the surrounding rural area. Yet nothing has been done to reduce the heights of these buildings. No mention of lowering the land that it will sit on to accommodate the heights that they are requesting. There are no details of Zone 2, thus it is not possible to assess what impact this development will have. Any application for this site should be brought forward, in full, in a separate, later application and should not be decided within this application. It should not in any way be included in this application. The landscaping is still inadequate and remains outside the red line of the development site. This should not be allowed. Due to the rising ground and height of these warehouses any landscaping should be on the top of bunds, as was done in the First Prologis Development at Brogborough, 20 years ago, which is now landscaped very well, for both sight and noise reduction for the local area i.e., Brogborough residents. The 2 Original Site was also lowered to accommodate the excessive heights requested by Prologis. This MUST be done on this new site. However light pollution from our existing development, indeed remains of great concern. The original site is striking for its light pollution. As a rural Location is very wrong to light up the night skies like this. The new development should not be permitted to add to this problem. Appropriate measures should be enforced by CBC. These measures should not be permitted to change after a certain number of years as has been the case in SE 1. Brogborough Residents, who we have spoken to regarding this application, remain very concerned about the impact this will have on the surrounding road network, especially Junction 13. No mitigation has been presented to alleviate this issue. This is not acceptable. Junction 13 is already badly organized and should not be just left to it! The developers are aiming very low when they are just proposing warehouses for future employment here. Surely Central Beds would like to

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compete with Milton Keynes for Higher quality Employment in their area. Currently a very high proportion of the warehouse staff are bussed in from as far as Luton, Leicester and Northampton. This does not constitute “providing employment” for the local area. In conclusion it is our opinion that the Application should be refused: • The application has not taken account of the Local Plan Inspectors’ Report. • The Inspectors stated that if ‘a particular scheme was unacceptable, the Plan therefore provides a robust policy framework to resist inappropriate development on the site.’ • The planning application falls short of an exemplar design and runs contrary to Policy SE2.

c) CB/23/03197/FULL Demolition of existing covered timber walkway. Retrospective approval for the existing single storey rear extension, erection of first floor rear extensions and double storey side extension at 3 Hill Crescent - the Parish Council considered the application and it was agreed to submit comments stating, the Council have concern with this being over development of the site being over bearing impact on the neighbouring property.

d) Highways Act 1980 - S.26, S118 and S119 - Proposed Diversions, Creations and Extinguishments of Public Rights of Way which form a part of the restoration of the former Brogborough Landfill Site - Cllr. Wright to look in more detail, Clerk to recirculate the communication.

e) Other planning matters to include: Section 106 funding access communication with local authority, local authority leisure strategy and planning applications received after the publication of the agenda - the Clerk had followed up from the last meeting regarding some monies potentially being available seeking clarity on the uncommitted items within the Brogborough section, including monies relating to CB/18/04119/FULL which the Officer had been confirmed as £8,503.63 had been committed to the Forest of Marston Vale. Clerk to ask Officer for how to access suitable funding for the Village Hall fencing project to share the quotation and see how this can be supported.

CBC Leisure Parish Schedule for Brogborough received, Councillors to review.

No applications for consideration received after the agenda publication date it was noted.

Recreational Open Space Strategy (ROSS) Survey – to be actioned, Cllr. Tuitt fill in.

Central Bedfordshire Council's Draft Planning Obligations Supplementary Planning Document (SPD) Consultation Notification (Database) had just been received, Clerk to circulate and to be a future agenda item.

11. FINANCE MATTERS:-

Following receipt of the finance files up to 31st August 2023 the Clerk had collated a full transaction report, circulating to Councillors ahead of the meeting including copies of the latest bank statements to support the reconciliations.

a) Payments for approval

Invoices received since the last meeting, there had been none received. A communication recently received detailing a debt owed of £240.80 to BPO Pay relating to a HMRC outstanding payment the Clerk was following up.

Outstanding payments as of September meeting noted as:

Andy Muskett Ltd street lighting maintenance July to September 2023 £57.60

Invoices it is understood have been paid, without formally approval or in keeping with the dual authorisation mandate of the Parish Council noted as having been carried out but no copies of corresponding bank statement to show the payment dates/amount:

Central Bedfordshire Council election recharges £111.78

BATPC membership renewal £97.00

Lous Grass cutting £216.00

PAYE April to September cost – figure not known

Invoices that remain outstanding:

Andy Muskett Ltd street lighting maintenance October to December 2022 £57.60

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Andy Muskett Ltd street lighting maintenance January to March 2023 £57.60

Andy Muskett Ltd street lighting maintenance April to June 2023 £57.60

Marcus Louw invoices received and outstanding

Reimbursement of remembrance poppies

Kim Severs internal audit £ - awaiting invoice

Michael Advance Turf from Woburn Sands for the Badgers Meadow cutting invoice expected for the footpaths and a general cut, invoice expected to Clerk shortly. Not received to date.

b) Insurance renewal

Clerk had kept Councillors updated between meetings, finally receiving a quotation for renewal which totaled above the £1,500 approved at the last meeting. Gallaghers quoted a renewal of £1,605.51 which it was unanimously agreed to accept in light of securing and safeguarding a policy for a one year agreement only, resolution passed. Clerk to notify insurers.

At this point of the meeting the Chair confirmed:

The meeting will then be held in closed session, with the exclusion of public and press from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 for the reason that matters appertaining to employment of staff are of a confidential nature

12. STAFFING MATTER:-

The Parish Council received and reviewed the resignation received, it was agreed to accept the resignation with immediate effect from Lyn Lyman. A letter of thanks was to be collated by the Parish Council to thank Lyn for her commitment and dedication to the parish of Brogborough following service of 25 years.

The Council to arrange for an advert to be placed for the vacancy.

The Parish Council unanimously agreed that the interim contact details of the Parish Council to be for all correspondence for Brogborough Parish Council are now to be: Lizzie Barnicoat, PO Box 1548, Bedford MK44 5AX

Tel: 01234 771702

Bank access authorisation - Metrobank access to the Parish Council accounts, had continued to be pursued further with multiple visits to the bank with current and previous Parish Councillors present to try and establish access to the bank accounts. The Parish Council again unanimously agreed it would be prudent to increase the number of Parish Council signatories for the banking so that there are two signatories from a larger number of Councillors in case due to unfortunate circumstances a signatory is unavailable at a meeting, resolution passed. With it again being unanimously agreed to appoint Jeanette Newbury, Denise Tuitt, Alison Moss, as signatories to be added to the Parish Council bank account with the authorisation mandate to remain two signatories for any transaction, resolution passed.

The Clerk had collated a letter on Parish Council headed paper setting out the banking arrangements as formally approved by the Parish Council at the October Parish Council meeting with the letter directing the current signatories to allow the wishes of the Parish Council as a corporate body to be made to the bank. In light of the resignation received the letter had been updated to reflect the resignation, with Councillors unanimously agreeing that a letter be sent to the bank including extracts from this meeting minutes which formally recorded the resignation, resolution passed. A copy of the resignation letter also to be taken to the bank.

The Parish Council ask that paper copies of bank statements are sent to the above correspondence address on a monthly basis for all three Parish Council accounts and that backdated statements are provided immediately to the Parish Council for 1st September 2023 onward to date.

Work would now commence on initial precept and budget calculation workings and Clerk would contact outstanding payees to check owed amounts and notify of change to Parish Council contact details.

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Clerk to also collate article for a newsletter to set out the interim Clerk contact details as well as updates on a range of items to include East West Rail.

13. DATE OF NEXT MEETING: - Tuesday 7th November and Wednesday 6th December 2023 at 7.30pm, meeting closed 9.35pm.

Signed

Dated