

The Annual meeting of Shillington Parish Council was held on Tuesday 16th May 2023 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:

Mrs Sally Stapleton (Outgoing Chair)

Mr John Hyde

Mr Derek Turner

Ms Richa Mitra

Mr Liam Keane

Mr Blake Stephenson

Mrs Annie Palmer

Mr Gavin Jenkins

Rev'd Angus McCormick

Miss Tracey Petrie

Mr Mark Thyne

Also present: Helen Smith (Clerk to the Council).

1) Election of Chair:

- a) The outgoing Chair Mrs Sally Stapleton welcomed everyone to the meeting and asked for nominations for the Chair for the following year.

Resolution: It was proposed by Cllr McCormick seconded by Cllr Petrie and unanimously agreed that Cllr John Hyde be elected as Chair for the following year.

- b) Cllr Hyde signed the Declaration of Acceptance of Office form and thanked Cllr Stapleton for her many years of service on the parish Council.

2) Election of Vice-Chair for the following year:

The new Chair Cllr John Hyde asked for nominations for the position of Vice Chair.

Resolution: It was proposed by Cllr Thyne seconded by Cllr McCormick and unanimously agreed that Cllr Derek Turner be elected as Vice Chair for the following year.

3) Apologies for Absence: None.

4) Declarations of interest: None

5) Resolution: It was unanimously agreed that the minutes of the ordinary meeting held on 4th April 2023 be signed as a correct record

6) Matters arising not covered by the agenda (Information only). None

The meeting was adjourned briefly for public comment:

- The former Chair asked the Council to consider how the Parish Council would like to report in the Parish News in future as she would no longer be a Parish Councillor.

7) Council to appoint representatives to the following bodies:

- a) **Resolution: It was unanimously agreed that Cllr Thyne be appointed the Parish Council representative on the Shillington Village Hall Management Committee.**
- b) **Resolution: It was unanimously agreed that Cllrs Thyne, Petrie and Hyde be appointed as the Parish Council representatives on the Shillington Memorial Playing Field Management Committee.**
- c) **Resolution: It was unanimously agreed that Cllrs Petrie, Stephenson, Hyde and Turner be appointed as members of the Parish Council Risk Management Working Party.**

8) General Power of Competence

- a) **Resolution: It was proposed by Cllr Derek Turner, seconded by Cllr Angus McCormick and unanimously agreed that 'Shillington Parish Council meets the statutory criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and is thereby entitled to exercise the General Power of Competence contained in the Localism Act 2011'. The power remains in force until the next relevant annual meeting of the Parish Council (being the annual meeting that is held in the next year of ordinary elections), which will take place in May 2027. Assuming the Council still meets the criteria at that time, it may pass a further resolution to continue using the power for a further four years.**

9) Planning:

a) (For information only) Decisions from Central Bedfordshire Council:

- **CB/22/04723/FULL** - Land Adjacent to 141 High Road, Shillington. Development of 7 detached bungalows. **REFUSED 19/04/23**

- **CB/23/00068/FULL** - 52 Church Street, Shillington. Installation of solar panels on external building located on the east and west pitch. **GRANTED 24/04/23**
- **CB/23/00413/FULL** - 1 Bury Road, Shillington. Single storey front extension to existing garage. **GRANTED 03/04/23**
- **CB/23/00748/FULL** - Musgrave Arms, Apsley End Road, Shillington. New rope and post fencing to the front boundary line - New covered drinking area formed from timber pergola with polycarbonate roofing with fixed seating, festoon lighting and feature lighting - Railway sleepers to make floor levels good and safe. **GRANTED 25/04/23**
- **CB/TCA/23/00029** - The Old Vicarage, High Road, Shillington. Works to trees within a conservation area: Remove the Lime Tree (T1). **RAISE NO OBJECTIONS 13/04/23**

b) **New / Revised Applications to be considered:**

It was noted that a new application **CB/TCA/23/00164** had been received after the agenda was published but required a response before the next scheduled meeting. It was agreed that this would be dealt with using the Clerk's delegated power to respond to the application following consultation with Councillors by email.

10) Report of Central Bedfordshire Councillor

Newly elected Ward Councillor Blake Stephenson gave a verbal report which included:

- Thanks to former Cllr Alison Graham for all her work during her term of office and in advance for the time she had offered in handing over her casework to Cllr Stephenson.
- Cllr Stephenson offered (as he had to the Meppershall Parish Clerk) to feedback on issues that had been raised by residents during his campaigning and prioritise them with respect to some joint working going forward.
- The result of the Central Bedfordshire election had been that the Conservative administration lost control of Council and no party achieved the 32 seats required for overall control of the Council. The first meeting of the new Council would take place later in May when it would be seen how this might work going forward.
- Cllr Stephenson stated that his priority is to work with the villages within his Ward regardless of politics.
- Over the summer months CBC's tidy tips are going to be closing for 3 weeks for maintenance.
- The Community Asset grant scheme will be taking bids soon. The Clerk for Gravenhurst and Meppershall has offered support in any proposed bids by Shillington having successfully obtained funding from the scheme in the past
- Cllr Stephenson is keen for there to be joint working between the three Parish Councils in the Ward and he is happy to facilitate this.

11) Police & Crime

- a) The introductory email received from Chief Inspector Jim Goldsmith the new Chief Inspector for Community Policing across Central Bedfordshire was noted.
- b) Council received the April 2023 Crime Statistics. It was noted that the main incident was the arson off High Road in the field at the rear of Dawes Garage. It was noted that StreetWatch has been asked to be vigilant in this area.

12) Finance

- a) It was noted that the Internal Audit for the year ending 31st March 2023 is due in May 2023.
Resolution: It was unanimously agreed that Jaqueline Smith be appointed as the Parish Council's Internal Auditor.
- b) **Resolution: It was unanimously agreed to pay the BATPC Affiliation fees for 2023/24 at a cost of £452.00.**
- c) **Resolution: It was unanimously agreed to renew the Council's membership of CPRE at a cost of £36.00.**
- d) **Resolution: It was unanimously agreed to pay for the illumination of All Saints Church on the week of 11th November 2023 in memory of those from the Parish who gave their lives for their country.**
- e) The Council considered the grant application from CPRE. It was noted that this was slightly different for grants that are received from village organisations which are usually for a one-off project. It was noted that CPRE have been very supportive in the past but this grant is for running costs and there was concern that it is the beginning of financial year and a limited amount is budgeted for grants and donations.
Resolution: It was unanimously agreed to defer the decision on this application until the July meeting and reconsider it then.

- f) **Resolution: It was unanimously agreed to pay the proposed Parish Council share for the ongoing hosting and maintenance costs for the village website hub, Shillington Village website and History Society website in the amount of £367.**

13) Annual Report

- a) The Council considered the draft Annual Report for 2022/23. A few typing errors were identified and amended. **Resolution: It was unanimously agreed to accept the amended Annual Report for 2022/23.**

14) Shillington Memorial Playing Field

- a) Council received an update on the storage container installation. The supplier had indicated they were able to install the container underneath the phone cable. The Clerk will contact the contractor regarding installation of the concrete pads and to see if they can also cut the trees back. If not Councillor Turner offered to undertake this work.

15) Highways, Footpaths & Street Lighting

- a) No street light repairs had been identified since the last meeting.
- b) Council considered the email received from a resident regarding road safety at the Upton End Road / High Road junction.
It was noted that the Parish Council has tried to get improvements to this junction over many years. CBC Highways agree there is an issue but have been unable to find a viable solution. Roundabouts, a change of priorities and closing part of the road have all been suggested but rejected. It was noted that speed is also an issue at this junction and the cost of significant works to the junction are likely to be prohibitive given Highways budget.
There has been consultation in the past with the resident of the corner house and the former Parish Council Chair had visited to discuss this with the resident.
Cllr Stephenson advised he was looking at the priorities for the village going forward – he reported that a number of highways issues were raised with him during his canvassing of the three villages in his Ward. It was noted that there is a new highways contractor at CBC now and a new administration so there may be opportunity to revisit this issue.
- c) To receive updates on Highway / Footpath issues in the Parish.
- Cllr McCormick asked who maintains the footpath across Thomas Meadow. It was felt this may be the responsibility of the landowner. It was noted that the section of brambles and undergrowth adjacent to the cottages on New Walk was owned by the Simkins family.
 - Cllr Palmer reported that the roadside hedges on High Road had been very severely cut back and there were a number of locations around the village where weeds have been sprayed. It was noted that these are not areas maintained by the Parish Council and may have been undertaken by Central Bedfordshire Council. Cllr Stephenson offered to find out what herbicides are used by CBC.

16) Accounts for Payment

- a) **Resolution: It was proposed by Cllr Keane, seconded by Cllr McCormick and unanimously agreed to pay the accounts per the sheet.**

Payable to	Invoice Number	Payment Details	Total (net)	VAT	Total (gross)
A&B Gardening Services	INV-3681	Cut grass War Memorial Apr23	44.26	8.86	£972.46
	INV-3682	Cut verges Apr 23	766.12	153.22	
Reynolds Landscaping Services	SI-946	Litter Picking Apr 23	242.00	48.40	£290.40
T&J Seymour Electrical Installations	S12408	Street light maintenance Q4	130.00	26.00	£156.00
Bell Container Trading Ltd	Proforma	Storage container	3,295.00	659.00	£3,954.00
MVI Corporate Merchandise Ltd	SI-98254	Coronation Mugs	778.40	155.68	£934.08
BATPC	AFF085	Affiliation Fees 2023-24	452.00	-	£452.00

CPRE		CPRE Membership renewal	36.00	-	£36.00
Lonsdale Direct Solutions	259500	Printing Parish News Apr23	485.00	-	£485.00
Clerk		April Salary & expenses (PAYE & NI to be deducted as instructed by Payroll agency)	757.17	-	£757.17
Chair		Chair's Allowance	300.00	-	£300.00

Direct Debit payments made since last meeting (4 April 2023)

Payable to	Invoice Number	Payment Details	Total (net)	VAT	Total (gross)
GH Online		Payroll Service	28.00	5.60	£33.60
OneCom	777789		32.13	6.43	£38.56
SSE Southern Electric	Acct for Feb 2023	Electricity (Streetlights)	614.25	116.61	£730.86

- b) Council received the bank reconciliation to 31st March 2023 which was checked by Cllr Keane.

17) Appointment of new Clerk to the Council

- a) It was unanimously agreed to pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972 to exclude the public and press from the meeting for this item on the grounds that it could involve the disclosure of private and confidential information.
- b) **Resolution:** It was unanimously agreed to appoint Lauren Darnell as the new Clerk to the Council.

There being no further business the meeting closed at 21:31

..... (Signed) 6th June 2023