

An ordinary meeting of Shillington Parish Council was held on Tuesday 6th June 2023 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:

Mr John Hyde (Chair)	Mr Derek Turner (Vice Chair)	Mr Gavin Jenkins
Rev'd Angus McCormick	Mr Liam Keane	Miss Richa Mitra
Miss Tracey Petrie	Mr Mark Thyne	Mrs Annie Palmer

Also present: Lauren Darnell (Clerk to the Council) and one member of the public.

- 1) **Apologies for absence** were received from Mr Blake Stephenson.
- 2) **Cllr Rev'd Angus McCormick declared an interest in a grant application for the Congregational Church Agenda item 8) G).**
- 3) **Resolution: It was unanimously agreed that the minutes of the annual meeting held on 16th May 2023 be signed as a correct record.**
- 4) **Matters arising not covered by the agenda (Information only).**
 - There was a raise of concern regarding the exterminating construction work that is taking place at the front of the Village Post Office/Shop. The Councillors decided the plan of action is to keep monitoring the progress and will report to the Central Bedfordshire Enforcement Officer if necessary.
 - There was mention of comments that have been placed regarding the construction work at the Village Post Office/Shop from fellow villagers through the Village Facebook Page. It was decided from the Councillors that any correspondence should be received either contacting the Clerk, contact/approach Councillors or contact Centrals Beds Enforcement Officer regarding their concerns.

There was no adjournment for public comment as no members of the public were present

5) Planning

a) Information only - Decisions from Central Bedfordshire Council (CBC):

CB/22/03870/VOC – 9 Handscombe End Rad, Shillington. Removal of condition number 3 of planning permission MB/82/00182/FULL (Erection of a Detached bungalow). Removal of agricultural occupancy condition **GRANTED 05/05/23**

CB/22/04671/FULL – 9A Handscombe End Road, Shillington. Change of use of an annex to a dwelling. **GRANTED 10/05/23**

b) New / Revised Applications to be considered:

None received prior to publication of this Agenda.

6) To receive a report from the Central Bedfordshire Councillor

Central Bedfordshire Ward Councillor Blake Stephenson was not present at the meeting.

7) Police & Crime

- a) It was noted that the full month crime statistics for the April 2023 had been received with 3 crimes reported in Shillington.

8) Finance

- a) **Resolution:** It was unanimously agreed to accept the report from the internal auditor.
- b) **Resolution:** It was unanimously agreed to approve the End of year Finance Statement for 2022/2023.
- c) **Resolution:** It was unanimously agreed to approve the Annual Governance and Accountability Return (AGAR) Part 3 for the year Ended 31st March 2023 Section 1- Annual Governance Statement.
- d) **Resolution:** It was unanimously agreed to approve the AGAR Part 3 for the year ended 31st March 2023 Section 2- Accounting statements.
- e) **Resolution:** It was unanimously agreed to purchase the 13th edition of Arnold-Baker on Local Council Administration - (164.99).
- f) **Resolution:** It was unanimously agreed to purchase the 20th edition of The Parish Councillors Guide (31.00).
- g) The council was asked to consider an application for a grant from The Congregational Church of £1500 for repainting the fencing surrounding the Congregational Church at the front as well as repainting the notice board which is situated at the front of the Congregational Church. Angus McCormick left the room whilst this discussion was taking place as he declared an interest. The councillors discussed that the sum of money was a large amount early on in the finance year and thought that the quotation was high from the contractors – with this the councillors then suggested into helping The Congregational Church to retrieve other quotes from other contractors. There was a discussion of a fundraising opportunity to perhaps raise some of the funds. It was unanimously decided to no decision is being made at present but to ask The Congregational Church to obtain more quotes or provide some proof of them trying to raise some of the money before resubmitted the grant application. Angus McCormick returned to the room at 20.38pm after the decision was made.

9) Parish Council priorities for discussion / agreement

The Chair suggested some items for priorities of the council going forward it:

- a) It was agreed that the training and qualification of new clerk to commence and for the clerk to join the SLCC and to undertake the ILCA training and qualification.
- b) It was under agreement that the Clerk will email councillors with a questionnaire to understand their strengths and weaknesses. Which would help when considering working group for Parish Council future projects.
- c) There was a discussion regarding whether it would be suitable for the Council to consider a prepaid debit card for small expenses that may be incurred by the Clerk as this would make it more an agile practice but would have to stay in respect of the Councils ethos, financial regulations relating to public money and would be used sparingly. Clerk will email other Clerks to get understanding on how they operate.

10) Parish Council Priorities going forward for discussion/agreement:

- a) The speeding traffic through the Parish particularly through Marquis Hill/High Road and Pegsdon B655 was a concern and the council agreed that this is to be discussed with Councillor Blake Stephenson and also reappear on the next Parish meeting agenda. There was concern for the safety of the villagers with the thoughts of a resolution that speed limits being lowered through the village is to be discussed.
- b) The new community building is no longer going to be built. The Parish Council had built up fund over many years towards the project currently there is in the region of £60,000 held in reserves. Councillor Thyne (Village Hall Representative) and the Parish council representatives on the Playing Fields Committee can find out if there are any existing plans to which the money could be provided for if approved by the Councillors. This then led onto a discussion regarding if improvements were to be made on the playground and sports facilities this would keep children of the village engaged.

11) Shillington Memorial Playing Field

The Clerk then reported an update regarding the installation of the storage container for sports equipment and confirmed that the parish was waiting upon C&N Services to install concrete pads as well as cutting back trees.

The council agreed at its March meeting to fund up to £5000 including section 106 money available to the replacement path. The playfield committees are obtaining updated quotation.

12) Hornes Pasture.

13) Highways, Footpaths & Street Lighting

- a) There were no street light repairs identified.
- b) To receive updates on Highway / Footpath issues in the Parish, it was noted for future consideration for a public footpath from Shillington to Ion Bridge Farm.
- c) *Future Road closures notified by Central Bedfordshire Council (information only):*
 - Meppershall Road, Shillington approx. 500m from Upton End Road / o/s Meppershall Reservoir. Excavate and Lay Pipe (part of the Anglian Water Strategic Pipeline Plan). The closure was taken place from the 22nd May – 7th June 2023 for 24hrs a day.

14) Rights of Way Grass Cutting

The council noted information provided by CBC ROW officer if there are any comments on particular paths, they could be raised with her.

15) Correspondence received

There was no correspondence received.

16) Accounts for payment

- a) **Resolution: It was proposed by Cllr Gavin Jenkins, seconded by Cllr Liam Keane and unanimously agreed to pay the accounts per the list.**

ACCOUNTS FOR PAYMENT – 6th June 2023

Payable to	Invoice Number	Payment Details	Total (net)	VAT	Total (gross)
Reynolds Landscaping Services	SI-962	Litter Picking & Grass Cutting PF & HP Apr 23	852.00	170.40	£1,022.40
	SI-980	Litter Picking & Grass Cutting PF & HP May 23	852.00	170.40	£1,022.40
MVI Corporate Merchandise Ltd	SI-98254	Coronation Mugs	778.40	155.68	£934.08
BATPC	-	Cllr Induction training AP	35.00		£35.00
BATPC	-	Cllr Induction training RM	35.00	-	£35.00
HMRC	-	PAYE & NI	169.21	-	£169.21
J Smith	-	Internal Audit	40.00	-	£40.00
Clerk	-	May salary, overtime, allowances & expenses	1,135.62	-	£1,135.62
Lonsdale Direct Solution	260402	Printing Parish News, Annual Report May23	690.00	-	£690.00
A&B Gardening Services	INV-3742	Cut Verge and Amenity Grass	1,015.82	203.16	£1,218.98
A&B Gardening Services	INV-3741	Cut grass War memorial May23	44.26	8.86	£53.12
T&J Seymour Electrical	S12432	A1 Aspley End Road street light	300.00	60.00	£360.00
acomplete cleaning service	-	Bus shelter window clean	30.00	-	£30.00

NewClerk	-	May Hours worked	65.07	-	£65.07
----------	---	------------------	-------	---	---------------

Direct Debit payments made since last meeting (16th May 2023)

<i>Payable to</i>	<i>Invoice Number</i>	<i>Payment Details</i>	<i>Total (net)</i>	<i>VAT</i>	<i>Total (gross)</i>
<i>GH Online</i>	-	<i>Payroll Service</i>	28.00	5.60	£33.60
<i>OneCom</i>	782013	<i>Telephone to 30/04/23</i>	32.13	6.43	£38.56
<i>SSE Southern Electric</i>	<i>Acct for April 2023</i>	<i>Electricity (Streetlights)</i>	525.17	99.63	£624.80

b) The Bank reconciliation to 30th April 2023 was check by Cllr Mark Thyne.

There being no further business the meeting closed at 21.40pm

..... (Signed) 18th July 2023