

An ordinary meeting of Shillington Parish Council was held on Tuesday 3rd October 2023 at 7.45pm at the Congregational Church, Church Street, Shillington.

Members Present:

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

Also present: Lauren Darnell (Clerk to the Council).

- 1) **Apologies for absence** were received from Mr Liam Keane, Mr Mark Thyne and Mr Blake Stephenson.
- 2) **Declarations of interest:** None
- 3) **Resolution:** It was unanimously agreed that the minutes of the ordinary meeting held on 5th September 2023 be signed as a correct record.
- 4) **There were no matters arising not covered by the agenda (Information only):** None
- 5) **Planning**
 - a) **Information only - Decisions from Central Bedfordshire Council (CBC):**
 - **CB/23/02456/FULL** – 10 Wilson Close, Shillington, Hitchin, SG5 3PN. Single Storey rear and two-storey side extensions. **GRANTED 24/07/2023**
 - **CB/23/02608/FULL** – 17a Hanscombe End Road, Shillington, Hitchin, SG5 3NB. Single storey rear and side extension and new bi-folds doors to rear. **NOT PROCEEDED WITH 21/08/2023**
 - b) **New / Revised Applications to be considered:**
 - i) **CB/23/02764/FULL** – 17 Upton End Road, Shillington, Hitchin, SG5 3PG. Erection of a new detached dwelling with associated works. Demolition of existing detached garage, erection of replacement garage. **NO COMMENT.**
 - ii) **CB/23/03026/OUT** – Thomas Meadow, Hillfoot Road, Shillington. Outline Application: for 8 self-build custom homes with access and all ancillary works. All matters reserved except access and layout. **DO NOT SUPPORT, Unanimous.** The discussion replicated the previous comments for the prior application in 2018. The proposed site is an important ancient open meadow space, intrinsic in keeping Shillington a historic Bedfordshire “ends” Village. The Councillors were concerned that the application 1) Is outside of the settlement envelope and contrary to policy SP7 within the local plan. 2) Would be damaging to the landscape and character of the area contrary to policy EE5. 3) Would significantly impact the historic environment within the conservation area close to the Grade 1 listed Church, contrary to policy HE3. 4) Proposes self-build housing outside of the settlement envelope and could not be considered affordable, contrary to policy H6. 5) Car usage would be necessary for work, shopping and entertainment, increasing vehicle traffic within the village. 6) Would not be in keeping with the local street scene of mainly made up of cottages, some of which with shallow or no foundations that could be damaged by heavy construction vehicle, as well as taking into consideration the dangers to buildings, road users and pedestrians from construction traffic, especially using the tight 90 degree junction (Five Bells Corner), contrary to policy HQ1.
- 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 August 2023 had been received with 2 crimes reported in Shillington.

- b) It was noted with the street watch statistics that there was a total of 10 x 2 person patrols completed, averaging an hour for each patrol.

8) Finance

- a) It was unanimously agreed to accept the external auditor's report and opinion on the Parish Council's Annual Governance & Accountability Return for year ending 31st March 2023.

9) Parish Council priorities for discussion / agreement

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

- a) It was under agreement for the Councillors to consider any community properties that need to be registered on the List of Assets of Community Value, the research of adding Shillington Congregational Church must commence.
- b) It was under agreement with regards to the movement of bench placing at Church View Avenue. The Councillors discussed where it would be best situated and acknowledged carrying out the work themselves.
- c) Councillors discussed the concerns with road speed through the Parish – the clerk is to request more signage.
- d) **Resolution: It was unanimously agreed to make the donation of £20,000 to the Social Club for the upgrading of a community building using the Parish Council Reserves.**
- e) There was a discussion for the Councillors to be updated in relation to the Clerk being qualified for the job role, the clerk responded by informing the Councillors that she will be starting the course shortly.

10) Shillington Remembrance Service 2023

- a) Councillors discussed the placement of safety measure for Remembrance Service. Due to late correspondence from CBC regarding road closure, the National Act of Remembrance will be held in the War Memorial Garden. With street watch marshalling and assisting the safety of pedestrians from Shillington Congregation Church to the War Memorial.

11) Shillington Memorial Playing Field

- a) The Parish Council agreed in March's meeting to fund up to £5,000 including section 106 money available for the replacement path at the Playing Field. The Clerk is in the progress of retrieving.

12) Highways, Footpaths & Street Lighting

- a) **Resolution: It was unanimously agreed to accept the quotation for the replacement of street light S17 High Road, Shillington at a cost of £300 + VAT.**
- b) **Resolution: It was unanimously agreed to accept the quotation for the replacement of street light S2 Bryants Close, Shillington at a cost of £300 + VAT.**
- c) No updates received on Highway / Footpath issues in the Parish.
- d) *Future Road closures notified* by Central Bedfordshire Council (information only):
 - High Road, Shillington. Carriageway patching. The closure will be in place 20th to 24th November 2023 from 08.00-18.00hrs.
 - Councillors discussed footpath 14 – clerk to contact rights of way officer in relation to the unstable bridge.

13) Correspondence received

- a) Councillors was informed with correspondence received from Woods and CPRE regarding application on Thomas' Meadow.
- b) Councillors was informed with correspondence received from Finding Fitness LTD regarding Monkey Challenge – going to inform the Playing Field Committee.

14) Accounts for payment

- a) **Resolution: It was proposed by Cllr McCormick, seconded by Cllr Petrie and unanimously agreed to pay the accounts per the list below:**

ACCOUNTS FOR PAYMENT – 3rd Oct 2023

Payable to	Invoice Number	Payment Details	Total (net)	VAT	Total (gross)
WhiteCherry	522	Domain Renewal	19.35	-	£19.35
Mazars	2240895	AGAR	315.00	63.00	£378.00
Congregational Church	-	Room Hire	430.00	-	£430.00
Diane Little	-	Treatments for Box Hedge at War Memorial	47.29	3.16	£50.45
Clerk Lauren	-	September salary, overtime and expenses	651.34	-	£651.34
Clerk Helen	-	September Overtime	40.35	-	£40.35
HMRC	-	PAYE & NI	159.05	-	£159.05

Direct Debit payments made since last meeting (18th July 2023)

Payable to	Invoice Number	Payment Details	Total (net)	VAT	Total (gross)
GH Online		Payroll Service Sep	97.20	0.00	£97.20
Onecom	853681	Telephone to 31/08/2023	33.00	6.60	£39.60
SSE Southern Electric	acc for Aug	Electricity (streetlights)	560.75	106.41	£667.16

b) The Bank reconciliation to 31st July 2023 was check by Cllr Turner.

There being no further business the meeting closed at 20.41pm

..... (Signed) 7th November 2023