

MINUTES OF THE MEETING OF CLIFTON PARISH COUNCIL HELD ON THURSDAY 11th OCOBER 2018 AT 7.30pm AT CLIFTON COMMUNITY CENTRE.

Councillors Present: Mr R. Dart (Chairman), Mr. B Livesey (Vice Chairman), Mr M. Ephgrave, Mrs. P Livesey, Mrs E Smith, Mr A. Cree, Dr R Puritz, Mr M Talbot and Mrs J Lanham.

Also Present: CBC Councillors Mr R. Wenham and Mr D. Shelvey and Mr A. Hyde.

Minutes taken by Mrs Kerri Kilby (Clerk)

811 Apologies for Absence.

Apologies were received from Cllrs Mr I. Pacey and Mr S Langton and CBC Cllr Mr I Dalgarno.

812 Declarations of Interest.

The Chair reminded the members of their obligation to declare any matters of interest now or if they arise, during the meeting. None were received.

813 Public Forum – The meeting was adjourned to allow members of the public to speak

Mr Hyde raised concerns regarding the increase in speed of vehicles on Pedley Lane and Grange Street and large HGV's struggling to use these roads not designed for this type of vehicle. He was advised to take the registration number and company and report incidents to the Clerk. Also to ascertain their destination as roads are access only for HGV's. Signage does state that the village has a weight restriction. Improved signage to be investigated, '*Not Suitable for HGV's*'.

Council to enquire regarding Rural Match Funding for traffic calming measures for Grange Street to Pedley Lane.

814 Crime/Police Report

Crime Statistics for Clifton for September were disseminated to all Councillors and read out at the meeting.

Acknowledgement of receipt of OPCC October Newsletter – No action required.

Consideration of a Sub-Committee to discuss drug use throughout village – Include reports within Highways Committee.

815 CBC Report.

Cllr Wenham reported the following:

Village Hall Survey – to be completed for Community Centre to update database.

Planning – only paper copies of the main plan and details of application to be sent to Parish Council. Full application available on line, to print out required pages. The Council expressed concerns that it was difficult to find relevant information on screen.

Super-fast Broadband survey at next stage.

Local Plan – Date to be confirmed for next stage.

Cllr Mrs Livesey thanked Cllr Dalgarno for his help with solving the problem of the dead tree outside of her house. She is to contact him regarding going forward with planting trees in the village.

816 Minutes

The consideration and approval of the minutes of the Parish Council meeting held on 13th September 2018 as a true record of proceedings.

RESOLVED: minutes of the Parish Council meeting held on 13th September 2018 approved and signed by the Chairman as a true record of proceedings.

817 Matters arising from those minutes

Vehicle Activated Signs – Cllr Mr Livesey advised that the Council now wanted the tops of the VAS's replaced as a matter of urgency. Traffic data had been collected. Cllr Wenham to advise Council on policy for VAS's.

Cllr Talbot reported that he had met with neighbouring parishes with 5 in attendance. Collectively they should exert more influence on CBC to get Parish Council's points taken seriously. Younger Cllrs expressed a different perspective on planning than the more mature Cllrs and they compared tactics on objecting to planning applications. They agreed to organise workshops with Parish Councils and CBC for Planning and Highways issues.

Crime and Policing was discussed, with drug being a universal problem. StreetWatch had been successful in some Parishes and the creation of a WhatsApp group to report crime in real time being helpful.

They have agreed not to extend the group at the moment, with numbers up to 6 or 7 members. But would invite other Parishes to any workshops or training.

Next meeting to be held in Maulden.

818 Conclusion of Audit for Year Ended 31st March 2018.

The Audited Annual Return including the External Auditors Certificate for year ending 31st March 2018 was received and acknowledged by the Council. Issue was raised regarding the Council's value of Fixed Assets. The Community Centre had been valued at purchase price the previous year and not at cost to re-build. This is now correct and ready for year ending 31st March 2019.

RESOLVED: The Council acknowledged receipt of the audited Annual Report for year ended 31st March 2018, together with the external auditor's certificate.

819 Correspondence.

Members were asked to consider the following correspondence received:

- **Correspondence received from Rev Caron Topley requesting help from the Council to fund a Youth Leader/Activities.** After discussion, the Council agreed that they could offer the Community Centre at a token fee. They would enquire with CBC how well attended was the RAVE bus and could it be brought to Clifton on a regular basis. Mr Andrew Catchpole had offered his assistance in Youth engagement.
- **Consideration of training or instruction for the use of Defibrillators.** – An article to be placed in the Clifton Chronicles, Newsletter and on Facebook to gauge response from residents. Community Heartbeat sent information on training available.
- **Receipt of BATPC Annual Report and Accounts for 2017-18** – The Council acknowledged receipt. No action required.
- **Report on meeting with Nadine Dorries MP** – A meeting was held in the Community Centre on Thursday 11th October and attended by Councillors and residents. She was advised about the issue with drug use and dealing in the village and concerns that younger children are being groomed as runners. She expressed her sympathy and realised that a higher Police presence was needed in the village, but emphasised the lack of Police resources available.

820 Community Centre Matters

Cllr Dart advised that the new Youth Shelter had been erected. David Granger had been contacted to mend the hole in the fence.

New waste bins for the Playing Field had been ordered.

Approval of additional charge of £15 for bouncy castle use in Community Centre – After discussion, the Council agreed to defer the decision to charge regular bookings £15 for using a bouncy castle and to monitor the situation. The Clerk to liaise with the Caretaker to ascertain amount of damage being caused by the bouncy castles. The £15 charge had been included on the booking form and was approved by the Council. **ACTION: Clerk to liaise with Caretaker and print out forms for the Community Centre foyer.**

To ratify recommendations contained within the minutes of the Playing Field and Community Centre Committee meeting of 4th October 2018 – **RESOLVED: Council ratified the Committee recommendations contained within these minutes.**

821 Highway Matters

The Council enquired with CBC Cllr Shelvey regarding works on footpaths and the inadequacy for pushchair and wheelchair users. Cllr Shelvey advised that a report had been submitted and to contact Nick Carofalo. The Council also expressed concerns about the state of roads around the village. Cllr Shelvey advised that Jet Patching had taken place on several roads around Clifton.

- Pond has been cleared of some of the rubbish.
- Intelligence form to use to report incidents to the Police circulated to all members. Not to be used instead of 101.
- Collapsed drain has been repaired.
- The Council noted that the street lights were not as bright therefore not as effective in the rain.

To ratify recommendations contained within the minutes of the Highways Committee meeting of 4th October 2018 – **RESOLVED: Council ratified the Committee recommendations contained within these minutes.**

822 Planning Matters

Cllr Wenham advised that he was not available from 1st November to 21st November to call in plans to the Development Management Committee. Parish Council to contact Cllrs Dalgarno or Shelvey if required.

The Council was advised that CBC had the potential to borrow additional money to provide social housing. Depending on rules, CBC could possibly compulsory purchase land being held by developers.

CBC Cllrs Wenham and Shelvey left the meeting.

Consideration of responses to planning applications – The Council approved responses to the planning applications below.

- **CB/18/03719/GDPE: Clivedale, 174 Shefford Road, Clifton** – Prior Notification of Householder Extension: single storey rear extension 3.2m beyond the rear wall of the original dwelling, maximum height of 3.5m and 2.3m to the eaves. – **No Objection raised.**

Consideration of additional response to planning application: **CB/18/02637/RM:** Land Adjacent to 34 Hitchin Lane, Clifton. – **No additional response required.**

Cllrs Dart and Talbot meet with Mears on site. They found the architecture to be uninspiring and fed back findings to Mears.

A Sub-Committee is to meet the following week to discuss available S106 money.

To ratify recommendations contained within the minutes of the Planning Committee meeting of 27th September 2018 – **RESOLVED: Council ratified the Committee recommendations contained within these minutes.**

823 Finance Matters

PAYEE	DESCRIPTION	NETT AMOUNT	VAT DUE	TOTAL	MULTIPLE INV. TOTAL	CHQ NO
R. Anderson	September Salary	0.00	0.00	0.00		B.Trans
K.Kilby	September Salary	0.00	0.00	0.00		B.Trans
	Total September Salaries	1526.62	0.00	1526.62		
HMRC	PAYE Tax September	167.20	0.00	167.20		
HMRC	Employee NIC September	39.52	0.00	39.52		
HMRC	Employer NIC September	45.44	0.00	45.44		
HMRC	NIC Employment Allowance Sept	-45.44	0.00	-45.44	206.72	B.Trans
Adrian Crawley	Grass Cutting September	333.33	0.00	333.33		102795
D.J. Granger	Grass Cut Inv 018801	780.90	156.18	937.08		
D.J. Granger	Grass Cut Cemetery Inv 018768	172.90	34.58	207.48	1144.56	102796
Shutter Repair Co	Repair faulty shutter	275.00	55.00	330.00		102797
M & B Decorators Ltd	Works at Community Centre	442.00	0.00	442.00		102798
S. Langton	Garden at GoR	64.00	0.00	64.00		102799
K.Kilby	September Expenses	40.53	0.00	40.53		102800
Herts Supplies	Cleaning Products for CC	81.32	16.26	97.58		102801
Tesco Mobile	Clerks phone	9.00	0.00	9.00		DD
B. Livesey	Planting Expenses	138.68	15.27	153.95		102460
Royal British Legion	2 x Soldier Silhouettes	500.00	0.00	500.00		DD
Mazars LLP	External Audit	300.00	60.00	360.00		102802
Caloo	Supply & Install Youth Shelter	5535.00	1107.00	6642.00		102803
Total September 2018 Payments		10406.00	1444.29	11850.29		

The Council **APPROVED** with 1 ABSTENTION payment of outstanding invoices produced by the Clerk.

Balance Sheet as of 30th September 2018.

Copies of the balance sheet of 30th September 2018 were disseminated to all members. No questions were raised.

824 Items for Future Agendas. – None.

825 Next meeting dates –

Thursday 1st November – Highways Committee at 7pm and PF&CC Committee at 8pm

Thursday 8th November 2018 at 7.30pm. – Full Council

Meeting closed at 9.25pm

Signed _____ Date: _____