



The Minutes of the Clophill Parish Council Meeting on Tuesday, 22nd October 2024 at 7.45pm at Clophill Methodist Church.

MINUTES

1. Attendees: Cllr Rodell, Cllr Patrick, Cllr Carpenter, Ward Cllr Smith, Ward Cllr Summerfield, Cllr Hutton, Cllr Tivers, The Clerk TJ Hill.

Apologies: Cllr Brough, Cllr Wright, Cllr Elcome, Ward Cllr Clinch, Cllr Moffatt.

2. To receive declarations of interest from Councillors on items on the agenda and provide outcome to requests for granting dispensation.
None.

3. Chairman's Announcements:

- a. Chairman's Award: The Chairman presented a Chairman's Award Certificate to Pete Liddle for his and Vaughan Wilton's untiring contribution to the community of Clophill.
- b. Parish Councillor Resignation: Cllr Walford's resignation was noted and thanks given for his service to the Council. The Clerk has put up notices advertising the Vacancy. If by 5 November 2024 a request for an election to fill said vacancy is made in writing to the Returning Officer by TEN electors, an election will be held to fill the said vacancy. Otherwise the vacancy will be filled by co-option.
- c. BRCC Rural Housing Needs Survey – Siobhan Lynch is the Rural Housing Enabler from BRCC. She gave a short speech on her role of providing independent advice and support to Parish Councils and community groups considering bringing forward predominantly affordable local needs housing developments. This is done by first conducting a new HNS (Housing Needs Survey) as the last one is out of date.

CPC resolved: Discuss how this can be progressed at its next meeting.

4. Standing Orders will be suspended for a period of up to 10 minutes to allow members of the public to address the Council in relation to the business on the agenda or request matters to be discussed at a subsequent meeting.
Residents of Warren Lane spoke on the speeding issue in their area and that action needs to be taken to reduce this problem.

CPC resolved: Write to the Head of the Highways Authority in support of the residents, asking that action be taken.

5. Resolution to approve the minutes of Clophill Parish Council meeting held on 23rd July 2024.

CPC resolved: Approve.

6. Central Bedfordshire Council Community report - CBC Ward Councillors.
The Ward Councillors in particular highlighted the flooding issues in the area and the 2025/26 Highways Capital Plan.

7. Planning Applications

Decisions Prior To Meeting

Application No: CB/24/02432/LB

Proposal: Listed Building: conversion of dwelling back into two separate dwellings, blocking up internal door openings

Location: 6 and 8 The Green, Clophill, Bedford, MK45 4AD

CPC resolved: No comment.

Decisions At Meeting

Application No: CB/24/02450/FULL

Proposal: Revised - Erection of detached carport with creation of new hardstanding

Location: 7 Back Street, Clophill, Bedford, MK45 4BY

CPC resolved: Object.

Appeal Decision Notice

Application No: CB/23/03829/FULL

Proposal: Erection of a detached chalet bungalow with new detached garage for existing dwelling.

Location: 12A Back Street, Clophill, Bedford, MK45 4BY

The decision against this appeal has been received as 'Planning Appeal Dismissed'.

CPC resolved: Noted.

8. Correspondence

a. Flooding

i. CERT

ii. Meeting with Maulden PC and Haynes PC

iii. Great Lane

CPC resolved:

- **Run own CERT.**

- **Cllr Rodell to lead and also ask Cllr Elcome to co-lead.**

- **Clerk to write out to local Groups, including the original CBC CERT e-mail to seek other volunteers.**

b. Audit Responses

One minor Infringement.

CPC resolved: Noted.

c. Tree debris in old Churchyard

CPC resolved: Thanks noted to Cllr Elcome for arranging clearance.

d. Skate Park – condition of

CPC resolved: No action.

- e. Grass cutting on Bedford Road - Additional
CPC resolved: Additional patch added to contract noted.
- f. Fence at The Green
CPC resolved: Cllr Rodell to visit site.
- g. Warren Lane Speeding
CPC resolved: See Standing Orders suspension.
- h. Community Notice Board – currently removed for repair
CPC resolved: Noted.
- i. Land for rent – Resident would like to fence and use the land off the permissive path between the small woods off old church path and the high street for exercising my dogs and training
CPC resolved: Clerk to advise resident CPC currently has no suitable land, but will let her know when any becomes vacant.
- j. FP A3 bridge - Holes in the southern bridge
CPC resolved: Clerk to e-mail the Highways Authority advising of CPC support.
- k. State of main footpath on High Street – Reported to CBC
CPC resolved: Noted.
- l. Beverley Court – Lack of signage – Reported to CBC
CPC resolved: Noted.
- m. Salt Bags Scheme – Any wanted?
CPC resolved: Clerk to advise CBC one is needed and it should be delivered to a suitable spot near the Village Hall.
- n. Draft School Organisation Plan 2025-2030 – Any comments?
CPC resolved: Noted.
- o. Ward Cllr Summerfield reported that the P&CC (Police & Crime Commissioner) is speaking to Amptill Town Council and would Clophill Parish Council like him to speak to them?
CPC Resolved: Clerk to invite the P&CC to a future meeting.
- p. Cllr Hutton raised the possibility of posting some Horse Rider signs.
CPC Resolved: Clerk to place it on the next Agenda.

9. Finance Resolutions

- a. Sep Payments - made under delegated powers
CPC resolved: Noted.
- b. Oct Payments - for approval to pay
CPC resolved: Approved.
- c. Aug Reconciliations - for approval
CPC resolved: Approved.
- d. Sep Reconciliations - for approval
CPC resolved: Approved.
- e. Clerk's Overtime, Pay and Hours
CPC resolved:
Clerk to claim Overtime Pay for owed hours up to 31 Oct 24.
Clerk and Cllr Rodell to discuss ongoing issue during 12 Nov 24 Catch Up.

10. Standing Items for consideration:

- a. Village Hall Committee –Cllr Rodell/Cllr Hutton
Cllr Patrick volunteered to be a Village Hall Committee Member.

CPC resolved: Cllr Rodell to write to all Village Groups asking for potential volunteers.

- b. Highways – Cllr Brough/Cllr Rodell
 - i. 20 MPH Petition

CPC resolved: Clerk to add Warren Lane Speeding as a Standing Item.

- c. Neighbourhood Plan – Cllr Rodell

CPC resolved: Noted.

- d. Defibrillators – Cllr Rodell

Cllr Rodell had advised the Co-Op Manager has agreed to monitor the Defibrillator on The Green.

Cllr Hutton volunteered to monitor the Defibrillator by the Village Hall.

CPC resolved:

Cllr Rodell to advise the Clerk of the Co-Op Manager's details.

Cllr Hutton and the Co-Op Manager to do a monthly check of their Defibrillator and advise the Clerk of any issues.

- e. The Clophill nature reserve – Cllr Patrick/ Cllr Walford

Cllr Carpenter volunteered to replace Cllr Walford.

CPC resolved: Noted.

- f. Irenes Wood Tree Report – Cllr Carpenter

Cllr Carpenter advised the required work will be done in November. The Clerk reported he had advised the Lower School of the dates.

CPC resolved: Noted.

- g. ROSPA report - Clerk

The Clerk proposed and the Council approved all the outstanding actions on the Actions Log. Craig Nester and "Ground Grafter" were advised as 2 other Quotes required for the Gate.

CPC Resolved: Clerk to contact Craig Nester and "Ground Grafter" to obtain the 2 other Quotes for the Gate.

- h. Christmas Lights – Cllr Hutton/Clerk

Cllr Hutton advised all is in hand.

Thanks were recorded for the contribution of Phil Childs to the cost of the Christmas Lights Switch On.

CPC resolved: Noted.

- i. The Old Bakery – Clerk/Cllr Rodell

CPC resolved: Noted.

- j. Mole Treatment – Clerk

The Clerk advised the mole hills have been flattened.

CPC resolved: Clerk to remove from Standing Items.

- k. Wordpress Web Site Training – Clerk

The Clerk advised the on-line training is free. He needs time required to do it.

CPC resolved: Approved.

- l. Parkinsons Finance Training – Clerk

The Clerk advised each module is roughly £35. He also needs time required to do them.

CPC resolved: Approved up to £100.

11. Date of Next Meeting 26th November 2024 19:45 at Clophill Methodist Church

Notes.
Sep 24 Payments

Clerk	Salary - Tim Hill	
DJG Grounds Maintenance Ltd	Allotments Perimeter	
DJG Grounds Maintenance Ltd	Village Grass	
Clerk	Mileage - Tim Hill	
Clerk	Stationery - Tim Hill	
Anglian Water	Wave Direct Debit	(43.17)
Clerk	Basketball Net	
DJG Grounds Maintenance Ltd	Recreation ground	(140.48)
Mazzars Ltd	Limited Assurance Review	(378.00)
DJG Grounds Maintenance Ltd	Old Church and Cemetery	(388.95)
DJG Grounds Maintenance Ltd	Village Grass	(370.92)
Microsoft (Clerk)	MS Subscription	(24.72)
DJG Grounds Maintenance Ltd	Allotments Perimeter	(108.00)
DJG Grounds Maintenance Ltd	Tractor Flail vergesq	(370.44)
DJG Grounds Maintenance Ltd	Bus Shelter and Teen Shelter	(84.00)
Fidelity	Christmas Lights Switch On Posters for Telegraph Poles etc.	(150.00)
DJG Grounds Maintenance Ltd	Recreation ground	(140.48)
Fidelity	Christmas Lights Switch On Leaflets	(55.20)
SSE/SWALEC	Electricity Direct Debit	(151.09)
3Mobile	Mobile Phone Direct Debit	(9.71)
DJG Grounds Maintenance Ltd	Old Church and Cemetery	(492.15)

Oct 24 Payments

10 Oct 24	Clerk	Salary - Tim Hill	
23 Oct 24	Clerk	Mileage - Tim Hill	
23 Oct 24	Clerk	Stationery - Tim Hill	
23 Oct 24	Clerk	Stationery - Tim Hill	
06 Oct 24	Clerk	New Mobile, Screen Protector and Case - Tim Hill	
23 Oct 24	Clerk	Temporary Event License - Tim Hill	
23 Oct 24	Fidelity	Clophill Fireworks/Christmas lights flyer	- 46.00
23 Oct 24	Clophill Spotlight Magazine	Spotlight Magazine Advertising – Jakins Xmas trees	- 55.00
23 Oct 24	Andy Muskett Ltd	2nd quarter maintenance	- 132.00
23 Oct 24	DJG Grounds Maintenance Ltd	Bus Shelter and Teen Shelter	- 84.00
23 Oct 24	Microsoft (Clerk)	MS Subscription	- 24.72
23 Oct 24	DJG Grounds Maintenance Ltd	Village Grass	- 370.92
23 Oct 24	DJG Grounds Maintenance Ltd	Bus Shelter and Teen Shelter	- 84.00
23 Oct 24	3Mobile	Mobile Phone Direct Debit	- 9.71
23 Oct 24	DJG Grounds Maintenance Ltd	Allotments Perimeter	- 108.00
23 Oct 24	DJG Grounds Maintenance Ltd	Tractor Flail vergesq	- 370.44
23 Oct 24	DJG Grounds Maintenance Ltd	Old Church and Cemetery	- 388.95
23 Oct 24	DJG Grounds Maintenance Ltd	Cut Wild area's in Church Yard	- 283.50
23 Oct 24	DJG Grounds Maintenance Ltd	Bus Shelter and Teen Shelter	- 84.00
23 Oct 24	DJG Grounds Maintenance Ltd	Recreation ground	- 140.48
23 Oct 24	DJG Grounds Maintenance Ltd	Recreation ground	- 140.48
23 Oct 24	Clophill Village Hall	Room Hire	- 30.00
23 Oct 24	DJG Grounds Maintenance Ltd	Allotments Perimeter	- 108.00
23 Oct 24	DJG Grounds Maintenance Ltd	Village Grass	- 370.92
01 Oct 24	SSE/SWALEC	Electricity Direct Debit	- 151.09

Ward Cllr Log for Clophill PC 22 nd October 2024			
Action Point	Progress	Further Action Needed	Notes
20mph zone	Petition -presented to TMM on June 11 th – Awaiting traffic speed survey scheduled for Sept 2024, but delayed due to works on High Street	Ward Cllrs suggest Clophill PC repeat request for onsite meeting to discuss 20mph	13/10 SC has requested information on the date for the survey.
Clophill Lakes	Site affected by recent flooding which may have slowed progress towards opening.		
Old Waterworks/Jacques Lane Hayfield 2	Pending progress through planning – Called In (MS) SC has enquired with Planning Officer on 03/09/24, with no new information and has enquired 13/10/2024	Ward Cllrs to attend DMC when application brought forward.	
Flooding	Cllrs Smith and Clinch visited Clophill St. Mary's Lower School on 10/10/24 with MP Blake Stephenson to investigate how we could helpfully engage with ongoing addressing of issues. We have been assured that the damaged car park will be fixed during half term to be available for the school fundraiser fireworks.	Continued flood risk for Lower School needs to be addressed, including potential for flood barriers.	
Warren Lane	Planned street lighting improvements not yet done and not adequate to address safety issues. SC has met with Highways leaders to be briefed on comparative statistics for accidents at the site and potential for action in summer 2025. Barton and Silsoe Ward Cllrs are also involved with trying to get safety improvements. There have been further accidents on Warren Lane since last PC meeting, latest on 10/10/24	Next Sustainable Communities Meeting at which issue could be brought forward is 7 th November at 1830.	Request for improvements will suggest no right turn into or from Warren Lane at A6 junction.
A6/A507 roundabout	The Stage 3 Road Safety Audit dated 03/05/2024 was made public via FOI from Maulden PC. Numerous safety issues were identified - the hatching off of one of the two entry lanes to the north arm was one response. Although the 40 mph buffer was identified as a safety concern due to placement, it has now been installed as specified. The 40mph gateway southwards on the A6 is not clear. Concern(from Pine View Park residents) that Toucan Crossing on A6 north arm beeper is not loud enough. SC has twice asked that this is fixed - last outcome (7/10) was that one side was fixed. Entry to Clophill off A6 remains problematic northwards and southwards due to junction design and parked vehicles and southward roundabout traffic moving into the right turn filter lane for the junction.	Continued engagement needed on speeding issues into and out of roundabout arms – Ward Cllrs suggest Clophill PC draw up a list of specific improvements they wish Ward Cllrs to pursue with them. (Repeater 30mph signs on all exit lanes?)	The Stage 3 RSA document was emailed to the Clerk on 14/08 from Cllr Peter Phillips from Maulden PC

Plots off Great Lane	A Planning Enforcement case was opened on 15/08 and investigation is ongoing. SC has requested further information 13/10/24. Officers have noted the report of a digger on site and have visited – last communication 10/09/24		
Farm Exit on A6	Statement from RSA Stage 3 : “ A6 South – Farmers Access There is an existing farmer’s field access on the A6 South (west) adjacent to the new toucan crossing. CBC, Octavius and Environ have been working closely with the farmer who raised concerns about his access to the proximity of the new toucan crossing. We have met with the farmer on a couple of occasions, new swept path analysis were completed by Jacob and adjustments to lower the kerbs were made on site. There still remain some difficulties with the access arrangements and I would welcome your view on this as part of the audit please. Neither of these accesses was considered to represent a road safety problem in the way that the representations have suggested, and this issue is therefore addressed in the covering letter.”	Request update from landowner on engagement and current status of issue.	The covering letter was not part of the released information
Footpath signage for Beverley Court	Residents have requested signage for Beverley Court at the footpath entry on High Street between the old Green Man and The old Bakery, and for their access from the footpath some metres to the north. SC has started enquiries with Highways 13/10/24		
Highways Capital Plan 2025/6	In early November Ward Cllrs will be presenting a ward list of priority schemes for the 2025/6 Highways Capital Plan.	Clophill PC to identify works they would like to have done and communicate to Ward Cllrs by end of October	Highways will use their own prioritisation strategy and are aiming to have a multi year plan.