

Minutes of the Eggington Parish Council
Meeting No.178 – held on Monday 9th April 2018 at 8:05pm

PRESENT : Chairman Rob Jefferis
Councillors Peter Moore John Symonds John Westbury Peter Ellyard
Ward Councillor Mark Versallion
CLERK: Charlotte Gurney
PARISHIONERS: Mrs S Bradley and Mr Brian Dunleavey (CBC)

Public Statements: Mrs Bradley asked whether the Parish Council have done anything about the mess in front of Thornham House, and the chaos being caused by building work at 10, Orchard Estate. She noted that there was debris all over the pavement, adding that the pavement was frequently unusable due to the way vehicles park on either side of the site, besides the building materials or rubbish on it. Cllr Symonds advised he has knocked on the door and spoken to the builders regarding the parked cars on the footpath. Mrs Bradley felt that they should have provided something to separate the site from the pavement, but that essentially she did not feel the site is safe. Cllr Symonds advised Mrs Bradley that owners were living on site in a shed in the rear garden.. **Clerk to report Mrs Bradley's concerns to CBC.**

1. Apologies Received: Apologies had been received from Cllr Richard Gorton

2. Declarations of Interest and requests for dispensations: None were made.

3. Report from Ward Councillor: The Local Plan submission had been delayed, and an extra month for submission had been granted. Nothing would be concluded or the plan adopted until April 2019. The Bin consultation would run until the 20th April. Cllr Versallion informed the Parish Council that he was against it as he believed it was a reduction in service. Cllr Westbury advised that he had responded to the consultation, that it was confusing for service users as to which bin was required each week as some weeks both would be collected and some weeks none! Whatever is decided will be implemented in Autumn 2019. Cllr Westbury advised he had not received sufficient information on the 'green waste' and charges but has responded to the consultation regarding these points. Cllr Versallion said that there was an 'East of LB' member advisory group (which he is part of) and the group meets monthly. It was currently looking at link roads, traffic schemes for the sites, and discussing with Planning and Beds Highways. Cllr Versallion advised if we had issues as a Parish he would like us to raise them so he can take it to this group. Cllr Jefferis enquired whether there was an estimate of when development would start: Cllr Versallion believed that it would be in the next 1 to 2 years time.

4. Governance Arrangements Review: Brian Dunleavey, Democratic Officer at CBC, had been invited by Cllr Westbury to attend and give members of the Parish Council an overview of the Governance review. Mr Dunleavey advised that this was the first full governance review since the formation of CBC as a Unitary authority. A Governance review should be held every 10 to 15 years. This Governance review would be a 12-month project, which started in October 2017. The first public review was then held in November. Every Parish was written to asking for a response to the consultation by end of January. On the 29th March 2018 the first draft of recommendations went to the General Purposes Committee. Following that, there were revised and draft recommendations placed on CBC's website, and available for viewing. These will be consulted on starting 14th May 2018 to 6th July 2018. Mr Dunleavey advised he intended writing personally to each Chairman, and advised that where parishes do not have elections he would be recommending that Parish Councils reduce the number of Councillors. The Parish Council could comment on recommendations but could not suggest an alternative. He then talked through the legal process, and advised that any changes would come into effect on 1st April 2019, in time for the elections in May. Mr Dunleavey then read to Council the draft recommendations concerning Eggington: *That the Parish name of Eggington should remain unchanged, That the number of Parish Councillors on Eggington Parish Council should remain unchanged (at 7), That a further governance review of the parish be held when a substantial number of houses on the proposed development has been occupied, and, That no change should be made to the boundary of Eggington.* Cllr Westbury thanked Mr Dunleavy for coming, adding that the Parish Council hadn't responded due to a meeting being cancelled, and that we had been unable to arrange for Mr Dunleavey to come and speak to us sooner. Cllr Versallion asked two questions: 1) regarding the phrase "a substantial number of houses" and asked Mr Dunleavey to comment on number or % that "a substantial amount might indicate". Mr Dunleavey advised his calculation is working on 200 houses. 2) Cllr Versallion asked whether the Parish could comment now on any proposed name (i.e. Eggington North or Clipstone Park) and whether this should be done through a formal request process. Following the answer from Mr Dunleavey, Cllr Versallion recommended Eggington Parish Council that they could/should start to influence the name and promotion of such, creating a petition for Parishioners regards creating a new ward with a name, as the support from Parishioners would assist with any formal request.

5. To confirm Minutes of Meeting 177: One amendment was required - Clerk's Invoice amount was incorrect and should have read £418.42. Following this amendment, it was proposed by Cllr Westbury, seconded by Cllr Symonds that the Minutes provided a true and accurate record of the meeting. Unanimously agreed.

6. Matters arising from those Minutes: the Clerk informed the meeting that a second objection to the fence erected at The White House had been placed, but that the whole application had been withdrawn. Cllr Westbury, acting as RFO, confirmed that the s137 Grants had been paid to both St Michael's Church PCC and the Village Hall Management Committee as agreed. Cllr Westbury advised that he had spoken to Mrs Dyer who had verbally thanked the Parish Council for the monies and advised they would be formally writing to Parish Council.

7. Financial Report: Cllr Westbury, acting as RFO, provided the following information:

Community Account	£ 3,531.95
Deposit Account	£12,273.12
Total	£15,805.07

Approval was sought to pay the following outstanding Invoices:

a) Clerk's remuneration	£34.87
b) Village Hall hire fee	£24.00
c) BAPTC affiliation fee	£92.00
d) CPRE affiliation fee	£36.00

Acceptance of Accounts. The Parish Council has received a Total income of £7,153.43 (which was enhanced by a grant of £945.16 from the Transparency fund. Since the last meeting, £2,247.02 paid out up to end of financial year. This included grant monies to Church and the Village Hall.

Cllr Westbury submitted the Accounts to the Parish Council: they were proposed by Cllr Ellyard, seconded by Cllr Moore, and were Unanimously adopted.

8. Planning and Development: following objections, the White House had withdrawn its retrospective application for the erection of a fence on the boundary of its property. No update had been provided by CBC on any enforcement notice.

Clerk will contact CBC for an update

9. General Data Protection Regulations 2018: Cllr Westbury reported back to Parish Council regarding his attendance at BATPC seminar on the subject, and distributed copies of the notes provided. He advised that neither the Parish Clerk or a Parish Councillor could register to be the data protection officer for this Parish Council. As of the 25th May 2018, Cllr Westbury suggested that the Parish Council could destroy every bit of paperwork that it held which could identify an individual (email contacts, telephone numbers and addresses) UNLESS it was needed for the running of Parish Council business, or a Parishioner gave their express permission for that information to be held and used for communication. Members discussed not sharing data even between themselves other than any content required. Cllr Westbury advised that the DPO Centre are offering Parish Councils within CBC's area (based on precept) to be their Data Protection Officer. They as a DPO will want to work out with each Council a plan on what information is held, size of the Parish, etc., so they can offer a plan on how any "personally identifiable information" is dealt with. The Parish Council needs to justify holding any information, and ensure it is held only for a set period. The Parish Council would be classed as Category 3, which was important as this outsourced DPO service would cost £220 per annum if classed as Cat 2, or £600 if Cat 3. In the second year this would be reduced again. They advised that if we hold very little information then they would be more likely to treat as Cat 2. Following this, Cllr Westbury proposed that we contract DPO Centre as Data Protection Officer for the Parish Council, and make a case for Category 2 status. This was seconded by Cllr Symonds and agreed unanimously.

Cllr Westbury will contact on clerk's behalf

10. Noticeboards: Councillors discussed whether to opt for noticeboards made of Oak or whether to choose Matt Green aluminium which had previously been quoted for. It was unanimously agreed to order the two Oak boards, which were both cheaper and more aesthetically pleasing. **Cllr Westbury to order**

11. Grass Cutting: Cllr Westbury advised that, after a couple of failed meetings he had managed to meet with Marc Miles from Ed's Garden Maintenance. They'd had a walk around the village, during which Marc stated that to take away grass cutting would cost considerably more than we were paying. Marc later emailed the Parish Council regarding cuts and the frequency. He suggested weekly cuts for the recreation ground and church yard, and that he would then also cut centre of village weekly for no additional cost. The Chairman has advised that he would like to know the weekly cost again (this had been provided on original itemised quote). The Clerk to provide costings again to Councillors, w/c 9th April 2018. It was proposed that the Contractor be asked to provide the first cut immediately and the Parish Council would confirm whether weekly cuts were required after the Annual Meeting on 14th May 2018. This was unanimously agreed.

Clerk to update contractor and provide costings to councillors

12. Cllr Updates: Cllr Symonds had reported a street light not working to CBC using details on lamppost (number of lamppost). Although this was reported before Easter, it had not yet been rectified. Cllr Symonds will provide details of the lamppost to the Clerk.

Clerk to report on behalf of Parish Council

13. Clerk Update:

- a. Crime – no crimes reported in March
- b. Correspondence – NALC review of local government ethical standards
- c. Co-opting leaflets – leaflet has been designed and approved by Cllrs. Clerk will deal with printing and hand-deliver throughout the village.
- d. Events - Eggington House is holding a Hog Roast on May 12th in support of St Michael's Church.
- e. Meeting Dates – a list of proposed meeting dates for ²⁰¹⁸/₁₉ had been provided to Cllrs.
- f. Solar Panel Fund Meeting – Clerk to arrange the first meeting date. The Village Hall have advised they will be putting in an application.
- g. Annual Meeting – Clerk has arranged with Village Hall for their Yoga booking to be cancelled so that the Annual meeting can start at 7pm.

There being no further business to discuss, the meeting was closed at 22:50 (10.50pm).

Next meeting: Monday. 14th May 2018 at 20:05

This is true and accurate record of the meeting.

Signed: *R. Jefferis* (Chairman)

Date: 14th May 2018