

Minutes of the Caddington Parish Council Meeting held at Heathfield Centre on 11th September 2023



Present: Parish Councillors M Russell (Chair), M Tomlin, V Malone (also CBC Ward Cllr), A Palmer, H Palmer, R Catford, M Mackey, B Fitzsimmons, S Quinn, J Lovell, Clerk L Heartfield, 20 members of the public, 2 police officers.

Public participation:

- Replacement of missing bollard outside the Sports and Social Club: Cllr Malone has chased the CBC highways manager. This bollard will be replaced within 1 month with one which reflects car head lights and will rebound if hit by a vehicle.
- Old Ash tree by the width restriction outside the sport and social club: Cllr Malone will chase up with CBC, fix my street reference number to be provided to her.

23/24/80 APOLOGIES FOR ABSENCE

Apologies were received and accepted from CBC Ward Cllr K Collins (on holiday).

23/24/81 DECLARATIONS OF INTEREST

Cllrs Russell and Tomlin declared an interest in payments for authorisation (agenda item 23/24/102).

23/24/82 APPROVAL OF MINUTES

It was **RESOLVED** that the minutes of the meeting held on 11th July 2023 were a correct record and were signed by the Chairman.

23/24/83 PROGRESS UPDATE FROM LAST MEETING – for information only

- **UK Power Networks:**
 - **Old substation at the end of Ledwell Road** – UKPN have confirmed that leasing the land maybe possible for a £50 admin fee plus an annual charge. The Clerk is awaiting more information. However Caddington Sports and Social Club have stated that this land is not now needed as it will create access to a new storage area which may be dangerous.
 - **Edgecote Park** new supply for CCTV: awaiting start date from UKPN.
- **Brick Bus shelter:** Almost complete. Awaiting supplies for windows and flower boxes.
- **Edgecote Park Play Equipment:** Grant has been submitted. The clerk will be informed of the outcome by the end of September.
- **Allotment access track repair:** will be undertaken in the Autumn by Village Garden Services.
- **The Green:** Clerk and Warden and Cllr Malone have carried out visits. Signs are on order with CBC. Clerk has ordered bins etc. Warden to straighten and repair equipment where possible.
- **Caddington Allotments and Leisure Gardens:** the full Parish Meeting resolved in November 2022 to increase plot fees to £25 for a full plot and it was decided to allow the committee to manage the additional funds generated. The Clerk has identified the final sum as £498.50. This is listed for payment this month.
- **Villager of the Year etc** - Certificates for Villager of the Year, Organisation of the Year and special recognition were presented by Cllr Tomlin at the Village show Saturday 09/09/2023.
- **Two Sycamore Trees** – one in the Cemetery and one on the Green have been felled. The one on the green had to be felled as an emergency and ground out. It was full of metal, asbestos and concrete. Two new trees will be planted to replace.
- Second **Precept payment** has been received for £83,469.00. The Clerk has received training from CBC on precept payment procedures.

23/24/84 POLICE AND CADDINGTON WATCH

Local PCO Tuck and a colleague attended. Hyde Road and Folly Lane are still areas where vehicle crimes have taken place. She asked that where possible good quality CCTV could be passed to her in order to help solve the crimes. Cllr Fitzsimmons read out the full crime statistic report from CaddWatch which had been forwarded to Councillors before the meeting. There had been 24 offences reported since 04/08/2023.

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23/24/85 REPORT FROM CENTRAL BEDFORDSHIRE WARD COUNCILLOR

Councillor Malone reported that:

Hardwood frames had been installed as have the fascia and guttering on the bus shelter by the Green. As soon as the polycarbonate for the windows have arrived, the works will be completed and window boxes added.

Caddington Heritage Greenway is delayed due to landowners (where the field edge bridleway creation is taking place) will only withdraw their objection to the scheme if the cross field path is removed from the plans. This means another report, another consultation and a further order to add to the already complicated process.

Footpath 1 from Hyde Rd to Luton Rd, behind the Chequers is going to be totally cleared of vegetation and placed on the six monthly CBC maintenance schedule.

The bollard outside the sports and social club should be completed within 1 month. The design requirement for it to be illuminated has been amended since its original installation, the new one will reflect car head lights and will rebound if hit by a vehicle.

Speed capture devices are to be installed in November on Luton Rd near Manor Court and also in Chaul End Rd between the scrap yard and Brick Kiln barns. These carry out speed and traffic volume surveys to determine the traffic behaviour along the road. There have been several accidents in these areas in the last 2 years and residents have been requesting something is done. Two tubes will be placed across the road to measure the speed and type of vehicle, this is normally left on the road for about 7 days, the results will then be analysed.

23/24/86 CADDINGTON AND SLIP END BUS USERS GROUP (CaSeBuG)

A representative of CaSeBuG read out the following report.

“Pan- Bedfordshire Bus Users’ Forum

CaSeBuG attended the inaugural meeting of the Pan- Bedfordshire Bus Users’ Forum held at Priory House Chicksands Tuesday 18th. July 2023. Adrian Hardy chaired the meeting for Central Bedfordshire with representatives from Bedford and Luton Borough Councils attending remotely via MS teams. Council representatives shared their roles in bus service provision, together with bus service improvement plans using flow down monies from Central Government under the ‘Bus Back Better’ banner. The monies from Central Government are capital project slanted and not revenue focussed. The main point affecting Caddington is the Central Bedfordshire 2016 pre-pandemic Transport Plan. This plan seriously restricts the role of Central Bedfordshire in supporting public transport. Such restrictions do not apply to Bedford or the County Borough of Luton. Hence Central Bedfordshire is unable to apply some of the Government funding affectively. Unless this piece of outdated planning is rescinded, replaced or withdrawn; we in Central Bedfordshire are at a severe disadvantage in service provision. It is suggested that we write to our Central Bedfordshire Council representatives to aid in getting the offending 2016 Transport Plan withdrawn, or a new plan established. A follow up meeting for the group was held 9th. August 2023. Both a Chair and Deputy Chair persons were nominated, elected, and appointed. A draft constitution was prepared, and circulated for comment. CBC offered their secretarial services for minute taking via Nick Doolan. The next meeting of the group is to be held at Borough Hall, Bedford 27th. September, 18.00 – 20.00

Village 232 service update

A productive meeting was held Friday 1st. September with Adrian Hardy and Dave Streeton to discuss the future of the 232 service. Many of our aspirations regarding the service seem to have been provisionally met. The revised service is due to start in the New Year, and is currently out for tender. More details will be able to be released after the timetable issued and the service has been registered towards the end of October / beginning of November.”

23/24/87 HEATHFIELD CENTRE AND DEVELOPMENT

No new update. Cllr Malone reported that there may be more information available in time for the next Parish meeting.

23/24/88 CADDINGTON HERITAGE GREENWAY

Cllr Malone provided an update as part of her ward councillor report (23/24/85).

Minutes of the Caddington Parish Council Meeting held at Heathfield Centre on 11th September 2023



23/24/89 GRANT AID APPLICATIONS 2023/24 AWARDS (SECOND ROUND)

£12,000 is allocated in the 2023/24 budget under Section 137.

£5000 of this is allocated to the Heathfield Centre for publication of 10 issues of The Villager magazine.

£3129.23 was awarded in round 1, leaving a balance of £3870.77 for round 2.

All application forms had been circulated to Councillors prior to the meeting.

It was **RESOLVED** to award the following:

Group	Purpose	Award
Caddington PTA	Flying disc target course	£ 204.99
Caddington Heathfield Centre	WiFi Infrastructure	£ 252.00
Caddington Cricket Club	Irrigation system for Cricket Pitch	£1,000.00
Caddington Youth Football Club	Footballs, pumps, 2 x first aid kits	£ 279.94
	Total	£1736.93

It was **RESOLVED not** to grant the request from Hornbeam Wood Hedgehog Sanctuary (Harpenden) as the funds would not have been specifically targeted to Caddington. However, the same amount of £841 is to be held in order to fund local wildlife groups, should they be able to meet grant financial regulations.

It was **RESOLVED** to give the balance of £1292.84 of this year's funds to Caddington Cricket Club to fund additional items requested in their application.

23/24/90 VILLAGE SHOW REPORT

Cllr Malone reported that it was a great day and well attended. The dog show and sheep races were cancelled due to the extreme heat but were replaced by a tug of war contest and human "sheep" racing! She commented that there were very few people at the end to pack up the Marquees and this needs to be addressed for future events. Cllr A Palmer thanked all involved for their hard work. It was **RESOLVED** that the Clerk will advertise for "Happy Helpers" and create a list of people willing to help in the future.

23/24/91 PARISH MARQUEE HIRE TERMS AND CONDITIONS

It was **RESOLVED** to accept the draft terms and conditions which had been circulated to councillors on the condition that the returnable deposit be amended from £100 to £200 and that loans would not be made to **private** companies where they were making a profit by using the marquee for free.

23/24/92 CHRISTMAS LIGHTS SWITCH ON EVENT 25TH NOVEMBER 2023

The clerk has received confirmation that the fair are able to bring some smaller rides for the event. The scouts agreed to run the drinks stall. It was **RESOLVED** that Cllr Fitsimmons will contact the Chequers Pub. Cllr Malone will contact the providers of the small train and the Elf and Caddington School Choir. The Clerk will ask this year's Villager of the Year to be available to switch on the lights.

23/24/93 CHRISTMAS LIGHTS ANNUAL MAINTENANCE CONTRACT

It was **RESOLVED** to accept the contract as proposed with Electra Fit Ltd and the Clerk to arrange signatures.

23/24/94 REMEMBRANCE DAY & OSTSTEINBEK, GERMANY INVITATION

Cllr Russell and the Clerk will visit Oststeinbek, Germany on 20th September to represent Caddington at a ceremony to inaugurate "Caddington Street". The remembrance wreath will be transported at the same time. After a short discussion led by Cllr A Palmer it was **RESOLVED** to accept expenses for the trip over and above the Chairman's allowance of £500.

The clerk reported that due to busy schedule Oststeinbek will not be sending anyone to the Caddington Village Remembrance service this year.

23/24/95 80TH ANNIVERSARY OF D DAY 2024

It was **RESOLVED** that the Clerk register Caddington parish Council's interest in this event via the link that had been circulated to Councillors.

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23/24/96 SPORTS AND SOCIAL CLUB CHANGING ROOM EXTENSION – DRAFT PLANNING APPLICATION

It was **RESOLVED** to accept the draft and for the Clerk to inform the Club.

23/24/97 ARRANGEMENTS FOR COUNCIL RESERVE FUNDS

It was **RESOLVED** that the Clerk would apply for a Public Sector Deposit Fund account with CCLA and to transfer £200,000 of council reserves. This is to ensure council reserve income is maximized. The fund is instant access, withdrawals on demand and withdrawn amounts paid into a nominated bank account the same day. There is no charge for withdrawals. Authorised signatures should be the same as the Unity Bank Account (Cllr Russell, Cllr Tomlin. Cllr Fitzsimmons, Cllr Palmer).

23/24/98 ACTIONS FROM ROSPA SAFETY REPORTS

ROSPA play area and pond safety reports have been received and circulated to Councillors. There were four repairs identified as high. One of these had already been repaired by the warden.

It was **RESOLVED** that the other repairs would be dealt with when the equipment was replaced with six months.

23/24/99 2022/23 ANNUAL RETURN CERTIFICATE FROM EXTERNAL AUDITORS

It was **RESOLVED** to approve and accept the completed 2022/23 Annual Return and certificate from Mazars External Auditors. There were no issues identified and no significant matters arising from the audit. The External Auditor report, certificate, notice of conclusion of audit and statement of accounts have been published and are available to the public if requested.

23/24/100 PLANNING COMMITTEE COMMENTS & RECOMMENDATIONS ON PLANNING MATTERS

Comments were received on the following planning matters. Clerk to forward to CBC Planning Officers.

CB/23/02784/FULL 73 Five Oaks, Caddington, Luton, LU1 4JD

Single storey side rear extension with flat roof and glass lantern over, plus internal alterations to the main dwelling
No objection

CB/DDD/23/00397 Caddington Village Green outside 12 The Green, Caddington, Luton, LU1 4HF

Felling of dying and decayed Sycamore tree on Caddington Village Green, adjacent to 12 The Green. Tree is located within the Caddington Conservation Area, and identified as ID No. 748.

No objection

CB/TRE/23/00379 56 Holly Farm Close, Caddington, Luton, LU1 4ET

Works to trees protected by Tree Preservation Order No. 5/1983 G4 (Sycamore and Oak Tree) & G5 (Sycamores and Hawthorn Tree):- Pruning of trees

No objection

23/24/101 CORRESPONDENCE

A list of correspondence this month had been circulated to councillors for information before the meeting.

23/24/102 AUTHORISATION OF PAYMENTS

It was **RESOLVED** by full council to authorise the following accounts for online payment.

Date	Payable to:	Payment Details	Total
01/09/2023	Village Garden Services	Ground maintenance	£ 801.74
01/09/2023	NJ and S Arthur	Allotment management	£ 45.00
05/09/2023	Cllr Tomlin	Nuts and Bolts (Marquees)	£ 18.63

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05/09/2023	Cllr Tomlin	Metal ratchet buckles (Marquees)	£ 47.78
12/09/2023	Clerk	Salary	£ 1,642.79
12/09/2023	Beds Pension Fund	Pension	£ 782.64
12/09/2023	HMRC	Tax NI	£ 815.40
12/09/2023	Heathfield Centre	Printing costs Villager Mag September edition (VM-009)	£ 500.00
12/09/2023	Village Garden Services	Parish Warden cover August	£ 1,584.00
12/09/2023	Andrew Shaw Computer Services	Microsoft 365 & Virus checker (Inv 220347)	£ 21.38
12/09/2023	L Heartfield	Strong Camping Pegs For both marquees	£ 51.96
12/09/2023	Caddington Allotments and Leisure Gardens	Income received from plot fee increase 2022/23	£ 498.50
12/09/2023	Mazars	Internal Audit Fee (Inv 2227092)	£ 504.00
12/09/2023	Perfect Personalised Parties	Village Show DJ (Inv 0225)	£ 230.00
12/09/2023	Graham Crisp	Village Show Entertainment - Singer	£ 200.00
12/09/2023	Thomas Dye	Village Show - Events, PA, Electrics and publicity	£ 100.00
12/09/2023	TP Hughes (Little Distractions)	Village Show - Band	£ 250.00
12/09/2023	Simon Maxwell	Village Show First Aid	£ 150.00
12/09/2023	D Bygate (Sonriki Trophies)	Village Show Trophies	£ 59.07
12/09/2023	TGB Treecare	Removal of 2 Sycamore trees (1 in the church yard and 1 on the green)	£ 2,280.00
29/09/2023	James Macpherson	CCTV service contract	£ 200.00
30/09/2023	Unit Trust Bank	Service Charges (3 months)	£ 26.55
30/09/2023	Castle Water	Allotment water supply	£ 81.35

Public participation:

- People who came to the recent puppet show commented that they were very Impressed with the Heathfield Centre.
- Replacement of the bridleway sign at the top of Folly Lane: Cllr Malone reported that this is on the list for replacement and she has chased again.
- Why is the substation land not now needed? Caddington Sports and Social club are installing a new fence and making a new storage area using one side fence of the substation. Removing the fence would allow children access to the stored equipment. Cllrs Tomlin and Russell as Sports club committee members will look at the fence plans again.

Meeting closed at 9.02 pm