

Blunham Parish Council Meeting

11th May 2023

The Annual Meeting of Blunham Parish Council will take place on Thursday 18/05/23 at 7pm at the Village Hall. All Councillors are hereby summoned to attend. Times are approximate and members of the public are welcome to attend. Clerk to the Council – Jo Graves, Tel: 07563 527415 clerk@blunham-pc.gov.uk

Jo Graves

	Item	Requirement	Time
01:05/23	Election of Chair and Vice Chair	a) Nomination for Chair to be considered. Elected member to sign Declaration of Acceptance of Office of Chair. b) Nominations for Vice Chair to be considered	7.00pm
02:05/23	Apologies for Absence	To note apologies and grant dispensation to sign Acceptance of Office prior to next meeting.	7.08pm
03:05/23	Declarations of any new Pecuniary Interests	Any new Pecuniary Interests should be declared. They must then be added to the register within 28 days. Existing pecuniary interests already registered do not need to be declared. Members cannot take part in any discussions or vote on matters in which they have a pecuniary interest. Please note that following the election process new declaration of interest forms need to be submitted to CBC within 28 days.	7.10pm
04:05/23	Appointment of Representatives	See info sheet for current representatives.	7.12pm
05:05/23	Meeting dates for 2023/2024	a) To agree the Full Council Meeting Dates (see info sheet) b) To agree dates for Planning Committee meetings if required. c) To agree Terms of Reference for Planning Committee, Staffing Committee and Maintenance Committee.	7.15pm
06:05/23	Minutes of previous meetings & review of matters arising from that meeting & previous agreed actions.	To confirm and adopt the Minutes of the meeting of Blunham Parish Council held on Thursday 30 th March 2023. Matters arising from the minutes (for information only)	7.20pm
07:05/23	Public Session	An opportunity for the public to ask the Council questions & make observations about agenda items. There is 15 mins set aside for this agenda item. All questions & comments should be directed to the Chairman. Members of the public are respectfully reminded that this is the only part of the meeting that they can participate in.	7.25pm
08:05/23	Unitary Councillors Report	Welcome to new Ward Councillors.	7.40pm
09:05/23	Highways	See information sheet. To receive Highways Committee report & any other Highways matters that need Full Council consideration. a) The Hill – update on future road closures etc.	7.50pm
10:05/23	Maintenance	See information sheet. To receive Maintenance Committee report & any maintenance matters that need Full Council consideration including a) To consider revised prices as per the grass cutting and maintenance contract with Mark Zwetsloot. b) To consider report regarding cemetery fees and regulations review. c) To note work carried out at The Pound by CBC regarding flood gauge. d) To consider request received from CBC regarding tree and shrub clearance for flood survey work.	7.55pm
11:05/23	Communications	See information sheet. To receive Communications Committee report & any other communications matters that need Full Council consideration.	8.10pm
12:05/23	Community Safety	See information sheet. To receive Community Safety Reps report & any other community safety matters that need Full Council consideration	8.15pm
13:05/23	BSSC/Play Area Update	See information sheet. To receive BSSC/Play Area report and any matters that need Full Council consideration. a) To discuss playground licence agreement with BSSC. b) To receive latest playground quarterly inspection report.	8.20pm
14:05/23	Planning	Planning applications to be considered, plus any other planning matters that need Full Council consideration a) CB/23/01128/FULL – Demolish existing garage outbuildings and construct a new replacement garage and driveway – 20 The Hill, Blunham MK44 3NG Link to documents on CBC website: http://plantech.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acoln/etcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeResultDetail&TheSystemkey=633317	

		b) CB/23/01184/FULL – Single storey rear extension with alterations to the front entrance and windows – 5 Park View, Blunham, MK44 3PB Link to documents on CBC website: http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/23/01184/FULL c) Planning Appeal Decision: CB/20/01882/FULL – Land East of Station Road, Blunham MK44 3NZ Construction of 20no residential dwellings with associated parking, public open space, landscaping and access (revised application) – Decision: Planning Appeal Dismissed d) Planning Decisions CB/23/00386/FULL – Single storey rear extension and single storey front porch with access ramp. Replace ground floor side window with patio doors and replacement close boarded 1.8m timber fence – The Rectory, Park Lane, Blunham MK44 3NJ – Granted e) CB/23/00704/FULL – Demolition of existing garage, construction of new attached garage, additional entrance, boot room and first floor room above. – 78 Barford Road, Blunham MK44 3ND - Granted	
15:05/23	Neighbourhood Plan	To note date of first meeting of Neighbourhood Planning Steering Group.	8.40pm
16:05/23	S106 Working Group	To note date of next meeting.	8.45pm
17:05/23	Reports from Representatives	See information sheet. - To receive any reports from Parish Councillors who represent the Parish Council on other committees. - To receive reports from Councillors who have attended meetings on behalf of the Parish Council.	8.50pm
18:05/23	Finance Statement	See information sheet. a) To approve payments due & receive financial statement of accounts. b) Bank Mandate, to nominate and agree signatories for bank accounts. c) To acknowledge receipt of first instalment of precept from CBC in sum of £25,684. d) Bank Reconciliation, to nominate a Councillor to undertake quarterly bank reconciliations. e) To note receipt of streetlight insurance claim payment from Aviva. To approve the quotation from Andy Muskett to repair the damaged streetlight. f) Insurance Renewal – to consider insurance renewal and approve insurance schedule.	8.55pm
19:05/23	Year End Accounts and Audit Submission 2022/2023	To consider and approve Year End Accounts, Internal Audit and External Audit Return (circulated with Agenda) a) Year End Financial Report 31/03/23, inc S137 expenditure. b) Internal Auditors Report c) External Auditors Return (AGAR) – Annual Governance Statement d) External Auditors Return (AGAR) – Annual Accounting Statement e) Notice of Exercise of Public Rights – 06/06/23 to 17/07/23	9.00pm
20:05/23	Approval of Memberships & Subscriptions	a) To consider and approve membership and subscriptions (circulated with Agenda).	9.10pm
21:05/23	Approval of Direct Debits and Standing Orders.	See information sheet for details of Direct Debits and Standing Orders	9.15pm
22:05/23	Policy Document Approval	a) Code of Conduct b) Standing Orders c) Financial Regulations d) Complaints Policy	9.20pm
23:05/23	Correspondence	See information sheet a) To consider metal detecting request.	9.25pm
24:05/23	Next Meeting Date	To agree next meeting date Thursday 27 th July 2023	9.30pm

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