



AGENDA

22nd May 2025

The Annual Meeting of Blunham Parish Council will take place on Thursday 29/05/25 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
01:05/25	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
02:05/25	Apologies for Absence	To note apologies and grant dispensation to sign Acceptance of Office prior to next meeting.	7.05pm
03:05/25	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.	7.05pm
04:05/25	Appointment of Representatives	See info sheet for current representatives.	7.10pm
05:05/25	Meeting dates for 2025/2026	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, Maintenance Committee and Neighbourhood Plan Steering Group.	7.15pm
06:05/25	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 27 th March 2025. Matters arising from the minutes (for information only)	7.20pm
07:05/25	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. PC David Lace from Bedfordshire Police will be attending the meeting.	7.25pm
08:05/25	Unitary Councillors Report		7.40pm
09:05/25	Highways	See information sheet. To receive Highways Committee report & any other Highways matters that need Full Council consideration.	7.50pm
10:05/25	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) Update on Churchyard boundary wall. c) To consider quotations for purchase of tables and chairs for the Village Hall with S106 funding.	7.55pm
11:05/25	Communications	See information sheet. To receive Communications Committee report & any other communications matters that need Full Council consideration.	8.10pm
12:05/25	Community Safety	See information sheet. To receive Community Safety Reps report & any other community safety matters that need Full Council consideration	8.15pm
13:05/25	BSSC/Play Area Update	See information sheet. To receive BSSC/Play Area report and any matters that need Full Council consideration.	8.20pm

		a) To receive latest playground quarterly inspection report – April 2025.	
14/05/25	Planning	Planning applications to be considered, plus any other planning matters that need Full Council consideration a) CB/25/01518/PIP – Permission in Principle: Erection of 3-4 Residential Dwellings – Land to the rear of 71 and 75 The Hill, Blunham Link to documents on CBC website: https://plantech.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acolnetcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeResultDetail&TheSystemkey=641606 b) Planning Decisions CB/25/00211/FULL – Erection of a two bedroom bungalow with attached garage and solar panels, together with partial demolition of existing garage to create new access and associated works – 26 Station Road, Blunham MK44 3NZ – Refused. c) CB/25/00743/FULL – Single storey front extension and associated internal alterations. – 6 Brickhill Close, Blunham MK44 3NF - Granted	8.25pm
15/05/25	Neighbourhood Plan	See information sheet. To receive report and any matters that require Full Council attention. a) To receive update on progress and to note minutes of recent Neighbourhood Plan Steering Group meetings. b) To receive feedback on Green Infrastructure Plan Consultation and information about the next stage.	8.40pm
16/05/25	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
17/05/25	Finance Statement	See information sheet. a) To approve payments due & receive financial statement of accounts. b) To acknowledge receipt of first instalment of precept from CBC in sum of £29,626. c) Bank Reconciliation, to nominate a Councillor to undertake quarterly bank reconciliations. d) Insurance Renewal – to consider insurance renewal and approve insurance schedule. e) To note that Cllr Thacker carried out a bank reconciliation on 27th March 2025.	8.55pm
18/05/25	Year End Accounts and Audit Submission 2024/2025	To consider and approve Year End Accounts, Internal Audit and External Audit Return (circulated with Agenda) a) Year End Financial Report 31/03/25, inc S137 expenditure. b) Internal Auditors Report, received, no issues raised c) External Auditors Return (AGAR) – Annual Governance Statement d) External Auditors Return (AGAR) – Annual Accounting Statement e) Notice of Exercise of Public Rights – 03/06/25 to 14/07/25	9.00pm
19/05/25	Approval of Memberships & Subscriptions	a) To consider and approve membership and subscriptions (circulated with Agenda).	9.10pm
20/05/25	Approval of Regular Payments	a) To consider and approve Direct Debits and Standing Orders (circulated with Agenda). b) To consider and approve regular payments e.g. salary and pension contributions.	9.15pm
21/05/25	Policy Document Approval	a) Code of Conduct b) Standing Orders c) Financial Regulations d) Complaints Policy e) Scheme of Delegation	9.20pm
22/05/25	Correspondence	See information sheet a) To note that Cllr Aldis will attend the BATPC AGM on behalf of the Parish Council b) To note receipt of the CBC Local Plan Call For Sites consultation information.	9.25pm
23/05/25	Next Meeting Date	To agree next meeting date Thursday 31 st July 2025	9.30pm

--- End of Agenda ---