

**MINUTES OF TEMPSFORD PARISH COUNCIL MEETING HELD ON TUESDAY 11TH March 2025
AT 7.30PM IN THE STUART MEMORIAL HALL, TEMPSFORD**

Mr. David Sutton	Chair
Mr. Adrian Besant	Vice Chair
Mr. Steve Cooney	Councillor
Mrs. Tina Goddard	Councillor
Mr. Chris Bettles	Councillor
Mrs. Tammy Giddings	Councillor
Ms Janice Blake	Clerk

Chairman's welcome The Chairman welcomed everyone to the meeting.	
104. Apologies for Absence There were none	
105. Declarations of Interest The Chairman declared an interest in respect of a later grant application from the Stuart Memorial Hall Committee. The Chairman is part of the Events Committee organising the event for which the grant is requested	
106. Minutes It was resolved that the Minutes from the Parish Council Meeting on 14 th January 2025 were an accurate account and duly signed by the Chairman. A discussion was had regarding publishing of Minutes in line with the Code of Transparency guidance for Smaller Authorities. It was felt the guidance did not constitute Good Practice and that the Parish Council would continue to publish them after they had been agreed at the meeting following the one they were relating to.	Clerk to publish minutes on the website and notice board after they have been agreed as a true account.
107. Public Session An update was given on the concerns raised in the meeting of the 14 th January regarding the turning circle in Station Rd. The vehicle is still being parked there. It was reported that the School Bus is now turning further down the street. An update on the welfare unit and skip outside the Housing Association homes on Station Road. It was reported that the two abandoned cars have been removed and work is being done to install Air Source Heat pumps to the properties and a new skip which is locked placed outside. Members asked if it was known how long it would be until this work was completed	Cllr Sutton to speak again to the owner of the parked vehicle. Clerk to contact Housing Association to clarify timescale



<p>108. Report from Central Beds Council</p> <p>There was none.</p> <p>It was noted that an invitation to the meeting should have been sent to Councillors Z erny and Wye</p>	<p>Clerk to ensure an invitation with copy of agenda is sent for all future meetings</p>
<p>109. Clerk's Report</p> <p>The Clerk gave an update about the handover from the outgoing clerk.</p> <p>The Clerk is unable to access the Bank Account at the moment. This is in hand but there have been difficulties from Lloyds Bank around authorisation. It was agreed Cllr Sutton to submit, Cllr's Besant and Cooney to authorise.</p> <p>Any invoices needing payment will be passed to the Chair to pay in the interim.</p> <p>It was agreed that the current printer and laptop can be disposed of as not fit for purpose and a replacement for both purchased as this is already approved in the budget.</p>	<p>Cllr Sutton to re-institute adding the Clerk to the Lloyds Bank Account.</p> <p>Clerk to pass any invoices to Chair</p> <p>Clerk to dispose of items Cllr Sutton to purchase replacement Laptop and Printer</p>
<p>110. Councillor recruitment update</p> <p>One expression of interest had been received. It was agreed that an application should be completed and the applicant invited for a formal chat within the next two weeks.</p>	<p>Clerk to contact Applicant and organise date/time for formal chat</p>
<p>111. Finance</p> <p>Members received the Finance report, which was discussed. A Member advised that they felt the format of the Finance report was inadequate and didn't give a clear picture of Finance. It was agreed that this would revert to the previous format of income and expenditure until a Scribe report can be achieved. A report in the new format or a full report from Scribe will be needed for the Annual Parish Meeting in April 2025</p> <p>Additional overtime hours for the Clerk was discussed in order to get Scribe fully operational for April. Up to 18 hours was Cllr Sutton proposed, seconded Cllr Bettles and Resolved that additional hours can be paid</p> <p>Members received a report from the Clerk about Scribe. No handover on the system had been given and it was agreed that training for the Clerk should be ought as soon as possible.</p> <p>A Member queried the outstanding payments for HMRC. It was explained that PAYE tax had not been paid for 6 months.</p>	<p>Clerk to provide report in requested format for Annual Parish meeting and future Parish Council meetings</p> <p>Clerk to note any additional hours</p> <p>Clerk to source training on Scribe</p>

<p>112. Policies</p> <p>Members discussed the Complaints Policy.</p> <p>The Members agreed that any complaint received should be circulated to all Councillors on receipt. A Member also suggested to add to the policy who will review any Appeal. It was requested that a revised copy is circulated to all Councillors with a summary of any changes from the previous policy.</p> <p>Members discussed the Social Media Policy. It was agreed more time was needed to review. A Member suggested that the Policy should be reviewed bi-annually which was agreed.</p> <p>It was agreed that both Policies could be further discussed, agreed and adopted by email.</p>	<p>Clerk to make addition and circulate summary of changes to all Councillors</p>
<p>113. Grass Cutting</p> <p>Tenders had been sent to 3 Companies:</p> <p>A&B Gardening – Tender received</p> <p>Mark Zwetsloot – declined to tender</p> <p>Reynolds Landscaping Services – Advised tender to be sent by Friday 14th March.</p> <p>It was discussed that the tender's should ideally be sent out by December of the current contract for the following year and to consider a longer contract period going forward.</p> <p>It was proposed, seconded and RESOLVED to accept the tender from A&B Gardening and to tender for a longer contract period in 2026.</p>	
<p>114. Community Governance review</p> <p>Notification had been received of the review commencing on June 30th 2025. The letter was shared and it was discussed whether there were any initial thoughts on any proposals the Parish Council may want to put forward. It was felt there were none at present.</p>	
<p>115. Highways and Pavements</p> <p>Councillor Besant gave an update on the pothole and bollard. It was clarified that the work commencing on 17th March was for the flyover bridge over the A1 only, it does not include the Potholes on the Link rd.</p> <p>The Bollard on the Link Rd will be replaced with flexible bollards but a date has not yet been given.</p> <p>Street lights on the Little Barford Rd and the flyover bridge still not working. This has been reported.</p>	

<p>116. Speed Indicator Devices Councillor Besant advised that both batteries fully charged. The Station Rd device is fully working and appears to be effective in the location it is in. The Church End device seems to be faulty and a small repair required. A Member queried whether this needs to be a standing item on the agenda.</p> <p>Report not available at this time</p>	
<p>117. Crime Statistics There were no crimes reported in January and February</p>	
<p>118. Planning Application Planning application submitted for 53 Station Rd CB/24/02835/FULL.</p> <p>The matter of the lack of planning application for the development behind The Vanilla Alternative Members Club was discussed. Councillor Cooney updated that Councillor Wye had been made aware. The Chair updated that the Environment Agency had also visited but were satisfied there was nothing to concern them. Agreed that further information should be sought from Councillor Wye</p>	<p>Clerk to circulate application</p> <p>Clerk to contact Councillor Wye</p>
<p>119. Grants Councillor Cooney requested a grant of £500 on behalf of the Stuart Hall Memorial Hall Committee for the Centenary event being planned in July. It was agreed a conditional grant would be offered with the proviso that this would be used to fund Tempsford residents attending the event only.</p> <p>The Clerk advised two further grant requests: Replacement flag for the Parish Church – Refused Contribution to the Riversmeet Recorder - Refused</p>	<p>Cllr Cooney to advise SMH Committee of outcome</p> <p>Clerk to respond to both requests</p>
<p>120. Neighbourhood Plan The Councillor Sutton apologised for not sending the Housing Needs Survey to all Members.</p>	<p>Cllr Sutton to send to all Members</p>
<p>121 Developments A Member advised that there is an Open Day on Saturday 15th March for the Little Barford Garden Village development at Wyboston Village Hall from 10am to 2:30pm</p>	
<p>122. VE 80 Day Celebration Discussed and agreed that there is insufficient time to organise anything.</p>	



123. Date of Next Meeting

The date of the next meeting was confirmed as Tuesday 13th May 2025.

The Annual Parish Meeting would take place on Tuesday 15th April 2025.

The meeting closed at 9.45pm. The Chairman thanked everyone for attending.

I certify that these Minutes to be a true record of the Ordinary Meeting held on Tuesday 11th March 2025.

Signed
Chairman



DAVID SUTTON

Date

13/5/25