

**Minutes of the Meeting of Slip End Parish Council held on Monday 7<sup>th</sup> November 2011 at the Village Hall, Slip End at 7.30 p.m.**

**Present:** Councillors: Mr K Crossett (Chairman);  
Mr K Holme; Mrs J Crawley; Mr S Baird; Mr S Fuell.  
CBC Ward Councillors: Mr R Stay; Mrs R Gammons;  
P Segal (Clerk)

Members of the public: Ten members of the public were present.

**Apologies:** Mr P Cooper; Ms S Minnighan

**11/12/82      **Declarations of Interest****  
None

**11/12/83      **Meeting Open to the Public****  
The Chair welcomed everyone to the meeting and asked the public for any comments on agenda items other than Planning which he proposed to deal with when the item is discussed.  
Residents agreed to comment on Agenda items when they are debated on the Agenda.

**11/12/84      **Minutes of recent meetings.****  
The minutes of the meeting of 3<sup>rd</sup> October 2011 were read and approved. The following resolution was then proposed by Cllr Baird and seconded by Cllr Holme;  
**RESOLVED:**  
**To approve the minutes of the meeting of the Parish Council held on 3<sup>rd</sup> October 2011, and to authorise the Chairman to sign them.**  
**The resolution was passed unanimously.**

**11/12/85      **Planning Matters****  
**CB/11/03794/FULL – Land behind 60-86 Markyate Road.**  
The Chair stated that there had been a Planning Application submitted for Airport Parking on the land behind 60-86 Markyate Road. At present it is not clear if it is intended to run a new operation on this site or that Airparks will agree to combine the site with their existing operation.  
The Chair ran through a number of issues associated with this application, and areas of advantages and concerns that this type of operation may bring to a small Village.  
One resident raised the point that the Noise Impact Assessment made and submitted to Planning was for an extension of the existing operation, not for a new operation with their own transport adding to the Airparks fleet.  
There is a big difference to an extension to an existing operation and a new business set-up.  
The privacy issue was also raised by another resident. He felt that passengers would have a clear view into the houses on the access roads.  
Cllr Stay said that as an Industrial site, there will always be business use of the land and residents should consider whether it's best for this type of operation to be using the site rather than a block of industrial units going up.  
Cllr Gammons has "called in" the application, and so it may be discussed by the Planning Committee.  
One resident raised concerns about house values being affected.  
Cllr Stay said this was not an issue for Planning but the privacy issue would be taken into account.  
Cllr Gammons said there were a number of unknown issues such as times of operation, whether cars would be self parked or valet parked and location of reception buildings.  
Cllr Holme said that Airparks have no input into this application. He felt that if a new operation was to start up, the extra movements of cars and coaches would cause major disruption. The traffic would only increase as the airport expanded over the next fifteen years.  
One resident thought that an area on the site may be already being used as a business renovating Porta Cabins. The Chair said he was aware of these concerns and is speaking to Planning regarding this issue.  
One resident pointed out that there was a school at the exit to one of the access roads.  
The closeness of homes to the site and access roads was also raised.  
The Clerk was instructed to distil all the residents and Councillors comments into a brief which will be entered on the Planning Portal as a "comment" on the Planning Application and this is attached as **(Appendix A)**.

**11/12/86**

**Reports from Central Bedfordshire Councillors.**

Resident Mr Kirkbright raised the subject of the withdrawal of the bus service to Pepperstock, proposed for the end of the year. This would leave many elderly residents with no bus service for shopping or visiting the hospital or doctor.

Cllr Stay said that the current operator feels that the route is uneconomic even with Central Beds subsidies. The service has been put out to tender and we are hopeful that a replacement operator will be found.

Mr Kirkbright asked if a "Community Bus Service" would be better and if this would also attract a subsidy from Central Beds Council?

Cllr Stay said it would attract a subsidy and would find out the levels available and advise the CPG. He was very much in favour of a Community Bus Service as this would cater for local needs.

Cllr Stay reported that if the Boundary Commission proposals are adopted, several Wards would come under the MP for Hemel Hempstead. This may seem that the elected MP would not be seen as a "local" MP. An alternative proposal has been submitted which would see a "Luton South and Harpenden" constituency.

Cllr Gammons said that the Rave Bus will be at Caddington Green on 16<sup>th</sup> November between 9.00am and 2.30pm. Residents can visit and there will be staff available to answer questions on Council Services etc.

The Localism Bill is going through its third reading in Parliament and included is a call for the Standards Board to be abolished and Councils will need to adopt their own code of conduct.

Following the abandonment of the Core Strategy, there are plans by Central Beds Council to merge the North and the South strategies into one. This would also include the strategy for Gypsy and Traveller sites.

The next Lets Talk Together meeting is planned for 29<sup>th</sup> November and is a great way of getting to know and meet service providers and agencies.

The new 101 telephone number for non-urgent Police calls is now active.

Dunstable has been chosen to host the Olympic Flame overnight on 9<sup>th</sup> July 2012.

Junction 10a plans have just been given £19.5m grant from the Government. Cllr Stay said that an underpass would have been a better option and there is no account in the plans regarding the Newlands Road junction with the A1081 to improve this dangerous junction.

The concern is that once the roundabouts have been formed, there would be scope for Industrial units to start cropping up in what currently is Green Belt land.

It was proposed that the Parish Council write to Luton Borough Council with our concerns, copying in Central Bedfordshire Council.

Cllr Stay and Cllr Gammons departed at 8.35pm.

**11/12/87**

**Speeding Issues**

The Chair and Cllr Fuell have met with Police representatives to discuss the speeding issue and possible solutions. The cost of "rent-a-cop" has increased to £61-25 an hour and also the minimum hours of assignment has also increased. We can also now offer a "Speed Watch" scheme where residents can monitor speeding traffic.

The illuminated speed signs trialled last year can also be hired at £405.00 for a two week period or purchased outright. These options are currently being evaluated.

Wheelie Bin speed stickers are now available and will be distributed shortly. A letter has been drafted asking residents to display these stickers on Bin sides in selected roads that are susceptible to speeding traffic.

The Chair is soon to speak to Caddington Council regarding progressing the gritter initiative.

**11/12/88**

**Parish Plan Implementation**

The Chair stated that the Council is looking to make the Parish News into a free global issue in conjunction with the Community Projects Group.

This will help in communicating with all residents about important issues such as the Parish Plan Implementation as well as progress towards a Neighbourhood Plan in 2012.

It could also be important in advising residents of local societies and emergency numbers.

Cllr Baird felt some residents may resent a regular free magazine and see it as another piece of "junk" mail.

The Chair said that we were looking to visit management at Airparks regarding the lifts they offer to residents. This has been abused this summer by non-residents parking in side streets and hopping on Airparks buses to the airport. A proof of residency scheme may be needed to be introduced or maybe scrapping the scheme altogether may be an option.

On reflection it was felt the suggestion to ask Airparks to make a stop at Parkway Station may be unwise as this could encourage commuters to park in Slip End to avoid parking costs. Resident Parking Zones are also being looked at. These will be difficult to operate and expensive to run but may be the only option.

Cllr Fuell stated that the Safe At Home day was a great success with 80 people attending and £84.00 being raised. Twenty people joined a Neighbourhood Watch scheme. They will be encouraged to set up an e-mail communication system as the best way to co-ordinate the operation.

Cllr Fuell thanked fellow Councillors for their help.

Gavin Shukler was invited to attend by Cllr Fuell. Unfortunately he was not able to attend, but assured Councillors he will visit the area in the near future. He also stated that he has a good working relationship with Cllr Stay and is in constant communication with him on local matters and projects.

#### **11/12/89 Neighbourhood Plan Update**

The Chair stated that the next meeting will be on 15<sup>th</sup> November. A number of procedural areas have already been agreed and the Clerks of both Caddington and Slip End will alternate their attendance for minute taking. All expenditure will be agreed by both Councils. The Chair has asked for resident volunteers for the steering groups and sub-committees. Residents are welcome to join these committees.

When it comes to the final Referendum, this has to be approved by 50% of the voters and it's in people's nature to decline any change, so it is vital to communicate and consult with residents throughout the process.

#### **11/12/90 Community Payback Scheme**

There will be the first visit by the Community Payback crew this Thursday. This will continue every Thursday until the list of work required has been completed. Using the Peter Edwards Hall for comfort breaks may be an issue as there are hall and Field users already booked on a Thursday.

#### **11/12/91 Digital TV Switchover 2012.**

Cllr Fuell advised that in April 2012, the Analog TV signal will be switched off, and unless households have switched to digital, their screens will go blank. Offers for the elderly and disabled to get help switching systems still exist but residents need to apply for assistance.

Cllr Holme said that a standard request letter will be produced for elderly residents to send off.

#### **11/12/92 Report on Local Roads**

Cllr Fuell has said that he has requested better signage at the Newlands Road/A1081 junction.

#### **11/12/93 Don Burfords Report**

The issue raised by Don regarding the siting of Porta cabins has already been discussed.

There seems to be a regular dumping of newspapers in Church Road.

#### **11/12/94 Youth shelter**

Andy Prothero said there is only the odd spate of minor fires having been lit and drink cans dumped to report.

#### **11/12/95 Crawley Playground**

The bridge needs replacing and Cllr Fuell is already looking at this. **(S.F)**

#### **11/12/96 2012/13 Budget**

Cllr Holme presented the draft Budget proposals for discussion.

He outlined areas of new spend and also areas where we will be making savings. The implementation of the Parish Plan and the formation of a Neighbourhood Plan were two areas that will see expenditure in the year.

A copy of Cllr Holmes statement and the Draft Budget is attached as **(Appendix B)**

Cllr Baird asked if we knew how much the Neighbourhood Plan would cost?

The Chair advised that it would be pro-rata with Caddington. The £20,000 grant is with CBC and will mainly be used on the Referendum.

Cllr Holme said the full cost of implementing the Parish Plan may be spread over a number of years.

The gritter has not been allocated funds in the current years Budget, but we may be able to cover the cost from some of the funds allocated to the CCTV Budget.

**11/12/97 Approval of Contractors**

Cllr Fuell felt that as both contactors currently used were not increasing their rates for 2012/13. then they should continue to be used. He asked for it to be minuted that Richard Gurney will be sadly missed. The Clerk to request that both contractors tender for a three year contract and that the fuel element will be flexible due to the unpredictable nature of its pricing. **(P.S)**

**11/12/98 Accounts for payment**

Prior to the meeting The Clerk had circulated the schedule below **(Appendix C)** to members for approval. The payments were unanimously approved. Having been proposed by Cllr Holme and seconded by Cllr. Crossett. Cheques were signed by Cllr Crossett and Cllr Fuell.

There being no further business, the Chair thanked everyone for attending and the meeting was closed at 9.35pm

Signed.....  
Chair

Date.....

The meeting was then opened to the public  
There were no questions from the public.

**Appendix A**

**BUDGET 2012/13**

The purpose of this presentation tonight is to give you the opportunity to comment on the initial proposals that I have included a budget which has a couple of unique items..

On top of the usual items of expenditure which appear each year, we have this time to consider the expenditure on those elements of the **Parish Plan** which will be dealt with in the coming year and also our minority share of the anticipated cost of the **Neighbourhood Plan**.

As you know money has been in reserve for the Parish Plan and you will see that this has been dealt with as a single separate item at this stage, since detailed proposals are still being considered and costed. There will be some discussions with the CPG to agree which items fall within our two remits.

It is expected that the **Neighbourhood Plan will be written and presented for public examination during the course of the next year**. The steering group has been formed and will start the preparations for its work next week. The financial and other controls of the Plan lies with the Parish Councils of Slip End and Caddington and the costs are almost certainly to be divided on a 1/3 to 2/3 basis with Caddington -as the larger parish- bearing the higher cost. Final costs are not known but the most reliable estimates we have are that it will total between £17k and

£20k. It will be this item which I will discuss later when we consider the possible actions on the local precept.

It is anticipated that the costs this year will be closely in line with the budgeted amounts and there are no significant shortfalls to be met.

**Section 1 of the spreadsheet covers ADMINISTRATION** and the first item covers the rewards to our excellent **CLERK** who has been with us for almost 2 years without any salary adjustment. I propose that we should increase this in line with inflation of 5.2% which with NI costs comes to £12400.

There are some minor adjustments to the presentation of expenses to distinguish between those of The Clerk and others.

A increase in the costs towards the **Parish News** has been allowed for, but final arrangements for the number of issues which may be funded by the Council have not been made. This is felt to be an important method of providing information about the developing Parish and Neighbourhood plans.

This, together with the changes to the Clerk's salary, account for this forthcoming year's increase over last year in this section.

Under the **Highways and Amenities** items I have doubled the budgeted amount for **tree planting** and associated work to reflect the anticipated requirements. This item alone covers all the increased budget for the group.

I would ask you to note that our contractors have indicated that their rates in the year will not be increased.

Some considerable thought has been given to the subject of **fencing** where there are some urgent requirements. The reserve of £4000 for this purpose has been retained.

### **Crawley Playground**

I have not increased any amounts in this group and have retained the reserve.

### **Aley Green Cemetery**

The amount remains the same as this year.

(It seems that the recent sales effort has prompted increases in income)

### **Planning and Public Consultation.**

I have removed from the figures any amount for Professional Fees. There is nothing at the moment to suggest that money will be needed in this coming year and I have therefore retained £4000 in the reserve.

I have shown here the likely cost of our share of the Neighbourhood Plan. As you know we, together with Caddington PC are one of the vanguard of Councils who see this as the most effective way of preparing a plan for our two parishes which meets the objectives of the Central Beds core strategy and- though public consultation - also endeavours to achieve a programme for the next 15 years which most closely matches our local ambitions.

It is difficult to estimate the costs until the detail of the proposals can be considered and the cost of any professional assistance, outside that which the CBC can offer, is known. We are advised that the best estimates are around a maximum of £20000 and I have allowed for our 1/3 contribution in the budget. This is a most valuable examination of the wishes of the residents of the parish and whilst it forms the main item increasing the overall annual costs envisaged for next year it is a one off cost of ensuring the future we want for the Parish. Since it is hoped to complete the preparation of the plan within the next 12 months I have included all our anticipated costs .

### **Crime Prevention**

I have budgeted for an increase in this aggravating aspect of community life. An amount of £4000 was allowed for CCTV in this year's expenditure which may or may not be spent. It is a question of how we achieve the desired results and whom we choose to advise and carry out the work. Cllr Fuell is working on this and I have allowed for a further £1000 which, with the £4000 carried over from this year brings a total of £5000 for spending on this item by the end of this budget period. I have not changed the amount budgeted for speed enforcement. The amount earmarked for this in the current year was not spent whilst the roads were dug up for the new water mains. SID will be free of charge and so we are looking to police enforcement measures in addition. The amount of £1200 has been retained for these police activities alone to meet the rising cost of the Police speed traps. The Parish Plan decisions may also affect spending in this area.

### **CPG**

The contribution of £9600 requested by the CPG will be available.

### **Overall**

There is an increase in total expenditure under these proposals of £5500 which is principally due to the need to support the Neighbourhood Plan. The other increases, such as salaries have been offset by removal of the need to budget for professional fees elsewhere. These actions will reduce the reserves level predicated by the Parish Council advisory bodies and by my predecessor. I believe that there should be some move to start to replenish them from an increased precept. There is no increase in the rates of council tax from CBC this year and I believe that we should ask for an increase in the parish precept of 3%.

2012-13 SLIP END PARISH COUNCIL BUDGET

ADMINISTRATION	BUDGET 11/12	BUDGET 11/12 Spend to Date	BUDGET 12/13 Draft
Direct Employee costs (inc PAYE)	11600	4038.16	12400
Clerks Annual Allowance for home office paid gross	400	200	400
Recruitment Costs	0	0	0
Payments to Chairman and Members (aka allowances)	1200	675	1200
Civic Expenses & Regalia & Minute Clerk	150	27.36	150
Internal & External Auditors Fees	550	100	600
Bank Charges	0	0	0
Volunteer and gritting insurance			300
Insurance	1150	1025	1150
Clerks Expenses - post, print & stationery	300	61.45	300
Clerks Travel expenses - <b>NEW</b> ***	0	186	400
Telephone, Fax, Computer & Broadband & software	650	410.21	1000
Hire of Meeting Rooms	330	330	350
Newsletter & PR (global parish news)	500	450	1000
Office Equipment (Repairs and Renewals)	100	0	100
Member and Employee course and travel exps	400	0	100
Publications & Books & SLCC Membership	100	0	100
Election *** SR1	0	0	0
Bank Interest Received	-20	-9.82	-20
Public Participation (Projector & Screen)	600	0	0
<b>TOTAL</b>	<b>18010</b>	<b>7493.36</b>	<b>19530</b>

HIGHWAYS AND AMENITY AREAS	BUDGET 11/12	BUDGET 11/12 Spend to Date	BUDGET 12/13 Draft
Contracted Grass Cutting throughout parish	900	441	900
Coronation Gardens Maintenance	420.5	162.05	425
Bus shelter & youth shelter clearance	435	333.15	435
Tree Planting & Surgery	500	0	1000
St Andrews Churchyard	942.5	357.68	950
Claydown Way & Crawley Close Weeding	1116.25	422.1	1120
Street Furniture Repairs & Renewals	0	0	0
All Fencing in Parish ***SR 3	0	0	0
Street Furniture Repairs & Renewals & speed activated sign ***SR4	250	144.28	250
Rosway Garden Feature maintenance	435	167.5	450
Footpath and Hedge Cutting Outside 30 mph Limits	300	110	300
Extra plants and bulbs to enhance gardens	200	0	200
<b>TOTAL</b>	<b>5499.25</b>	<b>2137.76</b>	<b>6030</b>

CRAWLEY PLAYGROUND	BUDGET 11/12	BUDGET 11/12 Spend to Date	BUDGET 12/13 Draft
Crawley Playground Safety Reports	150	81	150
Crawley Playground litter clearance & mthly playground equip reports	1218	460.68	1250
Crawley Playground Equipment Repairs & Replacement	0	75.5	0
Crawley Playground repairs to fencing	0	755.88	1000
Playground Equipment Repair, Replace or renew ***SR 8	1000	0	0
<b>TOTAL</b>	<b>2368</b>	<b>1373.06</b>	<b>2400</b>

SUBSCRIPTIONS	BUDGET 11/12	BUDGET 11/12 Spend to Date	BUDGET 12/13 Draft
BATPC	388.56	377	400
BRCC	55	35	55
<b>TOTAL</b>	<b>443.56</b>	<b>412</b>	<b>455</b>

ALEY GREEN CEMETERY	991	991	991
	BUDGET	BUDGET	BUDGET
PLANNING AND PUBLIC CONSULTATION	11/12	11/12	12/13
		Spend to	Draft
		Date	
Professional Consultancy Fees	0	0	0
Parish Plan	0	-136.5	0
Neighbourhood Plan Consultation - NEW ***	0	0	6500
Professional Consultancy Fees ***SR2	5000	0	0
TOTAL	5000	-136.5	6500
	BUDGET	BUDGET	BUDGET
CRIME PREVENTION	11/12	11/12	12/13
		Spend to	Draft
		Date	
CCTV	4000	0	5000
Insurance of CCTV at Village Hall (50%)	250	0	250
Paid for Speed Enforcement	1200	0	1200
TOTAL	5450	0	6450
	BUDGET	BUDGET	BUDGET
SLIP END & DISTRICT COMMUNITY PROJECTS GROUP	11/12	11/12	12/13
		Spend to	Draft
		Date	
Support Grant	9600	0	9600
TOTAL	9600	0	9600
	BUDGET	BUDGET	BUDGET
Parish Plan	11/12	11/12	12/13
		Spend to	Draft
		Date	
Parish Plan Implimentation ***SR12	25000	0	25000
	BUDGET	BUDGET	BUDGET
SUMMARY	11/12	11/12	12/13
		Spend to	Draft
		Date	
ADMINISTRATION	18010	7493.36	19530
HIGHWAYS AND AMENITY AREAS	5499.25	2137.76	6030
CRAWLEY PLAYGROUND	2368	1373.06	2400
SUBSCRIPTIONS	443.56	412	455
ALEY GREEN CEMETERY	991	991	991
NEIGHBOURHOOD PLAN			6500
PARISH PLAN IMPLIMENTATION			25000
PLANNING AND PUBLIC CONSULTATION	5000	-136.5	0
CRIME PREVENTION	5450	0	6450
SLIP END COMMUNITY PROJECTS	9600	0	9600
TOTAL	47361.81	12270.68	76956
	Opening	Out	Opening
SPECIFIC RESERVES	2011-12	2011/12	2012/13
SR 1 – Election	1000		1000
SR 2 – Professional Consultancy Fees	5000		5000
SR 3 – All fencing in Parish	4000		4000
SR 4 - Street Furniture Repairs and Renewals	1451.76		1500
SR 8 – Playground equipment – repair, replace or new	3000		3000
SR 12 - Parish Plan implementation	25000		25000
TOTAL	39451.76	0	39500

## Appendix B

### Resident concerns and comments given at the Parish Council meeting at Slip End Village Hall on Monday 7th November 2011 regarding Planning Application CB/11/03794/FULL – Land to the rear of 60-86 Markyate Road, Slip End.

#### Issues if Operated by Airparks

1. Starting of parked cars late at night and early morning with engines left running to facilitate defrosting.
2. No other issues foreseen if operated on the current basis by Airparks.
3. A self-parking operation in the new lanes by Airparks would have major noise implications at night.

#### Issues if Operated by A.N. Other

1. Location within the site of customer processing buildings.
2. Night time car and bus movements in the lane.
3. Peak business periods seen as being 3 am to 9 am and 6pm to 1am high potential for customer noise particularly those who have/are experiencing delays or problems – effect on residents sleep.
4. Similar noise problems affecting residents' enjoyment of their gardens in good weather.
5. Self-parking issues as described above.
6. Noise impact assessment is for an extension of the existing operation, not for a new operation which would involve extra use of coaches.
7. Passengers in buses using the lane will have a direct line of sight over garden fences into residents gardens and windows.

#### Common Issues

1. Increase in traffic through Village - congestion particularly Church Road.
2. Addition to an area already suffering pollutants from M1 and aircraft.
3. Potential for increased vehicle crime – adverse effects on residents' insurance premiums.
4. Care on the placement of lighting to prevent lights shining directly into resident's bedrooms.
5. Additional parking operations will involve major increases in traffic, noise and pollution in and around the Village. As the Airport increases its' capacity over the next 20 years, the amount of airport parking movements will increase.
6. If the Markyate Road junction of the access lane is used, there will be safety concerns in view of the close proximity of the Village School.

N.B. These issues arose during the Parish Council Meeting of 7 November 2011 and from correspondence received from residents.

## Appendix C

### Cheques for Payment November 2011

<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>Cheq Num.</u>
SLCC	Membership 2011/12	£135-00	100090
A Prothero	Contract Gardening + extra work completed	£389-62	100091
P Segal	Clerks Salary Oct 11	£661-71	100092
P Segal	Clerks Expenses Oct 11	£73-45	100093
S Minnighan	Wheelie Bin Stickers	£17-50	100094