



**MINUTES OF THE MEETING OF BUNTINGFORD TOWN COUNCIL HELD AT THE SETH
WARD COMMUNITY CENTRE AT 7.52PM ON THURSDAY 27TH MAY 2021.**

Present: Councillors, G. Waite (Chairman), G. Bonner, Mrs P. Furness, M.Furness, J. Ling, Mrs T.Bonner, Mrs S.Coote, B.Lemay, S. Bowman (Deputy Chairman), S.Bull and D.Wallace.

Officer Present: J. Jones (Town Clerk), A.Georgiou.

Also present: 5 members of the public and County Councillor Jones.

The Chairman led prayers.

07. TO RECEIVE APOLOGIES FOR ABSENCE

No apologies.

08. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST.

S.Bull - Norfolk Road Playing Field

09. TO APPROVE AS A TRUE RECORD AND AUTHORISE THE CHAIRMAN TO SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 29TH APRIL 2021.

Following a proposal, second and a unanimous vote it was

RESOLVED

That the minutes are a true record and the Chairman authorised to sign them.

10. TO RECEIVE ANNOUNCEMENTS FROM THE CHAIRMAN

The Chairman reported that there has been one interment at the cemetery with four more to come. A grave digging contract has been signed but the plots for cremated remains will be dealt with in house. The Reverend Ian Hill will be moving next week.

11. TO CONSIDER APPLICATIONS FOR CO-OPTION TO THE COUNCIL.

The Chairman explained that this item will be deferred to give members the opportunity to meet with the three candidates.

12. TO RECEIVE A REPORT FROM THE POLICE.

The Chairman noted that everyone had received a report from the Police. There has been a slight decrease in annual crime rates. In April an increase in anti-social behaviour and a decrease in violence against a person. Low burglary and robbery figures. OWL are recommending that WhatsApp settings are re-programmed to change contact information. There was a Community Voice event in Layston Court Gardens and a speed awareness engagement. The next priority Setting Forum is on 23.6.21.

13. TO RECEIVE AND CONSIDER THE REPORT OF THE MEETING OF THE AMENITIES COMMITTEE HELD 6TH MAY 2021 AND ANY RECOMMENDATIONS CONTAINED WITHIN.

Following a proposal, second and a unanimous vote it was

RESOLVED

That the report of the meeting of the Amenities Committee held on 6th May 2021 be adopted.

The Chairman reported that with regard to a grounds maintenance vehicle, one has been trialed but found to be not suitable. Another vehicle has been sourced and we are waiting for a trial date.

Following a proposal, second and a unanimous vote it was

RESOLVED

That a vehicle is purchased to assist with grounds maintenance, subject to satisfactory trial, to be funded from New Homes Bonus.

14. TO RECEIVE AND CONSIDER THE REPORT OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 13TH MAY 2021 AND ANY RECOMMENDATIONS CONTAINED WITHIN.

Following a proposal, second and a unanimous vote it was
RESOLVED

That the report of the meeting of the Resources Committee held on 13th May 2021 be adopted.

15. TO RECEIVE REPORT OF PAYMENTS MADE MAY 2021.

Following a proposal, second and a unanimous vote it was
RESOLVED

That the reports of payments made May 2021 be accepted. (Copy attached).

16. TO RECEIVE AND CONSIDER REPORT FROM THE TOWN CLERK.

Councillors acknowledged receipt of a report from the Town Clerk (copy attached).

Councillor Mrs Furness thanked the Clerk and Assistant for their work over the past few months.

17. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR.

Councillor Bull reported that he had attended a Human Resources Zoom meeting the previous evening. Everyone is excited about resuming face to face meetings.

Councillor Jones reported that due to staff leaving and retiring, there is a huge backlog of planning applications. Last April there had been 143 planning applications and this April there were 2533 applications.

Councillor Jones reminded members of the Town and Parish engagement event on the 2nd June and encouraged those present to attend.

18. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR.

Councillor Jones thanked those who supported him in the recent elections.

The vaccination programme is going well with 35% of the population fully vaccinated. The Head of Public Health in Hertfordshire is confident that if you have had the second dose of the vaccine you will be protected from the Indian variant.

The new leader of the County Council is Richard Roberts following the previous Leader not being elected in the recent elections.

With regard to committees, Councillor Jones reported that he will sit on Highways and Transport, Environment and Scrutiny and will be a substitute on Planning.

The County Annual meeting was held this week at the Gordon Craig Theatre which enabled social distancing.

There is a meeting next week with the Community Transport Team to see how we can help with the demand led scheme which has County funding.

There is still an ongoing issue with Neale Drive, following a safety audit, specifically for the junction with Ermine Street, Redrow Designers have formed a response to Highways and we await their comments.

Councillor Jones stated that he was pleased to see the use of parking bays for outside seating come to fruition, a banner system is now being worked on to replace the barriers, this to be funded from the Welcome Back Fund.

In response to a question from Councillor Mrs Bonner, Councillor Jones stated that he had asked about low level lighting for the footpath bordering the allotments at Bowling Green Lane but Rights of Way didn't think it was needed. The vegetation has been cleared and schools had agreed to escort the children along the path. The need has been agreed for a school crossing patrol and this is now being pushed for.

It was noted that the dropped kerb at Applewood has been installed.

Councillor Jones reported that he had suggested that the consultants for the Health Centre speak with Redrow regarding a possible site for a Health Centre at the turning circle.

19. **TO RECEIVE AND CONSIDER THE 2020/2021 INTERNAL AUDIT REPORT AND RECOMMENDATIONS WITHIN.**
Following a proposal, second and a unanimous vote it was
RESOLVED
That the 2020/2021 Internal Audit report be accepted and recommendations and appropriate actions noted.
20. **TO APPROVE THE 2020/2021 ANNUAL GOVERNANCE STATEMENT.**
Following a proposal, second and a unanimous vote it was
RESOLVED
That the 2020/2021 Annual Governance Statement be approved.
21. **TO APPROVE THE 2020/2021 ANNUAL ACCOUNTING STATEMENT AND THE END OF YEAR ACCOUNTS.**
Following a proposal, second and a unanimous vote it was
RESOLVED
That the 2020/2021 Annual Accounting Statement be approved and the corresponding end of year accounts.
22. **TO NOTE THE DATES FOR THE EXERCISE OF PUBLIC RIGHTS.**
Following a proposal, second and a unanimous vote it was
RESOLVED
That the dates for the exercise of public rights be noted as 14.6.2021 to 23.7.2021
23. **TO CONSIDER QUOTATION FOR THE RE-POSITIONING OF CCTV CAMERAS IN THE HIGH STREET.**
The Chairman reported that the north facing camera at the top of Church Street is obstructed. A better location would be on the Touch of Glamour building.
Members asked if this was necessary and could the camera not be extended out from the wall. It was agreed to leave this open until other options had been explored.
24. **TO APPROVE A RESPONSE TO PLANNING APPLICATION FOR NEW TWO STOREY FIRST SCHOOL ON LAND EAST OF LONDON ROAD, BUTINGDFORD.**
Councillor Bonner stated that initially there had been concern regarding this application from the Bury but these concerns have now been addressed. The main concern of residents on the Fairview Estate is the possibility that parents will park on the estate at pick up and drop off times as there is no parking allocated for parents at the school.
Councillor Mrs Furness stated that the number of rising 5's is declining and questioned the need for another first school. Councillor Mrs Bonner stated that she knew many people who had applied for Layston and Millfield and had not been successful.
Following a proposal, second and a unanimous vote it was
RESOLVED
That the Council's response should be to point out the concerns of residents on the Fairview Estate.
25. **TO INVITE MEMBERS OF THE PUBLIC TO ADDRESS THE MEETING.**
Member of the public - Stated that surely it was not for the Town Council to decide if there is a need for a first school.
Member of the public - stated that the new school is a net carbon neutral flag ship and how schools should be built, the last thing we should be doing is encouraging car use.

Member of the public - asked who would organise a walking bus scheme. Councillor Jones responded that the schools work with the community to organise such things.

Member of the public - stated that when working on the next playground refurbishment, the Council needs to be sure it is fit for purpose.

Meeting closed 9.10pm.

Next scheduled meeting of the Full Council - Thursday 24th June at 7.00pm - venue - Seth Ward Community Centre.

1	2	3	4	5	6	7	8
1	Accounts paid:	May-21	Full Council Meeting:	27th May 2021			
2	Committee	Budget	Payee	Details	Amount	Budget total	Budget Bal.
3							
4	Resources	Manor House maintenance	B&M	Security lights - rear	390.00		
5	Resources	Manor House maintenance	Barclaycard	Flag	51.19		
6	Resources	Manor House maintenance	Royston Grab	Rubbish clearance MH	220.00		
7	Resources	Manor House maintenance	B Brown	window repair	76.75	10500.00	9762.06
8	Amenities	Pavilion maintenance	A R Services	Pavilion maintenance	770.00		
9	Amenities	Pavilion maintenance	Barclaycard	Defib cabinet	440.00	1500.00	290.00
10	Amenities	Trees	Complete Gardening	Green waste Bovis	380.00	5000.00	4300.00
11	Amenities	Playground maintenance	Complete Gardening	Emergency repairs	80.00	2000.00	1403.40
12	Amenities	Churchyard maintenance	Complete Gardening	Churchyard maintenance	306.00		
13	Amenities	Churchyard maintenance	Maydencroft	Churchyard maintenance	450.00	8000.00	7244.00
14	Amenities	Dog/Litter	PMC polythene	Dog bags	255.00		
15	Amenities	Litter/dog	County Supplies	Bin bags	18.19		
16	Amenities	Dog/Litter	Barclaycard	Dispenser bags	293.88	3000.00	1994.00
17	Resources	Pitney Bowes	Postage	franking machine	43.77	450.00	406.23
18	Resources	Software	Sage	Software support	23.20		
19	Resources	Software	Sage	Software support	23.20		
20	Resources	Software	LBT	Computer repairs	110.00		
21	Resources	Software	Barclaycard	software laptop	66.66	300.00	76.94
22	Amenities	Cemetery exp	Horti Power	Auger parts	55.70		
23	Amenities	Cemetery exp	Barclaycard	Auger	284.30	5000.00	4565.00
24	Amenities	Equipment replacement	Wrights	New gardening equipment	1633.59	3000.00	1366.41
25	Resources	Communications	BT	Communications	54.59	750.00	627.17
26	Resources	refuse collection	EHDC	refuse collection MH	566.28	2100.00	1533.72
27	Amenities	Community Areas	Complete Gardening	Community areas maint	377.14	4514.00	3364.72
28	Resources	Cleaning	Barclaycard	Cleaning materials	34.55	900.00	787.27
29	Resources	Contingency	Barclaycard	Basra - flowers	93.50	500.00	406.50
30	Amenities	Protective clothing	Barclaycard	Protective/safety clothing	193.56	200.00	6.44
31	Resources	Stationery	Barclaycard	Stationery	16.66	1000.00	977.12
32	Resources	Electricity	British Gas	Electricity MH	393.32	4500.00	3602.31
33	Resources	Salaries	Barclays	Salaries May	7395.88		
34	Resources	Salaries	HMRC	Tax/NIC May	2368.01		
35	Resources	Salaries	HCC	S Ann May	2618.39		
36	Resources	Salaries	B.Stepney	LP Cover	47.80	149000.00	126722.04
37	Council	NHB	Cambridge Stonecraft	Obelisk Cemetery	4150.00		NHB
38	Resources	Copier	Sharp	Copier lease/maint	64.43	400.00	335.57
39	Income						
40	15/04/2021	Kashec	Rent	351.00	06/05/2021	JWS	Rent 240.00
41	20/04/2021	HMRC	VAT refund	13211.30	06/05/2021	AK Comms	Rent 391.00
42	22/04/2021	L.Jones	Cemetery plot	1000.00	06/05/2021	regency House	Rent 550.00
43	28/04/2021	Brainstorm	Rent	295.00	06/05/2021	Nutrition Cons	Rent 265.00

5
Date:

Manor House.

Waiting for quotes for plumbing work in connection with Legionella testing.
Most tenants are working from home, Orbital Travel intend to occupy their offices from 1st June. Only one very small office is vacant on the 2nd floor.
CAB are still working remotely.
Security lighting at the rear of the building has been installed and cameras will follow.

Community Centre

Use of the centre has extended to indoor organised sports. Jackie still on limited duties with support from Alex.

Office

Office manned by one member of staff with the other working from home.

Other

Enquiries for the cemetery still coming in, mainly for cremated remains.
S106 Working Party continues to meet.
Council now has full time gardener/handyman. Duncan and Brian made an excellent job of clearing 30 years worth of rubbish from the shed, which is now arranged in an efficient way.
Internal Audit report should be available for Council at the end of May.

Planning

See below minor planning applications received during the period all of which have been looked at by the Clerk and the Chairman of the Planning Committee. Details below.

Date	Application number	Details	BTC Comments
27/04/21	3/21/1039/HH	8, Tylers Close. Front porch	No obs
19/04/21	3/21/0960/HH	23, Hensby Avenue. Enlargement of existing bay window at 1 st floor level above garage.	No obs
26/04/21	3/21/1035/HH	7, Bishop Way, Erection of summer house.	No obs.
23/04/21	3/21/0901/PNHH	17, Sunny Hill Single storey rear extension.	No obs if permission required.
20/04/21	21/0238/PAV	Pavement Licence Queenies/Wellies & Walkies.	No obs but should only be 1 x 2 seat table at front of building.

Planning Decisions

No decisions.		