

Of a meeting of Dean and Shelton Parish Council held in
Dalton Hall, Upper Dean on Wednesday, 10 May 2023

Present at the Meeting:

Councillors: Cllr M Pattison (Chairman), Cllr P Bird, Cllr S Brett, Cllr C Pattison, Cllr A Phillips

In Attendance: Mr R Grasmeder (Clerk)

- 1) **Election of the Chair:** On a proposal from Cllr Brett, seconded by Cllr C Pattison **it was resolved** to elect Cllr M Pattison as the Chairman.
- 2) **Apologies for Absence** – Apologies were received from Cllr Gamblen due to work commitments.
- 3) **Disclosures of interest by members (and employees) in items on the agenda -**
There were no declarations of interest.
- 4) **Minutes of Meeting 5 April 2023 -** With the agreement of all those present the minutes were confirmed as a correct record.
- 5) **Appointment of a Highways Representative:** **It was resolved** that Cllr Gamblen be appointed as Highways Representative.
- 6) **Appointment of a Rights of Way Representative:** **It was resolved** that Cllr Phillips be appointed as Rights of Way Representative.
- 7) **Appointment of Representatives to the Dalton Charity:** **It was resolved** that Cllrs Brett, C. Pattison and Gamblen be appointed as Representatives to the Dalton Charity.
- 8) **Appointment of Cheque Signatories:** **It was resolved** that a banking relationship be maintained with Barclays PLC in accordance with the mandate and that Cllrs J Gamblen and C Pattison be appointed as authorised signatories to the bank accounts and may give other instructions or requests for information to the bank in accordance with the mandate. **It was also resolved** that a banking relationship be established with Lloyds PLC in accordance with the mandate and that Cllrs S Brett, J Gamblen and C Pattison together with the RFO be appointed as authorised signatories to the bank accounts and may give other instructions or requests for information to the bank in accordance with the mandate.
- 9) **Appointment of Trustee to the Chelveston Wind Farm Community Benefit Fund:**
The appointment of a Trustee to serve a term of four years from the date of this meeting was discussed. It was noted that the role had been advertised for over eight weeks. **It was resolved** to re-appoint Mr R Grasmeder (unopposed) as Trustee for a term of four years from the date of the meeting

Standing Orders were suspended for Requests for Information

A request to consider a donation to Honeycomb magazine was made.

Approval of the planning application – Item 11 was voiced.

Standing Orders were re-instated

- 10) **Finance:**
 - a) The Financial Regulations of the Parish Council were reviewed. **It was resolved** that the wording “to be taken from the appropriate approved list” be removed as impractical.
 - b) An application to the Chelveston Wind Farm Community Benefit Fund for a grant for new fencing to the play area at Dalton Hall was discussed. The quotation comparison will be updated and circulated. An item for further discussion will be placed on the agenda for the next meeting.

- c) The receipt of two Grants totalling £650 from Chelveston Wind Farm Community Benefit Fund contributing to the Spring Café and Coronation celebrations was gratefully acknowledged.
 - d) A donation of £60 to the Dalton Charity for the use of the hall and heating for the Coronation celebrations was discussed and approved.
 - e) The purchase of Commemorative Coronation Mugs from The Character Jug Company was approved to a maximum cost of £150.
 - f) The report from the Internal Auditor was tabled and explained by the Responsible Financial Officer and was noted by all those present.
 - g) The Annual Governance Statement (Section 1 of Part 2 of the Annual Governance and Accountability Return 2023) was tabled and considered and with the approval of all those present was signed by the Chairman and the Responsible Financial Officer.
 - h) The Accounting Statements (Section 2 of Part 2 of the Annual Governance and Accountability Return 2023), having been previously signed by the Responsible Financial Officer, was tabled and considered and with the approval of all those present was signed by the Chairman.
 - i) The Certificate of Exemption to certify the Council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 for the year ended 31 March 2023 was discussed and with the approval of all those present was signed by the Chairman and the Responsible Financial Officer.
 - j) The dates for the exercise of Public Rights were confirmed as 14 June – 25 July 2023.
 - k) Accounts for Payment – to approve the following payments:
 - i. Dalton Charity £60 donation as d above. (LGA 1972 S.19)
 - ii. R Grasmeder - Clerk salary and expenses 3 months to 31 March 2023 - £392.25 (LGA1972 S.112)
 - iii. HMRC – Income Tax payment re (ii) above - £302.63 (LGA1972 S.112)
- 11) **Planning - Application 23/00738/FUL** – Erection of 4 bay garage block, demolition of derelict modern extension and reinstatement of brick elevations of principal building – Dean Grange, High Street, Upper Dean was discussed and **it was resolved** that the Council supported this application.
- 12) **Correspondence:**
- (a) A communication regarding street numbering of the new development at Dean Grange was discussed and **it was resolved** that the Council had no objection.
 - (b) The issue of fly tipping was discussed. The response from Beds B.C. regarding secrecy about the location of cameras was noted as was the prompt response in clearing up when advised of a problem. Beds B.C. welcomes information from anyone.
 - (c) A communication regarding Honeycomb magazine was discussed. An item to discuss a proposed contribution will be placed on the agenda for the next meeting.
 - (d) Progress with the Environmental Group was deferred until the next meeting.
- 13) **Speeding and Police Matters** – Mobile speed cameras have been located on B645. Cllr Bird will contact Ward Cllr Towler regarding speeding tractors.
- 14) **Highways and Drainage** – Cllrs Brett and M Pattison will meet with Andrew Prigmore of Beds B.C. to discuss the location of yellow lines around the bend at the end of the High Street and at the junction of Aylott Close, Upper Dean for the preparation of a proposal for consideration.
- 15) **Adult Fitness Equipment** – has been inspected in the last month and a problem with the air walker identified. Fresh Air Fitness have been contacted and a visit arranged.
- 16) **Date of Next Meeting:**
- (a) Date for next meeting will be 7 June 2023. The meeting will commence at 7.30 p.m. at Dalton Hall, Upper Dean.
 - (b) The Chair closed the meeting at 21.05.

Signed by

(Chairman)

at the meeting held on 7 June 2023