

**Minutes of the Meeting of Slip End Parish Council held on Monday 7<sup>th</sup> December 2020.  
This was a virtual meeting held on Zoom.**

**Present:** Councillors: Mr. Paul Cooper (Chairman); Mrs. S Minnighan; Mr. T Hooker; Mrs C Beeton;  
Mr. S Patterson; Mrs C Brennan; Mr. P Shaw.  
P Segal (Clerk)

Ward Councillors: None

Apologies: Cllr E Perry; Cllr. K Collins

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

This meeting was chaired by Cllr. Cooper.

**20/21/94      Declarations of Interest**

Cllr. Hooker expressed an interest in item 5 on the Agenda and made the following statement;  
"My declaration on my official Election Nomination said "say no to more housing development."  
I am generally opposed to more, new house building, but I have come to this meeting with an open  
mind."

Cllr Hooker informed the Chair that he would be audio recording the meeting.  
The Clerk also informed Members that he would be recording the meeting.

**20/21/95      Meeting Open to the Public.**

One member of the public wished to comment on item 5, the Planning Application for 1a The Orchard  
and was speaking on behalf of the residents of the close and Church Road.  
He said that he will be objecting to the Planning Application on the grounds of;

1. The new development will add to the parking issues in the close. The plan is to install double yellow  
lines opposite the new property. This will displace cars currently parking there and cause further  
parking problems in Summer Street and Church Road.. The development will further reduce available  
parking spaces.

2. The new development is not in keeping with existing properties. Existing properties are broad and  
two storey and on generous plots. The new property will be tall and narrow.

3. The height of the new property will enable the new occupiers to look directly into existing  
properties windows.

4. The submitted plans are inaccurate when compared to the existing property next door.  
The height of the existing house next door is exaggerated and so if allowed to go ahead, the new  
property will be considerably higher than surrounding properties. The car parking will not be as shown.  
Also, the plans show a generous space between 1a and number one. In fact, the distance will only be  
1m.

5. The Consultation process between the builder and residents has not been meaningful in any way.  
The discussions were not robust and sub-standard.

The Chair thanked the residents for their extensive work on this objection and the papers forwarded to  
the Parish Council have been relevant and informative. All documentation had been read by Councillors  
prior to the meeting.

**20/21/96      Minutes of recent meetings.**

The minutes of the meeting held on 2<sup>nd</sup> November 2020 were read and approved.

The following resolution was then proposed by Cllr. Minnighan and seconded by Cllr. Patterson

**To approve the minutes of the meeting of the Parish Council held on 2<sup>nd</sup> November 2020  
and to authorise the Chair to sign them.**

**The resolution was passed unanimously.**

**20/21/97      Planning Matters**

**1) CB/20/04150/FULL- 1A The Orchard, Slip End- Construction of a new three-bedroom,  
three storey house on a corner plot.**

Cllr. Minnighan thanked residents for their hard work on their objection documents. All areas we can  
object to have been covered off.

She has been to see the land concerned, and potential parking issues, and residents' concerns are very  
valid.

She said that she feels we should Object to the Planning Application.

A letter should also be sent to CBC Planning laying out the reasons for objecting.

The Chair said that area density issues are a concern.

Cllr Shaw said can we object on the grounds that the plans were not to scale?

The Chair said we should bring it to the attention of the planners.

Cllr Hooker said he had reviewed the plans and he felt we should object on the grounds of;

1. Parking
2. Design and materials
3. Layout
4. Density
5. Loss of light, overshadowing and privacy

The unanimous decision by the Parish Council was to Object to this Planning Application and the reasons, will be circulated before the deadline.

The letter that will be sent to CBC Planning will also be circulated to Members.

It was agreed to ask Cllr. Collins to call in this Planning Application in the event of approval by the Planning Officer.

## **2) Planning Appeal – CB/20/02009/FULL - Land between 30 and 32 Woodside Road.**

The Chair asked if we wanted to add anything new to our original objection to this Planning Application.

The meeting felt that the original objections were comprehensive, and the Clerk was asked to submit these again to the Appeals Committee **(P.S)**

### **20/21/98 Angus Brewer Fund Committee**

Cllr. Minnighan said that she has heard back from Andy Brewer and he said he will have to speak to CBC and ask how they replace a committee member.

Once he has done that, we will know more.

### **20/21/99 Crawley Playground and Youth Shelter**

Cllr Minnighan said we have had updated guidelines and we are complying with all requirements.

The Adult Gym should have been closed during lockdown but now we are in tier 2, we can open it.

If we go into lockdown again, it may have to be closed.

The yellow playground bin is fading badly and may need to be replaced.

Mr. Prothero has asked if we could provide a bin for the Youth Shelter.

This was agreed and prices of potential purchases will be circulated.

Cllr. Hooker said this should be robust to protect it against vandalism.

### **20/21/100 Grass Cutting Contract**

Cllr Hooker asked if everybody knows about the relaxing of the requirement to pick up grass clippings for all sites, apart from the Allotment hedge.

The Clerk said he has a group in the browser of all the interested parties and any new update goes to them all.

The Clerk updated the meeting with the current position.

Three have submitted a Tender.

One has not submitted a Tender document, only a quote on headed paper and he has been sent the form again to complete.

The third Tender was converted to a PDF but was corrupted so he has been asked to re-submit on the correct form, and not to PDF the reply.

One Tender is twice what we are paying currently and another, three times as much.

One current contractor was reluctant to bid because of the previous requirement to pick up grass.

The Clerk will contact him tomorrow and ensure he understands the updated requirements and gets his bid in on time. **(P.S)**

### **20/21/101 Community Improvement Fund**

The Chair said we have not had a reply from Cllr Collins or CBC about the Residents Parking Scheme, flooding on several key roads, or the Openreach box in Woodside.

## **20/21/102 Highways and Footpaths**

### **Woodside Speed Table**

The Chair said that there had been a lot of communications between Highways and the residents about the new location of the speed table and the possibility of installing gates or posts at the location.

The resident seems to want to move the table further out.

This will cause less noise to residents, but will negate any traffic calming effect.

These tables should be in residential areas to have maximum effect.

Other speed tables already installed, are in more dense residential areas and are working well.

Cllr Minnighan and Cllr Brennan agreed with the Chair.

Cllr Hooker said that a plan to site the speed table 25m from 101 boundary line, would be the preferred option, along with a sign that said "Welcome to Lower Woodside" or if space is tight, a "Welcome to Woodside" sign.

Also, a gateway feature if possible or a bollard, as well as a "Please Drive Carefully" sign below the Woodside sign.

Also, he will e-mail the Clerk, a picture of the damaged footpath sign that needs fixing.

After a discussion it was agreed to vote on all three alternatives which were;

- 1) 23m from the bus stop (the original plan)
- 2) 25m from the bus stop.
- 3) 25m from the 101 boundary.

The vote was;

Option 1 – One Councillor

Option 2 – Five Councillors

Option 3 – One Councillor

Option two was agreed to be the one to be agreed and the Clerk was asked to contact CBC Highways to let them know of our decision and reasons why. **(P.S)**

Cllr Hooker asked it to be minuted that he voted for Option 3.

The Chair said that if CBC are going to put in gates, its their responsibility as to location and wording.

Cllr Hooker asked if his recommendations could be considered.

It was agreed to ask for signage that says "Lower Woodside - Please Drive Carefully" or "Woodside – Please Drive Carefully"

The Clerk will report the damaged footpath sign. **(P.S)**

### **CCTV**

Cllr Minnighan said she has been in contact again with CBC about covert CCTV cameras at fly tipping sites.

The manufacturer does not make them anymore and are looking for an alternative.

We have lodged our interest when they become available.

She has also contacted CBC about replacing the damaged and rusting bins around the Parish, and this conversation is still ongoing.

The Chair said that there has been more fly tipped material at the Amazon Bend.

Cllr. Patterson asked if there had been any update regarding flooding at Grove Road?

The Chair said we will ask Cllr Collins of any update.

Cllr Hooker said it has been particularly bad recently.

Cllr Shaw said that the dumped car in Half Moon Lane has been moved.

Cllr. Beeton said that the caravan storage site has put up a larger fence, nearer the road.

## **20/21/103 Parish Trees**

Mrs Minnighan said that the Village Hall Christmas tree looks great.

## **20/21/104 Community Projects Group Update**

Cllr Patterson said that Christmas Biscuits were approaching 221 boxes with a Thursday pick up planned.

## **20/21/105 Approval of the 2021/22 Budget**

The Chair went through the 2021/22 budget in detail.

The Clerks salary is set to rise by +6% due to the living wage increases.

The Clerks pension contributions will also rise.

The following resolution was then proposed by Cllr. Minnighan and seconded by Cllr. Beeton  
**To approve the 2021/22 Budget.**  
**The resolution was passed unanimously.**

This is attached as **Appendix A**

**20/21/106 Approval of the 2021/22 Precept Requirement.**

The Precept for 2021/22 is proposed to be kept the same at £54,000.

The band D cost will go up 0.5% but because of inflation, it is effectively a decrease in what we would need to keep pace.

The following resolution was then proposed by Cllr. Minnighan and seconded by Cllr. Beeton.

**To approve the 2021/22 Precept request of £54,000.**

**The resolution was passed unanimously.**

**20/21/107 Accounts for Payment**

Prior to the meeting The Clerk had circulated the schedule below (**Appendix B**) to Members for approval. The payments were unanimously approved, having been proposed by Cllr. Brennan and seconded by Cllr. Patterson

Cheques will be signed by Cllr Minnighan and Cllr Cooper at a later date.

**20/21/108 Report by CBC Ward Councillor.**

The Chair said that as neither Ward Councillor has attended the meeting, he will draft a letter to Cllr. Collins asking him of progress with the issues of flooding at key sites in the Parish, Resident Parking scheme, and calling in The Orchard Planning application.

The Markyate Road disused data box has gone but we are not sure if the Woodside box is still there. If it is still there, Cllr Collins should be asked if a section 81 notice has been issued.

**20/21/109 Policing**

No updates

**20/21/110 Residents Communications**

Cllr. Minnighan said that she had replied to a resident about the churned-up verge in Church Road. Historically, it was the resident's household that had a number of vehicles that parked on this verge.

The resident has requested that we look at a layby there to accommodate residents' vehicles.

Having a row of terraced houses there, many with two cars causes problems.

The Chair said that there will be a problem siting a lay-by at this location as the care home drains are located there.

It was suggested that maybe we should investigate the possibility of residents purchasing a part of the field from the farmer, and turn it into a resident's car park if more residents come forward.

Cllr Hooker, said he would not be in favour of the Parish Council spending public money on such a scheme. He felt that a car park will detract from the rural setting here.

The Clerk said that future electric car charging spaces will be an issue here, and a private car park with charging points may be a solution.

Cllr Minnighan asked if a resident in Rossway can decorate a tree with Christmas decorations, at her own expense.

Previously she had been chastised by a neighbour for decorating the tree.

The tree is on Highways land and Slip End Garage are willing to help fund this, and install solar powered lights.

The meeting felt that we would have no problem with this and thanked the resident for her good intentions at this time of year. Cllr Minnighan will let the resident know. **(S.M)**

There will be an end date agreed with the resident and all decorations will be cleared away.

The Chair said he has had an E-Mail from a resident asking if we can change our post code so we will not be linked in with Luton for future lockdowns etc.

The Chair said he has replied saying that the Slip End post code does not affect lockdown areas, and the Royal Mail cannot change post codes on request.

**20/21/111 Closing Comments**  
None

**Date of next meeting – 4<sup>th</sup> January 2021**

**Signed**.....  
**Chair**

**Date**.....

The meeting was then opened up to the public  
There were no comments

**Appendix A**

**2021-22 SLIP END PARISH COUNCIL BUDGET - FINAL**

<b>ADMINISTRATION</b>	<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
Direct Employee costs (inc PAYE)	15000.00	7296.00	15900.00
Employer Pension Costs	1000.00	410.00	1060.00
Recruitment Costs	0.00	0.00	0.00
Civic Expenses & Regalia & Minute Clerk	0.00	0.00	0.00
Internal & External Auditors Fees	500.00	100.00	500.00
Bank Charges	0.00	0.00	0.00
Parish Council Insurance	900.00	796.00	876.00
Clerks Expenses - post, print & stationery	350.00	78.00	350.00
Clerks Travel expenses	350.00	95.00	350.00
Telephone, Fax, Computer, Broadband & software	500.00	400.00	800.00

Data Protection	70.00	0.00	70.00
Hire of Meeting Rooms	450.00	306.00	350.00
Hire of Storage facility	60.00	60.00	60.00
Newsletter & PR (global parish news)	1300.00	1300.00	1300.00
Website Costs	250.00	370.00	300.00
Office Equipment (Repairs and Renewals)	0.00	0.00	0.00
Member and Employee course and travel exps	200.00	0.00	200.00
Publications & Books & SLCC Membership	100.00	0.00	100.00
Election *** SR1	0.00	0.00	0.00
Bank Interest Received	-10.00	0.00	-10.00
<b>TOTAL</b>	<b>21020.00</b>	<b>11211.00</b>	<b>22206.00</b>

<b>HIGHWAYS AND AMENITY AREAS</b>	<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
Contracted Grass Cutting throughout parish	662.00	324.00	695.00
Coronation Gardens Maintenance	893.00	367.00	938.00
Bus shelter & youth shelter clearance	1260.00	584.00	1323.00
Tree Planting & Surgery	1250.00	650.00	1000.00
St Andrews Churchyard grass cutting	1470.00	608.00	1543.00
St Andrews Churchyard maintenance ***SR13	850.00	0.00	850.00
Claydown Way & Crawley Close Weeding	1365.00	661.00	1433.00
All Fencing in Parish ***SR 3	200.00	0.00	200.00
Street Furniture Repairs & Renewals ***SR4	1000.00	0.00	1000.00
Rossway Garden Feature maintenance	473.00	206.00	497.00
Outside Contractor Grass Cutting	1250.00	0.00	1313.00
Extra plants and bulbs to enhance gardens	250.00	0.00	250.00
Gritter Operating Costs	1000.00	0.00	1000.00
<b>TOTAL</b>	<b>11923.00</b>	<b>3400.00</b>	<b>12042.00</b>

<b>CRAWLEY PLAYGROUND</b>
Crawley Playground Safety Reports
Crawley Playground Cleaning
Crawley Playground litter clearance & mthly reports
Crawley Playground Equipment Repairs & Replacement
Crawley Playground repairs to fencing
Playground Equipment Repair, Replace or renew ***SR 8
<b>TOTAL</b>

<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
200.00	118.00	150.00
1200.00	509.00	1200.00
1365.00	738.00	1433.00
500.00	125.00	500.00
0.00	0.00	0.00
0.00	0.00	0.00
<b>3265.00</b>	<b>1490.00</b>	<b>3283.00</b>

<b>SUBSCRIPTIONS</b>
BATPC
CPRE
Chiltern Society
<b>TOTAL</b>

<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
425.00	417.00	425.00
50.00	0.00	50.00
30.00	30.00	30.00
<b>505.00</b>	<b>447.00</b>	<b>505.00</b>

<b>ALEY GREEN CEMETERY</b>
<b>PLANNING AND PUBLIC CONSULTATION</b>
Professional Consultancy Fees
Professional Consultancy Fees ***SR2
<b>TOTAL</b>

<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
<b>1300.00</b>	<b>1300.00</b>	<b>1339.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
0.00	580.00	0.00
<b>0.00</b>	<b>580.00</b>	<b>0.00</b>

<b>VILLAGE HALL</b>
Playground Yearly Lease
Insurance of CCTV at Village Hall (50%)
<b>TOTAL</b>

<b>Budget 20/21</b>	<b>Spend to Date</b>	<b>Budget 21/22</b>
100.00	0.00	100.00
150.00	0.00	150.00
<b>250.00</b>	<b>0.00</b>	<b>250.00</b>

<b>Grants</b>
Community Projects Group
Christmas Biscuits
Slip End Playing Fields ***SR17
Royal British Legion Poppy Appeal
<b>TOTAL</b>

Budget 20/21	Spend to Date	Budget 21/22
9500.00	6901.00	9500.00
1100.00	0.00	1100.00
4000.00	0.00	4000.00
75.00	0.00	75.00
<b>14675.00</b>	<b>6901.00</b>	<b>14675.00</b>

<b>SUMMARY</b>
ADMINISTRATION
HIGHWAYS AND AMENITY AREAS
CRAWLEY PLAYGROUND
SUBSCRIPTIONS
ALEY GREEN CEMETERY
PLANNING AND PUBLIC CONSULTATION
VILLAGE HALL
GRANTS
<b>TOTAL</b>

Budget 20/21	Spend to Date	Budget 21/22
22020.00	11211.00	22206.00
12923.00	3400.00	12042.00
3265.00	1490.00	3283.00
505.00	447.00	505.00
1300.00	1300.00	1339.00
0.00	580.00	0.00
250.00	0.00	250.00
14675.00	6901.00	14675.00
<b>54938.00</b>	<b>25329.00</b>	<b>54300.00</b>

<b>SPECIFIC RESERVES</b>
SR 1 – Election
SR 2 – Professional Consultancy Fees
SR 3 – All fencing in Parish
SR 4 - Street Furniture Repairs and Renewals
SR 8 – Playground equipment – repair, replace or new
SR 12 - Community Improvement Fund
SR13 - St Andrews Churchyard Maintenance
SR17- Slip End Playing Fields
<b>TOTAL</b>

Opening 2020/21	in/out to date	Opening 2021/22
673.55	0.00	1000.00
3920.00	0.00	4000.00
3000.00	0.00	3000.00
3000.00	0.00	3000.00
873.45	2000.00	16000.00
46367.40	7373.50	30000.00
4000.00	0.00	4000.00
4000.00	0.00	4000.00
<b>65834.40</b>	<b>9373.50</b>	<b>65000.00</b>

Community Improvement Fund - SR 12	Budget 20/21	Spend 2020/21	Budget 21/22
Traffic Calming	0.00	0.00	12000.00
Hanging Basket Project	5000.00	3332.00	4000.00
Rossway Planters	0.00	592.00	0.00
<b>TOTAL</b>	<b>5000.00</b>	<b>3924.00</b>	<b>16000.00</b>

PRECEPT 2020/21

£54,000.00		
PRECEPT 2021/22	£54,000.00	Plus 0.5% Due to lower Tax Base

## Appendix B

### Cheques for Payment December 2020

<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>Cheq Num.</u>
Richard Gurney	Grass Cutting 2020	£1,076-40	100183
CPRE	Membership 2020/21	£36-00	100661
A Prothero	Grass Cutting and playground Sanitising	£689-99	100662
P Segal	Clerks Salary and wfh allow. Nov 2020	£999-21	100663
P Segal	Clerks Expenses Nov 2020	£78-35	100664