

Minutes of Cople Parish Council Meeting held on Monday 26th October 2009 at 7:30pm in the Village Hall

Present:	Mr P Moore	Chairman
	Ms L Davis	Councillor
	Mr T Fisher	Councillor
	Mr D Hughes	Councillor
	Mr S Smith	Councillor
	Mr D Whitehead	Councillor
	Ms A Baldwin	Clerk
	Mrs C Ellis	Bedford Borough Councillor
	Ms L Clark	Guinness Trust
	Ms C Hill	Guinness Trust
	3 Members of the Public	

The Chairman opened the meeting at 19:30.

1 Apologies for Absence (35)

Apologies received from Cllr Mike Vacher

2 Approval of Minutes (36)

The minutes of the Ordinary Meeting held on 21st September 2009 were approved as a true record and signed by the Chairman.

3 Affordable Housing – Guinness Trust (37)

Lesley Clark (LC) and Christine Hill (CH) of the Guinness Trust (GT) gave a presentation on Affordable Housing.

LC explained that the first stage in the process is to identify whether anyone living in Cople has a housing need and a Survey will be carried out by Bedford Borough Council in conjunction with the Parish Council. In rural communities housing can be developed on exception sites, where an exception can be made to the district planning restrictions to allow affordable housing specifically to meet local parish needs. Conditions are attached to planning permission to ensure these homes will remain affordable and for local people in the future.

Tenants for these properties would be identified by Bedford Borough Council and will normally consist of rental and part buy/rent, which allows the tenant to purchase up to 80% of their properties value.

A short Q & A session followed and Cllr Ellis stated that she was aware of a development that has recently been completed and that the properties were of a very high standard.

The chairman thanked LC & CH who then left the meeting.

4 Matters Arising from the meeting held on 21st September 2009 (38)

Minute 26 – Clerk contacted Stagecoach and had not received a reply. However, a call had been received from Stagecoach after clerk had left for this meeting and clerk will call them back to arrange a date for Councillors to attend their offices. **Clerk to Contact Cllrs with dates to meet Stagecoach**

Minute 29 – Clerk has contact the Head of Planning asking for an update on the Golf Course Development and will continue to chase. It was also suggested that Councillors visit this site with a representative of the Planning Department. **Clerk to chase Bedford BC and arrange a site visit**

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Minute 32 – Letter of acknowledgement sent to Borough Council regarding HGV weight limits asking to be kept up to date on any progress taken.

Clerk reported that the dog bin has been purchased and installed and the street name plate for All Saints Road has been replaced.

Cllr Hughes is to contact the Cricket Club to ask for a list of equipment needed as Council would prefer to purchase a specific item rather than a Grant.

5 Correspondence (39)

An invitation for Councillors to attend the Bedford Borough Council's second assembly conference being held on the 27th November 2009 at the University of Bedford had been received and anyone wishing to attend was asked to contact the Clerk for the booking form.

6 Planning & Development (40)

Cllrs had received, prior to the meeting, a notification that Planning Application No 09/01924/LBC for listed building consent at 6-8 Willing Road, Cople had been granted.

7 Meetings attended on behalf of the Parish Council (41)

Cllr Davis had previously emailed Cllr's a report on her visit to the quarry and it was suggested that parishioners be invited to view the quarry in the spring. **Clerk to remind Council in March.**

Cllr Davis also reported that she is now the Chair of the Alms Housing Committee and stated that more trustees are needed to join the board. Any suggestions of suitable people are to be emailed to Cllr Davis.

8 Finances (42)

Clerk reported that the documentation has been sent to Lloyds TSB to enable her to sign cheques on behalf of the Council.

Current Financial Statement – Lloyds Current Account

Expenses			
Ref.	Payee/From	Detail	Total
DD	Eon	Street Lights 1 Sept to 30 Sept	£115.63
635	Glasdon UK Ltd	Dog Bin & Fixing Kits	£172.35
636	Andy Musket Ltd	Street Light Maintenance 1 July to 30 Sept	£111.15
637	Lawn Lord	Hedge Cutting – High Street	£90.00
		Hedge Cutting - Churchyard	£116.00
		Grass Cutting - Churchyard	£79.00
638	A Baldwin	Clerks Wages 1 st to 31 st October	£414.24
639	Cople Village Trust	Room Hire 26 th October	£16.00
Grand Total			£1,114.37

Income			
Ref.	Payee/From	Detail	Total
Tfr to	Lloyds Current Account	Transfer from Lloyds Flexible Savings	£2,000.00
Grand Total			£2,000.00

Bank Balances as at 26 October 2009		
Lloyds Current Account (after above payments)	£1,612.00	

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Lloyds Flexible Savings	£8,365.00	
NS & I Investment Account	£11,100.00	

9 Any other Business (43)

The Clerk asked if Council wanted her to continue updating the manual minute book or whether they wished to move to adopting typed minutes which are kept on file by the clerk. These could then be emailed to Councillors along with the next meeting agenda and attachments. It was agreed that all future minutes are to be adopted using the typed version and all agendas and attachments are to be emailed to Councillors. **Clerk to email minutes with future agendas. Typed minutes to be signed by the chairman instead of updating the manual minute book.**

The Clerk also stated that having now had the chance to review all the documents passed to her it had been noted that the Council do not have any Standing Orders and Finance Regulations. The Clerk explained the reasons for having such documents and it was agreed that the Clerk is to obtain a model draft copy which is to be emailed to Councillors for discussion at the meeting on 7th December 2009. **Clerk to email draft Standing Order and Finance regulations before next meeting.**

It was suggested that the newly elected Mayor of Bedford Borough Council be invited to attend a future meeting and the Clerk was asked to write providing a list of meeting dates. **Clerk to Invite Mayor to future meeting.**

Cllr Ellis reported that she has funds available for her parishes and asked Council to let her know of any items need. Cllr Hughes suggested a new notice board to replace the old open one. Cllr Fisher is to find the quotes received from the previous notice board purchase and this will be discussed as a separate agenda item at the next meeting.

The Clerk reported that she is in receipt of keys to the notice board, Village Hall and parking barrier at the Village Hall.

I certify these minutes to be a true record of the meeting held on 26th October 2009

Chairman

Cllr. P Moore

7th December 2009

Chairman's Initial

Date: 7/12/09