



Councillors, I hereby summon you to attend the **ANNUAL** meeting of Bletsoe Parish Council on Tuesday, 23<sup>rd</sup> May 2023 at 7.30pm (follows the Annual Parish meeting) at Bletsoe Village Hall to consider the following items of business.

## AGENDA

- 1 **Election of Chairman**  
To elect the Chairman for the coming year.
- 2 **Election of Vice Chairman**  
To elect the Vice Chairman for the coming year.
- 3 **Apologies for Absence**
- 4 **Declarations of interest in items on the agenda**
- 5 **To approve the minutes of the parish council meeting** held on 28<sup>th</sup> March 2023.
- 6 **Public Open Session (15 minutes):** This council is committed to community engagement and therefore warmly invites members of the public to contribute during this part of the meeting. Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda. Please note that interruptions during the remainder of the meeting are not permitted.
  - Borough Councillor Martin Towler report
  - Smockers report
  - Members of the public
- 7 **Clerk's report on actions**
  - Village Hall Defibrillator: This was sent to the manufacturer to be fixed, who reported that it is beyond repair. The council has been offered a new defibrillator by a local fundraiser – eta July/August.
- 8 **Meeting dates**  
To agree dates and locations of council meetings and the Annual Parish meeting for the coming year.
- 9 **Committee membership and representatives**  
To agree councillor responsibilities for the year, if required.
- 10 **Councillor training**  
To confirm which councillors would like to attend BATPC Councillor Induction training, and approve the cost, when the dates are made available.
- 11 **Financial Matters**
  - To approve payments and note receipts.

|              |                     |                |                                     | Receipts | Payments<br>Gross | Payments<br>VAT |
|--------------|---------------------|----------------|-------------------------------------|----------|-------------------|-----------------|
| Not yet paid | Memberships         | BATPC          | Annual membership                   |          | 97.00             |                 |
| Not yet paid | Payroll fees        | Essendon       | Payroll costs - Mar/Apr             |          | 67.20             | 11.20           |
| Not yet paid | Insurance           | Gallagher      | Mower insurance (paid by Clerk)     |          | 96.02             |                 |
| Not yet paid | Grounds Maintenance | H and G        | Orchard, Mem gardens, Play area     |          | 240.00            |                 |
| Not yet paid | Smockers            | Smockers group | Fuel costs for grounds maintenance  |          | 56.24             |                 |
| Not yet paid | Village Hall Hire   | Bletsoe VH     | March & May                         |          | 20.00             |                 |
| Not yet paid | Staff costs         | Multiple       | April/May Gross Pay & WFH Allowance |          | 777.40            |                 |

- Annual accounts (2022/23): To receive the internal audit report and approve the end-of-year accounts and the Annual Governance & Accountability Return (AGAR) form to be sent for external audit.

**12 Annual Insurance**

To approve the annual insurance premium from Hiscox at £1,232.12.

**13 Highways**

- a) Proposal from Cllr Foster: To request Bedfordia Farms to repair the damage caused to the road edge and verge caused by large agricultural vehicles.
- b) Proposal from Cllr Margrave: To consider changing the location of the parish council speed sign.
- c) Proposal from Cllr Woodward: To consider what can be done to stop vehicles over the weight limit from travelling through the village.
- d) Proposal from Cllr Woodward: To consider what can be done to stop traffic using Bletsoe as cut through.

**14 Matters relating to parish council land**

To consider a request to allow parking at the church end of the Parish Field for a wedding: 12.30pm to 2pm, Saturday 2<sup>nd</sup> September.

**15 Fete insurance**

To consider a funding request from the organisers of the Bletsoe Fete to cover the £386.32 cost of insurance.

**16 Streetlights**

To consider moving forward with the LED upgrade to the 19 parish-council owned streetlights.

**17 Planning applications & enforcement**

- Planning applications: To consider any applications received since the last meeting, including any received after the agenda has been published:  
None at time of agenda being issued.
- Planning Enforcement: To note any updates in relation to planning enforcement.  
**22/00095/UNDEV** - Land Adj Waiting For The Sun, Rushden Road, Bletsoe  
Planning contravention notice served by the borough council. A Change of Use planning application is expected to be submitted by the landowner – not submitted as yet and the borough are considering their options.  
**20/00105/UNAUTU** - Waiting For The Sun, Rushden Road, Bletsoe  
Borough council have visited the site in relation to environmental concerns and the report is still awaited.

**18 Business for future agendas (No actions can be taken on items not on the agenda)**

**19 Date of next meeting: TBC – Bletsoe Village Hall**