



Minutes of the meeting of BLETSOE PARISH COUNCIL held on Tuesday 26th March 2024 at 7.30pm in Bletsoe Village Hall.

MINUTES

Present: Cllrs Clare Goduti (Chair), Mark Abraham, Alison Field-Foster, Peter Margrave, Claire Woodward.

In attendance: David Brough (Clerk), Mayor Tom Wootton, and 17 members of the public.

Martin Towler (Borough Councillor) was not present due to a clash of parish council meetings.

- 1 **Public Open Session:** A representative from Healthwatch Bedford Borough addressed the council to promote their service as a local health and social care champion. Further details can be found at: www.healthwatchbedfordborough.co.uk
- 2 **Apologies for Absence accepted:** Cllrs Donna Glanvill (Work commitment), Sue Binks (Away).
- 3 **Declarations of interest in items on the agenda:** Cllr Field-Foster declared an interest in the planning application at item 8 and left the room for the duration of this item.
- 4 **To approve the minutes of the parish council meeting** held on 23rd January 2024.
Resolved to approve the minutes of the meeting as an accurate record.
- 5 **Clerk's report on actions**
 - Play area surfacing: Awaiting confirmation of a successful BBC Rural Grant application.
 - Land behind Captain's Close (BNP Policy 2 – residential development of up to 8 dwellings): Working Group of councillors expected to meet in April 2024 to review the quotes and advice from planning agents.
- 6 **Financial Matters**

To approve payments and note receipts, balances, and the budget variance report.

The payments listed in the appendix were approved. The Clerk talked through the Budget Variance report and the council balances (available in the appendix). With the reallocation of reserves to cover the spending on the LED streetlight upgrade, at the end of the financial year the remainder of spending was under budget.
- 7 **Risk Assessment**

Annual review of the parish council's risk assessment.

Resolved to accept the Risk Assessment prepared by the Clerk.
- 8 **Planning applications**

To consider any applications received since the last meeting, including any received after the agenda has been published:

The below planning application, to which the parish council previously objected, has had additional documents submitted and the consultation period extended:

APPLICATION NO: 24/00010/FUL Full Planning Application
PROPOSAL: Erection of 3 dwellings with vehicular access
LOCATION : Land Adjacent To Rectory Cottage 72 The Avenue Bletsoe Bedfordshire

Resolved that no further comments be added to the previously submitted objection.
- 9 **Business for future agendas (No actions can be taken on items not on the agenda)**

No items were requested to be added to future agendas.

Date of next meeting: 28th May 2024 – Annual Parish and Annual Parish Council meetings – Bletsoe Village Hall

Payments and receipts - March 2024

Date	Category	Payee	Description	Receipts	Payments Gross	Payments VAT
18 January 2024	Ward fund - Playground	BBC		1,100.00		
30 January 2024	Defibrillator training	EAAA			150.00	
30 January 2024	Election costs	BBC			1,538.86	
18 March 2024	Payroll fees	Red Shoes	Qtrly payroll fees		31.20	5.20
Not yet paid	Village Hall Hire	Bletsoe VH	March		12.00	
Not yet paid	Staff costs	Multiple	Quarterly PAYE & Feb/Mar Salary		1,356.51	
Not yet paid	Smockers	P A Vine	Smockers expenses March		28.79	
Not yet paid	Grounds Maintenance	H and G	March: Orchard, Mem gardens, Play area		195.00	

2023/24 P&L (Adjusted for VAT) - As at Mar 2024

<u>Income</u>		YTD (Actual) Net	Annual Budget	Full year forecast	Variance
Precept Income		12,335	12,335		
	Parish Field Rent	700	500		
	Wayleave Income	16	17		
	Ward fund - Playground	1,100	0		
	Resident donation	150	0		
Other Income		1,966	517		
VAT Refund			0		
CIL Receipts		0	0		
Bank Interest		0	0		
Total Income		14,301	12,852		
<u>Outgoings</u>					
Employment Costs	Staff Costs	5,011	4,800		
		5,011	4,800	5,011	-211
	Village Hall Hire	80	0		
	Payroll fees	134	0		
	ICO - Annual Data Protection	35	0		
	Memberships	97	0		
	Admin	145	700		
	Clerk Expenses	51	400		
	Internal Audit	150	0		
	Website running cost	310	200		
Admin		1,002	1,300	1,002	298
Insurance	Insurance	1,328	1,200	1,328	-128
	Smockers	681	800		
	Grounds maintenance	2,240	2,000		
	Repairs/Maintenance/Capital Exp	45	200		
	Play Area Inspection	150	200		
	Streetlights: Maint	111	0		
	Streetlights: Elect	839	1,300		
Highways and open spaces		4,066	4,500	4,066	434
Grants out	Fete Insurance	284			
		284	550	284	266
	Contingency	0			
	Election costs	1,539			From reserves
	Defibrillator training	150			From reserves
	Streetlight LED upgrade	5,438			
Miscellaneous		7,127	500	7,127	-6,627
Total Outgoings		18,819	12,850	18,818	-5,968
Year To Date Net P&L		-4,517	2		-5,968

Underspend of £1k when using reserves

2023/24 - Balance - Mar 2024

Natwest Current Account Current Balance (Forecast)

£
23,246

Allocation of Balance Sheet

Budget remaining to spend

0

Set aside

BRA Reserve

4,217

Set aside

BBC Highways Speed Survey

2,000

Set aside

General reserve (Balancing figure)

17,029

Unallocated

VAT refund due in (Approximation)

1,182

Unallocated - not yet received