

# HAYNES PARISH COUNCIL

Affiliated to Bedfordshire Association of Town & Parish Councils

Locum Clerk: Mrs. H. Trustam  
30 Armstrong Close  
Wilstead  
Bedford  
MK45 3EJ

Email: [h.trustam@btinternet.com](mailto:h.trustam@btinternet.com)

Tuesday 3rd May 2022

To Members of the Council

You are hereby summoned to attend the Annual Meeting of Haynes Parish Council at Haynes Village Hall on **Monday 9<sup>th</sup> May 2022, commencing 7.30pm**, for the purposes of transacting the following business.

*H. Trustam*

H. Trustam BA(Hons)  
Locum Parish Clerk

*We welcome attendees, but will continue to take reasonable precautions to keep everyone safe as follows:*

- a) Please do not attend if you or anyone in your household has COVID-19 symptoms.*
- b) Maintaining a social distance is optional. Please respect the wishes of others & move away if requested to do so.*
- c) Wearing of masks is optional. Please respect the wishes of others & refrain from commenting on anyone's personal choice in this regard.*
- d) We will continue to have sanitiser available & encourage attendees to use it.*
- e) If you develop COVID-19 symptoms within 7 days of the meeting alert NHS Track and Trace & alert the Parish Council. We will continue to keep "Track & Trace" records of attendees for the time being.*

Open Forum 7.30pm – 7.45pm

## AGENDA

1. Election of Chairman and Declaration of Acceptance of Office
2. Election of Vice Chairman
3. To receive apologies for absence
4. To receive any new declarations of pecuniary interests in any agenda item  
*Any new Pecuniary Interests should be declared. They must then be added to the register within 28 days. Existing pecuniary interests already registered do not need to be declared. Members cannot take part in any discussions or vote on matters in which they have a pecuniary interest.*
5. **Appointment of Representatives**
  - 5.1 Lead Councillor on Planning matters – Cllr Petty
  - 5.2 Planning Committee – Cllr Petty (Chairman), Cllr Johnson, Cllr Dhillon & Vacancy
  - 5.3 Playing Field & Play Area – Cllr Adams
  - 5.4 Highways – Cllr Gourlay
  - 5.5 Community Safety – Cllr Collin
  - 5.6 Speed Watch – Cllr Dhillon

- 5.7 GDPR – Cllr Gourlay
- 5.8 Allotments – Vacancy
- 5.9 Tree Warden - Cllr Adams
- 5.10 Community Facebook – Cllr Gourlay
- 5.11 Village Hall – Cllr Adams
- 5.12 HALGA Liaison – Vacancy
- 5.13 Litter Picking – Cllr Adams liaison with Jane Hamilton
- 5.14 Haynes Park Liaison – Cllrs Petty & Dhillon
- 5.15 Finance – Cllrs Petty & Phillips
- 5.16 Noticeboards – Robin Watkin
- 5.17 Defibrillator – Lee Martin
- 6. **Minutes of meetings**  
To confirm and adopt the minutes of the meeting of Haynes Parish Council held on Monday 14<sup>th</sup> March 2022.
- 7. Matters arising from the minutes (*for information only*).
- 8. Community Matters
- 9. **Planning Matters**
  - 9.1 To receive report detailing approvals / refusals/ withdrawals and appeals.
  - 9.2 New Vista Homes  
Development of 27 new homes at Northwood End Road, Haynes. To receive a report following meeting with the developer.
  - 9.3 Four Winds Garage  
To receive an update from Unitary Councillor Hares and consider any matters requiring action.
  - 9.4 Haynes Park  
To receive an update from Cllrs Collin/Dhillon.
  - 9.5 Development of Caravan site at West End  
To receive any update from Councillor Johnson / Unitary Councillor Hares and consider any matters requiring action.
- 10 **Invoices for payment**  
To receive and approve invoices for payment.
- 11 **Asset Register**  
To receive and update from Cllr Phillips
- 12 To consider Haynes Allotment & Gardener’s Association Equality Mission Statement and Policy.
- 13 **Queens Platinum Jubilee Celebrations June 2022**  
To receive an update report from Councillor Gowans and consider any matters requiring action.
- 14 **Playing Field**  
To receive a report from Councillor Adams and consider any items requiring action.
- 15 **Highways**  
To receive a report from Councillor Gourlay and consider any items requiring action.
- 16 **Good Neighbours Group/Covid Support**  
To receive a report from Councillor Adams and consider any matters requiring action.

- 17 **Village Hall**  
To receive a report from Councillor Adams and consider any matters requiring action.
- 18 **Allotments**  
To receive a report and consider any matters requiring action.
- 19 **Correspondence**  
19.1 Central Bedfordshire Council – Town and Parish Council bulletin (attached)  
19.2 Central Bedfordshire Council – Statement of Community Involvement Consultation (attached. Ends 1<sup>st</sup> June 2022).  
19.3 Notes from the Town & Parish Council topic session- Digital Accessibility provided by Central Bedfordshire Council (attached).
- 20 **Any Other Business (AOB)**  
*Information only, no decisions can be made under AOB.*
- 21 **Date of next Meeting**  
Monday 11<sup>th</sup> July at 7.30pm Haynes Village Hall.
- 22 **To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present should please leave, in order to discuss the following agenda items due to their confidential nature.**  
  
22.1 To resolve appointment of new Parish Clerk including terms, conditions, and salary.