

Dear Councillor

17th May 2024

You are hereby summoned to attend the Meeting of Haynes Parish Council which will be held on **Thursday, 23rd May 2024** immediately following on from the Annual Parish Meeting for the Electors of Haynes which starts at 7:30pm in Haynes Village Hall. Please send apologies prior to the meeting to Mrs D Robins, Clerk.

Members of the public welcome!



Signed:

D Robins, Clerk

AGENDA

- 1 **Elect Chairman for the ensuing year**
- 2 **Elect Vice-Chairman for the ensuing year**

Open Forum

Standing Orders will be suspended for a period of up to 15 minutes, at the discretion of the Chairman, to allow members of the public to address the Council

- Report from Unitary Cllr Hares to include updates regarding gritting, Four Winds Garage planning applications, tree roots at Howard Close, Church End and Anglian Water meeting
- Science of the Soul – to give short report and discuss traffic management

3 **Apologies**

4 **Declarations of Pecuniary Interests**

5 **Appointment of Councillor Responsibilities**

(Current representatives noted in brackets)

- Lead Councillor on Planning matters – (MP)
- Planning Committee – (MP, KD, AP)
- Playing Field & Play Area – (AA)
- Highways – (KG)
- Community Safety – (SC)
- VAS – (KD)
- GDPR – (KG)
- Allotments – (CB)

- Tree Warden – (AA)
 - Community Facebook – (KG)
 - Village Hall – (AA)
 - Litter Picking – (AA liaison with Jane Hamilton)
 - Haynes Park Liaison – (MP, KD, CB)
 - Finance – (MP, AP)
 - Noticeboards – (KD)
 - Defibrillator – (Lee Martin - post office, AA - village hall)
- 6 **Review of all Current Policies, Procedures and Internal Control and to confirm eligibility to use the General Power of Competence**
- 7 **Proposed Meeting Dates for 2024/2025**
 To approve the following proposed dates (all Mondays starting at 7:30pm in Haynes Village Hall unless otherwise stated):
 22nd July, 23rd September and 25th November 2024
 27th January, 24th March and either Thursday 22nd May or Tuesday 27th May 2025
- 8 **Declarations of Pecuniary Interests**
 Members are invited to declare any personal or prejudicial interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members.
- 9 **Minutes**
 To confirm as a correct record the minutes of the Parish Council meeting held on Monday, 25th March 2024
- 10 **Matters Arising**
 To consider matters arising from the minutes of the previous Parish Council meeting that are not already covered in this agenda.
1. Northwood End Noticeboard – update [KD]
 2. War memorial – WF
 3. Defibrillator Cabinet replacement – AA
- 11 **Planning**
- 11.1 **Planning Applications**
1. CB/24/00746/FULL Single storey rear extension at 53A Northwood End Road, Haynes – **no objection**
 2. CB/24/01008/FULL Erection of a single storey rear extension and roof alterations at 16 Longden Close, Haynes
 3. CB/24/01304/VOC Variation of conditions numbers 5 and 6 of CB/22/03801/FULL Extension and conversion of existing detached garage to form annex accommodation and storage. Demolition of existing outbuildings. Erection of new cart shed and separate maintenance barn. Erection of walled garden, greenhouse and pavilion. Variation to amend approved drawings to the cart shed and the pathway surrounding the walled garden proposal and tree report requirements at Chestnut Spinney House, Church End Road, Haynes

- 12 **Highways/ROW**
 1. Fence works [MP]
 2. Church End Junction [RH/AA]
 3. VAS Report [KG]
 4. Gritting – Northwood End Road [RH]
 5. Tree Roots at Howard Close [RH]
 6. A600 Conifers - update
- 13 **Pitch & Playing Field [AA/LM]**
- 14 **To Consider Adopting the Following Policies [Clerk]:**
 1. Health and Safety Policy
 2. Diversity and Inclusion Policy
 3. Safeguarding Policy
- 15 **Allotments [CB]**
- 16 **Good Neighbours Group [AA]**
- 17 **Village Hall [AA]**
- 18 **Community Matters [Chair]**
- 19 **Finance [Clerk]**
19.1 To approve invoices for payment and to note any income
19.2 To receive information regarding the current financial statement
19.3 To approve Year End Accounts 2023/2024
19.4 To receive and approve the annual report from the Internal Auditor 2023/2024
19.5 To approve the Annual Governance Statement 2023/2024
19.6 To approve the Annual Accounting Statements 2023/2024
19.7 To approve arrangements for insurance for the ensuing year
19.8 To approve memberships/subscriptions for the ensuing year
- 20 **Matters Arising from Correspondence**
 1. CBC - Rights of way vegetation and maintenance issues 24/25
 2. Local Plan Settlement Audit – Councillors to submit comments by 14th June
 3. Local Transport Plan - [respond online](#)
 4. BRCC – Housing Needs Survey
 5. Bedfordshire Fire and Rescue Service Enhances Operations with State-of-the-Art Drone Technology
 6. CBC Police and Crime Advisory Panel Survey – comments by 13th June
- 21 **A.O.B.**
 1. St Mary’s graveyard [WF]
 2. Communications between HPC and parishioners [LM]
- 22 **Date of Next Meeting**
 Monday, 22nd July 2024 in Haynes VH