

Meeting of the Full Parish Council - Cranfield Community Centre – 16th April 2025 at 7:30pm.

Members present at the Meeting: Cllr. D Ball, (Chair) Cllr. L Ambler, Cllr. R Attard, Cllr A Bastable, Cllr. S Clark, Cllr T Gibson, Cllr. G Munkley, Cllr. H Shiner, Cllr T Walsh and Cllr. G Winder.

Ward Councillors Present: Cllr S Clark and Cllr S Bongo.

Cllr R Morris gave his apology.

In attendance: Miss J Abate – Clerk

Members of the public present: 3

Minutes

1. Open Forum

Resident 1 – Parish Surgery – When would actions from the surgery be taken.

Response – The issues raised at the surgery would be discussed at this meeting.

Resident 2- Braeburn Way – concerns raised

Response – Cllr. Clark would investigate.

2. Declarations of Personal or Prejudicial Interest in any items on the agenda

None.

3. To receive apologies for absence

Cllr Baker, Cllr Cade-Westcombe and Cllr D Saint.

4. To receive and adopt the minutes of: Parish Council Meeting of 19th March 2025.

Resolved: That the minutes of the above meetings are signed as a true and accurate record.

All in favour.

5. Health and Safety issues

The outdoor rowing machine has been removed from Broad Green - £70.00 plus VAT.

6. Clerk's Report – Actions Log Update

Cllr Winder requested the Clerk chase CBC again for timeframes on the speed limit sign changes on Lodge Road.

To include reports from Playground Inspector and Cemetery Superintendent. – None.

7. Committee Reports

a. Environmental

Quote for RoSPA Playground Equipment Inspection

Proposal: To receive and agree the quote from Playsafety for the discounted play equipment safety report.

Resolved: That the quote of £544.00 plus VAT from Playsafety be accepted.

All in favour.

Signed by.....Cranfield Parish Council Chair Cllr. D Ball

Dated.....

b. General Purpose

CB/10/03158/REN Land at Home Farm S106 contributions

Proposal: To decide on which art pieces to install.

Resolved: To contact Persimmon for general permission for the placement of the art pieces and to obtain costings for two artworks. Also to liaise with the CBC officer. All in favour.

c. Planning

The following planning matters have been received from Central Bedfordshire - to agree comments to be submitted back to Central Bedfordshire.

i. CB/25/01072/FULL Spring Cottage, Rectory Lane, Cranfield.

Proposal: Demolition of existing garage and erection of a new garage with room over and dormer windows.

Resolved: No Objection – All in favour

Comments by no later than 02 May 2025.

ii. CB/24/03618/OUT Land Rear of 2 To 44, Crawley Road, Cranfield.

Additional information and amendments.

up to 150 dwellings, site access and highway works, green infrastructure including sustainable drainage, ecological habitats, children's play areas and amenity green space, and ancillary works. All matters reserved apart from access via Crawley Road.

Resolved: Cllr Clark will investigate and will forward to all councillors – All in favour

Comments by no later than 28 April 2025.

iii. CB/24/03045/OUT Land to the North and East of Crawley Road and To The South and West of Bourne End Road, Cranfield.

Additional information and amendments

Erection up to 150 dwellings, site access and highway works, green infrastructure including sustainable drainage, ecological habitats, children's play areas and amenity green space, and ancillary works. All matters reserved except access via Crawley Road.

Resolved: Cllr Clark will investigate and will forward to all councillors – All in favour

iv. CB/25/01099/FULL 6 Harter Avenue, Cranfield

Proposal: Proposed Single Storey Rear Extension.

Resolved: No Objections – All in favour

Comments by no later than 05 May 2025.

Signed by.....Cranfield Parish Council Chair Cllr. D Ball

Dated.....

- v. **CB/25/01029/FULL 48 Crane Way, Cranfield.**
Proposal: Demolition and replacement outbuilding, to include double garage, carport and storage above.
Resolved: No Objection - All in favour.
- vi. **CB/25/01118/FULL 97 Bedford Road, Cranfield.**
Proposal: Proposed two storey extension to side of property with a single storey entrance porch.
Resolved: No Objection – All in favour.
Comments by no later than 07 May 2025.
- vii. **CB/25/01120/FULL 12 Broad Green, Cranfield General Planning Matters**
Proposal: Two storey rear extension, demolition of existing flat roof garage, erection of replacement carport and render finish to front elevation.
Resolved: Objection - All in favour
Overdevelopment of the Site, Loss of Light and Overshadowing, Increased Building footprint.
- viii. **CB/25/01160/VOC Newlands Farm, Crawley Road, Bourne End, Cranfield**
Variation of condition number 18 of planning permission CB/23/02297/FULL (Conversion of a barn to a dwelling (C3) Variation to approved plan numbers.
Resolved: No Objection. – All agreed.
- ix. **General Planning Matters.**

Applications can be viewed on the CBC website via: [Central Bedfordshire Council Planning Pages](#).

8. Traffic Consultant Report – Cllr. Winder.

Proposal: To agree actions set out in Cllr. Winder's report.

Resolved: To request ATP surveys from CBC Highways, with private commissioning if no response by end of May. To publish the Ethos report summary and widely promote resident consultation, running online from 10 May–20 June with a drop-in on 7 June. – All in favour.

9. Financial matters and accounts for payment

a. Schedule of Payments.

Resolved: Noted. All in favour. Please see Appendix A

b. Expenditure vs Budget year to date.

Noted: Overspend on Environment was offset by the Grant received.

The Clerk – is working on sorting out the electricity cost for lights.

The budget for 2025-26 was explained by Cllr Winder.

c. Update on CBC S106 Report.

Noted: work is ongoing with CBC on the S106 historic list.

Signed by.....Cranfield Parish Council Chair Cllr. D Ball

Dated.....

d. Grant Application

1. Cranfield Community Centre

Proposal: That the grant for £900 is approved for work on the heating system.

Resolved: To award the Grant for £900.00. – all in favour.

10. Community Centre

Cllr Winder advised that a meeting had taken place with an architect, who will be producing the drawings for the extension to the community centre, with the fee capped at £1,000. CBC to be contacted to see if pre advice on the planning application for the extension is required.

11. Update on Parish Surgeries

Following the Parish Surgery, the Parish Council agreed to take the following actions:

- To arrange a meeting with the Co-Op to discuss safety concerns around the site.
- To explore options for village signage/welcome signs in the future and to contact CBC regarding the possibility of installing village signs at the entrance to Cranfield.
- To consider the installation of additional benches in the future.
- To provide more information about the role and responsibilities and budget of the Parish Council available on the website and notice boards.

Resolved: All in favour.

12. Correspondence

The Clerk confirmed the church's policy on memorials in the Church yard.

13. To receive reports from Ward Councillors and/or Parish Councillors– for information only.

Cllr Clark provided an update on the Police Priority Meeting she attended. It was noted that there has been an increase in antisocial behaviour in Cranfield. As a result, the police will be prioritising tackling antisocial behaviour in the village over the next three months. The police also requested that the Parish Council consider the provision of lighting at the High Street recreation park as a possible deterrent.

Lodge Road / Aldwyn's Acre:

Following a visit from CBC Planning Enforcement, it was confirmed that the concerns raised regarding the fence and hardstanding will be addressed and removed upon completion of the build.

Home to school transport – a consultation has been launched by CBC. There will also be a drop-in session at the community centre on 29th April 2025.

Cllr Bongo – None

Signed by.....Cranfield Parish Council Chair Cllr. D Ball

Dated.....

14. To resolve to approve the exclusion of press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 to discuss:

Resolved: To agree and approve government guidelines for staff salaries. – All in favour.

15. Future Meeting – Annual Parish Meeting – 21st May 2024 at 7:30pm
Annual Parish Council Meeting – 21st May 2024 at 8pm

Appendix A

Cranfield Parish Council						
Listing of payments dated between 01/03/2025 and 31/03/2025						
Date	Supplier / customer	Voucher	Description	Total	Account name	Committee
13/03/2025	Ethos Consultants Ltd	1450	Road Safety Assessment partpayment	£4,800.00	Consultancy Fees	Planning
13/03/2025	Play Quest Ltd	1451	8 x new benches for playparks	£5,808.00	Maintenance and Repairs Play Equip.	Environmental
13/03/2025	Microsoft	1452	Microsoft 365	£43.44	General Administration	Finance and Grants
13/03/2025	GPG - Payroll Servs	1453	Payroll Servs	£39.60	General Administration	Finance and Grants
13/03/2025	ICP Hygiene	1454	Bin bags for Park Rubbish Bins	£19.82	General Administration	Finance and Grants
13/03/2025	Andy Muskett Ltd	1455	Annual S/L maintenance - Jan - Mar	£157.50	Street Lighting	Environmental
13/03/2025	Wood Court Gardening	1456	Memorial garden maintenance March	£40.00	Cemetery Landscaping and Main.	Burial Grounds
19/03/2025	Andy Muskett Ltd	1457	Replacement LED	£393.60	Street Lighting	Environmental
19/03/2025	HMRC - P32	1458	NI and Tax - March	£1,541.85	Staff Costs	Finance and Grants
26/03/2025	Payroll	1459	Payroll - March	£3,709.55	Staff Costs	Finance and Grants
26/03/2025	Eco Tree Services	1460	Work at Townsend Close	£5,112.00	Green Issues and Tree Works	Environmental
26/03/2025	Eco Tree Services	1461	Clear Vegetation around Church Wall	£576.00	Cemetery Landscaping and Main.	Burial Grounds
26/03/2025	Smiths and Sons(Bletchington)	1462	Gravel for Churchyard Path	£514.94	Cemetery Landscaping and Main.	Burial Grounds
26/03/2025	One Clean UK Ltd	1463	Clean Bus Shelters	£780.00	Bus Shelters	General Purpose
26/03/2025	Employee 2	1464	Mileage and expenses	£77.92	General Administration	Finance and Grants
26/03/2025	EE Mobile	1465	Mobile Phone -March	£50.35	General Administration	Finance and Grants
13/03/2025	Nest Pension	1466	Pension - March	£224.42	Staff Costs	Finance and Grants
04/03/2025	RBL	1467	Wreath and Donation	£140.00	General Administration	Finance and Grants
			Total	£24,028.99		

Signed by.....Cranfield Parish Council Chair Cllr. D Ball

Dated.....