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Minutes of a General Meeting of Southill Parish Council held at Broom Village Hall on Monday 12th October 2026 at 7.30 pm.

Abbreviations used in the Minutes:

BATPC	Bedfordshire Association of Town and Parish Councils
Cllr	Councillor
CBC Cllr	Central Bedfordshire Cllr
PCSO	Police Community Support Officer
SIG	Special Interest Group
Southill PCC	Southill Parochial Church Council
SPC	Southill Parish Council
SPFA	Stanford Playing Field Association
VAS	Vehicle Activated Sign
BRCC	Beds Rural Charity Commission
TPO	Tree Preservation Order

Before opening the meeting, Cllr Rodenburg announced the sudden death of Les Bolland on 11th October 2026. Les was a former councillor and Chair of Southill Parish Council. Our thoughts are with his family at this sad time.

Present: Cllr Barber-Lomax, Cllr Cakebread, Cllr Dempsey, Cllr Emmett, Cllr Jones, Cllr Rodenburg, 4 members of public and the Parish Clerk.

1) Apologies: Cllr Hall, Cllr Hulstrom, Cllr Rook

2) Declarations of Interest from Members

None

3) Minutes of the Last Meeting

The minutes of the Meeting held on 8th September 2026 were confirmed as a true record and duly signed.

4) Matters Arising

a) Proposed Bridge over River Ivel.

Cllr Barber-Lomax reported, at the last Tarmac meeting, it was agreed to transfer the funds, which were held to build the bridge, to the Community Fund.

b) Southill Play Area – 2025 Grant Application.

It has been confirmed that this grant is now available. It was proposed by Cllr Barber-Lomax that we go ahead with the replacement of the swings. This was seconded by Cllr Jones and agreed unanimously.

5) Special Interest Groups

a) Communications & Data Protection

Cllr Rodenburg will be attending the Town and Parish Council Forum on 2nd November.

b) Crime, Police and Speed Watch

Regular Speedwatch sessions are still taking place weekly. 10% of the vehicles checked are exceeding the limit. Cllr Rodenburg will be attending the North Central Community Priority Setting Meeting, hosted by the Flitwick & Ampthill, and Biggleswade & Sandy Community Policing Teams.

c) Finance and Governance

Cllr Rodenburg explained that the clerk's salary had increased in April in line with the national agreement (Scale 17). This month, the arrears were added for April to September.

d) Grass Cutting & Trees

There have been various complaints in the parish about hedges and shrubs overhanging the pavements. It is the householder's responsibility to prevent this and it was agreed to highlight this in the Outlook.

e) Rights of Way

Nothing to report

f) Public Transport

Nothing to report

g) Quarry

Production has sometimes been over the maximum; Tarmac is trying to even this out to an average. Next meeting 16th March 2027.

h) Southill Play Area.

Southill School have removed the area of brambles near the play equipment and have added this area to their cutting schedule.

6) Appointment of Internal Auditor

Cllr Barber-Lomax has agreed to take on this role in order to comply with the Financial Regulations. It was proposed by Cllr Dempsey that he be appointed. This was seconded by Cllr Jones and agreed unanimously.

7) Production of Outlook Magazine

Due to Cllr Hulstrom being unable to complete the October magazine, a temporary editor and printer was found and a slightly reduced edition was produced. It was agreed that this would continue for the time being.

8) Precept 2027-2028

	Budget 2026/27	Estimated Budget 2027/28	Revised Budget for Precept 2027/2028
Income			
Bank Interest	£200	£160	
Grass Cutting Contribution - CBC	£3,640	£3,640	
Outlook	£1,000	£1,000	
Total Income	£4,840	£4,800	

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Expenditure			
Admin:			
Staff, Expenses & General Admin	£9,500	£10,300	
Audit	£100	£100	
Insurance Premiums	£1,700	£1,800	
Hire of Halls	£200	£200	
Website Admin	£220	£300	
Miscellaneous (GDPR)	£50	£50	
	£11,770	£12,750	
Open Spaces:			
Grass Cutting	£4,500	£5,000	
Weed Spraying	£540	£540	
Hedge Cutting	£1,250	£1,250	
Play Equipment - Mtce & Insp	£600	£600	
Salt Bin Maintenance	£100	£100	
	£6,990	£7,490	
Subscriptions:			
BATPC	£280	£300	
Beds RCC	£40	£40	
	£320	£340	
Contributions:			
Churchyard Maintenance	£1,600	£1,800	
Outlook	£2,600	£3,000	
SPFA	£150	£150	
	£4,350	£4,950	
General Fund:			
Broom	£300	£250	
Southill	£300	£250	
Stanford	£300	£250	
Contingency	£400	£1,250	
Training	£200	£100	
	£1,500	£2,100	
Miscellaneous:			
Election Costs	£200	£200	
Wreath / Memorial Upkeep	£50	£50	
	£250	£250	
Special Projects	£1,000	£0	
Total Expenditure	£26,180	£27,880	
Total Net Expenditure	£20,340	£23,080	
Precept Requirement	£16,000	£20,000	
Balance (Shortfall) after precept	-£4,340	-£3,080	

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In order to meet Financial Regulations, it was agreed that the increase for the next 3 years would be predicted at 5% per annum. It was proposed by Cllr Emmett that the precept is adopted. This was seconded by Cllr Cakebread and agreed unanimously.

9) Remembrance Day Tommies

It was proposed by Cllr Cakebread that SPC buy more lamppost tommies up to a maximum of £100. This was seconded by Cllr Jones and agreed unanimously.

10) Planning Matters

a) These were discussed and the outcome is shown below.

Reference and location	Details	SPC Decision
CB/26/02637/LB 1 Broom Hall High Street Broom	Removal and repositioning of Internal partitions. Reopening of existing blocked up window opening, installation of double-glazed timber sash window	No Objection
CB/TCA/26/00500 The White House School Lane Southill	Works to a tree within a Conservation Area: One Liquidambar styraciflua: to remove the tree completely and replant the area with smaller plants/shrubs	No Objection

b) Status of Applications at Central Beds Council.

Reference and location	Details	CBC Decision
CB/TCA/26/00500 The White House School Lane Southill	Works to a tree within a Conservation Area: One Liquidambar styraciflua: to remove the tree completely and replant the area with smaller plants/shrubs	Not Yet Decided
CB/26/02637/LB 1 Broom Hall High Street Broom	Removal and repositioning of Internal partitions. Reopening of existing blocked up window opening, installation of double-glazed timber sash window	Consultation Period
CB/26/02281/FULL 16 Stanford Road Southill	Erection of a front porch with cladding and demolition of existing porch	Awaiting Decision
CB/26/02400/FULL 14 Stanford Road Southill	Erection of a front porch with cladding and demolition of existing porch	Awaiting Decision
CB/TRE/26/00280 Land to the rear of 23 The Woodlands Broom,	Works to trees protected by Tree Preservation Order MB/10/1959/W4. Lateral reduction over the garden by up to 3m to secondary growth points to Sycamore Tree (T1), sever the ivy 3ft from ground level and leave to die off. Dismantle to near ground level the small trees in the Sycamore / Elm Group (G10). Laterally reduce by approx. 2.5m to secondary growth points to large Sycamore (T2), sever Ivy 3ft from the base.	Consent Granted

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	Dismantle to near ground level to Sycamore (T3).	
CB/26/00959/MW Broom South Quarry Stanford Road	Revised Restoration Scheme Utilising Imported Inert Material	Consultation Period
CB/26/00068/OUT Land South of Stanford Road Shefford	Outline Application: Demolition of existing meter building and glasshouses. Erection of up to 85 dwellings, means of access into the site (not internal roads) and associated highway works, with all other matters reserved except access	Awaiting Decision
CB/25/02322/LB 45-53 High Street Broom	Listed Building: Block paving parking area and disabled ramp access at front of property and other associated work, retrospective works	Awaiting Decision
CB/25/02322/FULL 45-53 High Street Broom	Block paving parking area and disabled ramp access at front of property and other associated works. Retro works	Awaiting Decision

11) Financial Details at 30th December 2026

a) Current Account £9,982.26 Deposit Account £15,626.27

b) Budget

	Budget	Actual	Forecast	Total	Variance
Admin	£11,770	£7,218	£5,234	£12,452	-£682
Open Spaces	£6,990	£3,155	£960	£4,115	£2,875
Outlook	£2,600	£784	£1,584	£2,368	£232
Subscriptions	£320	£282	£40	£322	-£2
Contributions	£1,750	£99	£1,250	£1,349	£401
General Fund	£1,500	£0	£1,500	£1,500	£0
Miscellaneous	£250	£0	£25	£25	£225
Special Projects	£1,000	£0	£1,000	£1,000	£0
	£26,180	£11,538	£11,593	£23,131	£3,049

A request had been received from Magpas Air Ambulance for a donation. This was discussed and all agreed it was a worthy cause. It was decided that SPC would not presently commit precept income to this request.

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c) The following accounts have been received – 30th September 2026

	Payee	Item	Amount
A	Southill Parish Hall	Hire of Hall September	£9.00
O	A R Worboys	Grass Cutting	£466.80
A	Cloud Next	Premium Hosting	£119.98
A	Cloud Next	.gov.uk Domain	£60.00
	Hulstrom Digital	Outlook Printing	£784.00
A	M Strutt	Staff, Expenses & Admin September 2026	£761.32
A	HMRC	Income Tax & N.I.	£209.65

12)Correspondence

Items listed below have already been passed on to Councillors except when noted as *not forwarded*:

CBC

- Planning Committee Reform
- Government reforms to planning committees
- Bedfordshire Minerals and Waste Plan
- Town and Parish Council online topic session
- Invitation - Town and Parish Council forum - 2nd November 2026

BATPC

- BATPC AGM 14th October 2026
- Part-time Parish Clerk & Responsible Financial Officer *not forwarded*

POLICE

- North Central Community Priority Setting Meeting

GENERAL

- Fly the flag of Remembrance
- CPRE
- Greensand Ridge
- Chicksands Bridle Way & Footpath
- MAGPAS Donation Request

13) Agenda items for next meeting

Approval of Revised Financial Regulations

There being no further business, the meeting closed at 8.30pm

The next meeting will be on Tuesday 17th November 2026 at Southill Parish Hall at 7.30pm

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