

Sandy Town Council

To: Cllrs P N Aldis, P Blaine, T Cole, A M Hill, W Jackson, T Knagg, G Leach, C Osborne, M Pettitt, M Scott, D Sharman, P Sharman, J Sparrow, S Sutton and N Thompson

You are hereby summoned to attend a meeting of Sandy Town Council to be held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 16 April 2018 commencing at 7.30pm for the purpose of transacting the items of business below

Cl Robson

Chris Robson
Town Clerk
10 Cambridge Road
Sandy
SG19 1JE
01767 681491
10th April 2018

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THIS MEETING

A G E N D A

1 Apologies for Absence

To receive any apologies for absence.

2 Declarations of interest and requests for dispensations

Under the Localism Act 2011 members of Council are not required to make oral declarations of interest at meetings but may not participate in discussion or voting on any items of business in which they have a Declarable Pecuniary Interest (DPI) and under Sandy Town Council's Standing Orders must leave the room for the duration of all discussion on such items. (All members' register of interests are available on the Sandy Town Council website or on application to the Clerk.)

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs and also any non-declarable personal interests which they have declared under Sandy Town Council's adopted Code of Conduct and which may be relevant to items on the agenda.*

- i) Disclosable Pecuniary Interests*
- ii) Non Pecuniary Interests*
- iii) Dispensations*

3 Public Participation Session

To receive questions and representations from members of the public.

Sandy Town Council

4 Minutes of previous Town Council meetings

To consider the Minutes of the meeting of Sandy Town Council held at 7.30pm on Monday 12th March 2018 and to approve them as a correct record of proceedings.

5 Minutes of committees and recommendations therein

To receive and note the minutes of the meetings of the following committees and sub-committees and (if applicable) to approve recommendations therein which do not arise elsewhere.

- i) Development Scrutiny Committees held on 12 March & 9 April 2018
- ii) Human Resources Committee held on 19 March 2018

RESOLVED to RECOMMEND that meetings of the Development Scrutiny Committee shall begin at 6:45pm and no Committee or meeting of Council will start before 6:45pm.

RESOLVED to RECOMMEND that the amended Equalities policy be adopted by the Town Council subject to the suggested amendments to wording.

APPENDIX I

- iii) Community Services and Environment Committee held on 26 March 2018

RESOLVED TO RECOMMEND that the Council purchase six bench 'Silent Soldiers' (£42 each) and lamppost poppies (£3 each) to run from the War Memorial, through the town to the train station.

RESOLVED TO RECOMMEND that the Council would not pursue the introduction of car parking charges in the car park.

- iv) Policy Finance & Resources Committee held on 9 April 2018

RESOLVED TO RECOMMEND that the grants policy be adopted by the Town Council subject to the inclusion of 'Arts and Culture' within the grant policies objectives.

APPENDIX II

6 Financial Matters

- i) To note a summary statement of income and expenditure against budget for the year to date (previously circulated and scrutinised at a meeting of the Policy, Finance and Resources Committee on 9 April 2018).

Sandy Town Council

- ii) To note a list of payments made since the last Town Council meeting (previously circulated and scrutinised at a meeting of the Policy, Finance and Resources Committee on 9 April 2018)

7 Reports from Central Bedfordshire Councillors

To receive reports from Sandy's Central Bedfordshire Councillors. Members have already received Central Bedfordshire Council's briefing notes.

8 Sandye Place Academy

- i) To receive a copy of correspondence issued by Central Bedfordshire Council on Sandye Place Academy. APPENDIX III
- ii) To receive correspondence from Sandye Place Academy Parents Group. APPENDIX IV

9 Action List

To receive any updates and note the action report. APPENDIX V

10 Beeston Green

- i) To receive a draft version of the Beeston Village Green Plan with a view to adopting for the purpose of consultation. APPENDIX VI
- ii) To receive a report from the Clerk on the issues regarding crossing Beeston Green. APPENDIX VII
- iii) To receive a written request from a resident of Beeston Green. APPENDIX VIII

11 Beeston Green Community Orchard and Allotments

To receive a draft copy of the Heads of Terms from Central Bedfordshire Council. Clerk to receive copy on Monday 16th April and table at meeting. To Follow

12 General Data Protection Regulations

To receive and consider report from the Town Clerk. APPENDIX X

13 Council Depot and Cemetery Development

To receive and note a report from the Town Clerk. APPENDIX XI

14 Crime and Policing

- i) To note that CCTV reported one recorded incident for March 2018. This compares to two for the same month in 2017.

Sandy Town Council

- ii) To receive the latest crime figures for Sandy.

APPENDIX XII

15 Reports from Representatives

To receive reports from Council representatives on outside organisations.

- i) To receive a verbal report from Cllr Pettitt on the Highways England Mobile Exhibition.

16 Consultations

- i) To receive and consider responding to Review of Local Government Ethical Standards consultation.

APPENDIX XIII

17 News Release

18 Chairman's Items

19 Date of Next Meeting: Annual Council Meeting 21 May 2018

SANDY TOWN COUNCIL

Equal Opportunities Policy – Employees and applicants for employment

- 1.1 The Council is an equal opportunity employer. We are committed to ensuring within the framework of the law that our workplaces are free from unlawful or unfair discrimination because of Protected Characteristics as defined by the Equality Act 2010. We have adopted this policy as a means of helping to achieve these aims.
- 1.2 The Protected Characteristics are –
- 1.2.1 Age
 - 1.2.2 Disability
 - 1.2.3 Gender Reassignment
 - 1.2.4 Race
 - 1.2.5 Religion or Belief
 - 1.2.6 Sex
 - 1.2.7 Sexual Orientation
 - 1.2.8 Marriage and Civil Partnership
 - 1.2.9 Pregnancy and Maternity

We aim to ensure that our employees achieve their full potential and that all employment decisions are taken without reference to irrelevant or discriminatory criteria.

2. What is unlawful discrimination?

- 2.1 **Direct discrimination** – when someone is treated less favourably than another person because of a Protected Characteristic.
- 2.2 **Associative discrimination or discrimination by association** – direct discrimination against someone because they associate with another person who possesses a Protected Characteristic.
- 2.3 **Discrimination by perception** – direct discrimination against someone because it is thought that they possess a particular Protected Characteristic even if they do not actually possess it.
- 2.4 **Indirect discrimination** - occurs where an individual's employment is subject to an unjustified provision criterion or practice which e.g. one sex or race or nationality or age group finds more difficult to meet, although on the face of it the provision, criterion or practice is 'neutral'.
- 2.5 **Harassment** – unwanted conduct related to a relevant Protected Characteristic which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. You may complain of such offensive behaviour even if it is not directed towards you personally.

2.6 **Harassment by a third party** – harassment of employees by third parties such as customers or clients.

2.7 **Victimisation** – when an employee is treated less favourably because they have made or supported a complaint or raised a grievance about unlawful discrimination or are suspected of doing so.

3. Commitment

3.1 The Town Council is committed to promoting equality and diversity, providing an inclusive and supportive environment for all. In the implementation of this policy the Town Council will ensure;

3.1.1 That all our employees and applicants for employment are protected from unlawful discrimination in employment.

3.1.2 That recruitment and employment decisions will be made on the basis of fair and objective criteria.

3.1.3 That person and job specifications will be limited to those requirements which are necessary for the effective performance of the job.

3.1.4 That interviews are conducted on an objective basis and personal or home commitments will not form the basis of employment decisions except where necessary and relevant.

3.1.5 That all employees have a right to equality of opportunity and a duty to implement this policy. Discrimination is a serious disciplinary matter which will normally be treated as gross misconduct.

3.1.6 That people are treated solely on the basis of their abilities and potential, regardless of race, colour, nationality, ethnic origin, religious or political belief or affiliation, trade union membership, age, gender reassignment, marital status, sexual orientation, disability, socio-economic background, or any other inappropriate distinction.

3.1.7 That part time staff are treated fairly and equally.

3.1.8 The promotion of an environment free of harassment and bullying on any grounds.

3.2 The Council recognises that training and development are crucial to ensuring that officers have the skill, knowledge and appropriate behaviour to implement its Equal Opportunities Policies.

3.3 Disciplinary action under the disciplinary procedure shall be taken against any employee who is found to have committed an act of unlawful discrimination. Discriminatory conduct and sexual or racial harassment shall be regarded as gross misconduct.

3.4 Anyone who believes that he or she may have been disadvantaged on discriminatory grounds should raise the matter through the Council's grievance procedure.

4. Responsibility for Implementation

- 4.1 The Town Council has ultimate responsibility for the effective implementation of the policy. The policy will be reviewed by the Human Resources Committee at least every two years. The Town Clerk will oversee the implementation of this policy. The Town Clerk has delegated responsibility for co-ordinating the day to day operation of the policies and procedures.

SANDY TOWN COUNCIL**Grants Awarding Policy****1. General Principles**

- 1.1 Subject to funds being available, the Town Council is committed to providing assistance and support to local community groups and organisations working in Sandy for the benefit of the community and the residents of Sandy. Sandy Town Council is funded only by the local residents of Sandy via the Council's precept and therefore has only limited funds available for the purpose of grant funding.
- 1.2 The level of funding available may vary each year dependant on the Council's budget.
- 1.3 Sandy Town Council is committed to following best practice in grant giving in order to provide sustainable funding and support to voluntary and community groups, whilst providing value for money for local taxpayers and ensuring that public money is spent in a responsible manner.
- 1.4 In order for Sandy Town Council to be able to assess applications rationally and objectively, it is both necessary and helpful to assess all applications received against a range of criteria. These are designed to be a general indication of need but are not exclusive and can be flexibly applied.
- 1.5 Sandy Town Council's policy on the awarding of community grants is based on the principle of supporting, encouraging and enabling local organisations to deliver projects and benefits to the residents of Sandy. In general, the following principles apply;
 - Assistance will be given on the basis of need, merit and contribution to local community.
 - Applicants must clearly show how any assistance given will benefit the people living in Sandy or will benefit the environment of Sandy.
 - Any assistance given will be subject to monitoring and evidence of agreed expenditure and resulting benefit. Photographic evidence may be requested.
 - Organisations should not make a presumption that funding will continue on a year to year basis.
 - Any funds awarded must only be spent on the activity/purpose for which it was awarded.

2. The Aims of the Council's Grant Making Policy

2.1 Sandy Town Council provides grant funding to support the following aims;

- To enable local people to participate in voluntary groups and activities
- To help the town's voluntary groups to improve effectiveness
- To ensure provision of services, needed by the town's residents, via the voluntary and charity sectors
- To support organisations which meet the needs of people experiencing social and economic difficulties
- To improve and enhance the local environment, arts and culture

(The Town Council defines a voluntary group as a non-profit making organisation, set up and run by a voluntary, unpaid management committee.)

3. Grant Application Criteria

3.1 Applicants must meet the following criteria;

1. The organisation is based, or has significant local activity in Sandy.
2. The work of the organisation directly benefits a number of residents of Sandy.
3. The organisation has a written Constitution with clearly defined aims and objectives.
4. The local organisation has a clear financial need. (Account will be taken of how much money the organisation has, including any special reserves set aside for particular projects and local fund-raising efforts. Additionally, if the balance is high in relation to spending, then an explanation is required, justifying the reasons why the organisation is still applying for a grant.)
5. The organisation has its own bank account with at least two authorised signatories.
6. The organisation is non-party political and non-profit making.
7. Individuals will not be funded.

4. The Grants Process

4.1 To apply for a Town Council grant you must be a charity, community group or local voluntary organisation. All funding requests must use our application form and applicants should provide all information requested.

4.2 The amount of money available for grants may vary each financial year, depending on the overall council budget. The level of funds available for grant applications in any given year can be obtained from the Town Clerk and applicants are advised to speak with the Clerk for guidance ahead of submitting applications.

4.3 Completed applications will be considered by the next meeting of the Town Council's Policy, Finance and Resources Committee following submission.

- 4.4 Applicants may be asked to send a representative to attend the Committee meeting in support of their application. A calendar of all Council meetings can be found on the Town Council's website.
- 4.5 The Policy, Finance and Resources Committee may defer making a decision on an application if it feels more information is required from the applicant.

5. Payments and decisions

- 5.1 All applicants will usually be notified of Council's decision following the relevant meeting of the Policy, Finance and Resources Committee.
- 5.2 Successful applicants for grants will normally receive their award four to six weeks after the decision of the Policy, Finance and Resources Committee.
- 5.3 Successful applicants will be invited to attend a meeting of Sandy Town Council to receive their awarded grant.
- 5.4 In some circumstances the payment date(s) may differ and this will be set out in the grant award confirmation letter.
- 5.6 Grants will be paid by cheque made out to the named organisation.

6. Monitoring and reporting requirements

- 6.1 Groups are expected to provide Sandy Town Council with written evidence of what the money has been spent on and the benefit it has brought to the people of Sandy.
- 6.2 Such evidence of how the money has been spent may include copies of invoices and receipts, plus attendance numbers, photos, press clippings, etc. where applicable.
- 6.3 This information should be submitted within 1 month of the event/project end or by the end of March each year whichever is sooner, so that it can be reported at the Annual Town Meeting.
- 6.4 The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application. However, if a group wishes to change the purpose of the grant they must seek approval by writing to the Policy, Finance and Resources Committee who will consider whether or not to approve the change.
- 6.5 Organisations are responsible for ensuring that they are in compliance with all applicable legal and statutory requirements (including those relating to health and safety and equalities). Should for any reason the organisation disband or the project is not completed, the Council may ask for all or part of the monies to be paid back.

- 6.6 Acknowledgement of the financial support received from the Council is required where possible on documentation and any promotional material, including websites.
- 6.7 In order to receive payment, organisations/groups must have a bank account into which grants can be paid; payments will not be made to private individuals.
- 6.8 Only one application per year will be accepted from any organisation. All successful applicants must complete an evaluation form within the stated time periods.
- 6.9 Additional grant conditions may also be attached to any funding from Sandy Town Council and these will be set out in the award confirmation letter.
- 6.10 Failure to comply with any conditions attached to a grant may result in the grant being recalled or affect future grant assistance.



**Central
Bedfordshire**

Your ref:

Our ref: SH/ar

Tel no: 0300 300 4383

Email: Sue.Harrison@centralbedfordshire.gov.uk

Date: 28 March 2018

Dear Parent/Carer

I am writing to you as you have applied for a place at Sandye Place Academy from September 2018.

There are currently two issues being discussed in relation to Sandye Place Academy, one is school places and the other is the response to the recent Ofsted report. Both of these could have implications for the future of the school.

With the 16th April "offer day" fast approaching (that is the date when we alert everyone whether or not their preferred school places are available to them) I felt it was important to update you on some important and potentially difficult discussions taking place so you can make an informed decision about your child's school place.

As a local authority we have a responsibility to work with all local schools, many of which are independent academies, to understand the need for school places now and in the future. Sandye Place Academy is one of these independent academies which is governed by its Trust and accountable to the Department of Education, rather than the Local Authority as it is not a council 'maintained school'.

In Sandy we have been working with all schools, including Sandye Place, to analyse future pupil numbers which are likely to have been affected by changes (such as age ranges) that are taking place in local schools across the area as well as other changes in demography.

This analysis has shown that there are more school places available in the Sandy area than are needed with this 'surplus' of places growing in future years. Such a surplus can begin to challenge the viability of schools in a local area if it leads to one or more schools not being full. The biggest surplus in numbers is in the middle year groups and therefore in Sandye Place particularly, there are concerns about the future viability of the school. When considering the future of schools, a number of factors need to be considered including an understanding of any surplus in places, the impact on financial sustainability and crucially education standards for pupils.

As you may be aware, Sandye Place Academy was recently judged to be inadequate by Ofsted. As a result, the Regional Schools Commissioner (RSC), Martin Post, is considering options for the future of the school. The RSC (on behalf of the Secretary of State) has the option to issue a notice warning of termination of the funding agreement of an academy that has been judged inadequate. This could result in the academy closing or moving to a new multi-academy trust if it is unable to meet the requirements

Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ

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of the notice. The RSC may also decide to implement other measures to improve the school rather than terminate the funding agreement.

As result of the above, we have been working with the Department for Education (DfE) and the academy trust to consider options for the academy's future.

It is important to be clear that no decision has been taken as yet. However, the possibility of closure may be important for you to consider given your application for a place in September this year. Should you wish to discuss alternative options for your child, our admissions team will be happy to discuss these with you and you can contact them by: -

- telephoning 0300 300 8037 or
- emailing admissions@centralbedfordshire.gov.uk

I appreciate that this news may be unsettling to you but would assure you that we have been working with local schools to understand these alternative options, as many of the children are currently at schools where they would be in a position to remain if this was your preference.

We are also aware that Maple Tree Lower School is currently consulting on transition to Primary for September 2019, however we are in discussions with the school about potential arrangements for current year 4 pupils if there was a desire for parents for those children to now remain in the school next academic year, rather than transition at this point.

The DfE have asked us to emphasise to parents that because no decision on the future of Sandye Place has yet been made, children can continue to progress to Sandye Place in September as things stand, should they choose to and we will continue to offer to support the school to improve.

Looking ahead, I would like to offer you an absolute assurance that together with the schools in Sandy, we will keep you up to date on progress.

Yours faithfully



Sue Harrison
Director of Children's Services

Clerk

From: SPAPARENTSGROUP <sparentsgroup@gmail.com>
Sent: 05 April 2018 18:33
To: damian.hinds.mp@parliament.uk
Cc:
Subject: Sandye Place Academy - Petition

Good Afternoon,

I would like to bring your attention to the link below to a petition that was started last year when Sandye Place Academy were turned down to extend their age range and was sent to Sue Harrison; but to date it hasn't even been acknowledged.

https://www.change.org/p/sue-harrison-centralbedfordshire-gov-uk-get-the-dfe-to-allow-sandye-place-academy-to-extend-their-age-range-to-take-up-to-age-16?recruiter=90249253&utm_source=share_petition&utm_medium=copylink&utm_campaign=share_petition&utm_term=nafta_milestone_share_ask_victory.control.72_hour

In the last week since the Ofsted investigation and under handed tactics by Central Bedfordshire Council sending out letters trying to scare parents into sending or moving their kids away from Sandye Place this petition has gained almost 500 signatures. This should show you how much support the school has and how the town have shown unity to make it clear that this school should not be closed down and should be allowed to fit into the 2 tier system that has been forced upon us.

We would ask that you consider the opinions of the parents of Sandy; after all it is our children's futures that are being messed with. We would also like you to look into the fact that the LA are not listening to the community, they are fobbing us off and are taking our freedom of choice away from us and also the fact that our local MP Alistair Burt and CBC Councillor Tracy Stock are representing Sandy Upper School rather than all the views of the community in which she and Mr Burt Serve.

We thank you for your time and look forward to hearing from you soon.

Town Council - Action list

Subject	Action to be taken		Response/ Agenda no.
	Minute	Action	
Meeting 9/11/15			
East West Rail Link	(89-15/16)	Town Council strongly support the East West rail link coming through Sandy and to lobby the relevant authorities.	No further information on route or development has been provided.
Meeting 7/3/16			
Road Investment Strategy A1	(130-15/16)	To respond to Cllr M Russell and write to the local Member of Parliament and the Under Secretary for Department of Transport outlining the points made.	A Burt's office investigating meeting with the DfT. Update received on 6/4/18 – A Burt's office state DfT keen to get date booked in. A Burt to advise STC
Meeting 29/1/18			
Council Owned Car Park	(147-17/18)	RESOLVED that research is made into charging, zone parking, short-term parking, overnight parking and parking by residents.	Report issued to CSE committee on 26.3.18. Recommendation made to Council.
Placement of Advertising Boards	(156-17/18)	Clerk to raise concerns over safe placement of A Boards with Highways and ask for guidance in ensuring views at crossings were not obstructed.	Highways asked for advice on 22/3/18. No response received. Matter chased.

Sandy Town Council



Draft

Beeston Village Green Management Plan

2018

Contents

1. Introduction
2. National Context
3. Site Description
 - 3.1 Outline History of Beeston Green
 - 3.2 Legal Definition of a Village Green
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 - 3.9 Facilities
 - 3.10 Permitted Routes and Rights of Access
 - 3.11 Access to Properties along the Green
 - 3.12 **Maps and Plans**
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 - 4.1 Grass Cutting
 - 4.2 Bulbs, wildflowers/planters
 - 4.3 Moles
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 - 4.5 Play Area
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 - 5.2 Replacement of Trees
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6. **Works Schedule**
7. **Use of Beeston Village Green**
 - 7.1 Horse Riding
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 - 7.3 Use of Metal Detectors
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 - 7.5 Community Events/Usage of Green
 - 7.6 Unauthorised Encampments
8. **Parking and Traffic Movement**
 - 8.1 The Limes

- 8.2 Elder Close
- 8.3 Orchard Road
- 8.4 HGV Movement

9. Monitoring and Review

Appendix

Appendix A – Metal Detector Policy

Appendix B – Memorial Bench Policy

Appendix C – Results of consultation with residents *(To be carried out)*

1. Introduction

- 1.1 This Management Plan (Plan) provides a framework for the management, maintenance and development of the Green for the benefit of the local community and wildlife.
- 1.2 The plan sets out the Town Council's approach to the management of Beeston Village Green. It is based on an appraisal of the character of Beeston and the Green, the statutory planning policies affecting the area, the role of other local authority services in the area, and the requirements and aspirations of local people.
- 1.3 The intention is it is a partnership document, 'owned' by all parties involved in producing it. The partnership is between Sandy Town Council, residents of Beeston and volunteer groups including; Beeston Open Gardens and Beeston Task Team.
- 1.4 The Plan will cover a five year period, from 2018 to 2023, but will be reviewed on a regular basis by the Council to take account of any changing circumstances.

2. The National Context

- 2.1 Village Greens are managed areas of the green environment which can provide opportunities for a range of formal and informal leisure, passive and active sport, recreation and play.
- 2.2 The significance of Greens, parks, open space and countryside provision is clear:
 - In 1988 the Audit Commission estimated that local authorities in England and Wales maintained approximately 120,000 hectares of parks and open spaces - an area approximately the size of Berkshire.
 - In 2000, the Heritage Lottery Fund estimated that there were approximately 30,000 urban green spaces in the UK, of which 5,000 are urban parks (Including village greens)
- 2.3 It is widely recognised that the provision of high quality public realm green facilities can assist in making an area an attractive place to live and work. This can result in a number of additional benefits such as economic development and regeneration. A green space can also play a part in promoting healthy living as it offers the facilities and space for people to exercise.
- 2.4 The benefits of safe and accessible parks and open spaces can be summarised as follows:

Social

- providing safe outdoor areas that are available to all members of the local population;
- providing opportunities for community events, voluntary activities and charitable fund raising;
- providing easily accessible recreation as an alternative to other more chargeable leisure pursuits;
- providing opportunities to improve health and take part in a range of outdoor sports and activities; and
- providing an educational resource or outdoor classroom.

Economic

- adding value to surrounding property, both commercial and residential, thus increasing local tax revenues for public services;
- contributing to attracting visitors, including using parks as venues for events;
- encouraging tourism into the area;
- helping to create an attractive local image.

Environmental

- providing habitats for wildlife as an aid to local biodiversity;
- helping to stabilise urban temperatures and humidity;
- absorbing pollutants in the air and ground water;
- providing opportunities for the recycling of organic materials; and
- providing opportunities to reduce transport use through the provision of local facilities and by providing walking and cycling routes.

3. Site Description

3.1 History of Beeston Village Green

Beeston Green is a 21 hectare (53 acre) settlement with an expanse of green open land situated in the centre of Beeston. The Norman yoke, which was delineated in the Domesday book 1086, gave Beeston the layout which can still be recognised today. The Green followed on from the establishment of a manor house in the northwest corner of the Green.

3.2 Legal Definition of a Village Green

A village green is a common open area within a village or other settlement. Traditionally, a village green was often common grassland at the centre of an agricultural or other rural settlement, and was used for grazing. Some also have a pond, often originally for watering stock such as cattle.

Village greens were defined in the Commons Registration Act 1965, as amended by the Countryside and Rights of Way Act 2000, as land:

- which has been allotted by or under any Act for the exercise or recreation of the inhabitants of any locality;
- or on which the inhabitants of any locality have a customary right to indulge in lawful sports and pastimes;
- or if it is land on which for not fewer than twenty years a significant number of the inhabitants of any locality, or of any neighbourhood within a locality, have indulged in lawful sports and pastimes as of right.

Registered greens are now governed by the Commons Act 2006, but the fundamental test of whether land is a village green remains the same.

The Open Spaces Society states that in 2005 there were about 3,650 registered greens in England covering 8,150 acres (3,298 ha).

3.3 Land Ownership and Responsibility

The site is owned and managed by Sandy Town Council as the responsible minor authority, who along with Central Bedfordshire Council carry out maintenance of the site.

The enabling acts which confer the specified powers to the Council to administer and maintain the land are listed below:

- Open spaces Act 1906;
- Local Government Act 1972; and
- Local Government, Planning and Land Act 1980.

Sandy Urban District Council acquired the rights of Lord of the Manor in 1952 and in 1972 a Scheme of Regulations under the Commons Act 1899 was made by that Council and approved by the Secretary of State. As the successor authority, Sandy Town Council inherited this scheme and it remains in force.

The Town Council is responsible for the maintenance, protection and upkeep of the Green and as custodian must ensure that the Green is protected against encroachment, damage and uses other than those consistent with normal enjoyment of the Green and the rights of the graziers.

In 1977 the Town Council conveyed two areas of land within the Green to Mid Bedfordshire District Council for development purposes and these remain in the ownership of Central Bedfordshire Council as does a plot of land marked on the map on page 10 which is being considered for affordable housing development, community orchard and allotments.

3.4 Location

Beeston, Sandy is about 53 acres (2.1 km²) in size. It is about a half a mile south of Sandy, north of Biggleswade and east of Bedford. Beeston is within the parish of Sandy but is divided from Sandy by the A1.

Beeston Village Green is nestled in the residential area of Beeston. The 13-acre (53,000 m²) green is the major feature of Beeston and bounded by many of the older residences.

3.5 Access to the Green

As a free and open facility, Beeston Village Green has the potential to provide fully inclusive access to local residents and visitors to the area. Pedestrians and those arriving by bus and car can currently access the site.

3.6 Local Transport

Bus: Beeston is served by the 73 which stops at Beeston Footbridge.

3.7 Landscape & Topography

The land is low lying and flat and is bounded to the east by the River Ivel; Beeston Green lies at approximately 80 feet above sea-level. As would be expected near a river, the superficial geology is made up of river terrace deposits - sand and gravel formed up to two million years ago. The solid, or underlying, geology is Oxford Clay. The Green is generally a flat site comprising amenity grass, wildflower areas, areas of bulb planting, trees of different age ranges and recreational facilities (children's play area).

3.8 Ecology

Although the site is generally comprised of informal grass, which offers more limited opportunities for wildlife, improvements have been made over the years by the Beeston Green Wildlife Group to diversify the habitats and encourage nature on the site. Work has included the planting of spring bulbs and wild flowers, hay rakes and the clearing of the bordering culvert.

Foxes, muntjac deer and hares have been seen on-site as well as a variety of birds including moorhens, pheasants, sparrow hawks, woodpeckers and in winter redwings and fieldfares.

3.9 Enhancing Biodiversity

The Town Council will look to work with community partners to protect and enhance the Green's biodiversity wherever possible. To include liaising with groups such as the Task Team and wildlife groups on such things as the control of nettles, tree maintenance, the planting of bulbs and wild flowers, monitoring the state of the planters.

Where possible the Town Council will liaise with community groups to incorporate works, such as tree works, into enhancing biodiversity via community projects.

3.10 Facilities

Beeston Village Green contains the following facilities;

Children's play facilities for children up to nine years of age.

Public benches, notice boards and waste bins.

Memorial picnic table with benches (Funded and installed by Beeston Green Open Gardens)

3.11 Permitted Public Routes and Rights of Access

The Greensand Ridge Walk crosses Beeston Village Green via a public right of way. The Greensand Ridge Walk is Bedfordshire's premier long-distance walk and spans the county for a total of 40 miles, following the greensand ridge. Section 4 passes Old Warden Tunnel Nature Reserve, the attractive village of Northill with its 14th century church, and Beeston Green before ending in Sandy. The walk then proceeds northwards from Sandy and finishes near Gamlingay.

3.12 Access to Properties Along the Green

Properties bordering the Green need to cross the Green to access the property. For the majority of properties this involves crossing the verging of the Green rather than the Village Green itself. Many properties have access across the Green included in the deeds of their properties. In some cases, properties do not have access included in the deeds and historically access has always been granted over the Village Green to the owners of the relevant properties.

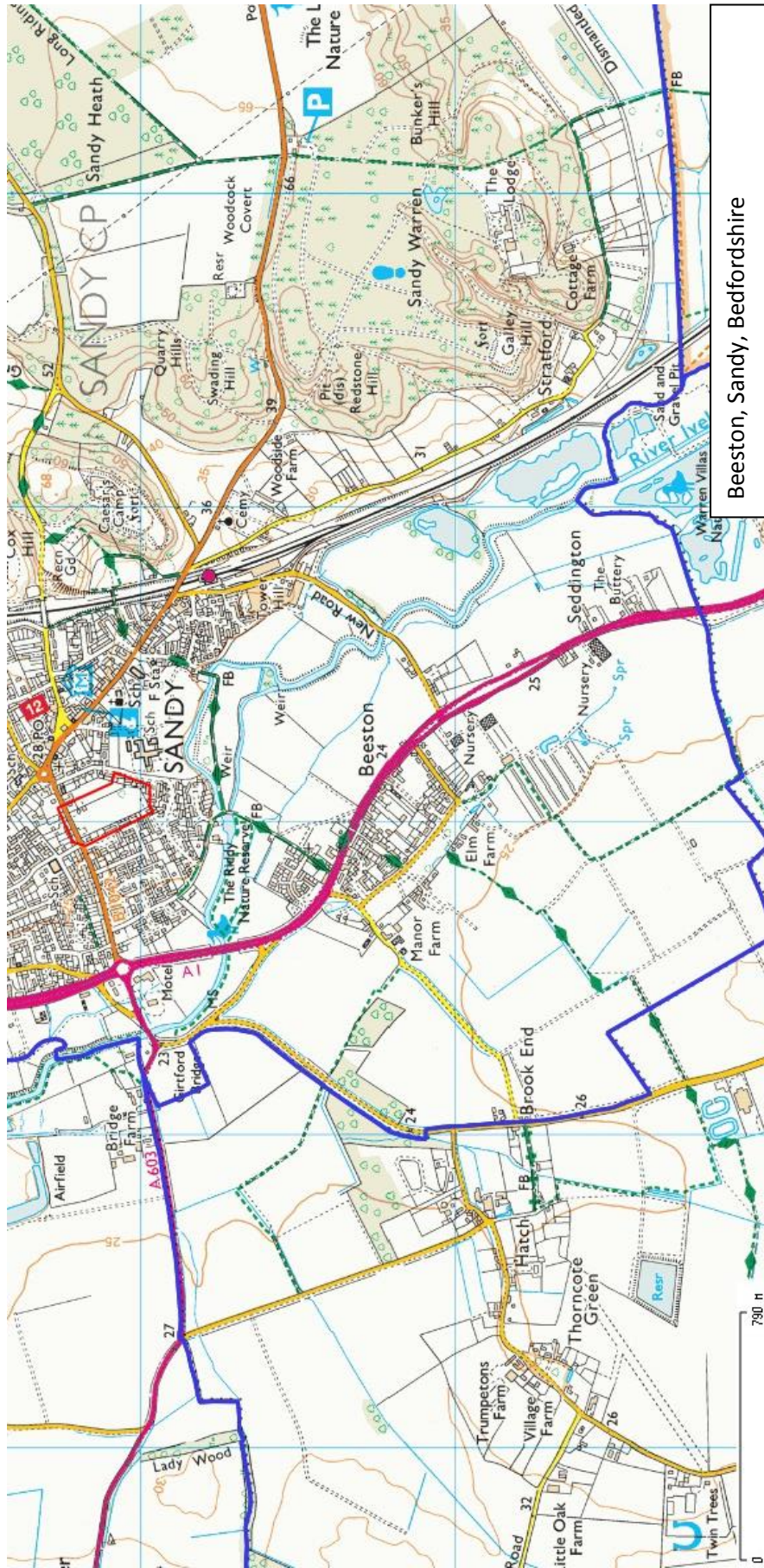
The part of the Green over which access is permitted is in the ownership of the Town Council. The maintenance and upkeep of the access track is the responsibility of the owner of the property. The access track may not be paved and must only be gravelled. Any work to the track must be agreed with the Town Council.

Access to any new residential developments over the Village Green must be sought from and granted by the Town Council.

3.13 Maps and Plans *(To be completed)*

On the following pages, please find:

- Location map of Beeston
- Plan map of Beeston Village Green
- Aerial image of Beeston Village Green



Beeston, Sandy, Bedfordshire







4. Maintenance of Beeston Village Green and its Assets

Central Bedfordshire is the area in which the Green is located and Sandy Town Council has responsibility for the maintenance, protection and upkeep of the Green. Maintenance work is carried out by Sandy Town Council's Grounds Maintenance Team and via work contracted to Central Bedfordshire Council and independent contractors when necessary.

Over the years the residents of Beeston and in particular the Beeston Wildlife Group, the Beeston Task team and Beeston Open Gardens Group have been active in preserving and looking after the Green and engaging in practical work such as planting of containers.

The total budget set aside by the Town Council for management of the Green is c. £500 per annum (excluding grass cutting and tree maintenance). This budget is to cover unexpected maintenance work to the Green. The benches and children's play facilities are covered by other Council budgets along with other Council owned play facilities and benches. The Town Council maintains an arboriculture budget for the maintenance of all its tree stock. This budget was increased to £6,068 in the 2018/19 financial year.

All budgets are reviewed by Council on an annual basis.

4.1 Grass Cutting

Most grass cutting is carried out by the Town Council grounds staff, but some larger areas, which require gang mowers, are contracted out.

At present the grass on the Green is cut by Central Bedfordshire Council as part of the Town Council's grass cutting contract. Town Council grounds staff also undertakes inspections of the general condition of the Green.

The grass cutting season is normally from March to October depending on the weather. Average mowing frequencies are up to 15 cuts a year under the contract between STC and CBC, but these may vary depending on growing conditions.

The mowing height varies from site to site depending on the use of the site and how even the surface is.

Complaints about grass cutting should be directed to the Town Council who will record the issue and bring it to the attention of Central Bedfordshire Council's Waste Manager, who will direct their contractor accordingly.

4.2 Bulbs, wildflowers/planters

Planters on the Village Green are maintained by volunteers from the village and replanted at least twice a year. Areas of the Green have been planted with spring bulbs but the wild flowers along the perimeter have largely disappeared as a result of encroachment by nettles.

4.3 Moles

Beeston Green suffers from mole activity, which can become extreme towards the centre of the site. The Town Council has the responsibility of clearing moles from the site and shall organise this via an outside contractor.

Any required mole treatment will be arranged as required via a qualified company and a method of fumigation will be used due to the level of pedestrian activity in the area.

Mole treatment will need to be carried out during wet weather and grass cutting will need to be halted prior or during the treatment. Mole treatment will typically occur in March.

Residents should report any mole activity to the Town Council.

4.4 Pest Control

Reports of pest activity, such as rats should be reported to the Town Council for investigation. The Council will take advice from Central Bedfordshire Council and engage suitable pest control where required. Rat boxes will be maintained on the area of land known as 'Willow Island'.

4.5 Play Area

The site has a children's play facility consisting of;

- Balance Beam – Alpine
- Log Walks
- Roller Balance Beam
- Rope Walk
- Step Links
- Rope Bridge
- Rocker Board
- Roller Barrel
- Suspended Balance Beam
- Swing – Mixed, 2 Junior 2 Toddler Seat

Weekly safety inspections of all play equipment are carried out by members of the town council outdoor team. Only members of staff who have attended and achieved a RoSPA certification will carry out inspections.

Replacement play equipment or parts will be organised and funded by Sandy Town Council should equipment become dangerous and required closing or removing.

In 2017 a play value review of the park was carried out by Central Bedfordshire Council. The review found that the park did not meeting the number of play element requirements and recommended additional equipment by installed.

A consultation survey carried out in May 2017 identified the need for sliding as an additional play element. The Town Council are working with Central Bedfordshire Council to consider how missing play elements can be added to the existing equipment and it is anticipated a slide will be added during 2018.

4.6 Benches and Notice Boards

The Town Council owns 5 benches around/on Beeston Green which are there for the enjoyment of local residents and visitors. Benches will be checked regularly, and repairs carried out as required. There are two notice boards at Beeston Green for the purpose of sharing community information. The notice boards were installed at the same time, one by the Town Council and one by the Beeston Green wildlife trust. The boards will be checked regularly and repaired by the Town Council as required.

Permission was granted for the installation of a memorial picnic bench which was donated by Beeston Green Open Gardens in memory of Poppy Cope. Volunteers will check the state of the bench and report any serious maintenance problems to the Town Council.

Benches can be purchased as memorials please see the Council's Memorial Policy for more details.

5. Trees

The responsibility for the maintenance and protection of trees on the Village Green lies with the Town Council. The Council has recently agreed a service contract to have trees on the Green surveyed, tagged and assessed.

5.1 Tree Inspection and Surgery

A complete tree inspection survey was carried out in 2017, where trees on the Village Green were assessed, tagged and catalogued. The results of this and future surveys are reported to Council with recommendations for any work that is required. The report and catalogue of trees will be made available to volunteer groups and can be found in section 5.3.

Following the initial 2017 base line report annual visual ground level inspections of the trees will be carried out by the Town Council's contractor. Any recommendations as a result of those visual inspections will be reported to Council for action.

Tree works will be carried out upon the recommendation of the surveyor and will be covered by the council's horticultural budget for the maintenance of trees.

The Council carried out work to trees on The Green in 2018. Work was in line with the 2017 survey recommendations. Any concern about individual trees should be raised with the Town Council, who will seek advice and recommendation on any required work.

5.2 Replacement of Trees

The removal of any tree on the Village Green will only be carried out upon the recommendation of the Council's tree contractor. The Town Council will assess and make a decision on the replacement of any tree that is removed on a case by case basis. The Council will aim to carry out like for like replacement after consultation with local groups. The cost of replacing a tree will be met by the Council's horticultural budget.

5.3 Catalogue of Trees

List being compiled – to be included in consulted version.

5.4 Map of Trees

Being updated – to be completed in consulted version.

6. Works Schedule

The maintenance schedule includes that main features that make up the fabric of the Green and the maintenance operations for each.

Feature	Maintenance	
Informal Grass (Main Green)	Cutting of grass	Grass cutting carried out between March – October. Typically 6 inch in length.
Grass Verge	Cutting of grass	Grass cutting carried out between March – October. Typically 6 inch in length.
Tree	Inspection Cutting Replacing and expanding variety and stock	Annual As required As required
Shrub	Kept weed free Mulching Pruning	
Bulbs	Cutting of long/informal grass where bulbs are planted	Once a year
Wildflower Areas	Tending the culvert-side borders	Once a year
Litter	Litter picking Emptying of bins	Central Bedfordshire Council – weekly
Furniture	Clean and paint Repair/replace	Annual As required
Graffiti	Removal of obscene/offensive words Removal of other	Within 1 day of reporting Within 3 days of reporting
Playground	Visual inspection Detailed inspection ROSPA standard	Weekly Monthly Annual
Monitoring of grass cutting contract	On going review of quality of work by outdoor team	As required
Infrastructure Inspection	Inspection	Annual
Biodiversity opportunities and actions	Inspection, enhancement when necessary	As required

7. Use of Beeston Village Green**7.1 Horse Riding**

Horse riding is not permitted on the Village Green.

7.2 Littering & Dog Fouling

The Council provides 4 bins around the Green which are emptied by CBC on a weekly basis. Bins will be reviewed annually and if a replacement bin is required the Town Council will source and fund a suitable replacement.

Dog mess is a continual and unpleasant problem which we seek to discourage by working with Central Bedfordshire Council to provide dog waste bins and suitable signage. Dog waste bins are emptied by Central Bedfordshire Council on a weekly basis during throughout the year. Bins and signage will be assessed by the Council regularly and requests submitted to CBC should the Town Council feel replacement or additional bins, or signage are required.

7.3 Use of Metal Detectors

Local authorities have the power to ban metal detecting and other activities through the use of byelaws. In the absence of any such byelaws or other specific restrictions on metal detecting on land owned, leased or managed by the Council / Charity, the use of metal detectors on such land is regulated by the Council's policy on Metal Detecting. A copy of that a policy can be found in **Appendix A** on page **XX**.

In the case of Beeston Village Green use of metal detectors are strictly prohibited on the Green unless under exceptional circumstances express permission is granted by the Town Council.

In line with the Council's Metal Detector Policy any requests must be in writing and will be reviewed by the Community Services and Environment Committee.

7.4 Drones and Model Aircraft

Casual use of unmanned aerial vehicles (UAVs) or drones requires the permission of the landowner.

No person shall in the ground release any power-driven model aircraft for flight or control the flight of such an aircraft.

No person shall cause any power-driven model aircraft to take off or land in the ground.

No Person shall in the ground release, take off or land any drone model.

Please refer to the Council's Drone Policy on page **xx**.

7.5 Community Events/Usage

Beeston Village Green is a community facility which the Council maintains for the benefit and enjoyment of residents. While locals and visitors alike are free to use the Green for their enjoyment organised public events must be approved by the town council.

Any person/group wishing to hold an event on the land must write to the town council for permission and state;

- The nature of the event
- The purpose of the event (is fundraising)
- The expected number of people
- The timings of the event
- The activities which will form part of the event

Permission will be granted by the Town Clerk in conjunction with the Council's Events working group, which consists of three Councillors. For clarification as to what is classed as an event please contact the Council for guidance.

Casual picnicking is permitted but the Green must be left totally free from litter and damage afterwards.

The use of BBQ's on the Village Green is prohibited unless permission has been sought from and granted by the Council in relation to an event.

7.6 Camping and Unauthorised Encampments.

Camping is not permitted on the Green under any circumstances.

If Beeston Village Green is subject to unauthorised access and encampment the Council will follow its agreed Unauthorised Encampment policy and procedure which will seek to protect the Village Green via the removal of any unauthorised persons. A copy of the Council's Unauthorised Encampment Policy and Procedure is available on the Town Council website or by contacting the Council.

8. Parking and Traffic Movement

Increased vehicle movement and parking on the verge of the Village Green results in damage to the Green itself. Parking is not permitted on the Green. Problems are increasing, and equitable outcomes are essential.

Parking is a problematic issue and will need to be discussed further with residents and Beeston Green community groups to establish parking principles and solutions.

8.1 HGV Movement

Following Consultation by Central Bedfordshire Council a weight restriction is to be placed on Orchard Road in 2017 to prevent HGV usage of the road and alleviate some of the pressures created by HGV movement. Any concerns about the enforcement of the weight restriction should be addressed to Central Bedfordshire Council.

It is recognised that HGV movement is a problematic issue for Beeston Green and damage to the Green itself. The situation is to be constantly monitored and any problems should be reported to the Town Council who will raise the matter with Central Bedfordshire Council.

9. Monitoring and Review

This plan will be discussed with residents of Beeston Green and its associated community groups. Once the Council have agreed on a final version of the management plan it will be reviewed every four years or following a change in circumstances which requires an additional review.

SANDY TOWN COUNCIL

DATE: 16th April 2018
AUTHOR: Town Clerk
SUBJECT: Beeston Green Access

1. Summary

- 1.1 At a recent meeting of the Development Scrutiny Committee Members asked that the matter of crossing the Beeston Village Green be placed on an upcoming agenda for discussion. The following report provides advice previously received about crossing the Village Green.
- 1.2 Images of Beeston Village Green can be found within the Beeston Village Green Management Plan which is included earlier in this agenda.

2. Crossing Beeston Village Green

- 2.1 As the Town Council is the owner of the Village Green use of the Village Green for access is via consent of the Town Council.
- 2.2 The Town Council can negotiate what it requires in terms of line of access through the Village Green, including any works to construct/maintain a vehicle track along an existing line of access, restoring surrounding land, payment of consequent costs etc
- 2.3 In 1959 Sandy Urban District Council officially recognised two of the four crossings which go across the Green and therefore responsibility for maintenance. Those crossings are marked in red on the image below. The other crossings on the Green were not objected to but were not adopted or any responsibility for their maintenance taken on. This was confirmed to still be the case following Sandy Town Council taking on the land.
- 2.4 The Council recognises access to properties which cross the verging of the Green and some properties have this within their deeds. For other properties the Council has agreed the construction of a new access across verging of the Green. The maintenance of those access points is not the responsibility of the Council but any maintenance work must be approved by the Council prior to it taking place. The material to be used has been agreed by the Council and written into the signed deed between the parties.

Clerk

From:
Sent: 04 April 2018 09:45
To: Clerk
Subject: The Green, Beeston
Attachments: 84938_sandy town council letr plan (00000002).pdf

Hi,

We are moving into Elm Farm, The Green, Beeston on 11th April. The state of the drive across the green is quite bad, now I understand that the council has not adopted or recognised that this particular crossing – marked in yellow (one that fully crosses the green between the two red paths) on the attached plan, but it will need repairing very soon.

Firstly and most importantly - Can I have your consent to carry out – whenever required, appropriate repairs to this section of the crossing? And secondly – how do I get the council to recognise and maintain this crossing?

Many thanks,

Sandy Town Council

Your Ref: **KGDI 7795-3-6**

Our Ref: **STC/1/42/A**

Date: **3 October, 1986**

Messrs Gareth Woodfine,
Solicitors,
7 St. Neots Road,
Sandy,
Beds.
SG19 1LB.

Dear Sirs,

Elm Farm, The Green, Beeston, Sandy, Beds.

Thank you for your letter dated 16th September. I apologise for the delay in replying due to Annual Leave.

On 2nd April 1959 the then Sandy Urban District Council during a review of the whole situation in respect of Beeston Green, agreed to recognise those crossings shown red on the enclosed plan and to maintain them in a reasonable condition.

With regard to the two crossings coloured yellow it was agreed that the Council as the Local Authority and the Lord of the Manor was not prepared for the time being to raise any objection to their existence, but did not accept any responsibility whatsoever for their maintenance.

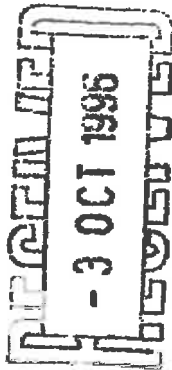
This is indeed still the case but it has always been the practice of affected owners to advise the Town Council of any maintenance works that they propose to undertake on the roadway before undertaking the same.

I hope that this information assists.

Yours faithfully,



COUNCIL OFFICES
10, CAMBRIDGE ROAD,
SANDY, BEDS.
SG19 1JE
Tel: Sandy (01767) 681491
Fax: Sandy (01767) 692627



SANDY TOWN COUNCIL**DATE: 16th April 2018****AUTHOR: Town Clerk****SUBJECT: General Data Protection Regulations (GDPR)****1. Summary**

1.1 The Town Clerk and administration team have been working through the NALC GDPR toolkit for local Councils which was published in February 2018. The Clerk has continued to attend available training on GDPR, including a recent session organised by the Bedfordshire Association of Town and Parish Councils.

1.2 The most pressing outstanding matter at present is the appointment of a Data Protection Officer (DPO). The following report puts forward a recommendation for the appointment of an external DPO.

2. Data Protection Officer

2.1 As previously reported under GDPR any organisation that carries out public tasks and/or processes a significant amount of personal data will need to designate a Data Protection Officer (DPO).

2.2 There were mixed messages as to whether the appointed DPO could be the Clerk or another employee of the Council. The ICO guidance states a DPO can be an employee of an organisation, however a DPO must be an expert in data protection and be independent. It has therefore been confirmed that a Clerk or Responsible Finance Officer (RFO) cannot act as the Council's DPO.

2.3 The role of a DPO;

- A DPO should assist the council in monitoring internal compliance, inform and advise on data protection obligations, provide advice regarding Data Protection Impact Assessments (DPIAs) and act as a contact point for data subjects and the supervisory authority.
- The DPO must be independent, an expert in data protection, adequately resourced, and report to the highest management level.
- The DPO must not have a conflict of interest i.e. be someone in a position of seniority that makes data processing decisions.
- A DPO can be an existing employee or externally appointed.
- In some cases several organisations can appoint a single DPO between them.

- DPOs help demonstrate compliance and are part of the enhanced focus on accountability.
- A DPO should have good knowledge of the sector of the organisation it is designated to.

3. Appointing a Data Protection Officer

- 3.1 As the Town Clerk/RFO can not act as the DPO the Council's best course of action would be to appoint an external DPO.
- 3.2 There are numerous independent companies who will act as DPO for the Council. Whoever is appointed DPO to the Council should have a good knowledge of the Local Council sector and how GDPR will affect the specific functions of Town and Parish Councils.
- 3.3 The Clerk has liaised with various DPO service providers, including the Local Council Public Advisory service (LCPAS). LCPAS only work with Town and Parish Councils and as such have a good knowledge of the sector and the particular challenges faced by Town Councils when enacting GDPR. The service supports Councils nationally and has been used by other Councils local to Sandy for the provision of information audits and services such as drawing up contracts and leases.
- 3.4 LCPAS provide a sector specific DPO service for Town and Parish Councils in England. The service includes template documents, policies, consents and privacy notices, a check list for personal information audits and relevant risk assessments.

The service is independent from its annual subscription Service and any Council can appoint LCPAS as its Data Protection Officer should it wish.

Full service details:

The Council will receive a Service Contract stating LCPAS will;

- Inform and advise the Council and its employees about their obligations to comply with the GDPR and other data protection laws.
- Monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; assist with training staff and assist with conducting internal audits.
- Be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, members of the public etc).
- Provide privacy notices and consent forms and policies at no additional cost

- Monitor ongoing compliance by a variety of methods
- Provide up to date guidance including unlimited helpline calls and emails
- Help manage access requests or requests made under the other powers for individuals
- Provide IT recommendations and identify solutions for data security

Annual cost for Town Councils is £300.00 per year

A compliance visit can be arranged annually for an additional £200 per year.

- 3.5 As well as carrying out the role of DPO, appointing LCPAS will mean that the Council will be provided with sector specific policies and documents it can tailor relatively quickly to meet GDPR requirements.

4. Recommendation

- 4.1 That the Council appoint the Local Council Public Advisory Service as its Data Protection Officer (DPO) for the forthcoming year and that the Clerk work with the DPO to put the relevant forms and required documentation in place.

SANDY TOWN COUNCIL

DATE: 16th April 2018
AUTHOR: Town Clerk
SUBJECT: Council Depot Tender

1. Summary

1.1 The following is intended as a brief update for Members following the deadline of the Council depot build tender.

2. Information

- 2.1 The Cemetery Working group met on 4th April 2018 to review tenders received for the construction of the depot building. Following a review and adjudication of tenders received, the Working Group have been able to shortlist two contractors. Further information and an interview is needed to ensure that the Working Group feel confident in recommending to Council a preferred contractor who can complete the works to the standard required. The recommendation from the Working Group will therefore most likely need to go to a special meeting of Council.
- 2.2 A quote has been provided for a local independent architect to draw up structural plans and the relevant documents which will be required by planning regulation for sign off. While this work has been included with the tenders received for the depot build, it may be possible to reduce costs by having this element of the work done separately.
- 2.3 The Clerk is continuing to push for the archaeologists to start on site. As Members are aware it had originally been intended to start after the Easter break. Unfortunately the archaeologist reported that their plant provider had let them down and that they were sourcing another. The archaeologists confirmed they will start imminently and the Clerk will continue to push for a start confirmation.
- 2.4 The timeline for the ultimate completion of the cemetery extension is subject to some degree of uncertainty due to the unknown extent of the required archaeological excavation, its findings and their significance. The timeline as it presently stands is based on the archaeological excavation lasting a period of six weeks, the period may indeed be shorter or could extend beyond this dependant on the results of excavation work and Central Bedfordshire Council's requirements from the excavator. The archaeologists have detailed six weeks as a feasible period in their methodology document approved by the County Archaeologist. Central Bedfordshire Council must sign off on the excavation work as complete as part of the Planning Regulations.

- 2.5 The site will be excavated in two halves. As part of the agreed tender the archesologist must hold a public open day. This will most likely be in the second phase of exavation on a Saturday. As soon as work has begun the Clerk will liaise with the site manager and project manager to ensure this is made as accessible to residents as possible. A plan will be brought to Council.
- 2.6 Following the completion of the excavation work and reinstatement of the land by the archaeologist it is envisioned that the selected building contractor will begin work on the new depot building, work yard, public toilet, vehicle access points and cemetery car park area. Tendering contractors envision this work will take between 10-14 weeks. This would take the Council to approximately late September 2018.

SANDY TOWN COUNCIL

DATE: 16 April 2018

AUTHOR: Administrator

SUBJECT: Sandy Crime Statistics for March 2018

Summary

The following statistics are for Members information. The information is received from Central Bedfordshire Council and can be viewed online at <https://www.police.uk/bedfordshire/68/crime/>. Anti-social behaviour is not included in the data provided.

March 2018

The January reporting period is for 32 days from 28th February to 27th March inclusive

March 2018	OFFENCE CLASS DESCRIPTION	COMMITTED	ADDRESS
Sandy Ivel			
	COMMON ASSAULT	02/3/2018 13:00	BEDFORD ROAD SANDY
	ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	03/3/2018 00:01	BEDFORD ROAD SANDY
	RACIALLY OR RELIGIOUSLY AGGRAVATED INTENTIONAL HARASSMENT, ALARM OR DISTRESS	06/3/2018 10:49	(Blank)
	BURGLARY – BUSINESS & COMMUNITY	08/3/2018 08:00	PARK ROAD SANDY
	THEFT FROM SHOPS AND STALLS	08/3/2018 12:08	NEW ROAD SANDY
	COMMON ASSAULT	08/3/2018 13:00	LONDON ROAD SANDY
	HARASSMENT – (PFHA SECTION 2)	11/3/2018 13:26	(Blank)
	THEFT FROM MOTOR VEHICLE	15/3/2018 13:00	HIGH ROAD BEESTON SANDY
	CRIMINAL DAMAGE – TO DWELLINGS	16/3/2018 19:20	SANDFORD RISE SANDY
	CRIMINAL DAMAGE – TO DWELLINGS	16/3/2018 22:21	NEW ROAD SANDY
	BURGLARY – BUSINESS AND COMMUNITY	19/3/2018 02:06	NEW ROAD SANDY

AGENDA NO: 14

APPENDIX XII

BURGLARY RESIDENTIAL - DWELLING	19/3/2018 14:43	WESTFIELD GARDENS SANDY
CRIMINAL DAMAGE – TO DWELLINGS	19/3/2018 16:12	ROBERT HUNT GARDENS SANDY
CRIMINAL DAMAGE – TO VEHICLES	20/3/2018 09:45	WESTERN WAY SANDY
THEFT FROM SHOPS AND STALLS	21/3/2018 11:28	NEW ROAD SANDY
THEFT FROM SHOPS AND STALLS	21/3/2018 13:51	NEW ROAD SANDY
VICTIMLESS CRIME – AWAITING UPDATE	22/3/2018 00:00	CARTER STREET SANDY
THEFT OF MOTOR VEHICLE	23/3/2018 12:00	GEORGETOWN ROAD SANDY
THEFT FROM SHOPS AND STALLS	24/3/2018 18:00	NEW ROAD SANDY
THEFT FROM MOTOR VEHICLE	25/3/2018 09:00	B1042 ROAD SANDY
CRIMINAL DAMAGE – TO VEHICLES	25/3/2018 10:00	SOUTH ROAD SANDY
THEFT FROM SHOPS AND STALLS	25/3/2018 11:16	NEW ROAD SANDY
THEFT FROM SHOPS AND STALLS	26/3/2018 18:14	NEW ROAD SANDY
Sandy Pinnacle		
PUBLIC ORDER – FEAR OR PROVOCATION OF VIOLENCE (POA 1986 S.4)	01/3/2018 21:00	BELAM WAY SANDY
THEFT FROM SHOPS AND STALLS	01/3/2018 21:40	MARKET SQUARE SANDY
THEFT FROM SHOPS AND STALLS	01/3/2018 21:50	MARKET SQUARE SANDY
THEFT FROM MOTOR VEHICLE	03/3/2018 10:00	WINCHESTER ROAD SANDY
HARASSMENT – (PFHA SECTION 2)	03/3/2018 16:30	(Blank)
CRIMINAL DAMAGE – TO VEHICLES	04/3/2018 10:50	WINDSOR WAY SANDY
DOMESTIC DISPUTE/INCIDENT	04/3/2018 12:05	(Blank)
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	04/3/2018 17:00	CAMBRIDGE ROAD SANDY
THEFT FROM SHOPS AND STALLS	05/3/2018 10:45	MARKET SQUARE SANDY
NON COUNTING FRAUD - INVESTIGATION	06/3/2018 15:00	(Blank)
COMMON ASSAULT	08/3/2018 05:34	MIDLAND ROAD SANDY
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	08/3/2018 19:18	WINCHESTER ROAD SANDY

AGENDA NO: 14**APPENDIX XII**

BURGLARY RESIDENTIAL – (GARAGE/SHED/VACANT PROPERTY/COMMUNAL)	09/3/2018 23:00	COLLEGE ROAD SANDY
THEFT OF PEDAL CYCLES	10/3/2018 05:50	COLLEGE ROAD SANDY
DOMESTIC DISPUTE/INCIDENT	11/3/2018 04:00	(Blank)
THEFT FROM MOTOR VEHICLE	14/3/2018 08:30	POTTON ROAD SANDY
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	14/3/2018 08:45	POTTON ROAD SANDY
HARASSMENT – (PFHA SECTION 2)	14/3/2018 18:28	(Blank)
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	14/3/2018 20:00	WESLEY ROAD SANDY
DOMESTIC DISPUTE/INCIDENT	17/3/2018 07:13	(Blank)
THEFT FROM SHOPS AND STALLS	18/3/2018 14:00	MARKET SQUARE SANDY
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	19/3/2018 19:30	GLEBE ROAD SANDY
DOMESTIC DISPUTE/INCIDENT	22/3/2018 12:59	(Blank)
DOMESTIC DISPUTE/INCIDENT	24/3/2018 09:40	(Blank)
HARASSMENT – (PFHA SECTION 2)	24/3/2018 15:00	(Blank)
DOMESTIC DISPUTE	25/3/2018 16:48	(Blank)
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	25/3/2018 18:20	WINCHESTER ROAD SANDY
HARASSMENT – (PFHA SECTION 2)	25/3/2018 22:15	(Blank)
SENDING LETTERS ETC WITH INTENT TO CAUSE DISTRESS OR ANXIETY	25/3/2018 23:56	(Blank)
BURLGARY RESIDENTIAL - DWELLING	26/3/2018 11:30	WINCHESTER ROAD SANDY



t: 020 7637 1865
e: nalc@nalc.gov.uk

w: www.nalc.gov.uk
a: 109 Great Russell Street,
London WC1B 3LD

8 March 2018

PC05-18 | Review of Local Government Ethical Standards

Executive Summary

The Committee on Standards in Public Life has recently launched a consultation as part of its review into local government ethical standards. The terms of reference of the review are to examine the structures, processes and practices in local government in England for: maintaining codes of conduct for local councillors; investigating alleged breaches fairly and with due process; enforcing codes and imposing sanctions for misconduct; declaring interests and managing conflicts of interest; whistleblowing; assessing whether the existing structures, processes and practices are conducive to high standards of conduct in local government, making any recommendations for how they can be improved, noting any evidence of intimidation of councillors, and making recommendations for any measures that could be put in place to prevent and address such intimidation. NALC will be responding to this consultation. The main consultation document is available [here](#).

Consultation questions

The main consultation questions are as below;

- a. Are the existing structures, processes and practices in place working to ensure high standards of conduct by local councillors? If not, please say why.
- b. What, if any, are the most significant gaps in the current ethical standards regime for local government?
- c. Are local authority adopted codes of conduct for councillors clear and easily understood? Do the codes cover an appropriate range of behaviours? What examples of good practice, including induction processes, exist?
- d. A local authority has a statutory duty to ensure that its adopted code of conduct for councillors is consistent with the Seven Principles of Public Life and that it includes appropriate provision (as decided by the local authority) for registering and declaring councillors' interests. Are these requirements appropriate as they stand? If not, please say why.
- e. Are allegations of councillor misconduct investigated and decided fairly and with due process?
- i. What processes do local authorities have in place for investigating and deciding upon allegations? Do these processes meet requirements for due process? Should any additional safeguards be put in place to ensure due process?

- ii. Is the current requirement that the views of an Independent Person must be sought and taken into account before deciding on an allegation sufficient to ensure the objectivity and fairness of the decision process? Should this requirement be strengthened? If so, how?
- iii. Monitoring Officers are often involved in the process of investigating and deciding upon code breaches. Could Monitoring Officers be subject to conflicts of interest or undue pressure when doing so? How could Monitoring Officers be protected from this risk?
- f. Are existing sanctions for councillor misconduct sufficient?
 - i. What sanctions do local authorities use when councillors are found to have breached the code of conduct? Are these sanctions sufficient to deter breaches and, where relevant, to enforce compliance?
 - ii. Should local authorities be given the ability to use additional sanctions? If so, what should these be?
- g. Are existing arrangements to declare councillors' interests and manage conflicts of interest satisfactory? If not please say why.
 - i. A local councillor is under a legal duty to register any pecuniary interests (or those of their spouse or partner), and cannot participate in discussion or votes that engage a disclosable pecuniary interest, nor take any further steps in relation to that matter, although local authorities can grant dispensations under certain circumstances. Are these statutory duties appropriate as they stand?
 - ii. What arrangements do local authorities have in place to declare councillors' interests, and manage conflicts of interest that go beyond the statutory requirements? Are these satisfactory? If not, please say why.
- h. What arrangements are in place for whistleblowing, by the public, councillors, and officials? Are these satisfactory?
- i. What steps could local authorities take to improve local government ethical standards?
- j. What steps could central government take to improve local government ethical standards?
- k. What is the nature, scale, and extent of intimidation towards local councillors?
 - i. What measures could be put in place to prevent and address this intimidation?

NALC is additionally interested to know your views on where there is an alleged breach, due to failure to register and / or disclose a Disclosable Pecuniary Interest. Such cases are a

matter for the Police and CPS to investigate and address, and not the principal authority – but we are interested to learn more about the success of the 'criminal' aspects of the 2012 standards framework.

If you are a County Association of Local Councils (CALC) please also tell us how frequently and recently any training on ethical standards has been delivered by your Association. County Associations are also welcome to tell us if any training on ethical standards has been made available by Standards Committees / principal authorities in their areas.

We would be interested in answers as to whether on balance current sanctions were thought sufficient; and if there should be a time limit placed on investigations to avoid councillors being left in limbo.

Surveys

NALC have developed two surveys to provide qualitative evidence to inform its response to the review. The survey for local councils is available [here](#) and the survey for county associations is available [here](#).

Your Views

Please email your responses to this consultation to Jessica.Lancod-frost@nalc.gov.uk by 17.00 on Friday 27 April, 2018.

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