

Sandy Town Council

To: Cllrs N Aldis, J Ali, T Cole, A M Hill, T Knagg, G Leach, C Osborne,
M Scott, J Sparrow, S Sutton (Chairman)
c.c. Cllrs P Blaine, W Jackson, M Pettitt, D Sharman, P Sharman

You are hereby summoned to attend a meeting of the Community Services and Environment Committee of Sandy Town Council to be held in the Council Chamber at 10, Cambridge Road, Sandy, Bedfordshire on Monday 30 January 2017 commencing at 7.30pm.

Chris Robson
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
24 January 2017

A G E N D A

1 Apologies for absence

2 Declarations of Interest

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-disclosable Interests*
- iii) Dispensations*

3 Minutes of Previous Meeting

To consider the minutes of the Community Services and Environment Committee held on Monday 19 December 2016 and to approve them as a correct record of proceedings.

Previously
circulated

4 Public Participation Session

Members of the public may ask questions or make representations to the committee about items of business which are on the agenda.

Sandy Town Council

- 5 Action List**
To receive the Action Report and any updates. Appendix I
- 6 Sandy Green Wheel**
To receive a report and hear from Cliff Andrews of Bedfordshire Rural Communities Charity on the Sandy Green Wheel Project. Appendix II
- 7 Tree Surveys**
To receive an update following the recent tree surveys carried out on Town Council owned trees.
- 8 Beeston Green Management Plan**
- i) To receive a second draft of the Beeston Green Management Plan. Appendix III
 - ii) To receive a summary of legal advice regarding access over Beeston Village Green. Appendix IV
- 9 Bus Shelters**
To receive an update report from the Town Clerk on additional bus shelters in Sandy. Appendix V
- 10 Joint project to deliver disability play equipment**
To receive communication from Maulden Parish Council in regards a meeting on a proposed joint project for towns and parishes within the area of the Marston Forest Centre. Appendix VI
- 11 The Great British Spring Clean 2017**
To receive information from Central Bedfordshire Council on the nationwide litter pick over the weekend of 3-5 March 2017. Appendix VII
- 12 Specialised Markets**
To receive a report on the proposed specialised markets to be held during 2017. Appendix VIII
- 13 CCTV**
To receive a report from the Town Clerk. Appendix IX
- 14 War Memorial History**
To receive a brief history of Reginald Blomfield's involvement with Sandy War Memorial. Appendix X
- 15 Chairman's Items**
- 16 Date of Next meeting: 13 March 2017**

Agenda item 5 - Community Services and Environment Committee - Action list

Subject	Action to be taken		Response /Status
	Minute	Action	
Meeting 1/6/15			
Engayne Avenue Estate	(6-15/16)	Cllrs Aldis and Ali research and gather information about the area and report back to the Council in six to nine months' time.	Repair work to walls complete. Suggested Clerk and Ward Councillors carryout site visit to assess current situation.
Bus Shelter in Fallowfield	(15-15/16)	Defer this item until the bus route is decided.	Item on agenda
Meeting 5/10/15			
Beeston Green	(44-15/16)	The Town Clerk prepare a draft Management Plan. The Town Clerk to contact CBC about the possibility of a Community Orchard project.	Item on agenda Awaiting CBC planning application for affordable housing and community space (orchard/allotments) CBC site assessments to support planning application on going. A planning application was not ready at the time of the agenda.
Meeting 22/2/16			
Fingerpost Signs	(89-15/16)	Investigations proceed to have a finger post in the Town Centre and that this could be included in the bid for Market Town Regeneration funding.	On going To form part of CBC Match funding project. CBC submitted Task Order for highways report. Awaiting outcome of advisory report on placement of street furnishings and associated costs. Clerk holding monthly management meetings with CBC project manager.

Full Council Meeting 20/4/16			
Allotments	(22-2016/17)	Progress and update reports to go to the Community Services and Environment Committee	On going. Initial orchard/allotment management plan completed by BRCC. Awaiting completion of planning application for affordable housing and proposed allotments/orchard by CBC.
Meeting 26/09/16			
Play Areas	(55-2016/17)	Review of Council owned play parks and consultation on refurbishment or addition of play equipment. Proposals and costs to be brought back to committee.	The Clerk has engaged with CBC to carry out a full review of all Sandy play parks to establish play value and where improvements could be made. CBC Review of play parks commencing w/o 23 rd January. Resulting report expected within the following two weeks.
Meeting 19/12/16			
Parking Restrictions	(77-2016/17)	Clerk contact Central Bedfordshire Council to request that a parking study be carried out for Sandy Town Council and that the 1 hour parking restriction be considered within this study.	Clerk has contacted CBC and requested a parking review. Response 25/01/17 – CBC have commissioned some parking studies for certain areas of Sandy. Results expected back by mid-February. Following this the Clerk will discuss Sandy Town Councils needs in more detail with the strategic transport officer.
Town Centre Bench Marking	(79-2016/17)	Bench marking data collection to be carried out in mid-January and the results to be reported back to the next committee meeting if they were ready in time.	Business user survey deadline set at 30 January. Report anticipated in February after all data is received.

Sandy Green Wheel Update for STC, 30th January, 2017

The Sandy Green Wheel will be an off-road, multi-user accessible corridor around the community of Sandy, passing through and beside areas of landscape, heritage and biodiversity value.

The concept of the Green Wheel emerged from the Sandy Green Infrastructure Plan (2010) and BRCC led on the production of the Sandy Green Wheel Masterplan, which started in 2013. Following Stakeholder and Public Consultation, the Masterplan was adopted by CBC and endorsed by STC in 2014.

CBC were the principle funder of the Masterplan, with Sandy Town Council also contributing.

Although BRCC have been active in seeking and securing funding (£125k to date) for the development of the Green Wheel, changes in staffing within stakeholder organisations had an impact upon momentum. In a bid to increase momentum a Sandy Green Wheel Development Group was established in 2016. To date we have had 3 meetings, kindly hosted by Sandy TC. The meetings have been attended by representatives of Sandy TC, CBC (Leisure, Rights of Way and Highways) and BRCC; but will also be open to other appropriate stakeholders.

To date, works undertaken (or commenced) towards delivering the Green Wheel have been:

- Surfacing enhancements of the Public Bridleway between Sunderland road and the Eastcoast Mainline underpass; and southwards alongside the eastern side of the railway towards Brickhill Road.
- Surfacing enhancements to the Public Bridleway at the end of Stratford Road (a key link between the Sandy and Biggleswade Green Wheels, which also carries the Great North Cycleway).
- Surfacing enhancements to a small section of path linking to the Bedford-Sandy Country Way at South Mills
- Environmental enhancements (including riverside tree planting on The Riddy; and hedge / tree planting at South Mills

Works due to be undertaken in the coming months are:

- Hedge planting along the Public Bridleway running along the eastern side of the Eastcoast Mainline
- The dedication (and surfacing) of a new Permissive Cyclepath between The Baulk and A1 footbridge.
- The installation of disable angling platforms in Sandcast Wood.
- Improving the surfacing and landscaping of the BW22 corridor forming the southern boundary of the Fallowfield estate.

Some components of the Green Wheel will take a significant amount of work and funding, and so a full launch of a completed Green Wheel is unlikely to happen within the next couple of years. However, the Sandy Green Wheel Development Group believes that a 'soft launch' of the Green Wheel as a walkers route could happen in 2017, subject to agreeing signage protocols with CBC and securing funding for the production of a leaflet. This will be a main agenda item on the next meeting of the Development Group, in March.

We are very grateful to Sandy TC for their commitment of £2k pa for each of the next 2 years to fund BRCC staff time for continuing the creation of the Sandy Green Wheel. The funding will be used for further project development and management work; and for future funding applications.

DATE: 30 January 2017

AUTHOR: Town Clerk

SUBJECT: Beeston Green Management Plan

Members are asked to review the second draft Beeston Green Management Plan and suggest any amendments or areas of clarification that may be required.

Sandy Town Council



Second Draft Beeston Village Green Management Plan

2017

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Appendix

Appendix A – Metal Detector Policy

Appendix B – 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, Beeston Wildlife Group and Beeston Task Team.
- 1.4 The Plan will cover a XXX year period, from XXX to XXX, 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 (shown on the map **XX** on page **xx**) and these remain in the ownership of Central Bedfordshire Council as does a plot of land also marked on the map 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 a variety of ages
Public benches and waste bins

3.11 Permitted 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.

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 access 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, however 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 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

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). 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.

4.1 Grass Cutting

Most grass cutting is carried out by the Green Spaces team, 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 direct 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.

Residents should report any mole activity to the Town Council.

4.4 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. *(Results of review to be included once received from CBC)*

4.5 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.

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 all trees on the green surveyed, tagged and assessed. In total there are **XX** trees on the Green which need to be surveyed and maintained.

5.1 Tree Inspection and Surgery

A complete tree inspection survey was carried out in 2017, where all 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.

5.2 Replacement of Trees

The removal of any tree on the Village Green will only be carried out upon the recommendation of the Councils 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 cost of replacing a tree will be met by the Council’s horticultural budget.

5.3 Catalogue of Trees

To be completed in conjunction with appointed tree contractor.

5.4 Map of Trees

To be completed in conjunction with appointed tree contractor.

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 Fowling

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 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.

7.5 Community Events/Usage

Beeston on 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.

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 granted by the Council in relation to an event.

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 with the exception of short term load/unloading and visitors. The Green should not be used for long term residential parking.

Action -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.

It is recognised that HGV movement is a problematic issue for Beeston Green and damage to the Green itself. **To be discussed further with CBC?**

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 three years, or following a change in circumstances which requires an additional review.

AGENDA ITEM 8

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 30 January 2017

AUTHOR: Town Clerk

SUBJECT: Residential Access over the Green

Summary

Following a review of the first draft management by the Town Council Members raised some queries regarding access to properties over the Village Green.

In addition, the Local Planning Authority recently granted permission for a residential development in Beeston which requires permanent residential access to the property via an existing track which crosses Beeston Village Green. It is not a pre-commencement requirement of the development that the applicant receives permission for access from the Town Council. It is noted in the approval documents that separate permission is needed from Sandy Town Council for access.

The Council has received legal advice in regards access over the Green for consideration in regards existing and future planning applications and inclusion within the management plan.

Information

Following consultation with LGSS Law Ltd the following advice was received in regards residential access over The Village Green;

- As Sandy Town Council (STC) is the owner of the Village Green (VG) a developer notwithstanding Planning Permission granted cannot use the VG for access to the site without the consent of STC.
- The Council may receive a Section 13 Notice from an applicant ahead of a planning application. The purpose of the Notice is only to inform those persons with property interests affected that the planning application has been submitted and of the opportunity to make representations to the LPA. Failure to submit representations at this point does not prejudice the Councils rights as landowner.
- The developer/applicant submitting a Section 13 Notice is not given an automatic right to cross the VG as a result. Property owners including those with ownership of access land are not deprived of their existing rights as a consequence of the planning application process.

- The Legal advice received states that the reality is that a developer cannot proceed with construction phase of a scheme until the issue of access of The Green is resolved.
- When such situations arise STC can therefore negotiate what it requires in terms of the line of access through the VG, works required to construct/maintain a vehicle track along that line of access, restoring the surrounding land after completion of the development etc with payment by the developer of the consequent costs.

Recommendation

That the Clerk incorporates the advice received into the Management Plan.

That the Council considers the implications of increased use of access across the Village Green and holds discussions with any present or future developers over access and the requirements of both parties.

AGENDA ITEM 9

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 30 January 2017

AUTHOR: Town Clerk

SUBJECT: Bus Shelters

Summary

At a meeting of the Community Services and Environment (CSE) Committee on 26th September 2016 it was agreed that the Town Clerk would write to Central Bedfordshire Council (CBC) and ask that the provision of bus shelters at existing stops on Fallowfield and St Neots Road be considered.

At a meeting of the CSE Committee on 19th December 2016 the Clerk informed Members that CBC were looking into the feasibility of locating bus shelters at the locations points requested and that the Clerk was due to carry out sites visits with CBC's Public Transport Manager.

It was reported that CBC were also carrying out consultation on the proposed installation of a bus shelter on the southbound side of St Neots Road.

Images of the locations referred to in this report are attached.

Information

On 4th January 2017 the Town Clerk carried out site visits with CBC's Public Transport Manager and Senior Public Transport Officer.

St Neots Road, South Bound

Following consultation with residents and further site visits and assessments CBC will not be progressing with the installation of a shelter on the Southbound side of St Neots Road (Image 1). It is not felt that the stop is used sufficiently and the benefit of installing a shelter at this point would be low.

St Neots Road, North Bound

CBC has spent time observing the stop. The stop in question serves the Bedford bound service prior to it going in to Engayne Avenue. The bus then comes back and services the bus stop of the South Bound side of the road where there is an existing shelter.

Observation of the stops showed that there was a significant number of people using the stop where the existing shelter is (Image 3), but none using the stop on the other side of the road, which has a bench but no shelter.

CBC Public Transport is of the opinion that an additional shelter at the point requested (Image 2) would not be a good use of funds and as such recommend that it is not progressed.

Fallowfield

Quotes have been requested for a bus shelter, raised kerb, Real Time screen and associated electrical and civics works at the stop near the Co-op in Sunderland Road, Fallowfield (Image 4) and the Town Council will be kept of progress.

The verging adjacent to the stop is on Sandy Town Council owned land and as such the Council as land owner will need to give permission for the positioning of the shelter on its land.

Recommendation

That the Town Council approves the installation of a bus shelter to serve Fallowfield on Town Council owned land and that the Clerk liaises with CBC Public Transport to ensure the shelter and Real Time information is installed.

Supporting Images



Image 1 - St Neots Road, South Bound. Considered and rejected by CBC.



Image 2 - St Neots Road, North Bound. Existing bench, no shelter.



Image 3 - St Neots Road, South Bound. Existing shelter North Bound stop circled in red on image.



Image 4 – Sunderland Road, Fallowfield bus stop.

Clerk

Subject: FW: Joint Project to deliver disability play equipment -Sandy TC

From: P Jackson
Sent: 21 January 2017 20:51
To: Clerk
Subject: Joint Project to deliver disability play equipment -Sandy TC

Maulden Parish Council have initiated a project to provide disability play equipment in a location which is both appropriate and convenient for a number of parishes in order that the installation and maintenance cost becomes affordable for each parish council.

A number of parishes have already been contacted so for some this is a follow up and progress report, for others this is your first invitation to participate.

There has already been some discussion on appropriate locations and the latest thinking is that the Forest Centre at Marston would prove ideal as it has an existing children's playground, full toilet and café facilities, ample and flat car parking and additional wheelchair / buggy walks for alternative activity.

The ambition is to provide one wheel chair swing and one roundabout which has both wheelchair and conventional seats so that siblings can play together. (drawings can be provided by e-mail -just let me know)

The total cost of these (including installation) we envisage as being circa £25,000.

I have taken as a start point all parishes which are within 30 minutes drive from the Forest Centre (according to The AA route planning).

The Forest Centre has agreed in principle to the idea subject to details of layout and space required.

We are now soliciting agreement to participation in this project and are asking representatives of each parish to attend a meeting (yet to be arranged) at the Forest Centre. At this stage there is no commitment necessary other than to explore the possibility and detailed costs.

According to the AA you are 24 minutes away so we hope you feel able to join us to deliver a much needed and valuable addition to the Forest Centre play equipment to serve the residents of your parish.

I look forward to receiving confirmation of your initial interest in this project and I will circulate the proposed meeting date to all parishes.

Phil Jackson
Chair -Maulden Parish Council

Members are asked to consider the above correspondence and decide whether representatives of Sandy Town Council will be attending the proposed meeting.

AGENDA ITEM 11

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 30 January 2017

AUTHOR: Town Clerk

SUBJECT: The Great British Spring Clean

Summary

'The Great British Spring Clean' is a national litter pick which follows on from the 'Clean for the Queen' campaign which ran in 2016.

Central Bedfordshire Council will be supporting local groups who want to take part in the scheme and are gauging interest as to potential uptake.

If the Council wishes to participate in the scheme it must let Central Bedfordshire Council know by 10th February 2017.

Information from Central Bedfordshire Council

Following the success of the 'Clean for the Queen' campaign in March 2016, which was part of the Queen's 90th birthday celebrations, the Council wants to help mobilise communities across the area once again to take part in 'The Great British Spring Clean' - a nationwide litter pick over the weekend of **3-5 March 2017**.

Hundreds of volunteers helped out last year at 28 local Clean for the Queen events in Central Bedfordshire, and over 2,260kg of rubbish was collected.

This year all of the UK's litter charities, together with local authorities, land managers and other associations, have again come together in support of **The Great British Spring Clean**, which seeks to inspire people to take action and enjoy a few hours together litter-picking to make the places where we live more beautiful.

The council is keen to support local groups who want to take part and would like to gauge interest so that we can help to coordinate activity among groups and provide useful information and advice, including details of how our Waste Services Team can help.

To help us build up a picture of local participation, please provide the following details by Friday 10 February:

Are you planning to run a Great British Spring Clean litter picking event in your parish in 2017?

APPENDIX VII

- Where, when and at what time(s) do you plan to do a litter pick?
- Approximately how many volunteers do you hope to engage in your event?
- Name and contact details (email/phone) for the group/person that we should send future communications to.

We will use this information to provide details on where and when to collect free rubbish sacks, give advice on collecting litter safely and inform you about what to do with your rubbish once you've collected it. We will also let group leaders know if another group is planning to clean in the same area, thereby helping to avoid duplication and enabling groups to select an alternative location if necessary.

We would like to thank our waste contractor Biffa, who has agreed to donate one pack of five litter pickers, five pairs of gloves and five hi-vis tabards to each town and parish council that notifies us and registers their Great British Spring Clean event on the national website. This equipment will be for town and parish councils to retain for their own future use.

Further information

More information is available by visiting The Great British Spring Clean website. The website includes useful information as well as posters and logos to help with local promotion.

Sandy Town Council Involvement

Members are asked to consider the Town Councils involvement in the event.

- The event runs over three days, Friday, Saturday and Sunday.
- Members will need to consider the staffing and resource implications if it were proposed to lead clean ups over the weekend.
- The Clerk has liaised with other Local Councils who are participating in the event. Their role is to support community groups who are organising litter picks/clean ups rather than lead.
- The Council could consider identifying areas which would benefit most from involvement in the event and engage with community partners to run a clean-up session on each of the days. A meeting could be hosted for interested groups.
- The Council could lead a session the Friday (2 hours) and encourage other groups to run events on the following two days. The Council can provide litter pickers and CBC will provide waste bags.
- Councillors could volunteer to represent the Council on the Saturday and Sunday.

SANDY TOWN COUNCIL**COMMITTEE: Community Services and Environment****DATE: 30 January 2017****AUTHOR: Town Clerk****SUBJECT: Specialised Markets****Summary**

The Council previously agreed to look at setting up a series of specialised markets to be held throughout the year.

The purpose of this report is to provide a brief up date to Members.

Information

The office has researched specialist markets providers and liaised with other councils to establish a list of contacts and potential markets to visit Sandy. There have been some difficulties as many of the market organisers have been unavailable to provide the relevant detail required as the current season is their low season and most are on a break. Market providers will be coming back with details over the next two weeks, including stalls and product types, themes and any associated costs.

Bringing in an organised market will be far the quickest and most practical way to provide different markets for the town. The market organiser sources the stalls and organises the set up and running of the market. The office does not have the resources to source individual specialised market traders/stall holders.

The Council will need to ensure that;

- The car park is available for the market traders to set up and provide a site plan.
- A list of shops and what they sell is provided to avoid competition with stall holders.
- Providers contacted indicate the markets can happen at any date between April and December.
- Provide an area for stall holders to dispose of waste.
- An area for stall holders vans to park.

Potential issues to consider;

- The markets would impact on the availability of the car park, as part of the car park will need to be kept free for the market to set up, and market traders would be looking for somewhere to park their vehicles.
- Continental and themed markets usually run over 2/3 days and would set up at approx. 7.00am on Fridays and Saturdays, running from 9.00am to 6:00pm.

Sundays would operate for slightly less time. The car park would therefore be impacted on the Friday as well as the weekend.

- Where possible the markets should be paired up with any other events in the town, for example a market in May could be paired up with the unveiling of the first in the series of mosaic art works to be located in the High Street.
- The inclusion of community stalls at markets would need to be agreed with the market provider, however a set number of community stalls could be included with each market, with applications for stall to be submitted to the Council.

Recommendation

That the office brings back the full costs of using a market provider to host specialised markets.

That the Council aims to hold a specialist market in May to coincide with the mosaics project, with a view to having a further summer and autumn market.

That a proposal and date for the May market are brought to the committee for approval.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 30 January 2017

AUTHOR: Town Clerk

SUBJECT: CCTV Coverage

Summary

Members have expressed concern about CCTV coverage within Sandy and the associated costs. At the last Town Council meeting Members asked that the matter be brought to a committee meeting for discussion.

At a meeting of the Community, Services and Environment Committee on 7 November 2016 Members received information on cameras within Sandy and the costs associated.

The information previously provided can be found below, along with the most recent data on the number of incidents CCTV cameras have collected.

Information

Number of CCTV Cameras in Sandy: 8

Number of CCTV Cameras owned and paid for by STC: 5

Number of CCTV Cameras owned and paid for by CBC: 3

Location of Cameras;

Camera	Location	Authority	Comment
20024	Cauldwell Court - Mobile Camera	STC	Relocate to Fallowfield
551	Budgens/ Post Office	CBC	
552	Market Square	CBC	
553	Queens Head Beer Garden	STC	
554	Church Yard	CBC	Disconnected
556	Bedford Road	STC	
557	Sunderland Road – Skateboard Park	STC	
558	Sunderland Road Pavilion	STC	

CCTV Costs

STC 2017/18 budget for CCTV: £18,000

CCTV Costs in the last financial year:	£15,895.17	Static cameras
	£1,360	Mobile camera

Total: £17,255.17

- Monitoring of CCTV is carried out by the Hertfordshire CCTV Partnership, who via an agreement with CBC monitor cameras in Sandy, Biggleswade and Shefford.
- Recharges are calculated for Sandy, Biggleswade and Shefford via a formula which takes into account the costs of running the cameras in all three towns; this is then divided by the total number of cameras. CBC pays its share based on the number of camera assets owned over the three towns and then invoices each of the Town Councils accordingly based on the cost per camera multiplied by the number of cameras in each town.
- An invoice from CBC for the current financial year will be issued to STC in February/March 2017.

Monitoring of Cameras;

- Cameras are monitored 24/7 365 days of the year by the Hertfordshire CCTV Partnerships Stevenage based control room. Recordings are kept for 28 days. Over 550 CCTV cameras are monitored from the control room by three full time operators.
- Cameras have a set number of pre-set locations (maximum of 10) and do not focus on any one location for longer than a minute. The cameras automatically move to view each of the 10 locations within the fixed pre-set. As cameras automatically adjust to check each of the pre-sets in some cases incidents are not always caught by the camera.
- In any incident reported to the CCTV monitoring company via the Police, the Council or members of the public they review the cameras to see if anything has been caught. If one of the controllers sees an incident live the Police are notified immediately. All footage is sent to the Police HQ control room and the police alone make a decision on whether to call out a unit.

The Pre-sets of Sandy Town Council's cameras can be changed if instruction is given to the monitoring company by STC. This could allow cameras to focus more on certain locations for longer, or change the number of pre-sets.

Mobile Camera Unit

- The Mobile Camera Unit was originally located at Cauldwell Court following discussions with Aragon Housing. At a meeting of the Full Town Council on 28 November 2016 it was agreed to relocate the mobile camera to the Fallowfield open space.
- The Clerk and Cllr T Cole met with a representative from the CCTV company on 19 January 2017 who confirmed that the camera could be relocated to Fallowfield and that there are two lighting columns suitable for siting the camera. The Camera is old, but will be able to provide a clear picture of the play area which has experienced most of the anti-social problems.

- The Clerk is pursuing the matter with a view to relocating the camera at the end of March 2017.

CCTV Data

During the period 20/01/2015 – 20/01/2017 there were 65 requests for the production of evidential footage from cameras in Sandy which were used in evidence.

Incidents recorded between 01/01/2015 and 31/12/2015: 37

Incidents recorded between 01/01/2016 and 24/01/2017: 40

The CCTV company is unable to provide figures on the number of arrests made as these details are not shared with them by the police.

The below table details incident details for the most recent period, 01/08/2016 to 20/01/2017. *The reports received are for restricted view and the below table therefore only has limited information.*

Date	CCTV Location	Initiated by	Details	Police attendance
13/08/16	Skate Park	CCTV	Drug related	No
13/09/16	Market Square	CCTV	Suspicious activity	No
20/09/16	Market Square	Police	Post event viewing – Assault /Robbery	NA
25/09/16	Market Square	CCTV	Concern for welfare	No
04/10/16	Skate Park	Police	Nuisance/Disorder	Yes
15/10/16	Coop/Post office	Police	Missing Persons	Yes
30/10/16	Market Square	Via airwaves	Suspicious Activity	Yes
03/11/16	Market Square	Police	Assault/Robbery	Yes
15/11/16	Market Square	CCTV	Affray	Yes
16/11/16	Coop/Post Office	Police	Missing Persons	Yes
26/11/16	Coop/Post Office	Police	Assault/Robbery	Yes
01/12/16	Market Square	Police	Concern for welfare	Yes
03/12/16	Church Yard	Police	Assault/Robbery	Yes
05/12/16	Market Square	Via Airwaves	Assault/Robbery	Yes

23/12/16	Market Square	CCTV	Broken down vehicle	No
26/12/16	Coop/Post office	Police	Business Alarm activation	Fire Brigade attended
29/12/16	Coop/Post office	Police	Affray	Yes
06/01/17	Market Square	Police	Suspect package	Yes

Visit to the Control Room

- Hertfordshire CCTV partnership is able to host a visit by Members to the control room in Stevenage. This would provide Members with the opportunity to see how the cameras are monitored and what they view, including the pre-set settings.
- This would provide an opportunity to speak directly with the CCTV company and allow Members to see how the control room operates. A visit would also allow the Council to review the pre-set viewing locations of each camera to see if this needs to be amended.

Recommendation

That the Clerk liaises with the Hertfordshire CCTV to arrange a date to visit the control room and speak with CCTV controllers and the operations manager.

AGENDA ITEM 14

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 30 January 2017

AUTHOR: Val McFarlane

SUBJECT: Reginald Blomfield

Summary

At a meeting of the Community, Services and Environment Committee on 19 December 2016 Members asked that the office researched the life, works and achievements of the designer and architect of the Sandy War Memorial, Reginald Blomfield, the memorial having recently been awarded Listed Building Status.

Information

Reginald Blomfield was born on 20 December 1856 in Devon, married in 1886, and died on 27 December 1942 aged 86. He gained a first class degree in Classics from Oxford.

He was a prolific British architect and author and was involved in founding the Art Worker's Guild in the late 1800s, a move that was subsequently seen as being formative in setting a new direction for architecture. Much of his work was inspired by his studies of both English and French Renaissance styles.

Blomfield was made an Associate of the Royal British Institute of Architects in 1881 and a Fellow in 1906, where he was President from 1912-14. He was elected to the Royal Academy in 1914 and was made Professor of Architecture, and was also awarded the Royal Gold Medal in 1913. He was knighted in 1919 in recognition of his work as an architect and as an author.

Blomfield's practice was at its most successful between 1885 and 1914, and was dominated by the construction of new country houses as well as the renovation and extension of existing ones. Notable amongst these were Chequers (Bucks), Heathfield Park (Sussex) and Brocklesby Park (Lincs). New builds include Wittington in Bucks and Wretham Hall in Norfolk. He also designed a number of university and commercial buildings.

World War I put an end to this type of building project. After the War, Blomfield now in his 60s, continued to work and carried on working into his late 70s. He produced a large number of war memorials including the Menin Gate at Ypres. He was also responsible for the Belgian War memorial, Victoria Embankment in London and The Royal Air Force Memorial in London. He designed the Cross of Sacrifice or the War Cross as featured in Sandy, and in many other Commonwealth cemeteries and memorials.