

Sandy Town Council

To: Cllrs N Aldis, P Blaine, S Doyle, A Gibson, A M Hill, T Knagg, C Osborne, M Scott, S Sutton (Chairman), N Thompson
c.c. J Hewitt, W Jackson, R Lock, M Pettitt, 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 13th July 2020 commencing at 7.30pm.



Chris Robson
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
7th July 2020

Notes:

- (1) Due to the current Covid-19 Coronavirus situation, the Town Council will meet virtually via Zoom (<https://zoom.us/>) as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations").
- (2) Any Member of the public wishing to join the meeting is asked to contact the Clerk beforehand at **clerk@sandytowncouncil.gov.uk** to ascertain the Meeting ID and Password. Members of the public wishing to address the Council during the public participation part of the formal meeting must make the Chairman aware of their intention before the meeting starts.

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*

Sandy Town Council

3 Minutes of Previous Meeting

To consider the minutes of the Community Services and Environment Committee held on Monday 9th March 2020 and to approve them as a correct record of proceedings.

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.

5 Action List

To receive the Action List and any updates.

Appendix I

6 Green Plan

To receive and consider a first draft Environmental Action Plan for Sandy Town Council.

Appendix II

7 Town Entrance Signage

To consider designs for new Sandy town entrance signage.

Appendix III

8 NHS and Keyworkers Bench

To consider a request from the Mayor that the committee look at permanent way of thanking NHS and Keyworkers for all they have done during the pandemic.

Appendix IV

9 Youth Engagement

To review and consider amendments to the Town Council's Youth Engagement plan.

Appendix V

10 Sandy Green Wheel

To receive and note an update report from the Sandy Green Wheel Group.

Appendix VI

11 Greensands Country

To receive and consider a report from Cllr Gibson on the recent Greensands Country's workshop.

Appendix VII

12 Circus Request

To note that the previously approved request to hold a circus on Sunderland Road has confirmed that they wish to attend from 12th-16th May 2021.

13 Events

To receive an update report from the Events Working Group.

Appendix VIII

Sandy Town Council

14 Great British Spring Clean

To note that the rescheduled 2020 Great British Spring Clean will be happening between 11th to 27th September 2020. To approve that the Council promote the initiative and support local litter picking events via the provision of equipment and collection of waste.

15 Chairman's Items

16 Date of Next Meeting

Monday 24th August 2020

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

Subject	Action to be taken		Response /Status
	Minute	Action	
Full Council Meeting 20/4/16			
Allotments and Community Orchard	(22-16/17)	Progress and update reports to go to the Community Services and Environment Committee	Heads of Terms agreed. Awaiting further communication from CBC that their solicitors have been instructed to draw up and issue final lease. Chased on 2 nd July 2020. Call with officer set for 8 th July 2020. Verbal update to be provided by Clerk at meeting.
Full Council Meeting 29/06/2020			
Outdoor Gym Equipment Installation	TC	CSE Committee to agree finalised design, location and items of outdoor gym equipment to be installed by the preferred contractor approved by the Town Council.	Clerk holding on site meeting with contractor on Thursday 9 th July. Further details will be brought forward to the committee for final approval. Lead time to installation is four weeks from date of order. Five days will be allowed for installation.



SANDY TOWN COUNCIL ENVIRONMENTAL PLAN

A plan to work towards the protection and enhancement of Sandy's environment for the health of the town and its community



SANDY TOWN COUNCIL



Live. Work. Play. **SANDY**

What is an Environmental Plan?

The Environmental Plan is a **plan** to establish ambitions and intended actions, working towards the protection and improvement of the environment in and around Sandy for the long-term health and benefit of the town, its environment and its community.

The aim of the Environmental Plan is to help ensure that Sandy Town Council works with other relevant bodies to put in place actions to make Sandy a **green**, pleasant and healthy place to **live**, work and play. The action points in the plan set targets for the Council to meet in both the long and short term, providing measurable reference points to ensure progress is made.



Why do we need a Plan

67% of UK County, District, Unitary and Metropolitan Councils have now declared a climate emergency in response to the growing international concern over climate change and the need for all governments, authorities and organisations to make changes to combat its effects. Many Town and Parish councils have also declared climate emergencies, and locally Bedford Borough and Luton Borough have made such declarations. In 2019 Central Bedfordshire Council voted to make tackling climate change a priority for the Council and a plan will be rolled out in 2020.

Declaring a Climate Emergency acknowledges that there is an issue, but practical steps are needed if Councils are to make changes which will have a real positive impact. The Council's Environmental Plan is the first step in demonstrating Sandy Town Council's commitments to make what changes it can to protect, enhance and save our environment as part of small local steps and wider national ambitions to make Sandy, Bedfordshire and the United Kingdom greener and more sustainable.

Live. Work. Play. **SANDY**

Actions Town Councils Can take to help nature and the local environment

Based on guidance provided by Friends of the Earth

Be a Force for Good



Consider supporting small and large planning applications for new renewable energy in the area

It is estimated the UK needs to increase the amount of renewable energy it generates by around eight times. Planning decisions will be made by the local planning authority, however town councils can play an important role in supporting renewable energy applications in their parish.



Promote practical action by local people

People can often be at a loss about what they can practically do to reduce their own carbon footprint or support the natural environment. An impartial local guide that provides information on accredited local businesses can be invaluable and help keep money in the local economy. The guide could include information on local accredited energy assessors and renewable energy installers for solar panels, batteries, EV charging points and heat pumps. It can also encourage sustainable transport options.



Use our voice

Decisions on infrastructure projects are largely made by local authorities, Local Economic Partnerships, or national government. But many of these decisions may increase carbon emissions and/or harm nature. Town councils may consider voicing opposition to high-carbon developments, promoting sustainable alternatives instead. They can press local authorities and MPs to demand national changes to bus services regulations, so all areas can regulate buses as London does, and urban profit-making routes can cross-fund loss making rural routes.



Encourage the formation of Climate Action groups

Communities across the country are coming together to take climate action in response to the climate and nature emergency. Climate Action groups will encourage and support people to take local political action, build positive community solutions, and join together to demand national action. Parish, town and community councils could encourage and support the formation of these groups. Friends of the Earth can provide resources, training and advice to climate action groups (see takeclimateaction.uk).

Actions Town Councils Can take to help nature and the local environment

Based on guidance provided by Friends of the Earth

Demonstrate leadership through practical actions



Save energy

Ensure any council buildings are as energy efficient as possible and any street lighting uses well-directed LED lighting. Getting an energy audit is the first step. Loans for projects in England that have a payback of less than five years are available through Salix funding. Projects with longer term paybacks should still be carried out.



Produce green energy

Install renewable energy generation equipment, like heat pumps and solar PV, at council buildings. Explore government grants to support the costs of work. Several energy companies provide a smart export tariff, which pays for any electricity generated that isn't used by the building, including offering top prices if the solar PV is used in conjunction with a battery. Funds can also be raised through Salix loans or through crowdfunding. Buildings using renewable energy should also be used as a showcase to help local people see these technologies first-hand, particularly less familiar technologies such as heat pumps. An electronic display showing how much energy has been generated and how much money and CO2 emissions saved is one way of demonstrating the benefits.



Reduce pesticide use and other harmful activities

It's possible to reduce activities that harm wildlife, from using peat-free compost to shunning pesticides and ensuring light pollution is controlled. Glastonbury Town Council has stopped using glyphosate weed killer and instead uses a hot foam system. These steps alone are not enough to protect and restore nature but they're an important first step. To encourage others, promote the actions you're taking, for example use signage on council-owned land where you use peat-free compost.

Actions Town Councils Can take to help nature and the environment

Based on guidance provided by Friends of the Earth

Demonstrate leadership through practical actions



Manage land for nature

Parish, town and community councils can have responsibility for allotments, bridleways, burial grounds, commons, open spaces, and village greens. All of these can be managed to enhance nature, particularly through changing mowing regimes. Wildlife friendly corridors can be created through towns by managing individual sites. Councils can develop pollinator plans for planting of green spaces.



Increase tree cover

Friends of the Earth is campaigning for the UK to double tree cover. The Forestry Commission and others have suggested that even urban areas should aim for at least 20% tree cover. Parish, town and community councils should aim to double tree cover and, if necessary, go beyond this to reach the 20% minimum. Much of this will involve encouraging and supporting landowners to take part in tree planting. The Tree Charter, developed by the Woodland Trust, provides guidance on how to increase tree cover. The National Association of Local Councils website provides case studies where it has been used.



Buy green

Buying local can support the local economy and buying green can help protect the planet, rewarding businesses committed to a better future. Buying green electricity helps develop new renewable energy and ensures the council isn't supporting dirty energy financially. Buying green can also extend to any food and produce provided at events.

Actions Town Councils Can take to help nature and the environment

Based on guidance provided by Friends of the Earth

Demonstrate leadership through practical actions



Use green transport

Employees and Councillors should be encouraged to walk, cycle or use public transport or car-share. The council should provide bikes or electric bikes for staff as they carry out any work-related trips. It could also provide zero-interest loans for buying bikes. Where a car or van is needed, councils can move towards electric vehicles.



Minimise waste going to landfill or incineration

Council operations can ensure all waste is recycled or composted, but also consider setting-up community recycling facilities for hard-to-recycle items when the local authority hasn't done so, for example in partnership with Terracycle, Bisley Parish Council has set up a community composting scheme. The best approach for waste minimisation is reuse (eg, reusable cups) or avoiding unnecessary purchases.



Ensure money is invested wisely

Across the UK, local authorities are investing tens of millions of pounds each into fossil fuel companies, despite having declared a climate emergency. Although town council investments will be tiny in comparison, they can still ensure any council funds are invested safely in low-risk sustainable banks or investment funds.

What STC is doing to protect and enhance our environment

There are a number of things Sandy Town Council has already done to support its environmental ambitions, however it is recognised that much more must be done in the coming years, as highlighted by the Action Points later in this report.



Actions the Council has already taken include;



Starting a scheme of streetlight conversion resulting in over 40% of Town Council owned streetlights now being low energy LEDs.



Installation of bird, bat and insect boxes on Council owned buildings.



Reduction in printing, postage and paper usage.



Regular servicing and high standard maintenance of Council vehicles.



Office recycling and works composting.



Agreeing in principle the installation of electric car charging points in the town centre car park.



Annual investment in the development and enhancement of the Sandy Green Wheel.



Tree Charter Membership and tree planting.



Participation in the Great British Spring Clean and supporting regular community litter picks.



Use of grey water at the Council's works depot site.

Green Action Points

Steps Sandy Town Council will take to...



Strive to Prevent Pollution and Enhance Biodiversity

	ACTION	RESPONSIBILITY	TIMELINES
Reduce pollution from Council vehicles	Research the costs, efficiencies and practicalities of electric vehicles to replace Council work trucks as and when vehicles are beyond economical repair.		
	Set target for the next newly purchased Council vehicle to be electric, based on the findings of the above-mentioned research work.		
Reduce pollution from vehicles in the town	Install electric car charging points in town centre car park to enable and make it easier for the public to consider electric vehicles.		
	Promote benefits of reducing speed and smart driving to reduce fuel consumption.		
Support wildlife and natural habitats	Incorporate bee and insect havens into planting schemes and choose plant species to help support pollinators year-round. Reduce the use of chemicals.		
Plant trees	Agree a target on the number of trees to plant over the next three years as part of the Council's role as a Tree Charter Branch Member.		

Green Action Points

Steps Sandy Town Council will take to



Conserve Natural Resources

Lighting

	ACTION	RESPONSIBILITY	TIMELINES
Reduce energy usage of internal lighting at Council-owned buildings	Replace all internal lighting at the Council's offices, depot and the Jenkins Pavilion with LED low energy lightbulbs.		
Reduce streetlight energy usage	Continue conversion of STC streetlights to lower energy LED lamps.		
	Conduct a feasibility study into the cost, practicality and implications of dimming streetlights by 50% from midnight to 6am.		
	Where possible look at whether solar lighting will provide an alternative for new lighting scheme installations.		

Green Action Points

Steps Sandy Town Council will take to



Conserve Natural Resources

Energy			
	ACTION	RESPONSIBILITY	TIMELINES
Understand our energy consumption	Conduct an energy audit and report on findings. Incorporate results of report into action points.		
Reduce our energy consumption	Enact policy of turning off all electrical appliances when not in use.		
	Complete replacement of older computers with lower power units to reduce electricity consumption. Two computers still require updating.		
Make energy production more environmentally friendly	Research costs, grants and benefits and practicalities of installing, solar PV and heat pumps at Council buildings.		
	Consider buying energy from renewable energy suppliers when renewing suppliers.		

“ Total energy consumption in the UK increased by 1.1 per cent in 2018 to reach 143 million tonnes of oil equivalent (mtoe), the highest level since 2013. ”

Green Action Points

Steps Sandy Town Council will take to



Conserve Natural Resources

Fuel

	ACTION	RESPONSIBILITY	TIMELINES
Minimise fuel usage	Ensure all our vehicles are serviced and maintained to a high standard, so that they run efficiently.		
Reduce usage of fossil fuels such as petrol and diesel	Replace power tools with cordless electric versions where this is possible.		
	Investigate and consider purchase of battery-operated mowers and strimmers when renewal of equipment is required.		

Water

	ACTION	RESPONSIBILITY	TIMELINES
Reduce water usage	Increase use of recycling grey water.		
	Use water retaining planters and hanging baskets.		

Green Action Points

Steps Sandy Town Council will take to



Minimise Waste

Reduce

	ACTION	RESPONSIBILITY	TIMELINES
Understand opportunities to make reductions in carbon footprint and waste output	Conduct carbon and waste audits. Incorporate results into further action points.		
Reduce paper usage and printing	Only print documents when necessary, and, when doing so, always print double-sided.		
	Reduce use of hard copy documents and progressively move towards managing council records, documents and filing on computer systems only, reducing reliance on hard copy files.		
Reduce fly-tipping by initiating regular large disposal days where skips are located at agreed points in town for public use.	Research costs and need, then approach partner organisations (CBC, Grand Union) to draw up a proposal for consideration by committee.		
Reduce/eliminate Council use of single-use plastics	Commit to stopping the use of single-use plastics by the Council, including resources for events.		

Green Action Points

Steps Sandy Town Council will take to



Minimise Waste

Reuse

	ACTION	RESPONSIBILITY	TIMELINES
Promote refill schemes	Investigate the launch of a scheme to reduce plastic water bottle pollution by allowing refill of bottles at Council office and participating businesses around the town. Evidence suggests that such schemes can encourage increased footfall.		
	Provide grounds team with reusable water bottles for use around the town while carrying out their role.		
	Encourage Members and staff to carry refillable bottles and re-usable cups to conferences.		
Promote reuse or repair of old goods	Investigate working with community groups to organise community swap shops and repair workshops, where people can get electrical goods mended, rather than sent to landfill.		

Green Action Points

Steps Sandy Town Council will take to



Minimise Waste

Recycle

	ACTION	RESPONSIBILITY	TIMELINES
Improve our understanding of the recycling process and opportunities for more efficient recycling	Councillors to visit local recycling centre to learn about recycling. Work with schools to see if a visit for young people can be arranged.		
Carry out recycling at Council premises and encourage participation by the public	Collection of used stamps for recycling.		
	Collection and recycling of printer cartridges and batteries.		
Recycle office waste	Strengthen office recycling scheme for all office/administration waste .		
	Move to actively purchasing more recyclable office supplies.		

Green Action Points

Steps Sandy Town Council will take to



Purchase Environmentally Preferable Supplies

Office Supplies and Consumables

	ACTION	RESPONSIBILITY	TIMELINES
Support environmentally friendly suppliers and reducing carbon footprint	Where possible, the Council will only purchase environmentally friendly products – paper, cleaning materials, etc. Use 'Fair Trade' sources. List of approved suppliers.		
	Investigate using only recycled/unbleached paper and purchase paper made from wood pulp from sustainable forests.		
	Purchase milk for meetings/office via delivery with reusable glass bottles, as opposed supermarket purchase of plastic milk bottles.		
	Buy local where possible to reduce transport costs and impact.		
	Where possible look for opportunities to bulk purchase with other organisations.		
Standardise purchasing to support green aims	Develop and agree on environmental procurement policy as part of wider environmental policy.		

Green Action Points

Steps Sandy Town Council will take to



Incorporate Environmental Factors in Decision Making

Using the Council's Voice and Power

	ACTION	RESPONSIBILITY	TIMELINES
Use the Council's voice to influence other local organisations' and businesses' decisions and actions in environmentally-positive ways	Be outspoken in our support of planning and projects which would offer enhancements to Sandy's natural environments, and in opposing those which would be detrimental.		
	Account for impact on the environment and use of eco-friendly methods and developments when considering and commenting on planning applications.		
	Encourage local businesses to make environmentally-friendly operating choices, e.g. stopping use of plastic bags.		
Use the Council's decision-making and spending powers to improve our local environment	Protect and, where possible, enhance the quality, extent and accessibility of Sandy's open greenspace, trees and natural environments. See Council Recreation Ground investment plan.		

Green Action Points

Steps Sandy Town Council will take to



Promote Environmental Issues and Engage with Community

Promote

	ACTION	RESPONSIBILITY	TIMELINES
Promote steps we can all take, as individuals, to have a positive impact on environmental issues	Use social media to promote shopping locally and reducing speed whilst driving in the town to reduce vehicle emissions.		
	Vocally support and take part in Earth Day and Earth Hour.		
Promote sustainable community travel	Encourage more walking, cycling, car-sharing and use of sustainable public transport links.		
Promote tele-commuting and web-conferencing	Promote use of new technologies which enable remote meetings/working to limit travel.		

Encourage

	ACTION	RESPONSIBILITY	TIMELINES
Encourage public use of green spaces and healthy living	Install and promote new adult gym equipment in recreation grounds.		
	Social media promotion of walking & cycling routes in and around Sandy.		

Helping Make Sandy Greener



What you can do to help make Sandy a greener community

We need your help to make Sandy as environmentally friendly as possible

There are many small changes you can make in your everyday life that can have a big positive impact on the environment, such as:

- Leave the car at home and walk or cycle more
- Use public transport or car-share if you have to commute
- Take shorter showers and turn off taps when brushing teeth
- Try to use as little single-use plastic as possible
- Use a reusable cup
- Use bags for life
- Recycle as much as you can
- Turn off lights when not using them
- Install a smart meter to help you manage home energy use

Those are just some suggestions but there's so much more you can do. Why not check out some of the source links in this document to find out more about what you can do.

Further Sources of Information

<https://www.gov.uk/green-deal-energy-saving-measures>

<https://www.smallfootprintfamily.com/how-to-save-money-by-going-green>

<https://www.greenmatch.co.uk/blog/how-to-be-more-eco-friendly>

Live. Work. Play. **SANDY**

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 13 July 2020

SUBJECT: Town Entrance Signage

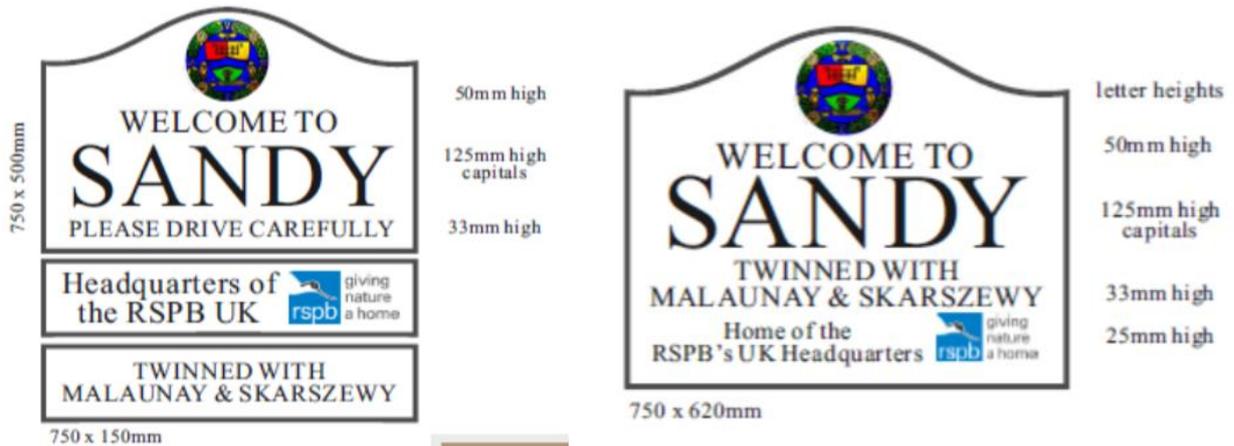
1. Summary

- 1.1 The Council previously agreed to look at the purchase and installation of new town entrance signs to replace existing signs in the town. Designs were presented to Council and a basic design was selected for further development. The RSPB agreed inclusion of their logo to promote the town's links with their site.
- 1.2 Signage will need to be agreed by Highways, including final design, utilities plans and positioning. However, installation will need to be completed by STC or an appointed contractor.
- 1.3 The entrance signs were intended to replace the existing signs, such as the one pictured below located at Girtford Bridge.



2. Signage

2.1 The below signs are based on the signage style and colour Members had selected. The signage did not include the Greensands Country logo, as this is currently on a separate sign below the existing signs and could be retained to be displayed alongside any new signage. The RSPB wording 'Home of the RSPB's UK Headquarters' was agreed and provided by their HQ.



2.2 A number of points have been raised in some feedback on the above signage, including;

- Incorporating the 'Within Greensands Country' and logo into the main sign/s.
- Highlighting that Sandy is an ancient market town.
- Concern that the signs are too cluttered.
- Removing 'Please Drive Carefully' or 'Twinned with...' to reduce text on the sign.
- Having the 'Within Greensands Country' sign separate means there would be four signs with option one, which is too many.

2.3 Alternative options to incorporate the above could be looked at. However, it must be remembered that the verge space for signage is limited and is not possible to fit everything on a sign.

When thinking about the signage Members should consider what they feel is key about Sandy and important for residents and visitors to know. Potential alternatives may be;



2.4 Another option is to have each of the entrance signs concentrate on one aspect of Sandy. Such an approach was taken by Ampthill with their town welcome signage. The images below are purely for example and would require further development.

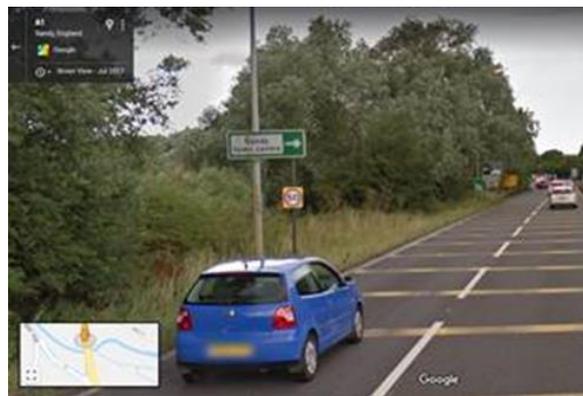


2.5 It is suggested that the committee;

- Establish if the preference is for one sign design for all entrances or for different sign designs as per section 2.4
- Confirm the most important elements they want included on the signs.
- Confirm it is happy with the sign colours and general design
- Delegate completion of design in line with the above preferences to a smaller group.

3. A1 Signage

- 3.1 The installation of an additional Sandy sign on the A1 northbound carriage way, at the southern boundary of the town was also raised by a Member.
- 3.2 Currently, when travelling northbound, there are signs showing where you enter Beeston, but beyond Beeston, the only signs to indicate Sandy are the 'Sandy Roundabout' and town centre route sign:



- 3.3 Highways England previously have advised they felt another Sandy sign was not necessary. They stated that;

We do not provide boundary signs on motorways or all-purpose trunk roads, namely the A1, as a matter of course. We do not actively promote these signs, but will consider requests made by local authorities on a case by case basis. An assessment needs to determine whether new signs can be safely accommodated on the network. The funding of boundary signs is met by the local authority via an agreement under Section 278 of the Highways Act 1980.

Sign clutter is another issue, in locations where several signs are closely spaced and/or already mention the name of the town/village wishing to be signed it may be unwise to install a boundary sign on road safety grounds – drivers may become confused by the number of signs present.

As mentioned above, the Parish Council would need to request Central Bedfordshire Council to provide us with the sign detail in accordance with the traffic sign working drawings. In addition, it would be helpful if they could supply an indicative location of the proposed sign and how the proposed sign fits in with existing signage, particularly if the existing signage already mentions the town name.

However, looking at the signs already in place along the stretch of A1 leading to the Sandy roundabout, there are already two signs which indicate Sandy. These are a large advanced directional sign, headed "Sandy Roundabout" and a further "Sandy Town Centre" sign with a right arrow on a lamp column, just after the 300 metres marker post. With a variety of other signage within proximity we feel that another sign is not necessary.

- 3.4 CBC Highways have responded stating they would not propose a location as it is down to Highways England. They have provided details of the Highways sign contractor if we wanted to pursue the matter with Highways England further.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 13 July 2020

SUBJECT: NHS and Keyworkers Thank You

1. Summary

- 1.1 In April 2020 the Mayor, Deputy and Clerk arranged for the purchase of a 'Thank You NHS & Keyworkers' flag which has been flown from the flagpole at Faynes Corner. The Mayor has asked that the committee consider the potential for a more permanent recognition of this thank you which will remain when the flag is no longer flown. A suggestion is for the purchase and installation of a bench in a key location.
- 1.2 Members are asked to consider if they would like the Council to mark the work of the NHS and keyworkers through the purchase of a bench and if so, how a bench would be funded.

2. Symbol of Thanks

- 2.1 It is suggested that the purchase and installation of a 'Thank you' bench could be organised. An example bench is pictured below for Members' information. The cost of the bench pictured is £1,250 including a plaque and delivery.



- 2.2 Members are asked to consider and advise whether they wish the Council to look further at organising a bench, how it would be funded and where it would be located.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 13 July 2020

SUBJECT: Youth Engagement

1. Summary

- 1.1 The committee previously approved a youth engagement strategy developed by a group of Councillors. The strategy was part of the Council's ambitions to improve its communication with young people in the town to inform and educate on the role of the Council and develop an understanding of what young people would like to see happen in Sandy. Due to the restrictions put in place as a result of the COVID-19 pandemic, the engagement steps set out may no longer be practical or feasible during the next year. An updated action table is included with this report for Members' consideration.
- 1.2 When recently considering making an application to the Police and Crime Commissioners youth grant funding, Members put forward a number of ideas which needed greater research or information. It was agreed that the Council needed to move towards developing a list of youth projects it would want to see happen in the town if funding were to become available. Details on the suggestions put forward are included in this report.

2. Youth Engagement Actions

- 2.1 Attached to this report is a copy of the previously agreed youth engagement key action points, with suggested amendments due to the restrictions now in place. The pressure on schools, their resources and the priorities they must focus on may make engagement difficult during the current year.
- 2.2 Members are asked to note that the Sandy Youth Voice group which was previously using the Council's Chamber for meetings have not met since March. The group was one of the Council's key contacts for feedback from young people. The Clerk will continue to engage with the organisers with a view to supporting the group when they are able to start holding meetings.

3. Potential Youth Projects

2.1 The table below lists the potential projects suggested by Members when consideration was given to applying for the PCC's youth funding scheme. The purpose of the table is to provide a summary and further information on the projects so Members can identify if they wish for further work to be undertaken, any of the ideas in preparation for funding opportunities that might arise. All projects would require further research, costing, and grant funding research. In addition, community engagement to provide an evidence base for grant funding applications will be required for potential projects.

Project		Potential Costs	Potential Funding	Evidenced Need
Improved or new skate park facility at Sunderland Road	The skatepark and lack of activities for young people has been raised in several previous STC or other bodies consultations. Existing site has minimal equipment following removal on safety grounds.	£158,000 estimate for a skate park of similar style, type and design to the new facility in Biggleswade which would fit the existing skatepark footprint.	Section 106 Outdoor Sport funding (approx. £70k available) Grants from a number of bodies could be applied for, including future PCC funding and sport funding.	If the Council wished to pursue this project further, direct engagement with young people to evidence demand would be required. Discussion with Skate Park Charity needed.
Providing toilets in the skate park/Sunderland Road area	Suggested by Member to provide facilities for young people using Sunderland Road equipment and facilities. PCC confirmed that such projects are eligible for PCC young person's grant funding.	Unknown. Dependent on requirement, size, location, utilities etc. Potential revenue costs of £4,300 PA based on existing toilet costs.	Future round of PCC grant fund may become available. Big Lottery funding could also be considered.	There is no obligation for the Council to provide public toilets and demand would need to be evidenced prior to any consultation.
Improving lighting in play areas for safety and use during darker months	The installation of street lighting for parks was raised by Sandy Secondary school students in a presentation to Council. Streetlight contract has provided estimated costs for park. Solar is an option, but the lighting contractor has advised against it.	Lighting schemes; Bedford Rd Rec: £11,075 Fallowfield Rec: £14,580 Sunderland Rd Rec: £25,970 Solar lighting costs approx. £1,575 per light. Council's street lighting contractor has advised against using solar lighting in recreation grounds.	The majority of funding would need to come from the Council's rolling Capital Fund. Potential funding from future PCC funds and grant bodies such as Big Lottery Funding.	The only request for lighting in parks has come from a presentation by Sandy Secondary students. Consultation with residents required to show support for schemes.

AGENDA ITEM 9**APPENDIX V**

<p>Renting a vacant shop for use as an area for youth workshops, crafting, arts and a display space</p>	<p>As Members are aware there are a number of vacant units in the town. Previously suggested that the Council may be able to look at renting a unit for community to use, either through youth workshops, pop up shops or display space.</p>	<p>Unknown Example rent of £11,200 PA for a 745ft vacant unit in Shannon Court.</p> <p>Business rates estimated at £5,390, however rate relief may be available dependent on purpose of unit.</p> <p>Utilities costs (Water, power, internet) TBC.</p> <p>Unknown capital costs in setting unit up for its desired purpose.</p>	<p>It can be difficult to get grant revenue funding to pay for rent as many funding bodies focus on capital grants. Grants may be available to support set up costs to adapt the unit for the council's required use.</p>	<p>Further work to be undertaken with CBC on what could be undertaken in towns.</p> <p>More defined plans on what unit would be used for are required so more detailed estimated costings can be established.</p>
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Members are asked to consider the suggested projects and whether they wish for these to be researched further as part of a prepared list of projects for when funding opportunities arise.

SANDY TOWN COUNCIL**COMMITTEE: Community Services and Environment****DATE: 13 July 2020****SUBJECT: Sandy Green Wheel****1. Summary**

- 1.1 A Meeting of the Sandy Green Wheel working group was held remotely on 24th June. The following report provides Members with an update on items covered.

2. Points Discussed

- 2.1 BRCC continues to work with CBC on the potential for enhancing sections of the route. There are a number of sections where some input and assistance will be required from CBC's definitive map team. Cliff Andrews of BRCC is producing a document which will highlight these areas.

The definitive maps team do not have the capacity to work on the required legal upgrades and BRCC has requested that capacity for the team be increased as Green Wheels are an important feature within CBC's Local Plan. CBC Highways are supportive but need evidence on the work that needs doing and the volume of that work. BRCC are producing a summary on the three existing Green Wheels on RoW issues, areas in need of upgrade or missing links. Some dedicated resource is required.

3. Key points along the Wheel Route**3.1 Girtford Bridge Northwards**

This section has legal status as a public footpath, however there is the ambition to promote this as a cycle route as well. This section is seen as a high priority area for the Green Wheel and planning is in hand, however funding is required.

3.2 A603 at Girtford Bridge

Improve access to riverside path from this point. Steps are a potential option; however, a gradual sloping path would be preferred as this would make easier access for cyclists. This is high priority and planning is in hand, however funding is required. Steps may be more cost effective and if this is the case, a section could be added to allow cyclists to push their bikes alongside the steps.

3.3 Sunderland Road North Section

There is a debate as to where a cycle route would be best placed (*alongside the road or in the adjoining field where the path runs*).

If development ever did happen north of Sandy, the Green Wheel route would need to go around that development and BRCC would push for this as part of any Section 106 agreement that might come forward.

Work has been done on a cycle route at this point by CBC's Steve Lakin. A design has been put forward for a cycle route next to the road, but this has not been included in this years' funding programme. The route would utilise the verge on the side of Sunderland Road.

Aspiration in the master plan to upgrade footpath 24. Include private owned concrete road to mark connection and extend footpath 24. Anything that becomes cycle route would then become main walking route as well.

3.4 Beeston – Girtford Bridge

The most direct option to link this section goes through various landownerships. It would therefore be more practical to go through country farm estate land. This is to be negotiated in 2022 when leases come up for renewal.

3.5 East of Sandy

Although the Green Wheel does not presently go east of Sandy, BRCC have considered routes assuming use of existing bridleways as a basis, should development be allocated there at any time in the future.

3.6 Bailey Bridge

An update was given on the Bailey Bridge, which has been confirmed to be the responsibility of the EA. CBC awaiting formal response on EA's legal position. In the interim, EA will maintain to a minimum standard, ROW trying to find out what that minimum standard is. In future, likely they will want to dissolve themselves from maintenance of the bridge. May provide funding to CBC if it takes ownership.

4. **Cycle Path Funding**

4.1 Additional funding for cycle paths may come forward. CBC nominally allocated £1 million for certain transport projects; however this has not come forward from government as yet. First stage projects would be to get public transport journey converted into cycle journeys. Therefore, concentration would be on urban, commutable, services and linking routes. Sandy Green Wheel is predominately leisure.

4.2 Possible option to create a raised cycle lane along Bedford Road as the road is wide enough. However, this would have an impact on parked cars, especially during football games at Bedford Road.

5. **Maintenance and Wardening Issues**

5.1 No major issues to report. Some fence repairs are still required and can be looked at when Richard Lawrence returns from furlough. STC has a maintenance budget that could cover fence repair costs.

- 5.2 A number of homemade rope swings have been removed in The Pinnacle due to the risks these pose. There has also been an increase in magnet fishing in the river and as a result more metal rubbish left on the banks. Wardens clean this up during their weekly inspection visits.
- 5.3 Erosion on the steps leading to the top of The Pinnacle is getting worse. This will need looking at in the future and it may be necessary to start engaging with the community in case this route needs to be closed. Vegetation needs to be given a chance to regrow at this point. The route further up Sand Lane is of a shallower gradient and would become the favoured route. BRCC will review and make suggestions on possible options to STC.
- 5.4 Potholes on cycle route 51 – CBC function. ROW to look at and see what sections need repairing. Section going up to angling club was noted to be particularly bad as vehicle access rights on top of cycleways means greater deterioration.
- 5.5 Disabled Fishing Platform – still in discussions with contractor regarding suitability of the bridge in Ivel Rd to take weight of vehicle required to convey materials.
- 5.6 Tree Planting – looking for locations where trees can be planted to enhance, suggestions welcome for sites on STC owned land.

6. Events

- 6.1 There are not presently any Council arranged walks of the Green Wheel planned due to the Covid-19 restrictions. However, the 'Three Wheel Challenge' which is to form part of the Bedfordshire Walking Festival is still being planned for. It is hoped that the festival will be able to go ahead. The Walking Festival is due to take place from 7th -15th September.
- 6.2 The Sandy Green Wheel walk, as part of the challenge, is due to take place at 9.30am on 5th September.

Age Group	Engagement	Partners	Purpose	When	COVID-19 Amendment
Years 3 & 4 (7 – 9)	Visit and Q&A with Mayor. Possibility of visiting schools and having children visit chamber to be explored. Link to National Democracy Week.	Primary Schools	Inform and educate children on existence of Council and the role of the Mayor and Councillors. Create greater direct engagement with our schools.	October	Potential to hold a virtual Q&A with Mayor/Deputy Mayor via zoom in October as part of National Democracy Week. Dependant on time and facilities available to schools. Council to contact schools to gauge interest.
Years 5 & 6 (9 – 11)	Linking with debating and junior speaking work done by schools. Mayor presiding over debate.	Primary Schools	Further our engagement with schools and help educate on the democratic process.	Summer Term	On hold. Dependant on work schools are undertaking and resources they have available. Likely may not be priority over coming months.
Years 6 – 9 (10 – 14)	Interactive presentation on the role of the Council and Q&A.	Scouts Guides	Inform and educate young people on the work of the Council and the role of the Councillors.	Winter months	Unlikely an interactive face to face presentation will be able to take place. Potential scope for virtual Q&A event or chat platform session.
Years 7 – 11 (12-16)	Interactive presentation on the role of the Council and Q&A.	Sandy Secondary School Air / Army / Fire Cadets	Provide an opportunity to hear back from young people on things that matter to them in a one-off session.		Alternatively, similar to Hackney Council hold an online topical event to gauge and have a conversation about young people's experience of the coronavirus and what they would like to see in the future
Years 7 – 11 (12 – 16)	Council representative to sit in at the end of youth meetings to hold direct discussions with those present.	Youth Central	Get direct feedback from young people on Town Council projects and hear what they are working on and what is important to them.	Ongoing	Awaiting further details on Youth Voice setting up. Again, potential to look at holding a virtual meeting. If an initial meeting was to be hosted by STC there would need to be clear topics for conversation and feedback. Dependant on IT resources available to young people
Years 12 – 13 (16 – 18)	Development of competitive/fun activity such as a quiz or speaking competition as part of National Democracy Week.	TBD	Entertain and engage with young people. Provide a reason for them to engage with us on an annual basis.	October	Idea to be further developed to see if a virtual competition or debate is a possibility.

SANDY TOWN COUNCIL**COMMITTEE:** Community Services and Environment**AUTHOR:** Cllr Amanda Gibson**DATE:** 13 July 2020**SUBJECT:** Greensands Country Partnership Stakeholders**1. Summary**

1.1 A Meeting of the Greensands Country Partnership Stakeholders Group was held remotely on Tuesday 23rd June. Representatives from STC along with other Town & Parish Councils, partner organisations such as the Wildlife Trust, RSPB and so on were invited to the meeting to highlight all groups' priorities and aspirations so that they could be incorporated into the forward plan for the Greensand Country Partnership. Members are asked to note the following report on that meeting.

2. Meeting Discussion

2.1 The discussion was hosted by Country Scape, consultants who have worked with BRCC to establish the identity of Greensand Country and help promote the area as a destination for leisure.

2.2 One of the key issues facing the group is that the funding provided by the Lottery Heritage Fund comes to an end in 2021 which means new sources of income will need to be found for new projects.

2.3 The participants were asked for their priorities, what is important for them and what they wanted to get out of the Greensand Country Partnership.

2.4 Input was collected using a real time collaboration tool – Mentimeter, which enabled all participants to provide and see comments and from this, themes were created that shaped the conversation.

3. Important Elements

Important elements were:

- Protecting the uniqueness of the landscape and environment
- Attracting tourists/visitors and getting national recognition for the area through improved marketing
- Community, Health & Wellbeing
- Promoting business growth and employment opportunity
- Education
- Green infrastructure and sustainability

4. Conclusion

This was the first meeting and the data collected will be used to form the basis of the next steps, likely to be conducted with smaller working groups.

It was an interesting session, not least the number of stakeholders and 'partners' associated with the Greensand Country. It will be equally interesting to see how this develops in the coming months.

SANDY TOWN COUNCIL**COMMITTEE: Community Services and Environment****DATE: 13 July 2020****SUBJECT: Events Working Group****1. Summary**

- 1.1 A Meeting of the Events Working Group was held remotely on Thursday 2nd July. Members are asked to note the following update report.

2. Meeting Report2.1 Scarecrow Competition2.2 Markets

- i) Members considered the return of 2019's street food and drink market and the organisers request to hold the market at Bedford Road recreation ground. Members were supportive of the market, which they wish to see return to Sandy. However, given the government's guidance on the re-opening of children's play equipment, it is not feasible to hold a food and drink market at Bedford Road presently. The re-opening of equipment includes guidance that food and drink should be banned from the play area. As Bedford Road play equipment is all open within the park, separation would be difficult and holding a food and drink market would be contrary to the play park advisory signage that we are asking the public to respect.
- ii) It was confirmed that the French market is still planned to operate in October and that the organiser would keep the Clerk briefed on any changes.
- iii) A market company called 'Pic 'n' Mix' had been due to hold specialised markets in the Council's car park in June, September, and December. The June event was not able to operate as the organisers, who have reported tough trading conditions, were not able to get traders in place. It was agreed that the September and December markets should still be planned for, subject to government advice at the time. The market organiser advised that they would essentially be starting from scratch in organising the proposed markets. A video meeting is to be held with the organiser to discuss the practicalities and organisation of the markets.

2.3 VE Day Event

- i) It was reported that the Royal British Legion have confirmed there will be no public VJ Day events to be held in August. It had initially been suggested that the Council's VE Day event could be moved to August 15th/16th to coincide with VJ Day. This is now no longer possible.

- ii) Organising a large event is still very difficult at the moment due to the restrictions in place which prevent large gatherings. We do not know when the situation may change, so forward planning and engaging with suppliers/partners is difficult. It was agreed that the template for the VE Day event can be used in the future as soon as guidance allows. There will be a delay in holding the event from the point restrictions are lifted, due to planning time and bookings that will need to be taken into account.
- ii) It was also agreed that there should be a smaller, quickly set up event in the Market Square as soon as is allowed. This would be a simpler event involving local businesses to bring the town together as soon as is practically possible. Further discussion and development of the idea will be put on a future Working Group meeting agenda.

2.4 Annual Events

- i) The group considered the annual Remembrance Day Parade and the difficulties that would be presented this year as a result of social distancing. This would be problematic both at the War Memorial where large numbers gather and in the church, where numbers may be limited. It is also unlikely that a parade will be able to go ahead as in previous years.

The group considered the possibility of having an outside service at the War Memorial where people could socially distance in Bedford Road Recreation ground. Spaces could be measured out and marked on the grass and masks could be worn. It would be dependent on the advice from the government at the time, but may present an opportunity for a small act of remembrance.

The possibility of just having a limited number of organisations in attendance to lay wreaths, with the reading of the names on the memorial and the playing of the last post was also raised. This could be filmed for posting on social media or streamed live to the Council's Facebook page and a YouTube link. This could be linked to a virtual service at St Swithun's.

It was suggested that pre-recorded messages could also be put together and played as part of this. This could potentially be something the church could run and produce.

It was noted that there may be a shortage of wreaths and Roger Sparks, Chairman of the Sandy RBL has suggested that the wreaths currently on the Memorial are collected in and cleaned in case they have to be used again. The possibility of laying fresh flower wreaths as an alternative was also suggested.

Further discussion on what preparations may need to be made for Remembrance Day and what alternative options may be able to be run will be discussed with the Sandy RBL and St Swithun's Church.

- ii) The group briefly discussed the Christmas Lights switch on event. Cllr Aldis reported that the FOSCL group would be meeting soon to discuss the prospects of a 2020 light switch on.

The Clerk informed the group that the Christmas lights would be installed at the end of November as per the Council's contract. An engineer from the contractor will be available to switch the lights on in whatever form of light switch on may occur. A tree will be purchased and installed by the Council as usual.

A switch on event may be very different if it is able to run at all. The Clerk will be applying for the event Road Closure as usual. There is no cost to the Council for this and it is better to be prepared should government guidance change to indicate an event will be able to go ahead.

Suggestion was made that a number of smaller events might be able to take place through December, encouraging people to go and look at the lights. Perhaps by working with the Sandy Centre Group and FOSCL to have an advent calendar or stalls during December, although footfall may be an issue.

The scarecrow competition could be repeated, but with displaying best dressed Christmas trees in front of properties.

2.5 Future Events

The group discussed similar follow on events to the Scarecrow competition which might be able to take place using the same format, including crafts, Guy Fawkes or pumpkin carvings.

It was agreed the Best Kept Gardens, in partnership with the Sandy Enhancement Group (SEG), could be run through July and into August. SEG have trophies to award winners and the Community Events support budget could provide High Street Vouchers, which support local businesses and proved popular with the Scarecrow competition.

Sandy and Beeston Best Kept Gardens will be developed along the same principles of the Scarecrow competition, with residents submitting pictures which will be displayed on the Council's Facebook page and website. Judges will then select winners.