

Sandy Town Council

To: Cllrs N Aldis, B Blackley, A Effiong, R Lacey, A Lock, R Lock, C Osborne, M Scott, S Sutton (Chairman) and N Thompson
c.c. Cllrs S Baker, J Hewitt, M Pettitt and 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 SG19 1JE on Monday 5th February 2024 commencing at 7.30pm.



Nicola Sewell
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
31st January 2024

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*

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3 Minutes of Previous Meeting

To consider the minutes of the Community, Services and Environment Committee held on Monday 18th December 2023 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 Electric Vehicle Charging Points -

Further to the last meeting of CS&E the Committee is asked to discuss the outstanding issues outlined in the report. N.B. Tom Price of Central Bedfordshire Council will be in attendance to assist the Committee in its discussions.

Appendix II

7 Great British Spring Clean 15th – 31st March 2024

Following the successful holding of a general litter pick event in 2023, the Committee is asked to support a general litter pick on Friday 22nd March 2024. The litter pick will take place between 11am and 12.30pm. The Council will work with BRCC to encourage volunteers to work with us. The appropriate equipment will be supplied to the volunteers. It is hoped that as many Town Councillors as possible will take part. The scheme will be supported by the Outdoor Team, The Mayor Cllr Joanna Hewitt, the Town Clerk, Deputy Clerk, other members of staff and volunteers. The filled sacks will be collected and disposed of by the Town Council's Outdoor Team.

The Committee is asked to confirm its support for the Great British Spring Clean 2024

8 Events Working Group

To consider a report on the latest events held in Winter 2023 and the setting of events for 2024.

Appendix III

9 Tree and Other Planting Schemes

a) Central Bedfordshire Council (CBC) Tree schemes

The Committee to be updated at the meeting on applications made to CBC Tree Fund

b) Purchase of Replacement Trees

To report on the purchase of two trees (at a cost of £400) to replace failed trees; both species Prunus Serula - one donated by the Royal British Legion (Sandy Branch) at Faynes Corner

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and the other was donated by the High Sheriff of Bedfordshire at the cemetery.

c) Incredible Edible Scheme

Further to discussions at the meeting of the Committee held on 2nd October 2023 improving and maintaining former Sandy Enhancement Group areas). At Minute 48-2023/24 a sum of £2,000 was identified which was approved at the Council Meeting on 30th October 2023 (Minute 133 – 2023/2024 refers).

Appendix IV

The Committee is asked to consider the draft terms of reference for a scheme working with Bedfordshire Rural Communities Charity (BRCC) to deliver an Incredible Edible Scheme in Sandy based mostly on the former SEG sites. BRCC will manage the scheme including the volunteers at no cost to the Council. The role of the Outdoor Team will be to help in transporting soil and equipment when appropriate. The Incredible Edible planting project will ensure the sites are maintained and tended regularly.

It is **Recommended** that the terms of reference be approved and the schemes be registered with the Incredible Edible Network.

10 No Mow May

Further to the last meeting of the Committee to consider a report on the consequences of adopting a more expansive No Mow May policy and related schemes.

Appendix V

11 Provision of an Allotment Site

Further to discussions at recent meetings of the Committee and at the Council Meeting held on 30th October 2023 (Minute 134-2023/2024 to consider an update report from Central Bedfordshire Council/ CBC Councillor Simon Ford on the provision of an allotment site for the Town Council.

12 Sandy Green Wheel Working Group

To consider the minutes of the meeting of the Working Group held on Friday 19th January 2024 (The Committee is asked to note that further to the Meeting of the Working Group on 19th January the Sandy Green Wheel Walk on Saturday 23rd March 2024 will not involve a litter pick).

Appendix VI

13 Repairs and Intervention Works

To consider a report on;

- a) Recent Drainage Work at both public toilets including, the Bedford Road Recreation Ground Pavilion.
- b) Quotation for works for clearance of total length of the ditch, Sunderland Road

Appendix VII

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14 Summer Floral Display for Summer 2024

To receive a report from the Deputy Clerk regarding the end of a contract for summer planting and suggestions on next steps.

Appendix VIII

15 Lettings Policy

To consider a report

Appendix IX

16 Chairmans' Items

17 Date of Next Meeting: Monday 25th March 2024

Agenda Item 5 - Community Services and Environment Committee - Action list For February 2024

Subject	Action to be taken Action	Response /Status
Full Council Meeting 20/04/16		
Allotments and Community Orchard At Beeston (CBC owned land) Min (22-16/17)	Progress and update reports to go to the Community Services and Environment Committee	Refer to CS&E Agenda March 2023 for previous text. The condition of the proposed allotment site. was discussed at the Council meeting on 30th October. The future use of the site now depends on CBC reacting to the poor condition of the site. If CBC does not take action to remove the hard surfaces identified the Council will consider rejecting the site. Further to the Meeting of Full Council on 11th December 2023 to receive an update report from Central Bedfordshire Council on the future of the site for allotments.
CSE Meeting 23/08/2021		
Min (33-21/22) EV Charging Points	RESOLVED that the Clerk submit a list of STC owned sites for consideration as part of CBC’s EV Charge Point Scheme	Refer to CS&E Agenda March 2023 for previous text. Tom Price, Senior Sustainable Transport Officer for CBC attended March meeting to give update, including reapplying for grant for Sandy to be included in 2023 plans. A Working Group was set up to consider siting of EV points and impact on capacity of car park. CS&E Recommendations for option 1 agreed at Full Council on 7 th August 2023. However, Option 1 now includes 3 rapid charging points <i>OPTION 1</i> <i>3 x 50kW rapid charge points over 6 bays (wholly BP Pulse funded)</i> <i>4 x 7kW standard charge points over 8 bays (50% grant funding/50% BP Pulse, with some revenue share to Sandy TC)</i> See agenda Item 10.
CSE Meeting 21/03/2022		
Min (118-2021/22) Queen’s Jubilee	RESOLVED: that S106 and CBC councillor grant monies be used to supply an additional mosaic for the town.	Refer to CS&E Agenda March 2023 for previous text.

		<p>STC to remain in contact with Carolyn Blake in 2023 in the anticipation that the project can get back on track for 2024.</p>
<p>CSE Meeting 09.05.2022</p>		
<p>Min (134-2021/2022) Beeston Green Drainage Minute(40 – 2023/24 refers)</p>	<p>Meeting between Philip Lovesey, Operations Manager at Bedford Group of the Drainage Board took place.</p>	<p>Refer to CS&E Agenda March 2023 for previous text.</p> <p>The majority of this work has been completed</p> <p>A meeting was held on 3 November 2023. Cllr Mike Scott did make a verbal report to the Committee meeting on 6 November 2023.</p> <p>Summary of report</p> <ul style="list-style-type: none"> • at the northern end of Beeston Green . we inspected the watercourse that runs along Brook End Lane, past the Grange , along past Grange Gardens and out to the A1. It was very clear that many obstacles were in and around this watercourse obstructing its flow, including the Willows in front of Grange Gardens ,the bridge into Grange Gardens and the pipework alongside the bridge and then into a very choked area around Willow Island . • The IDB representative agreed that these obstructions were detrimental in keeping these properties clear of flooding and the area could be offered some relief from flood risk as IDB were doing some work in a nearby area . • Discussions took place regarding the new development of six houses beside The Green. <p>Response from IDB January 2024 The small section opposite the T junction from Beeston Green has been added to the works outstanding however, it should be noted that the IDB already has a full programme of works that keep being delayed due to high water levels and the work needs to be done outside of bird nesting season,. It is already in next financial years works programme.</p> <p>In addition to this regarding The Riddy- the IDB arranged and filled two skips at its own cost to remove rubbish from the slip road ditch. All rubbish was removed from the channel apart from the banked up area near the bridge/gate. This can be hand picked by volunteers. We have replaced the</p>

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		<p>barbed wire fence as this was installed nearly 25 years ago by ourselves to keep cattle out of the ditch. We did have an issue with the gate. If the gate is damaged, we can replace. IDB would like to work with Richard Lawrence (BRCC) to infill any gaps off the slip road with planted hedge.</p> <p>The Girtford Flap valve is off and IDB are looking at a repair. Also,,the IDB would like to do some public safety work to this chamber in the spring/summer by installing a small set of steps down to the brook and possibly a small safety ladder within the chamber.</p>
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Community Services and Environment Committee

Date:	5th January 2024
Title:	Electrical Vehicle (EV) - Proposed Installations in Sandy
Contact:	Deputy Town Clerk

Purpose of the Report

1. To consider a report on the proposed installation of EV charging points in Sandy for the benefit of residents and visitors and address the issues arising from the proposal.

Recommendation

- 2.0 That the Council continues its partnership with Central Bedfordshire Council (CBC), to provide EV charging points in the Sandy Town Council carpark covering Project 1 and Project 2.
- 2.1 That the Council agrees to remove the barriers to the carpark at the point of installation to facilitate the installation and use of the EV charging points and recommends a compensation offer for card holders

Background

- 3.0 At the meeting of this Committee on 27th March 2023 following a presentation by Tom Price, Sustainable Transport Officer from CBC, it was resolved in principle to support the plans to install EV charging points and requested final plans. It was also noted that the proposals could have implications for the running of the carpark and a working group be set up. It was further noted that the scheme required 24-hour access. This was a condition of the agreement that was not negotiable
- 3.1 At the Committee meeting held on 17th July the Committee recommended, and it was approved at Full Council, that STC should go into partnership with Central Bedfordshire Council to provide EV charging points in the Sandy Town Council carpark. It was also agreed to remove the barriers at the car park to facilitate the installation and use of the EV charging points. Consequently the Mayor signed an agreement to provide EV charging points.

Proposals

- 4.0 The project provides for the following;

: Project 1 – installation of 8 x 7kW ‘standard’ charge points for residential use

- Site forms part of a project to deliver charge points at 7 sites in total, inc. Arlesey, Cranfield, Flitwick, Dunstable & Leighton Linlade

- Part funded by BP Pulse, part funded by Govt grant funding CBC has secured for the site
- 25% profit share for STC
- Project expected to be delivered between Feb-April 2024, feedback from Ian to date has been a desire to push the site towards the back of the queue in order to STC to sort an issue around barriers/allocated parking
- Once firmer installation dates are available, CBC will share with STC

Project 2 – installation of 2 x 50kW ‘rapid’ charge points to build the public network

- Site forms part of a project to deliver rapid charge points at 10 sites in local towns and close to major transport routes
- 100% BP Pulse investment in the site, no profit share arrangement
- Project to be delivered through 2024/25, A likely implementation date for Sandy is March 2024.
- 2 separate projects, delivered by two separate teams at BP Pulse that CBC work in partnership with
However, there is a desire from both parties for the two projects to come forward as one and so design proposals are being revised to do this – one connection, one location, one set of disruptions etc. This may alter the location of the charge points slightly but the Council would be advised of any changes as soon as possible.

Market Square

Members have since queried the projects and why Market Square was not selected. An explanation for the decisions made is set out below.

- The site was considered as part of the long list of sites considered in the town
- However, it was not deemed suitable based on the following:
 - Impact on availability of parking for users of the adjacent shops/bakery/pharmacy/restaurant etc.
 - Awareness of existing parking pressures in the Market Square
 - Requirement to install 8 bays worth of charge points for sites to be financially viable and future proofed which would be too many considering the available space in the Market Square
 - With the Town Centre car park being on budget and available so close to the Market Square, it was logical to proceed with this site where there was greater flexibility re: available space, point of electrical connection etc.
 - Potton have charge points in the Market Square, however this was the only available/on budget site within that town centre area to serve the properties that require access to local residential charging (as a comparison, the car park up the road from Potton Market Square was £100k+ for the electrical connection, compared to circa £10k in the Market Square). In Sandy, we have a feasible alternative and ideally do not want to install charge points at a level that impacts on residents ability to use local businesses and availability of short stay parking



- 4.3 For any these charge points to come forward, they need to be available 24/7 365 days a year to provide access at all times for residents and drivers. Without this, the Govt will not release grant funding and BP Pulse will not invest in sites. The main driver is to provide coverage for residents who cannot charge at home, or who may need to charge in the town centre whilst shopping. It is also key to have a variety of charge types and speeds, hence the rapid charge points, and the benefit of drivers choosing Sandy to charge and spend money on coffee, groceries etc. rather than Baldock or Stotfold. We will also be looking for another site in the north of the town for more of the 'standard'/residential charge points, as well as looking to utilise pavement cable channels and lamppost charge points.
- 4.4 The responsibility for the equipment would be with BP Pulse. This would include repairs and replacements.
- 4.5 The company operating the barriers has been given notice of the intention for the carpark barriers to be lifted by March 2024. The contract with the company runs on until September 2024
- 4.6 The proposed compensation scheme for cardholders is set out below. However, the impact on the carpark usage is hard to measure. There could be more commuters parking there. The Council would also like to reserve parking spaces for staff and siting of salt bins.

Financial Implications

5.0 The Council car park currently has a barrier which was put in place to stop rail commuters from using the car park and therefore greatly reducing the available space for daytime users and visitors. A pass card system was introduced for those needing access prior to 8.45am. This pass was issued on a single charge/permanent basis rather than yearly. If agreement to install EV points goes ahead then no further passes should be issued and the Council be asked to consider the impact of compensating existing cardholders. It is unclear what impact the removal of the barriers would have as post-Covid the number of commuters has reduced with working from home being more prevalent. There may be costs involved in making repayments/refunds to cardholders. Town Council will need to agree a response to those card holders that are likely to seek a refund/and or agree a fair refund strategy for card purchasers.

One suggestion the Committee is asked to consider is to agree what would be a reasonable charge for a day's parking (across 5 working days) and work out from the day the person purchased the card and how many days of parking that gave them, divide that by the agreed daily charge and then refund them for any days they had not used due to us keeping the carpark open.

So for instance if you said £1.00 a day was a reasonable amount to pay for daily parking then across a month that would be £20 worth, across a year £240 a year etc.

Legal Powers

7.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.

Town Council

Date:	January 2024
Title:	Report from Events Working Group
Contact:	Cllr J Hewitt

Purpose of the Report

1.0 To receive a report from Cllr Hewitt as Chair of the Events Working Group.

Recommendation

2.0 That council note the details of the report.

Background

3.0 The group recently reviewed the events held the Autumn/Winter 2023 and plans for 2024.

2023

Town Centre Market
Remembrance Sunday Parade
Christmas Tree Festival
Christmas Lights Event
Mayors Carol Concert

The Autumn Market was not as well attended as the Spring Market and more publicity along with diversity of stalls is required.

The Remembrance Sunday Parade was well attended with positive feedback. We were delighted to have Chester the Horse leading the Parade, with his owner, Sammi Wenn, who is ex-service personnel. Chester joined the Band for a rehearsal and a sufficient gap was left between parties to avoid any issues. The PA system was kindly arranged and manned by resident Andrew Havergal. The main issue for the event remains the road closure and management issues given we can longer be sure that we will receive Police support. Fortunately, we were able to secure the help of Milestone Infrastructure who attended our safety briefing and joined us on the day. They were helpful in advising on the day how to manage the road closure to ensure a flow of traffic through the town. They have already been approached to assist us in 2024. The Church service was well attended and the dismissal in the Church Yard worked well, however the timing needs to be investigated, not to clash with the ringing of the Church Bells.

The Council entry to the Christmas Tree Festival was elegantly managed by Cllr Sutton.

The Christmas Lights Event, this was the first year the event was managed by the Town Council, following on from the years it has been run by The Friends of Sandy Christmas Lights Group. Whilst hard work the feedback has been very positive, with the changes well received. The weather on the day was not good with continual rain during the early part of the event, reducing numbers at the start of the event. Fortunately having the covered stage enabled all the performers to stay dry. This included the school choirs, the Sandy Community Choir and Quintessential Brass. The crowds did come out as the afternoon progressed and the numbers were as anticipated by the time of the Carols and Light Switch on. Using the services of an event manager who provides the stage, Grotto, Snow Man and MC was invaluable. Tesco helped by providing the chocolate bags for the Grotto and Prizes for the raffle came from various businesses around the Town including, Gunns/Tesco/Co-Op/Franklins Farm. Sadly, the sale of raffle tickets was poor. Fund raising will need to commence in the Summer 24 and we need to look to find sponsors for the event. Britannia Pharmacy were a great example providing funding for the Christmas Tree by way of their in-store charity sale of books / videos/CDs. The main points to review are - sponsorship of the event, a relay speaker at the far side of the market square, better promotion, particularly of the Grotto and selfie spot and the event itself. A better range of stalls. Confirmation/specific requests of the vendor spots is vital, eg: St Johns must be placed outside Keech, providing them with a view down the market square, this will reduce tensions on the day.

Mayors Carol Concert, the event was well attended with the Lord Lieutenant, High Sheriff and MP and various Mayors present. The highlight of the event was the performance by Maple Tree School. All schools had been approached to attend.

2024

Provisional Dates / Events

Mayors Civic Service - 7th April

Spring Market - 21st April

D Day - 6th June

Skate Jam - TBC

Autumn Market - 22nd Sept

Remembrance Sunday - 10th November

Christmas Lights Event - 1st December / Alongside Christmas Tree Festival

Big Lunch - rather than one large event we will work with community groups/areas to hold small local street parties / events.

Terms of Reference for the development of Incredible Edible Sandy

This document sets out the mutual understanding and division of responsibilities for the development and ongoing use and maintenance of Incredible Edible Sandy throughout Sandy Town Centre, between Sandy Town Council (STC) and Beds RCC.

The Project

Beds RCC is partnering with STC to support the development of Incredible Edible Sandy throughout Sandy Town Centre.

Terms of reference for the project are set out below.

Project stage	BedsRCC will:	STC will:
Working Together & Decision making	<ul style="list-style-type: none"> • Attend necessary meetings with STC • Create design and plan with input from Sandy Town Council • Plan with volunteers when sessions can happen • Create a risk assessment for group and input feedback from STC 	<ul style="list-style-type: none"> • Manage and recruit volunteers • Organise necessary meetings • Update councillors and the wider community on Incredible Edible Sandy plans • Arrange with the grounds maintenance team for the delivery of tools and materials when necessary • Hold the budget and order agreed materials, plants, and tools when required • Create agreement for sharing data (contact details) of volunteers for
Consultation	<ul style="list-style-type: none"> • Action any feedback from STC • Create marketing for Incredible Edible Sandy through BedsRCC Marketing Team and provide to STC 	<ul style="list-style-type: none"> • Hold an initial meeting with volunteers • Set and communicate intention for Incredible Edible Sandy • Distribution of marketing materials • Sign up with Incredible Edible online
Garden Design	<ul style="list-style-type: none"> • Design for four areas in Sandy created by BedsRCC Community Garden Support Officer • Community Garden Support Officer will lead on initial creation of Incredible Edible Sandy sites before handing over • The Community Garden Support Officer will provide a Maintenance plan for the handover 	<ul style="list-style-type: none"> • Communicate design and maintenance plan to colleagues at STC
Resourcing	<ul style="list-style-type: none"> • BedsRCC will provide the following resources: <ul style="list-style-type: none"> ○ Marketing ○ Planning and design 	<ul style="list-style-type: none"> • Budget of £2.5k • Apply for funding for fruit trees at the Train station site • Public liability insurance for Incredible Edible Sandy

	<ul style="list-style-type: none"> ○ Overview of materials and tools required ○ Development and implementation of design in designated spaces ○ Sending work party emails in the initial development the sites 	<ul style="list-style-type: none"> ● Set-up and management of volunteer group, including managing data of volunteers
Garden development	<ul style="list-style-type: none"> ● A thorough maintenance plan will be created and provided to ongoing Incredible Edible Sandy volunteer group ● Community Garden Support Officer to lead on initial development before handing over 	<ul style="list-style-type: none"> ● Groundworks team to assist when necessary, for example: <ul style="list-style-type: none"> ○ Delivery of materials and tools to the site ● Any larger work that is out of the scope of the volunteer group
Ongoing garden use and maintenance	<ul style="list-style-type: none"> ● Following the initial development of sites and maintenance plan handover, the Community Garden Support Officer will be contactable for questions and support off-site, as well as occasional on-site support when necessary ● BedsRCC will communicate group with Social Prescribing Team who will sign-post to STC for volunteers to sign-up 	<ul style="list-style-type: none"> ● STC will continue to sign up interested volunteers locally

General Timeline

	January 2024	February 2024	March 2024
Tasks	Terms of Reference	Station site development	Church site development
	Data sharing agreement	Triangle site development	Recreation site development
	Design and maintenance plan		Handover of Maintenance Plan
	Volunteer days planned and agreed		
	Materials and tools list provided – inc. dates when needed		
	Risk assessment agreed to		

Community Services and Environment Committee

Date:	5th February 2024
Title:	No Mow May
Contact Officer:	Deputy Town Clerk

Purpose of the Report

1.0 The Committee considered a report at its last meeting about Central Bedfordshire Council's No Mow May policy. This is an initiative organised by Plantlife encouraging garden owners and green space managers not to mow during May to 'liberate your lawns and provide a space for nature'.

1.1 To identify Town Council areas that would benefit from such a policy

1.2 To consider the impact of the policies on Sandy Town Council's open spaces and the need to identify No Mow May initiatives.

1.3 To consider CBC's biodiversity policies and consider how the Town Council wishes to be involved.

Recommendations

2.0 That the Committee considers a limited No Mow May policy for Sandy.

2.1 That the Council identifies The Limes as a suitable No Mow May area to protect flora and fauna.

2.2 That Central Bedfordshire Council be requested to exclude the following areas from the No Mow May policy due to its impact on the look of the areas:;

The Green, Beeston and Fallowfield Recreation Grounds.

While using parts of The Green, Beeston for wildflower areas the rest of the area should be mowed throughout May. At Fallowfield Recreation Ground a large area of grass (very popular with dog walkers) should continue to be mowed

Background

3.0 Central Bedfordshire Council has recently approached all town and parish councils to support them to increase biodiversity and enhance the local environment by managing road verges for the benefit of wildlife.

Town and parish councils can work with Central Bedfordshire Council to:

- Trial no-mow sites as part of [Plantlives' No Mow May campaign](#)
- Reduce the frequency of grass cutting in urban areas
- Promote wildflower growth on suitable road verges

With more than 97% of British meadows destroyed since the 1930s, Central Bedfordshire Council's biodiversity initiative celebrates the potential ecological value of roadside verges by

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supporting wildflowers to flourish. Wildflowers provide habitat and support the creation of pollinator corridors that link green spaces, which helps conserve nature. By taking an environmentally sensitive approach to roadside verge management that meets road safety requirements, Central Bedfordshire Council and Town and Parish Councils can work together to improve biodiversity and encourage wildlife. Therefore, the Council can complete an expression of interest about the maintenance of verges: <https://forms.office.com/e/tuaE6XX0Ny> . CBC would like the Council to identify any sites that could be included in the project. The Town Council has Environmental and Biodiversity policies that support the approach of CB.

Suggested sites will be reviewed by CBC. Road safety remains a priority for the highway authority, therefore some sites might not be suitable for this project. **Expressions of interest must be made before the following deadlines** to ensure the council is able to participate from this year:

- No Mow May – 31st March 2024
- Reduced grass cutting* – 31st March 2024
- Wildflower verges* – 29th February 2024

*For registrations in 2024, changes will commence from the 2025 growing season.

The recording, presentation and Q&A for the [Biodiversity topic session](#) the team ran in November is available to view on CBC website.

3.1 The Town Council has not signed up to No Mow May. The Council has received complaints from Beeston Green residents and the users of recreation areas like Fallowfield. When the mowing recommences the cuttings can look very untidy as they are not collected.

Trial Schemes

4.0 The Council is asked to look at undertaking some trial areas such as The Green, Beeston Green and Fallowfield and possibly some highway verges. It is suggested that sections of The Green, Beeston Green and Fallowfield Recreation Ground and verges are identified for mini wildflower meadows and therefore these areas are not covered by the CBC No Mow May policy

4.1 As well as CBC the Town Council may want to consult with local residents on identifying suitable sites/ verges that would be suitable for No Mow May policies.

Impact on Resources

5.0 Any work on Recreation Grounds including planting/ marking out and maintaining a No Mow May policy would draw on the resources and time of the Outdoor Team. It is difficult to estimate the resources required at the moment. The areas need to be prepared for wildflower meadows including grass removal and sowing wildflowers – it is likely it will take more than one season to be effective. In relation to verges residents would need to be advised that wildflowers take time to take over an area and in the short-term verges may look untidy for a while.

Financial Implications

6.0 The financial impact would be planting and sowing identified areas, the cost of seed plantings and monitoring of the area and would need wildflower seeds for a number of seasons. To give the Committee an idea of costs; four kilograms of wildflower seed would be over £600.

Legal Powers

7.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.

SANDY GREEN WHEEL MEETING

Date :	Friday 19th January 2024 10:00			
Location :	Council Chamber, Sandy Town Council			
Present :	Ian Reed	STC	Nigel Aldis	STC
	Sue Bell	CBC	Jake Kirby	BRCC
	Nicola Sewell	STC	Robert Pashby	CBC
Apologies :	Chris Dorow	CBC	Caroline Romans	CBC
	Steve Lakin	CBC	Richard Lawrence	BRCC
	Martin Pettitt	CBC	Cliff Andrews	BRCC

Beeston – Girtford

- Orchard path – Entry and exit points now confirmed by BRCC who are in discussion with CBC as to who will commission the work required. There is potential for BRCC to engage a contractor and be reimbursed by CBC – the alternative is for CBC to manage this but this could be a longer option. The route will be designated as a path with cy The exit will be across scrub vegetation by the end of the layby ; entrance will be via a new bridge across the ditch at the opposite end of the newly planted field. **ACTION : CA and JK to confirm next steps with S Lakin**
- Sandcaste path – all cutting completed. Riverside path not planned for any cutting, confirm who owns the land **ACTION : JK**
- Baulk – The bridge requires repair and this is being evaluated by Milestone, RP is progressing.
- Barbed wire on the Sandcaste BW area can be dangerous – RL has spoken to the landowner about removing this but it is still in place – JK will follow up with RL **ACTION : JK**

Tree Planting and Volunteer Opportunities

- Regarding the second orchard and allotment previously noted there has been no further progress and the matter is still under discussion.
- The ‘matchstick’ trees on the orchard path at Beeston Brook End Lane have not been pollarded and RP noted that this does not help with flooding. IR stated that the trees had originally been planted by farmers for producing matchsticks but that the ownership of the trees is not known to the group. **ACTION : All to ascertain who owns the trees so communication can be established**

The Mayor’s Green Wheel Walk and Litter Pick

- Date has been agreed for Saturday 23rd March ; IR raised the question of organisation and all agreed that a separate on-line meeting would be set up to organise this **ACTION : NS**
Calendar invitation to be sent to all members of the Development Group for the event
ACTION: JK


Planning Issues

- SB stated that Copart appear to be extending into an adjacent site, potentially in advance of any required planning approvals. SB has made the Planning department aware that the company appears to be working on the new site already.
- SB also noted that all planning applications are being monitored for any possible impact on the GW.
- Bridge at South Mills is in need of repair – update is required from CBC **ACTION : CBC**

Actions from last meeting

- The information board for Beeston orchard will be installed after the final trees have been planted ; CR suggested that information on both the path and link to the Green Wheel should be included. **UPDATE** : remaining trees due at end of January and planting to take place soon after.

AOB

- The issue of cattle on the GW was discussed and notes from the previous meeting remain the approach. A ‘meet the cattle’ event is still under consideration.
- RL has spotted a missing GW ‘finger’ on one of the posts and this will need to be replaced **ACTION : JK/RL**
- RP asked if there was an option to include information regarding local businesses for things such as food and drink on the GW map – BRCC to follow up **ACTION : JK** Also a zebra crossing has now been installed on the High Street so for the next GW leaflet the  sign can be removed from this location. **ACTION : JK**

Next Meeting :

- Friday 17^h May 2024, 10:00 Council Chamber, Sandy Town Council

Community Services and Environment Committee**Date:** 5th February 2024**Title:** Ditch and Drainage Works Report

Contact Officer: Deputy Town Clerk**Purpose of the Report**

1.0 To advise the Committee of recent drainage works carried out at the public toilets in Sandy and of the quotation received for the total clearance of the ditch at Sunderland Road Recreation Ground.

1.1 The public toilets at the Carpark were closed for two weeks due to blocked drains. The drains at the Bedford Road Recreation Ground were investigated due to blockages that were affecting the changing rooms at the pavilion.

1.2 The Policy, Finance and Resources Committee at its meeting on 15th January (Minute 90 – 2023/24 refers), requested a quote for the clearance of the full length of the ditch and that the funds from any underspend from the 2023/24 budget be used to pay for the works.

Recommendation

2.0 That the Committee notes the work carried out at the two public toilets.

2.1 That the quotation received for the clearance of the ditch at Sunderland Road be recommended for acceptance by the Council.

Background

3.0 The two-drainage works were as follows:

a) Drains unblocked and cleared at the Carpark public toilets – the blockage had caused the toilets to be closed for two weeks - the cost of the works was £410 excluding VAT

b) Drainage investigation works at the Bedford Road Pavilion were agreed by this Committee (Minute 71-2023/24 refers), because flowback had occurred into the pavilion and changing rooms.. The cost of the investigative work was £532 excluding VAT.

3.1 The Committee is asked to consider the quote for the clearance of the whole ditch at Sunderland Road Recreation Ground Quotation £8,975 excluding VAT.

Resource Implications

4.0 The drainage issues at the Carpark public toilets had already created additional work for the caretaker and Outdoors team who have had to deal with maintenance and the clearing up of the area.

4.1 The clearance of the ditch will require the removal of the Ascot fence which runs the full length of the ditch. (In order for the clearance vehicles to have clear access to the ditch). It will take the Outdoor Team a day to remove the fencing and fill in the post holes to avoid a trip hazard.

Financial Implications

5.0 The financial impact

5.1 The drainage works required at the carpark toilets created an overspend on the budget line (which includes the carpark barrier) of £703 however the costs were agreed to enable the toilets to reopen for use by the public.

5.2 The PF&R Committee has suggested the costs for the ditch clearance be met from underspends in the 2023/24 budget.

Legal Powers

6.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.

Community Services and Environment Committee

Date:	5th February 2024
Title:	Summer Floral Display for Summer 2024
Contact Officer:	Deputy Town Clerk

Purpose of the Report

1.0 To advise the Committee that the current three-year contract with Plantscape has come to an end.

1.1 To consider the cost of continuing with Plantscape for one more year to allow the Deputy Town Clerk to explore options for displays for future years bearing in mind the Councils' bio-diversity and environmental policies.

1.2 To consider consulting residents and businesses on future plans.

Recommendation

2.0 That the Committee accepts the quote from Plantscape for Summer 2024 in the sum of £2,772.

2.1 That the Council supports the suggestions of the Deputy Clerk to investigate future display schemes that are guided by bio-diversity and environmental policies as well as the views of resident and the Town Councils' Outdoor Team.

2.2 That a report on future plans be considered in the Autumn cycle of meetings 2024.

2.3 That if possible the planting scheme for 2024 has a D Day Commemoration theme

Background

3.0 The Plantscape three-year contract has come to an end.

3.1 The Deputy Town Council has suggested a way forward to secure a planting scheme in 2024 and then it is suggested the Council considers potential new suppliers or takes the scheme inhouse.

3.2 A new planting scheme should reflect the Council's bio-diversity and environmental policies to reduce the amount of water by using water retaining planters and hanging baskets.

Summer Floral Display

4.0 A new policy on floral displays could identify more herbs and drought resistant plants and use of static displays rather than hanging baskets.

4.1 It is suggested the floral display in 2024 should have a D Day commemoration theme.

Resource Implications

5.0 The planning of a new scheme would require the Deputy Clerk and the Outdoor Team to plan a scheme involving plant and colour selection and the possible use of new planters

Financial Implications

6.0 The cost of the scheme for 2024 would be £2,772. Quotes are yet to be received for any contract beyond that.

6.1 The floral display scheme in 2023 (which was the last leg of a three-year contract) cost £2,262 excluding VAT. The one-off cost for a display in 2024 from Plantscape would be £2,772.

6.2 For future years the floral display costs would increase especially if a local scheme was developed as the Council would have to buy planters etc. However, having its own scheme would allow the Council to go for a planting scheme that reflected local tastes etc. For, example the Council could reduce the number of hanging baskets and increase the number of planters and use more drought resistant plants.

Legal Powers

7.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.

Community Services and Environment Committee

Date: 5th February 2024

Title: Lettings Policy

Contact Officer: Deputy Town Clerk

Purpose of the Report

1.0 To invite the Committee to review the existing lettings Policy for the lettings of Community Facilities managed or owned by Sandy Town Council

1.2 To consider requests for personal trainers to use recreational grounds for outdoor activities that they organise where they charge fees to participants

1.3 To consider the use of the Pinnacle by personal trainers/ running groups to run through the Pinnacle

Recommendations

2.1 That the Council supports the suggestions of the Deputy Clerk to review where personal trainers are using the town council's recreation grounds for activities and levy a charge to participants

2.2 That groups using the Pinnacle be asked to make donations to the BRCC maintenance Working Group based at the Pinnacle

Background

3.0 The existing Lettings Policy needs a review because the Council no longer does the bookings for football pitches

3.1 Currently, keep fit activities organised on the Councils recreation grounds do not pay a charge and commercial keep fit leaders do not pay a contribution for the upkeep of the Pinnacle

Outdoor Activities

4.0 The Council should identify where in the recreation grounds activities can take place

4.1 BRCC is the partner organization that provides the Warden Service for the Pinnacle have no objection to running groups using the Pinnacle. However, it is suggested donations be sought to support the BRCC maintenance group that works on the Pinnacle.

Resource Impact

5.0 The arrangements described would require the Outdoor Team time to identify and maintain areas for outdoor activities

5.1 The Admin Team may be required to charge for these activities

Resource Implications

6.0 The Outdoors Team would be required to mark out areas for outdoor activities on recreation grounds

Financial Implications

7.0 The financial impact

7.1 The Council is unlikely to charge for these activities so the financial impact is minimal

Legal Powers

8.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.