

# Sandy Town Council

**To: Cllrs P N Aldis, P Blaine, A Gibson, J Hewitt, A M Hill, W Jackson, T Knagg, R Lock, C Osborne, S Paterson, M Pettitt, M Scott, P Sharman, S Sutton and N Thompson**

**You are hereby summoned to attend an advisory meeting of Sandy Town Council to be held remotely on the Zoom platform on Monday 28 June 2021 at 7.30pm for the purpose of transacting the items of business below.**



Chris Robson  
Town Clerk  
10 Cambridge Road  
Sandy  
SG19 1JE  
01767 681491  
22<sup>nd</sup> June 2021

## **Notes:**

(1) Due to social distancing guidance that remains in place as part of Covid19 prevention the following meeting will take place remotely over the Zoom platform. The meeting is advisory and the Council has adopted a scheme of delegation to permit the Town Clerk to enact agreed actions from the meeting.

(2) Meeting ID: 293 491 7858

Press and public are cordially invited to attend. Those wishing to join the meeting should contact the clerk on [clerk@sandytowncouncil.gov.uk](mailto:clerk@sandytowncouncil.gov.uk) in advance for the meeting password.

(3) Members of the public wishing to address the Council during the public participation part of the formal meeting must make the Clerk aware of their intention before the meeting starts.

## **A G E N D A**

### **1 Apologies for Absence**

To receive any apologies for absence.

### **2 Declarations of interest and requests for dispensations**

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

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs*

# Sandy Town Council

*and also any non-declarable personal interests which they have declared under Sandy Town Council's adopted Code of Conduct and which may be relevant to items on the agenda.*

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

## **3 Public Participation Session**

To receive questions and representations from members of the public. Members must raise their hand to indicate they wish to speak and the Chairman will advise them when it is time to do so.

## **4 Sandy Safeguarding Group**

To hear from a speaker on a proposed Neighbourhood Watch Scheme in Sandy.

## **5 Minutes of previous Town Council meetings**

To receive the Minutes of the annual meeting of Sandy Town Council held at 7.30pm on Thursday 6<sup>th</sup> May 2021 and to approve them as a correct record of proceedings.

## **6 Minutes of committees and recommendations therein**

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

- i) Development Scrutiny Committee held on 7 June 2021
- ii) Community, Services and Environment Committee held on 7 June 2021

**RESOLVED to RECOMMEND** that an uncommitted £7,000 EMR received from the Tempsford Solar farm be allocated to the skatepark project.

- iii) Policy, Finance and Resources Committee held on 14 June 2021

**RESOLVED to RECOMMEND** that the Council adopt the 2020/21 Unaudited Financial Statements for the year ended 31<sup>st</sup> March 2021. *To be dealt with by an in-person extraordinary meeting of the Town Council on 28<sup>th</sup> June 2021 at 5pm.*

**RESOLVED to RECOMMEND** that the Annual Report be approved and adopted by the Council.

Appendix I

# Sandy Town Council

## 7 Appointment of Complaints Committee

To confirm appointment of the Council's complaints committee which will be comprised of 5 Members who do not sit on the Council's Human Resources Committee.

## 8 Reports from Central Bedfordshire Councillors

i) To receive reports from Sandy's Central Bedfordshire Councillors.

ii) To receive notes from the first quarterly meeting between CBC Ward Members and the Mayor and Deputy Mayor of Sandy.

Appendix II

iii) To receive notes from a meeting between representatives of Sandy Town Council and Central Bedfordshire Council as part of developing a 'single point of contact' with the Unitary Authority.

To follow

## 9 Council Insurance

To receive a report on changing the Council's insurance provider for the forthcoming year.

Appendix IV

## 10 Action List

To receive and note an action list on Full Council items.

Appendix V

## 11 Street Audit

To receive an update from Cllr M Pettitt on the street audit completed by Councillors.

Report to Follow

## 12 Meeting with Highways England Representative

To receive notes from a meeting of representatives from Sandy Town Council, CBC Ward Members and SG19 with Highways England, as facilitated by The Hon Richard Fuller MP.

Appendix VII

## 13 Neighbourhood Development Plan

To receive and note a report from the Neighbourhood Plan Steering Group.

Appendix VIII

## 14 Correspondence

To receive correspondence from Central Bedfordshire Council.

## 15 Consultations

i) To note that the Boundary Commission for England are consulting on parliamentary constituencies in England from 8<sup>th</sup> June to 2<sup>nd</sup> August 2021.

Link to information: [BCE Consultation Portal \(bcereviews.org.uk\)](https://bcereviews.org.uk)

# Sandy Town Council

## **16 Leisure Services**

To receive any updates from the Clerk or Leisure Services Working Group on Leisure Services in Sandy.

## **17 Reports from Councillors on Outside Bodies**

To receive the following reports from Council representatives on outside bodies;

- i) Report from Cllr M Pettitt on the Sandy Sports and Leisure Association (SSLA) committee

Appendix X

## **18 News Release**

## **19 Chairman's Items**

## **20 Date of Next Full Council Meeting: 9<sup>th</sup> August 2021**

# Sandy Town Council

2020/21

## Annual Report



## Mayor's Report



As Mayor of Sandy, it is my pleasure to introduce the 2020/21 Annual Report. The purpose of this report is to provide an overview of the Council's year, its activities, and services.

The 2020/21 Council year marked my third consecutive term as Mayor of Sandy. This is somewhat unusual, as traditionally Mayors have taken office for two years before another Councillor steps into the role. However, as we are all aware, this last year has been different in many ways and when the Council was unable to hold the Annual Meeting of Council in May 2020 due to the pandemic, it was agreed that the Mayor, Deputy Mayor and Committee Chairmen would continue in their roles for a further year.

The last year has continued to be difficult as the country carried on, trying to manage the pandemic and the restrictions around it. 2020/21 presented numerous challenges for the Council, our community and the country as a whole. As a nation, we have had to adapt and have faced some extraordinarily difficult times, yet it remains no surprise that Sandy has responded to these challenges in the same way it always does, by coming together to support its community. It has been a privilege to witness so many volunteers and organisations generously give their time to help the vulnerable in our town.

Despite the difficulties faced and the pressure placed on its small team, the Council has continued to provide its services and complete a number of objectives, as well as starting new projects. The Council, like other organisations, has had to adapt and find new ways of working, including increasing its virtual outreach through more online engagement and activities. This report will outline many of the activities, actions and services the Council has been able to undertake during the last year.

There are still issues of high concern to Sandy which must be addressed, such as the need to improve the town's sports and leisure offer and the future of Sandye Place. In the coming years, we will continue to push for resolutions to these matters and the Council will openly work with Central Bedfordshire Council and other partners to ensure investment is made in Sandy.

It has been a pleasure serving Sandy as Mayor over the last three years. I would like to take this opportunity to thank my fellow Councillors for all their support and hard work during this time, especially during the pandemic and the challenges it has presented. The impact of Covid19 will be felt for some time to come and as a Council, a town and a community we will continue to encounter challenges. However, by working together as a wider community, I know we will be able to meet these challenges and succeed for the benefit of Sandy.

Councillor Michael Scott

**Mayor of Sandy Town Council (2020-2021)**

## The Council

Sandy Town Council exists to serve and represent the interests of the whole community of Sandy and to work for provision of services for its residents. Sandy Town Council will work with organisations or people willing to improve the well-being and prospects of the community.

Despite restrictions put in place by the Covid19 pandemic the Council held a number of Full Council and committee meetings during the year. Meetings of Council were suspended at the start of the pandemic in April 2020. However, following the introduction of remote meeting legislation by the government, the Council were able to start holding virtual meetings from June 2020. The following meetings were held between June 2020 and May 2021.

### **8 Full Council Meetings**

### **14 Development Scrutiny Committee Meetings**

### **7 Policy, Finance and Resources Committee Meetings**

### **8 Community Services and Environment Committee Meetings**

### **4 Human Resources Committee Meetings**

The Council also operated a number of Working Groups during the year, which met to progress specific Council activities and projects.

Members have served as representatives on a number of outside bodies:

***Talk of the Town Transport Committee***

***Black Cat to Caxton Gibbet Improvements Group***

***Sandy Village Hall Management Committee***

***Sandy Carnival Committee***

***Sandy Twinning Association***

***Friends of Sandy Christmas Lights***

***Sandy Sports and Leisure Association***

***Sandy Town Centre Group***

***22 Squadron Air Training Corps Civilian Committee***

***SG19 Road Safety Group***

***Sandy Charities***

***Sandy Green Wheel Group***

***Sandy Community Children's Centre***

***Winchester Road Regeneration Board***

***CBC Community Safety Action Plan Group***

***Rural Market Town's Group***

## Highlights from the Council year 2020-21

Below are just a few of the highlights from the Council's activities during 2020-21 Council year.



Despite the restrictions put in place due to the pandemic, Sandy Town Council was able to run a number of online events over the last year. The Council started an online events programme in June 2020 with the community scarecrow competition.

In July and August 2020, the Council worked with the Sandy Street Eat Feast market to safely run two Friday street food events in the town centre car park. The Council has developed a good relationship with the market provider and is keen to see more food markets in 2021.



The Council continued its series of community events over the year, with Best Kept Gardens, an Easter bunny trail, Christmas decoration competition and a National Book Day competition. The Council awarded High Street vouchers as prizes for competitions, helping to invest money into local businesses.

The Council held a Green Wheel celebration fortnight from 24<sup>th</sup> July to 14<sup>th</sup> August 2020, which saw residents sending in pictures of themselves exploring and enjoying the wonderful greenspace around our town. The Council has run a number of seasonal Green Wheel walks over the last two years.



In August and September 2020, the Council worked with the Pantaloons outdoor theatre company to hold a number of performances on Beeston Village Green. The theatre company will be holding more performances on Beeston Village Green in the summer of 2021.





The Council worked actively with a local Fun Fair provider and the Safety Advisory group to safely hold a small fair on Sunderland Road recreation ground in September 2020.



The Council worked with 'France at Home' to bring a small French market to the town in October 2020. We will be working with the market to make it a staple of the Sandy events calendar in future years.

In October 2020, the Council completed the installation of new outdoor gym equipment at Sunderland Road recreation ground. The equipment was funded from Section 106 and grant funding from the Police Crime Commissioner secured by the Council.



Due to the pandemic, the RBL and Council were not able to hold the annual Remembrance Day parade. The Council did work hard to ensure that a small act of remembrance was safely conducted at the War Memorial.

Over the last year a team of volunteers, led by resident Gee Leach generously gave their time and energy to refurbish the interior of the Sandy cemetery chapel. The chapel is available for funeral use.



In 2020 the Council switched on its Christmas Light display earlier than usual to bring extra Christmas cheer. The Council worked hard to make sure Covid19 did not interfere with the installation and light display.

In addition, the Council joined with businesses and residents to enter the St Swithun's outdoor Christmas Tree festival.



As part of Central Bedfordshire Council's tree fund the Council planted 60 new trees as part of its commitment to plant more trees as a Tree Charter branch member.

## Policy, Finance and Resources Committee

Chaired by Councillor C Osborne



The Town Council's Policy, Finance and Resources Committee is authorised by the Full Council to take responsibility for the preparation of the Council's annual budget and precept, ensuring the Council has sufficiently budgeted for its operations, the implementation of an annual grants system, review of the longer-term financial strategy of the Council, the review and approval of Council policy and procedures, and monitoring and scrutinising of the budget.

## Policy, Finance and Resources Chairman's Report

### Budget and Precept

At a meeting of Sandy Town Council on 18<sup>th</sup> January 2021 the Council agreed its budget and precept for the year ending 31<sup>st</sup> March 2022. The budget and precept were both unanimously voted through by those Members in attendance.

I am pleased to report that the committee's continuing work in reviewing all cost centres and seeking best value meant that the Council was able to set a budget that resulted in just a 0.5% increase on the Sandy council tax charge. The agreed 2021/22 budget and precept request resulted in an increase of £0.81p a year, or 1.55 pence a week for the average Band D taxpayer in Sandy. Residents will pay £149.24 in 2021/22 for all the services Sandy Town Council provides.

The budget setting process takes place over a number of committee meetings with involvement by all Councillors. As with other financial years all aspects of the Council's budget were scrutinised and evaluated to reduce costs and make efficiency savings where possible while ensuring that its core functions are adequately resourced. This included re-negotiating service contracts and looking at new suppliers where possible to achieve cost savings. In total the Council made approximately £5,580 in budget reductions and £1,775 in increased income set against required budget increases of approximately £11,842.

The areas that accounted for a growth in the budget included increased costs for business rates and agreements to which the Council is obligated. More funds have also been made available for the planting of trees to help fulfil the Council's environmental commitments and its commitment as a member of the tree charter.

The Town Council recognises the importance of providing a best value service and keeping costs down. As such, service providers and contracts are continually reviewed to ensure best value and the Council successfully renegotiated its IT and

Telephone contract allowing for a £500 saving in future costs. The Council also joined other councils in lobbying for the end of business rates on public toilets which was successful and has saved the Council £1,800 a year.

### **Grants and Donations**

The Council has maintained its community grants budget and during the 2020/21 financial year the Committee approved grants totalling £3,575 to a variety of worthwhile organisations and community groups, all of which carry out valuable and important work within and around Sandy. A list of those bodies who received grants or donations can be found on page 16 of the Annual Report. In addition, the Council also donated funds towards the creation of a new Mosaic Trail map which will be out shortly.

Due to the impact of the Covid19 pandemic the Council did not incur, in the past year, the level of expenditure it would otherwise, but did look at other ways of engaging with the Community and part of the normal events budget was invested in online events and engagement. The lack of planned expenditure in some areas allowed the Council to absorb reduced income from rental of the Council Chamber and assist local sports clubs by agreeing to reduced rents due to the impact of the pandemic on their organisations.

The Council also received some increased income during the year due to the refurbishment of the Cemetery Chapel by volunteers and the Council's ability to now rent this facility out.

### **Section 106**

Each year the Council continues to ensure Section 106 funds are invested back into Sandy and its community. Section 106 (S106) is a planning obligation, a legal agreement between the planning authority, the developer and other interested parties. By law they must be: necessary to make the development acceptable in planning terms, directly related to the development, fairly and reasonably related in scale and kind to the development. The agreement can include the contribution of funds for use within the community. During 2020/21 the Council secured £34,465.30 in this way towards a new skatepark at the Sunderland Road recreation ground.

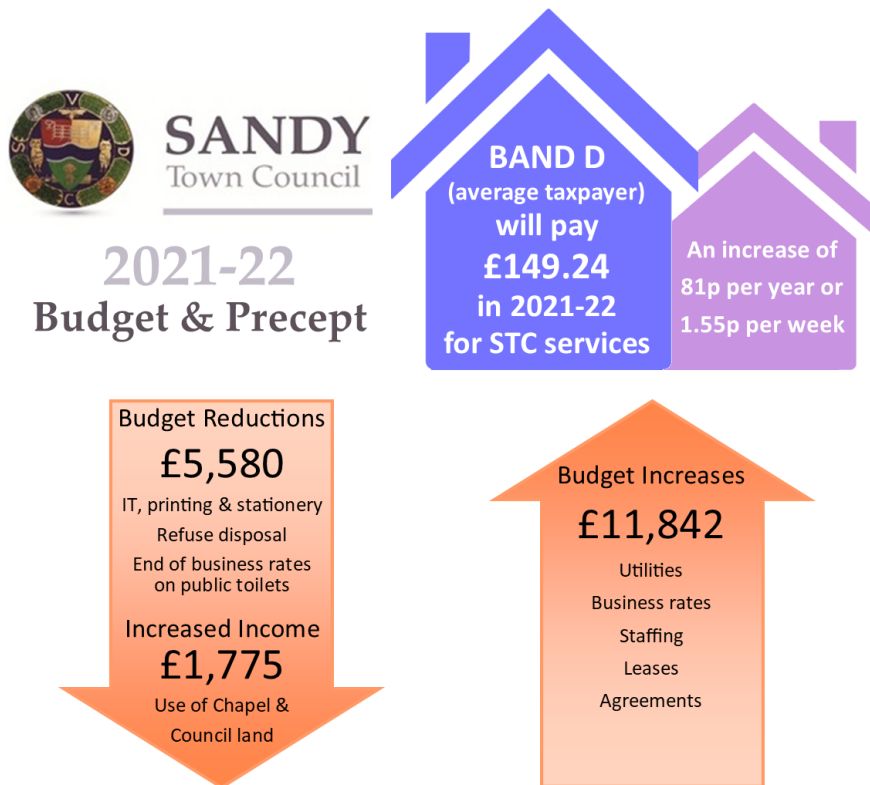
Also during the 2020/21 financial year £36,525.30 in grant funding was secured towards trees, new items of play equipment, outdoor gym equipment, litter picking equipment, the Village Hall access road work and a community library box on Beeston Green.

### Policies and Procedures

The Committee has continued to review its policies and procedures to ensure they are effective and up to date. This year the Council adopted new policies governing website accessibility and memorial benches. In the latter case this will provide residents with the opportunity to remember loved ones and increase amenities in our town. In March 2020, the Committee led the review and adoption of Covid19 risk assessments and the Council's adaption to the restrictions put in place by the pandemic. The Council's policies are available to view on the Town Council website.

The Committee oversaw a number of legal matters, including lease renewals for the SSLA and Cadets HQ. The Committee also agreed to adopt the TILCO land adjacent to Berwick Way.

In addition we completed and received clean external and internal audits.



## Community Services and Environment Committee

Chaired by Councillor S Sutton



The Community Services and Environment Committee has a wide remit to discuss issues related to open spaces, allotments, and the cemetery. The committee also reviews work required to footpaths, pavements, cycle-ways, roads, waterways, horticultural and arboriculture works, street furniture (seats, planters, waste bins), play areas, and play equipment.

A number of working groups report back to this Committee and they include: Events Working Group, Cemetery Working Group, Environmental Plan, Allotments and Orchard, and Skatepark.

## Community Services and Environment Chairman's Report

### Environment

- Beeston Community Land/Orchard. We are disappointed that a year on there has been no further progress as we continue to wait for CBC legal team for the draft lease. We have held discussions regarding the delay with Richard Fuller MP and Cllr Richard Wenham the new leader of CBC.
- We have created and adopted an Environmental Plan which covers increasing the biodiversity of our land holdings to greater environmentally friendly working practices.
- Despite the COVID 10 restrictions we were able to give ongoing support to volunteers with litter picking equipment and the Great British Spring clean.
- We were successful in obtaining a grant from the CBC Tree fund and along with match funding are planting trees and shrubs in all our parks and open spaces. This includes a new copse at the Limes.
- We have joined the WildEast project and made the following pledge: We pledge to increase the biodiversity of our land holding by the additional planting of trees and shrubs, alongside more environmentally friendly working practices. To increase the accessibility and knowledge of the countryside via the Green Wheel by residents and visitors. To carry out the objectives as detailed in our Environmental Plan and share best practice with other organisations within the WildEast area.

### Town Centre

- With many of the town centre shops closed we have purchased and displayed Buy Local banners around the town. We have also issued vouchers valid for local shops as prizes for our virtual events.

### Sport, Leisure and Wellbeing

- Using S106 monies and funding from the Police Crime Commissioner, we have installed a new outdoor gym adjacent to the Jenkins Pavilion increasing the offer to the public at this sports hub.
- New swings have been installed at Bedford Road recreation ground.
- Set up Skatepark Working Group and achieved £34k in funding. The Group have held zoom meetings and produced a draft Action plan and timetable.

### Public Safety

- Councillors have undertaken surveys of the streets for potholes and other areas that require maintenance. These have been reported to the CBC highways team for action. We will continue to monitor progress.
- We have applied to CBC to extend the parking time limit outside St Swithun's Church to 2 hours. Other areas are also under consideration.

### Public Engagement Events

- Scarecrow Competition: 8<sup>th</sup> -21<sup>st</sup> June
- Best Kept Gardens Competition: 13<sup>th</sup> -31<sup>st</sup> July
- Street Food Markets, town centre car park: 24<sup>th</sup> July & 14<sup>th</sup> August
- Sandy Green Wheel Celebration Fortnight: 22<sup>nd</sup> August – 6<sup>th</sup> September
- Outdoor Theatre, Beeston Green: 30<sup>th</sup> August & 12<sup>th</sup> September
- Funfair, Sunderland Road: 10<sup>th</sup> –13<sup>th</sup> & 17<sup>th</sup> -20<sup>th</sup> September
- French Market, town centre car park: 25<sup>th</sup> October
- Act of Remembrance, War Memorial: 8<sup>th</sup> November
- Christmas Decoration Competition: 23<sup>rd</sup> November – 18<sup>th</sup> December
- National Book Day competition: 15<sup>th</sup> February – 4<sup>th</sup> March
- Easter Bunny Trail: 22 March – 7<sup>th</sup> April

*One of Sandy's new 'Shop Sandy' banners*



**Chaired by Councillor P Sharman**

This committee has three key roles: it reviews every planning application, considers tree applications, and takes part in various district and regional consultations where they may impact on Sandy. The Town Council is a statutory consultee and reviews all planning applications and advises CBC should they not meet local requirements and aspirations. However, it should be noted that Central Bedfordshire Council makes the final decision on all planning applications and does not always agree with the Town Council's comments.

**Development Scrutiny Committee Report****Sandy Town Council Planning Process**

Sandy Town Council (STC) is not a planning authority and has no direct powers to control the development of the town. Planning applications in Sandy are decided by Central Bedfordshire Council (CBC) which is the local authority empowered by law to exercise statutory town planning functions as well as the Local Development Framework and the key local planning policy documents which affect Sandy.

STC is entitled to see almost all planning applications received by CBC which pertain to Sandy Parish and to make comments on them which CBC should take into consideration when deciding whether to grant planning permission. There are a very few exceptions to this including for example applications which relate to agricultural buildings. This role is the responsibility of the Development Scrutiny (DS) Committee which consists of 10 members appointed annually at the Sandy Town Council Annual Meeting held each May. Due to the Covid19 pandemic in 2020 committee membership stayed the same until May 2021. The Committee has met virtually on 14 occasions in the past year to respond to and comment upon around 80 planning applications, 7 of which were discussed via email at the beginning of the first lockdown, until virtual meetings were instigated. To effectively fulfil their role, to assist their understanding of particular applications and to aid decision making, members have also attended covid safe site visits on occasions during the year.

Members of the public with an interest in a particular application are encouraged to contact the Town Council to make their views known either in writing or to attend the DS Committee meeting when the matter is on the agenda to express them in person, or this year, virtually. In advance of any meeting of the DS Committee, both members and interested members of the public can and should try to make use of the wealth of information which can be accessed on the Planning section of the CBC website starting at [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk) and then following the links.

The members of DS also rely to a considerable extent on the background work undertaken by the administration team at STC in advance of each meeting of the committee for which they are always extremely grateful.

### **Working with other agencies**

On other occasions during the year and along with the Town Clerk, members of DS have met virtually with agents and representatives of developers and applicants themselves, in advance of, and following formal meetings with a view to clarifying and seeking resolution to other outstanding issues. We continue to work with other organisations, local councils and the Local Planning Authority where we can understand and influence planning decisions in our area.

### **Applications of Significance**

The DS committee have seen an increase in the number of small extension applications which is thought to be a result of the lockdowns as residents seek to improve their homes.

They have supported schools with applications to improve and increase their provision.

They have objected to an application that would have an impact on a junction with the High Street and to a new dwelling that would be out of keeping within the conservation area.

### **Strategic Development**

There continue to be several important and significant broader strategic issues which members of the DS Committee and the Council have continued to consider during the past year. At times, the lack of progress by organisations involved in wider strategic issues, such as Central Bedfordshire Council's Local Plan and the future of the A1 can be frustrating. However, there was news this year on the future of the East West Rail line which has now clarified the chosen corridor for the line. While Sandy will not be as directly impacted from the chosen route as it may have been, the Council will continue to engage with the East West Rail Company to understand potential for impact on Sandy or benefits that could be brought to our area.





## Human Resources Committee

Chaired by Councillor M Hill

## Human Resources Committee

Chaired by Councillor M Hill



The Human Resources committee, which meets about four times a year, has the responsibility of ensuring the smooth and effective running of the Council through its paid staff, who operate as the office and outdoor teams. The committee is responsible for performance management, staff welfare, team building and training as well as opening hours and work schedules. In addition, the committee covers support, guidance and training for Councillors.

## Human Resources Committee Report

The past twelve months have inevitably been dominated by the Covid-19 pandemic and the upheavals resulting from three separate lockdowns. The other major issue, which is also still on-going, is that the outdoor team has now been operating one-person down for well over a year and this has inevitably affected the range of activities they have been able to complete.

The Covid pandemic has been a real learning experience for everyone but especially for the Clerk and the administration team. All Council meetings have had to be run via Zoom and this in itself has not only posed some technological headaches but has also affected the dynamics of Council meetings and changed the culture to some degree.

Each new lockdown has necessitated a change in patterns of working and no long-term stability has been possible. It is a huge credit to the administration team that the workings of the Council have continued uninterrupted throughout the pandemic. Members of the administration team have continued to impress with their organisational skills, pro-active research, capabilities and taking on additional tasks.

The outdoor team have not been unduly affected by the pandemic from an operational point of view but have worked hard through the last year to ensure the Council's services continue to run at a standard we are used to. Work has expended for the team due to the additional changes and cleaning that had to be made to public spaces as a result of Covid19.

We have been hugely grateful and massively impressed by the way the Town Clerk has tackled the many and varied challenges thrown up by the pandemic. Three separate lockdowns of very different intensities have necessitated all kinds of juggling with work patterns of the admin. team, office opening hours and Zoom meetings. Nevertheless, his high level of professionalism and capacity to multi-task have been the key to the fact the Council has continued to function as near to normal as could possibly have been expected in the circumstances.

Work-life balance has been a headache at times, especially with some evening meetings, which have seemed interminable, and restrictions on holidays and family gatherings have made his life away from the Council more difficult. The Clerk has always been extremely affable and accommodating, but life for the Clerk is never easy and often unpredictable, and the HR group needs to ensure that Chris continues to enjoy his role and does not become overloaded.

### **Future developments**

The pandemic is still with us and it is unclear at present just how long it will take for a full return to normality. A return to face-to-face Council meetings and a full opening-up of the office will require a good deal of thought with all members of the administration team and Councillors having to readapt. As for the outdoor team the next year will be a critical one as with an ever-expanding brief, there will be a real need to look at what skills and experience will be required for the future. This will also involve detailed discussions about such things as equipment, training, specialisms etc. There are also a number of key projects which will hopefully come to fruition but will require time and patience. The Council's responsibilities will inevitably grow and the Town Council will constantly have to consider whether the structure we have in place at the moment is the right one to deliver future developments.

## Sandy Information Point



Due to the Covid19 pandemic and the restrictions this placed on the operation of businesses and services, the Council's reception and information point has not been open to the public as much of the last year. The Council closed its offices to the public in line with government guidance in March 2020. The reception and information point re-opened as soon as government guidance allowed it to do so.

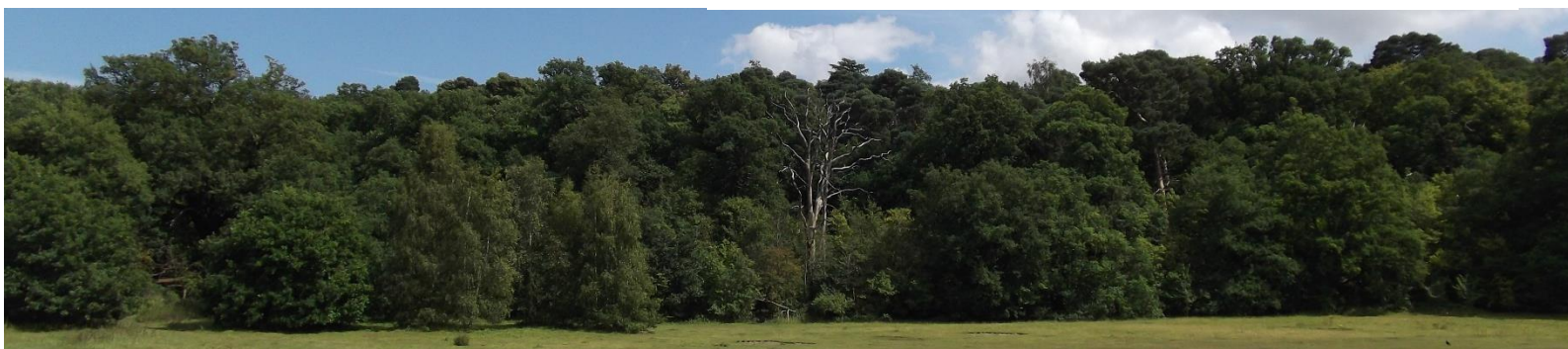
The Council remains agents for Safford's Coaches, thus allowing local people to book day excursions within the office. The information point holds a supply of Central Bedfordshire Council's green garden bags, orange recycling bags, food bins and food waste bags for household waste, thus allowing residents to collect these locally. Recent figures show that this continues to be our most popular enquiry at the information point.

The information point and council reception is open to the public on Mondays and Wednesdays from 9am to 4pm and Fridays from 9am to 2pm.

## Town Council Services

Cemetery Management	Town Centre & Bedford Road Public Conveniences
Church Yard Maintenance	The Riddy Nature Reserve
Jenkins Pavilion & Sports Pitches	The Pinnacle Hill & Field
Floral Displays	Local Information Point
War Memorial	Roman Sandy Exhibition
Beeston Green	Public Open Spaces
Some Street Lighting and Furniture	Play Areas, including Fallowfield, Bedford Road, Sunderland Road, Beeston and the Limes
Christmas Lights	
CCTV	
Town Centre Car Park	

*The Pinnacle Field*



## Community Grants and Donations

Every year the Town Council provides some funding for community groups and projects in the town. The Council has adopted a set of criteria which successful applications must meet and aims to support sustainable local projects that improve the quality of life for the residents of Sandy. The Council also makes donations to groups where appropriate.

In the financial year 2020/21 Sandy Town Council awarded grants or donations to:

The Need Project	£1,000.00
Autism Bedfordshire	£300.00
Sandy Secondary School – Audrey Boothby Award	£25.00
Biggles FM	£600.00
Ivel Sprinter	£1,000.00
Sandy Royal British Legion	£500.00
Friendship Club	£150.00
Total	<b>£3,575.00</b>
<b><i>Contributions from the Mayor's Charity Fund</i></b>	
Sandy all in it Together	£1,200
Total	<b>£4,775.00</b>

**If you are a community organisation or charity looking for support in providing activities or services in Sandy, you can find a community grant application form on our website;**

***[www.sandytowncouncil.gov.uk](http://www.sandytowncouncil.gov.uk)***

## Financial Statements

*Financial Summary 31 March 2021*

<b>31 March 2020</b>	<b>Income Summary</b>	<b>31 March 2021</b>
580,198	Precept on Principal Authority	594,768
62,656	Capital Grants and Sale of Assets	36,340
2,654	Interest and Investment Income	1,343
5,883	Recreation Grounds and Open Spaces	5,811
28,172	Cemetery	32,334
1,099	Tourist Information Centre	-
1,234	Car Park	171
2,025	Establishment/General Administration	909
310	Civic and Democratic	1,504
1,151	Christmas Lights	25
-	Highways – Footpaths and Lighting	1,700
<b>685,382</b>	<b>Total Income</b>	
	-----	
	<b>Expenditure</b>	
337,306	Establishment/General Administration	351,687
3,708	Election Expenses	-
-	S137 Expenditure	-
343,947	Capital Expenditure	46,849
608	Loan Interest and Capital Repayments	608
	Operational Expenditure:	
57,937	Recreation Grounds and Open Spaces	56,807
12,957	Cemetery	15,303
949	Tourist Information	-
3,689	Public Toilets	3,726
17,726	Car Park and Market	13,461
19,381	Lighting and Street Furniture	17,166
2,490	Civic and Democratic Costs	188
5,177	Grants and Donations	5,269
16,665	Christmas Lights	14,173
14,293	CCTV Fees	1,976
32,541	Outside Services	37,500
<b>869,374</b>	<b>Total Expenditure</b>	<b>564,713</b>



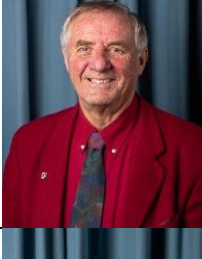



## Financial Statements

Financial Summary 31 March 2021  
31 March 2020




31 March 2021




<b>General Fund</b>		
284,043	Balance at 01 April 2019	234,042
<u>685,382</u>	Add: Total Income	<u>674,905</u>
<b>969,425</b>		<b>908,947</b>
<u>869,374</u>	Deduct: Total Expenditure	<u>564,713</u>
<b>100,051</b>		<b>344,234</b>
55,324	Transfer (to)/from Capital Receipts Reserve	-
78,667	Transfer from/(to) Earmarked Reserves	(110,192)
<b><u>234,042</u></b>	General Reserve Balance at 31 March 21	<b><u>234,042</u></b>
<b>Current Assets</b>		
21,413	Debtors and prepayments	14,911
<u>509,046</u>	Cash at bank and in hand	<u>618,903</u>
<b>530,459</b>		<b>633,814</b>
<b>Current Liabilities</b>		
(58,163)	Creditors and income in advance	(51,326)
472,296	<b>Net Current Assets</b>	582,488
472,296	<b>Total Assets Less Current Liabilities</b>	582,488
<u>472,296</u>	<b>Total Assets Less Liabilities</b>	<u>582,488</u>
<b>Capital and Reserves</b>		
-	Usable Capital Receipts Reserve	
238,254	Earmarked Reserves	348,446
<u>234,042</u>	General Reserve	<u>234,042</u>
<b>472,296</b>		<b>582,488</b>

## Sandy Town Councillors

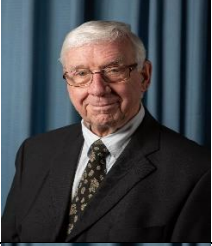


<b>Beeston Ward</b>		
<p>Cllr M P Scott                      "The Gowans"                      Seddington Nursery                      Great North Road                      Seddington                      Sandy                      SG19 1NZ</p>	<p>Home 01767 681457  <a href="mailto:scott729@btinternet.com">scott729@btinternet.com</a></p>	
<b>Ivel Ward</b>		
<p>Cllr P Blaine                      19 Poplar Close                      Sandy                      SG19 1HH</p>	<p>07973 255676  <a href="mailto:peterblaine.blaine@gmail.com">peterblaine.blaine@gmail.com</a></p>	
<p>Cllr M Hill                      21 The Green                      Beeston                      SG19 1PE</p>	<p>01767 681469  <a href="mailto:amaxhill@outlook.com">amaxhill@outlook.com</a></p>	
<p>Cllr W Jackson                      14 Westfield Gardens                      Sandy                      SG19 1HF</p>	<p>01767 682549  <a href="mailto:will.jackson662@btinternet.com">will.jackson662@btinternet.com</a></p>	
<p>Cllr M J Pettitt                      42 Swansholme Gardens                      Sandy                      SG19 1HL</p>	<p>01767 680082  <a href="mailto:martin.pettitt@virginmedia.com">martin.pettitt@virginmedia.com</a></p>	
<p>Cllr S J Sutton                      33 Bedford Road                      Sandy                      SG19 1EP</p>	<p>01767 227589  <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a></p>	

## Sandy Town Councillors

<b>Fallowfield Ward</b>		
Cllr S Paterson 15 Carter Street Sandy SG19 1BT	01767 681491 <a href="mailto:Cllr.s.paterson@outlook.com">Cllr.s.paterson@outlook.com</a>	
Cllr P Sharman 3 Swallow Crest Sandy SG19 2SN	07889 599556 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a>	
Cllr Dr N Thompson 46 Kestrel Way Sandy SG19 2TE	01767 683137 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a>	

<b>Pinnacle Ward</b>		
Cllr P N Aldis 7 Mayfield Court Sandy SG19 1NF	01767 691333 <a href="mailto:nigel.aldis1@gmail.com">nigel.aldis1@gmail.com</a>	
Cllr A Gibson 1 Allhallows Sandy SG19 1HS	01767 699517 <a href="mailto:amandafage@hotmail.com">amandafage@hotmail.com</a>	
Cllr J Hewitt Clock Tower Cottage Everton Road Sandy SG19 2DD	01767 512002 <a href="mailto:cldr@hewitt10.co.uk">cldr@hewitt10.co.uk</a>	

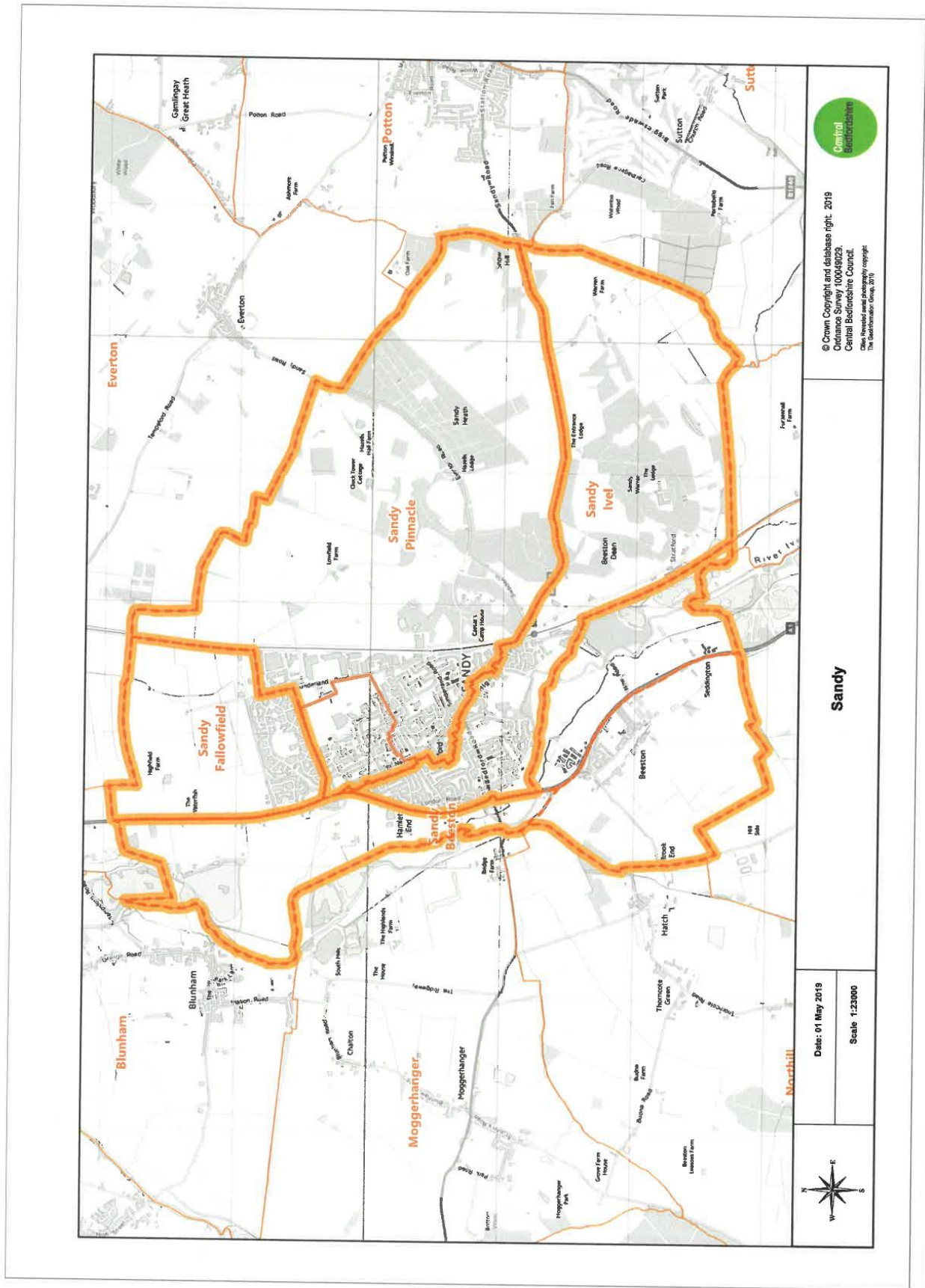


<p>Cllr T Knagg 3 Jubilee Close Sandy SG19 1RR</p>	<p>01767 223165 <a href="mailto:b.knagg2584@outlook.com">b.knagg2584@outlook.com</a></p>	
<p>Cllr R Lock 2 Havelock Close Sandy SG19 1TE</p>	<p>01767 681491 <a href="mailto:sandye.lock767@googlemail.com">sandye.lock767@googlemail.com</a></p>	
<p>Cllr C Osborne Summercourt 2 Leeds Smith Drive Sandy SG19 1LU</p>	<p>01767 682032 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a></p>	

*The Mill, The Riddy Nature Reserve*



# Electoral Wards



## Members Meeting Attendance 2020/21<sup>1</sup>

Town Council			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	8	8	100%
Cllr Blaine	8	8	100%
Cllr Doyle <sup>2</sup>	2	2	100%
Cllr Gibson	8	8	100%
Cllr Hewitt	8	8	100%
Cllr Hill	8	8	100%
Cllr Jackson	8	8	100%
Cllr Knagg	6	8	75%
Cllr Lock	7	8	87%
Cllr Osborne	8	8	100%
Cllr Paterson <sup>3</sup>	4	4	100%
Cllr Pettitt	8	8	100%
Cllr Scott	7	8	87%
Cllr Sharman	8	8	100%
Cllr Sutton	8	8	100%
Cllr Thompson	0	8	0%
Development Scrutiny Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Doyle	1	2	50%
Cllr Gibson	14	14	100%
Cllr Hewitt	14	14	100%
Cllr Jackson	14	14	100%
Cllr Knagg	11	14	78%
Cllr Lock	12	14	85%
Cllr Paterson	6	6	100%
Cllr Pettitt	14	14	100%
Cllr Sharman	13	14	92%
Cllr Sutton	14	14	100%
Cllr Thompson	5	14	35%

<sup>1</sup> Meetings between 23.03.20-22.06.20 were cancelled due to Covid 19. Meetings resumed remotely from 29.06.20

<sup>2</sup> Resigned 17.08.20

<sup>3</sup> Co-opted 14.12.20

## Members Meeting Attendance 2020/21

Policy, Finance & Resources Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	7	7	100%
Cllr Blaine	7	7	100%
Cllr Hewitt	7	7	100%
Cllr Hill	7	7	100%
Cllr Jackson	7	7	100%
Cllr Lock	5	7	71%
Cllr Osborne	6	7	85%
Cllr Pettitt	7	7	100%
Cllr Scott	7	7	100%
Cllr Sharman	6	7	85%
Community Services & Environment Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	8	8	100%
Cllr Blaine	8	8	100%
Cllr Doyle	1	1	100%
Cllr Gibson	8	8	100%
Cllr Hill	8	8	100%
Cllr Knagg	5	8	62%
Cllr Osborne	8	8	100%
Cllr Paterson	4	4	100%
Cllr Scott	7	8	87%
Cllr Sutton	8	8	100%
Cllr Thompson	3	8	37%
Human Resources Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	4	4	100%
Cllr Blaine	4	4	100%
Cllr Hill	4	4	100%
Cllr Jackson	4	4	100%
Cllr Osborne	4	4	100%
Cllr Pettitt	4	4	100%
Cllr Sutton	4	4	100%

## Council Contact Details and Addresses

### Town Council and Information Office

10 Cambridge Road, Sandy SG19 1JE

Tel: 01767 681491

General Email: [admin@sandytowncouncil.gov.uk](mailto:admin@sandytowncouncil.gov.uk)

### Town Council Staff:

#### Town Clerk

Chris Robson

#### Administration Team

Carol Baker-Smith – Administration Team Leader

Katie Barker – Administrator

Sam Coburn – Office Cleaner

Anne Elliott-Flockhart - Administrator

Brian Leonard - Caretaker

Val McFarlane - Administrator

#### Grounds Team

Richard Gilbert – Grounds Team Leader

Chris Dainton - Groundsman

Colin Eaton - Groundsman

Gavin Elliott-Turner – Groundsman

### Stratford Road Depot

Stratford Road, Sandy SG19 2DH

### Cemetery and Former Allotment Site

Potton Road, Sandy SG19 2DH

Sandy Churchyard, High Street, Sandy, SG19 1AQ

### Play Areas

Bedford Road Recreation Ground, Bedford Road, Sandy SG19 1EY

Beeston Green, The Green, Beeston, Sandy SG19 1PY

Sunderland Road Recreation Ground, Sunderland Road, Sandy SG19 1RQ

The Limes, Elder Close, Beeston, Sandy SG19 1GF

Merlin Drive, Fallowfield, Sandy SG19 2UN

### Jenkins Pavilion

Sunderland Road Recreation Ground, Off Medusa Way, Sandy SG19 1BN

### Public Conveniences

Bedford Road Recreation Ground, Bedford Road, Sandy SG19 1EY

Town Centre Car Park, High Street, Sandy SG19 1AG

### Open Spaces

The Riddy, Mill Lane, Sandy, SG19 1NL

The Pinnacle, Sand Lane, Sandy, SG19 2AD

<b>SANDY TOWN COUNCIL</b>
---------------------------

Notes from a meeting of the CBC Ward Members and STC Representatives held at 1pm on Thursday 17<sup>th</sup> June 2021, on the Zoom meeting platform.

**Present;** Cllrs M Pettitt and J Hewitt  
CBC Cllrs C Maudlin and T Stock  
C Robson (Clerk)

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**1. Apologies**

Cllr S Ford

**2. SID Signage**

The Clerk summarised the current position with the proposed purchase and installation of an SID sign. There had been difficulties in securing an agreement with Highways for the installation. A new guidance document had been written by CBC, which seemed to suggest permission would not be given. This was particularly frustrating because a neighbouring parish had purchased more than one SID sign and seemed to experience a simple process with CBC Highways in getting agreement to install the signs.

Cllr Stock advised the Clerk pursues the matter with Lisa Wright at CBC Highways, who has a large degree of oversight within the Highways department and should be able to help move the matter forward.

**3. Pleasant Place**

Cllr Stock confirmed that work was being undertaken by CBC to register the road at Pleasant Place and take on responsibility for its maintenance. This will be a long process due to the land searches, legal work and conversations required with external parties such as the NHS. CBC RoW is under-resourced at present, but additional support is to be sourced. It may take up to 18 months to complete the process.

Cllr Hewitt raised a concern about the number of bins in the area and the state of the road at the back of the shop units. Shop owners should be asked to tidy up the back of their properties. Bins should be kept on residents' properties, not along the road. It was queried whether a communal bin could be used instead. Cllr Stock suggested that a conversation could be had with shop owners and residents.

Cllr Pettitt commented that the move by CBC to take on the land was welcome and further updates will be awaited in due course.

#### **4. Structural Works around St Swithun's Way and Kings Road**

Cllr Pettitt commented that there were some roads where patching up of potholes wasn't an option due to the poor structural quality of the road. St Swithun's Road was a particular example. It was queried if roads such as this one were to appear in CBC Highways' works programme. Cedar Gardens is also being pursued.

Cllr Stock said St Swithun's Road does need resurfacing and that she has requested this. She is challenging why it has not been included in this year's works programme.

Kings Road had not been flagged in the works programme, but a request could be put forward. Cllr Pettitt commented that following a previous submission on 'fix-my-street', work had not been deemed necessary. Cllr Pettitt would resubmit a request.

#### **5. Disability Access in and around the Town Centre and neighbouring areas**

Cllr Pettitt informed the meeting that he had received some concerns from residents about disabled access within the town centre, including dropped kerbs and paving issues. Cllr Pettitt was happy to progress the matter directly with CBC if an appropriate officer could be identified. Cllr Stock confirmed that these matters would fall under Cllr Ian Dalgarno's portfolio, and he should be contacted in the first instance. Cllr Pettitt indicated he would write to Cllr Dalgarno to outline the issues raised.

#### **6. Fly Tipping**

Cllr Pettitt thanked Cllr Stock and CBC for their quick action in removing repeated fly tipping at Medusa Way.

#### **7. Skatepark Project**

The Clerk provided CBC Cllrs with an update on the Council's proposed skatepark project, namely that;

- The Council had secured £3,115 in VERU Funding.
- A proposal to commit £7,000 in uncommitted developer contributions held by the Council is to be considered at the next meeting of the Full Council.
- The Council will be applying to the CBC Community Asset Fund.
- The Council's PFR committee have agreed to start the tender process for a partner/contractor to consult, design and build.
- The Skatepark Working group have agreed dates for the tender process and it is hoped to have a recommendation on a preferred contractor by 9<sup>th</sup> September 2021.

Cllrs Stock and Maudlin reiterated their support for the project. Cllr Stock stated she was looking at other potential funding opportunities and would let Cllr Paterson, Chairman of the Working Group, know.

There may be some potential to apply for CBC Ward councillor funds to provide support funding, such as towards an opening event.

#### **8. Beeston Community Land – Orchard/Allotments**

The Clerk informed the meeting that he had heard from the CBC Officer dealing with the community land lease earlier in the week. The matter, which is with LGSS law to progress, has been passed to Liz Kenny to complete. No timeframe has been provided but the Clerk will ask for the Town Council's solicitor to provide an estimate.

Cllr Stock provided an update on the affordable housing development. A full planning application is still required, and this will be developed and submitted following a tendering process to appoint the main contractor for the project. Ecology surveys on the site are due to take place during July 2021.

The affordable houses to be built will be owned by CBC and offered for rent. A resident has asked if they can put their name down for a property. Cllr Stock has checked the process and confirmed that there will be an e-form for declaration of interest in renting a property. Housing on rural exception sites are usually allocated within parish boundaries and in this case Beeston will be seen as a hamlet within the parish of Sandy.

The meeting discussed grass cutting of the Green and Cllr Stock commented that it was the worst she had seen it in many years. The Town Council had received some complaints from residents about the lack of cutting. The Clerk explained that CBC's contractors cut the grass 15 times during the cutting season. The next scheduled cut is for 23<sup>rd</sup> June 2021. The Clerk has requested a full schedule for the upcoming months.

It was commented that people have different preferences and ideas as to how grassed areas should be managed. The recent 'No Mow May' was an example of an alternative approach to management of grassed areas. Some Councils are actively looking to reduce grass cutting.

#### **9. Electric Charging Points**

The Clerk informed the meeting that he would be meeting with CBC's Stephen Mooring to see if installation of electric charging points in Sandy could be achieved by working with CBC on their ambitions to create a joined-up network of electric charging points. Any proposals will be taken back to the Town Council's CSE committee.

#### **10. A1/New Road**

The recent meeting with Highways England was considered and all councillors expressed their disappointment and frustration with Highways England's response to concerns put forward over the New Road/A1 junction. Highways England had been clear that they would not add any road markings to the



junction, that they felt its current set up was the best engineering option and that the only alternative would be to close the gap.

Cllr Stock will write to Richard Fuller MP on behalf of Councillors to thank him for setting up the meeting. She will express the disappointment felt and query whether an informal survey of residents on closure of the gap would be appropriate.

Cllr Pettitt commented that having looked at a similar junction at Staploe, he can see no reason why the line markings which work successfully there could not be applied to the New Road junction.

Cllr Hewitt reminded the meeting that Highways England had agreed to change the Sandy sign at the A1 entrance to London Road and that this should be pursued to make sure they do it.

**Note:** Discussion on matters related to the former SPA site and The Meadows was deferred due to an upcoming meeting with CBC at which more information may be provided.

**Policy, Finance and Resources Committee**

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<b>Date:</b>	<b>28<sup>th</sup> June 2021</b>
<b>Title:</b>	<b>Council Insurance Policy</b>
<b>Contact Officer:</b>	<b>Town Clerk</b>

**Purpose of the Report**

1. To receive an update on the Council's insurance renewal and consider a recommendation from the Town Clerk on insurance over the forthcoming year.

**Recommendation**

2. That the Council exit its insurance agreement with RSA at the end of the second year and enter a new agreement with the Military Mutual via the Council's independent insurance broker, WPS. The new agreement will save the Council £1,658 while still providing the same coverage as the existing agreement, as required by the Council.

**Background**

3. Sandy Town Council is currently in a three-year contract with Royal Sun Alliance (RSA) for its insurance provision. The Council uses WPS to source its insurance cover. WPS is an independent council insurance broker which acts for Councils across the country. They tender and broker for an agreement with an insurer for all the Councils they represent. WPS carry out administration related to the insurance policy and any updates, claims or insurance advice. They act as the Council's point of contact on insurance matters and ensure the Council is adequately covered.
4. RSA have informed WPS that they will not continue with providing insurance to the Councils beyond the current three-year agreement. As such, WPS has gone out to tender for an alternative insurer to provide councils in the insurance group with cover. Following a tendering process, WPS have appointed Military Mutual as the best value insurance provider following the end of the RSA cover.
5. The Council can continue with its current insurance cover with RSA for the final year of the existing agreement or exit the agreement at no cost and enter a new insurance cover agreement with Military Mutual. The new agreement would be for a three year period, with annual reviews.
6. Members should note that vehicle insurance is dealt with separately and cover is in place.

**Proposals/Information**

7. The current year's agreement ends in July 2021 and the Council will enter the final year of its existing contract. WPS has made a recommendation that the Council look to end its contract with RSA early, at no cost, and enter into a new agreement with Military Mutual from July 2021.
8. The Council can continue with its current insurance cover until the end of the three-year agreement in July 2022. Cover will remain the same with a 7% increase in insurance premiums for the year.
9. Alternatively, the Council can exit the agreement with RSA in July 2021 and enter into a new insurance cover agreement with the Military Mutual at a reduced cost for the same level of insurance cover. As the

## AGENDA ITEM: 9

## APPENDIX IV

cover is via a mutual, savings can be made due to the fact mutuals reinvest profit back into the mutual. The cover provided will be the same as the Council's existing cover, including combined commercial, legal and employment insurance. The insurance covers all Council buildings and assets along with Employer's and Public Liability insurance. A summary of cover can be found with this report.

### 10. WPS Independent Insurance recommendation;

*Based on this information and on our knowledge of the market, we recommended renewal with The Military Mutual Limited as:*

- *Following a change of direction within RSA and their wish to exit the local authority market we have completed a full scheme tender exercise approaching the insurance market as a whole & the council guard scheme has been moved from RSA to The Military Mutual. As a true Mutual insurance premium tax is not payable (apart from for the separate legal expenses insurance) so a premium saving based against RSA & last years premium is achievable.*

*Based on this information and on our knowledge of the market, we recommend that you place your business with The Military Mutual Limited.*

### Financial Implications

11. The Council has a budget of £20,000 for the current year's insurance cover premiums. If the Council keeps its current policy with RSA, there will be a 7% increase on premiums. This equates to an annual cost of £20,178.
12. Alternatively, if the Council ends its policy with RSA a year early and enters a new policy with the Military Mutual, the annual cost of insurance premiums will reduce to £18,520. This will give the Council a £1,480 budget saving.

### Policy Implications

13. The Council's adopted Council Risk Assessment sets out the Council responsibility to ensure it has sufficient insurance in place to cover all its activities, assets and risks. The Council's risk assessment and audit documents will need to be amended to correctly reflect a changed insurance provider and the relevant cover.

### Legal Powers

14. The action undertaken is 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.
15. The Council has a legal requirement to provide "best value" when it comes to insurance. WPS have conducted a review of provision and providers, including 17 UK insurance providers. As a result of this, Military Mutual were found to offer the best value and cover for the councils WPS represents.

Town Council - Action list

Subject	Action to be taken		Response/ Agenda no.
	Minute	Action	
<b>Meeting 9/11/15</b>			
East West Rail Link	(89-15/16)	Town Council strongly support the East West rail link coming through Sandy and to lobby the relevant authorities.	The Council submitted a response to the most recent EWR consultation on 9th June 2021.
<b>Meeting 21/5/18</b>			
A1 – Local Issues	(19-18/19)	To push for decisions on the future of the A1 and action on safety and environmental issues.	Representatives of STC joined a meeting with a representative from Highways England, facilitated by local MP Richard Fuller. Notes from that meeting are included in this agenda for Members’ consideration.
<b>Meeting 17/12/18</b>			
Sandye Place Academy	(142-18/19)	That the Town Council place on record its opposition to any future residential development on the site and all other aspects the site could be used for as highlighted in the Council’s Community Plan and that CBC Ward Councillors support the Council’s position.	Members received briefing notes from CBC on the process involved in getting the SPA site released from the DfE and educational use. Notes from a meeting of STC representatives with CBC are included on the agenda. A letter received from CBC’s agent in relation to educational use at SPA is included on the agenda.
<b>Meeting 14/12/20</b>			
Councillor Street Audit	(77-20/21)	Members to carry out an audit of streets and report back concerns or areas in need of attention to Cllr Pettitt, who will compile a report.	Members submitted audit feedback to Cllr Pettitt. Update to be provided under agenda item 11.

<b>SANDY TOWN COUNCIL</b>
---------------------------

Notes of from meeting of the STC representatives, CBC ward councillors, SG19 representatives and Highways England, as facilitated by the Hon. Richard Fuller M.P

11<sup>th</sup> June 2021 via Microsoft Teams

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**Present;**

Mr. R Fuller, M.P  
Mr P Stonebridge, office of Richard Fuller M.P  
Mr M Fellows, Highways England  
Mr P Salmon, CBC Highways  
Cllr Martin Pettitt, Mayor of Sandy  
Cllr Joanna Hewitt, Deputy Mayor of Sandy  
Cllr Nigel Aldis, Council representative on SG19  
Mr C Robson, Town Clerk  
CBC Cllr C Maudlin  
CBC Cllr T Stock  
SG19 Stephen Allen  
SG19 Andrew Clark  
SG19 Claire Ryan

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Mr Fuller (RF) opened the meeting and Mr Stonebridge (PS) led introductions.

RF spoke briefly on his understanding of current strategy;

- A route strategy process is underway to underpin the next road investment period.
- This is not a binding process but is about gathering evidence on issues and what decisions are to be made. It will be a precursor to what may come next in terms of work and strategic decisions.

RF stated that he hoped today's meeting might be able to reach a consensus on short-term improvements with views on longer term issues also being discussed. STC's view on longer term issues is important as they act as the most local tier of government and can provide valuable insight on the day to day issues experienced. The impact on Sandy of work to the Black Cat must also be considered.

-----  
RF asked CBC Members to give their views. CBC Cllr T Stock (TS) stated;

- STC, SG19 and CBC cllrs had previously met with Mr Fellows 2-3 years ago to discuss concerns about the A1. Highways England (H.E) is aware of the issues and our concerns which have been communicated to them.
- The short-term priority is to address the safety of the 'gap' and junction at New Road/A1. This is particularly dangerous with accidents occurring on a regular basis.

- Closing the gap could be an issue, but proper line marking to make it clearer how drivers should use the junction could make a big safety improvement. Other junctions already have such line marking in place.
- The impact on the Sandy roundabout because of work to the Black Cat has been highlighted previously. The works could result in an additional 5,200 cars using the Sandy roundabout daily. This is enormous pressure on our local roads.

CBC Cllr Maudlin (CM) commented that;

- The signage on the A1 which directs drivers down London Road to reach Sandy is confusing and needs to be removed. The speed of traffic coming off the A1 along this road is frightening and removing the sign would be one quick solution before any traffic calming might need to be considered.

RF asked if there was a need for greater pedestrian safety?

TS commented that there was, especially near the garage/flats. It is not clear how to address people crossing the A1 at that point though. CM commented that such issues must be kept in mind when future planning applications are considered for this area.

-----  
RF asked Cllr M Pettitt (MP) for STC's view/thoughts;

MP referred to a report he had sent to Mr Fuller's office outlining some of the issues STC had concerns about. This included the safety of junctions and 'gaps' on the A1. MP stated that the issues of the A1 at Sandy must be looked at in the bigger picture as the whole stretch of road up to Biggleswade.

MP stated a quick fix could be achieved at the New Road junction with line marking. Closure of the gap at that point may not be a favoured solution by everyone and the Town Council had been split on the suggestion due to traffic flow concerns.

MP and Cllr J Hewitt (JH) went on to comment that;

- A previously proposed 'longabout' using Orchard Road/New Road might provide a better solution. HGV issues plus the safety issues of the current junction could be addressed.
- The proposed average speed camera scheme would have helped and this should be looked at again.
- The Sandy stretch of the A1 as it currently stands is not worthy of the proposed change of name to the Queen's Highway.
- It is important to look at this whole stretch of the A1, not just the Sandy section. *(RF agreed it was important not to be too parochial)*
- The Black Cat works will undoubtedly make the issues at Sandy worse, including safety.
- If we want people to cycle and walk the infrastructure needs to be provided and a path along New Road to the A1/Beeston bridge would support this.

Cllr N Aldis (NA) commented that;

The Beeston footbridge has inadequate access, causing issues for prams, bikes and mobility scooter users. Could this be addressed to help improve pedestrian safety around the A1?

-----  
SG19 Mr Stephen Allen (SA) explained why the group was called SG19 and that it had focused on the issues around the Sandy section of the A1, rather than the longer stretch into SG18.

SA commented that;

- SG19 did not want to see more delays and reviews.
- Queried why Sandy is always 'the poor relative' on this stretch of the A1.
- The New Road junction needs re-alignment and there should be focus on that specifically. This would surely be a small scheme within H.E's overall budget.
- Pedestrians walking around Beeston bridge must be addressed.
- If the central reservation of the A1 was concreted this would avoid visibility issues from overgrown vegetation.
- Echoed the need to take down the signage directing drivers down London Rd to reach Sandy.

Mr Andrew Clark (AC) commented;

- Pollution and air quality data shows a link between traffic and pollution levels.
- The government is looking at transitioning to electrical vehicles, but this is a longer-term view that won't address HGVs.
- Highest levels of traffic/pollution are around commuter times and the aim must be to get the traffic flowing as smoothly as possible. There could be some quick wins which help keep the traffic flowing.
- Data is only available where test stations are. There is an awful lot of data available. Sandy was previously ranked 6<sup>th</sup> worst for air quality in the country.

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Mr Martin Fellows (MF) of Highways England responded to the concerns and comments made by CBC/STC/SG19. MF stated that;

#### New Road/A1 Junction

- The ultimate option would be to close the 'gap' at this junction.
- H.E is not does not wish to force the implementation of unpopular choices/changes that users would not support.
- Data obtained does not indicate that there is a safety issues at this junction. In general, it does not 'stick out' from other parts of the network in terms of safety.
- H.E has closed most central gaps. H.E don't in general want them as part of the network. That would be the solution, but H.E won't impose it.

- H.E's priority is the A1 north and south traffic. They cannot prioritise traffic crossing the A1.
- Extra line marking at the junction might increase other risks. This is not something H.E will carry out. Lines may create a change in the priority order of traffic on the main network. Line marking would divert the problems.
- H.E engineers have looked, and they believe that the current set up is the best solution for managing A1 traffic.
- H.E could look at installing 'No U-Turn signage.
- H.E will do a study to look at the options, but the ultimate option would be to close the gap.
- Not familiar with the proposed 'longabout' which was raised and it would not be an option from an engineering perspective.
- Anything other than closing the gap would create binary issues.
- H.E could support a consultation on closing the gap.

*Councillors asked for sight of the safety data referred to by MF.*

*Councillors and SG19 argued that the line marking/re-alignment suggested worked at other similar locations, why could it not work in this case?*

*RF informed MF that as long as the A1 went through our communities we would consider it a local road and would continue push back to get the changes needed.*

#### London Road Signage

- H.E and CBC agreed that the sign directing drivers down London Road to reach Sandy from the A1 would be changed.

#### Footpath along the A1

- Footpath would be CBC responsibility and CBCs Paul Salmon (PS) would take questions raised back to the Head of Service. Cost for a path along New Road would be high but willing to have the discussion on how that funding could be found.
- Some H.E funding might be available to support pedestrian access if it is directly linked to the A1. H.E happy to work with CBC, but it must benefit A1.

#### Average Speed Cameras

- The Road Safety partnership decided against average speed cameras. There are currently no plans to reconsider this.
- H.E agreed the existing static cameras should be upgraded to digital and this has happened.

#### Road Infrastructure Strategy

- H.E wrote to all MP's about the strategy programme.
- Business case for re-alignment of the A1 did not 'stack up' when a study was previously carried out.
- The situation may have changed depending on development. Increased development could allow for investment in the A1.



- Development of a route strategy is a way to understand pressures and opportunities.
  - Strategy will be rolled on over summer 2021.
  - RF's office will share the letter received with the Council.
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RF concluded by stating it would be extremely beneficial if local stakeholders (STC, SG19, CBC) could reach a consensus on priorities, what needs to be done and the desired future of the A1. It was suggested STC reach out to Biggleswade Town Council to see if they shared the Council's concerns and if a consensus could be reach between the two councils.

**Sandy Town Council**

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<b>Date:</b>	<b>28<sup>th</sup> June 2021</b>
<b>Title:</b>	<b>Neighbourhood Plan Steering Group</b>
<b>Contact:</b>	<b>Cllr Gibson, Chair of Neighbourhood Plan Steering Group</b>

**Purpose of the Report**

1. This is the third Neighbourhood Steering Group report for STC which covers the highlights from our third meeting. The purpose is to provide Members with an update on progress that is being made and the key actions at each Council meeting as agreed in the Terms of Reference.

**Recommendation**

2. That all members of the Town Council and staff complete the 'Have Your Say' Questionnaire either online or using the leaflet left in trays. That the Council note the information within the report.

**Background/Information**

3. The following provides background information on progress since the last meeting.
  - The launch of the Neighbourhood Plan at the Craft Market on the 31<sup>st</sup> May was a great success. The weather helped to bring people out and the public was in the main eager to engage with us. We had some great conversations and reached a broad range of ages.
  - On the day over 60 questionnaires were completed and returned, whilst others completed online or handed in at STC offices. To date we have received ~ 200 responses.
  - We were extremely pleased with the level of response and over the next few weeks will begin the task of analysing the data – there are some initial themes that leap out, a love of the green spaces around the town, a dislike of litter and traffic in the High Street.
  - We also launched our social medial engagement through Facebook, Twitter and Instagram. This web link <https://linktr.ee/SandyBedsNP> enables access all of the social media by clicking the relevant icon and also to our "Have Your Say" questionnaire. There is also a link to the Neighbourhood Plan page hosted by Sandy Town Council which is where meeting minutes and decisions can be viewed.
  - The display we used at the Craft Market has been relocated to the windows in the old Barclays building, we are very grateful to the building agent for allowing us to use the space.



- The Library and STC reception are also helping us to promote the questionnaire.
- The video that was created for our Facebook page as reached 2700 people and has been watched 480 times. We continue to build a following on social media which will take time but is essential to be able to reach more of the population.
- Further publicity will be sought through posters in all areas of the town, engagement with community groups and a business specific questionnaire that we hope to distribute in the next month.
- Sandy Secondary School has agreed to put a full page about the Neighbourhood Plan in the newsletter that goes out to all children and parents at the end of June. We will aim to do the same with the primary schools also - to reach all parents and children for inputs.
- This phase of initial information gathering and data analysis will run to the end of August. We hope that we will have the opportunity to attend additional events to promote our work and encourage people to get involved with the process.
- We should have some initial data on results and key topics to share at the next Full Council meeting.

#### **Date of Next Meeting**

4. The next steering group meeting is on 15th July at 7 pm on Zoom.

**Author: Cllr Amanda Gibson**

**Sandy Town Council**

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<b>Date:</b>	<b>28<sup>th</sup> June 2021</b>
<b>Title:</b>	<b>Sandy Sports &amp; Leisure Association (SSLA)</b>
<b>Contact:</b>	<b>Cllrs, M Pettitt, M Hill and M Scott</b>

**Purpose of the Report**

1. To provide the latest updates from the Secretary of Sandy Sports & Leisure Association (SSLA) which was previously emailed to Councillors on 21st June.

It is hoped there will be a further email to come towards the end of the week when approved minutes of last week's pre contact meeting are received from Matt Young for circulation.

In the meantime:-

**Summary & Key Bullet Points**

2. Summary below:
  - Referring to my email dated 5 June which forwarded to all members the quotation received from Terry Seymour for £1875.00 plus VAT to fully rectify and replace in part faulty lamps etc. with options for upgrading at additional cost. I invited comments, suggestions etc. before instructing Terry and have had one response to date and none in writing / email. I therefore renew the request for input please since I am uncomfortable taking an arbitrary decision and spending SSLA money without evidence of some consultation etc.
  - As I communicated to everyone on 28 May a Grant of Planning Permission had been received from CBC the previous day.
  - Telephone discussions ensued over the following week with Mr Chris Dorrow, CBC Rights of Way Officer ahead of determining any requirement he may determine necessary for the duration of the refurbishment works by way of protecting the bridleway and keeping those using it safe. Mr Dorrow has since been in contact with Matt Young of TGMS and with SIS UK Ltd.
  - The pre-contract meeting took place on Wednesday 9 June. Mike, Tony and I attended on behalf of SSLA and Shefford & Sandy Hockey Club. There were 2 representatives each from TGMS and SIS UK Ltd. All contract terms, conditions etc. were gone through and provisionally agreed. Draft contracts to be circulated within a fortnight for scrutiny, amendment, approval and signing. Important dates - **SIS will take possession of the site including the car park which will be used as arrival / departures, storage etc. on Monday 19 July. Completion of work and site closure by Friday 3 September.**

- There was a considerable amount of discussion around present difficulties being experienced in the sector, and beyond around sourcing and supply of vital materials including resin, rubber, bonding, sealant even fencing and timber with the pandemic being cited as the main reason. SIS assured they were on top of the problems and would do their utmost to ensure work goes smoothly and to plan. As stated above I will circulate the minutes of this meeting when received and would urge and encourage members to raise any and all matters of concern and interest arising from these which I will be pleased to put via Matt Young to SIS Ltd for a response.
- Sport England (£75k) & CBC (£5k) grant funders will be updated this week.
- We have made a payment this last week of £5.00 to Sandy Town Council to meet our peppercorn ground rent for the next 5 years.

**Author:** Originally written by Cllr Martin Pettitt in his capacity as Secretary. Adapted on behalf of Cllrs Hill and Scott who are the STC representatives and included for all STC Member's information.