

Sandy Town Council

There will be a meeting of the Community Services & Environment Committee of Sandy Town Council which will be held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 9 March 2015 at 7.30pm for the purpose of transacting the items of business below.

Delia Shephard

Delia Shephard

Town Clerk

10 Cambridge Road, Sandy, Bedfordshire SG19 1JE

3 March 2015

A G E N D A

1 Apologies for absence

2 Declarations of interest

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

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

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

3 Minutes of previous meeting

To consider the minutes of the Community Services and Environment Committee held on Monday 26 January 2015 and to approve them as a correct record of proceedings.

4 Public Participation Session

5 Allotments

To receive and consider a letter from Sandy & District Allotment & Leisure Gardener's Association.

6 Engayne Avenue Estate

To receive a report from Cllrs Ali and Aldis about severe parking and other problems in the area.

7 CCTV

To receive a report from Cllr Aldis who attended the meeting on the 24th February 2015 at Priory House, Chicksands.

Sandy Town Council

- 8 **The Limes**
To receive and consider an email received from C Beddall Management Services.
- 9 **Middlefield Industrial Estate BID**
To receive and consider the prospectus regarding the proposed Middlefield Business Improvement District.
- 10 **Sandy Ladies Football Club Tournament**
To receive and consider a request to play the tournament at Bedford Road Recreation Ground.
- 11 **Best Bar None**
To consider attendance at the next meeting on Monday 16th March 2015.
- 12 **Smartwater – Belam Way**
To receive and consider an email regarding installation of Smartwater.
- 13 **Sandy Town Team Project**
To receive and consider an email in relation to a water feature in Bedford Road Recreation Ground.
- 14 **Moles – Beeston Green**
To receive and consider a request from a resident for moles to be removed from the Green.
- 15 **Cemetery Fees**
To receive and consider a letter from Mrs Richardson regarding memorial fees.

Sandy Town Council

Community Services and Environment Committee Monday 9 March 2015

REPORTS

- 5 **Allotments**
Letter attached.
- 8 **The Limes**
Email attached.
- 9 **Middlefield Industrial Estate BID**
Information attached.
- 10 **Sandy Ladies Football Club Tournament**
Email attached.
- 11 **Best Bar None**
Minutes of meeting held on 7th January 2015 attached.
- 12 **Smartwater – Belam Way**
Email attached.
- 13 **Sandy Town Team Project**
Email attached.
- 14 **Moles – Beeston Green**
A request has been received to remove moles from the Green.
- 15 **Cemetery Fees**
Letter attached.



SANDY & DISTRICT ALLOTMENT & LEISURE GARDENER'S ASSOCIATION

Questions to Sandy Town Council meeting, to be held on Monday 2nd March 2015, regarding proposed new allotment site.

For reference: - Following Sandy Town Council meeting of the 20th October 2014, the increase cost of £3900 plus VAT for soil testing was agreed, with a total of £5,000.00 to be made available should a contingency sum be needed. (Minuted)

On the 14th January 2015, the chairman contacted Sandy town council to see if there was any update to the soil testing, this was met with a resounding no knowledge of testing, although in fairness the Town Clerk was unavailable.

The chairman again contacted the Town Council on the 21st January to be informed that the soil testing had not been ordered / arranged.

The chairman then received an e-mail from Sandy Town Council on the 30th January, Karen Lang of CBC reported that the utilities / services search has been completed and also has been advised by colleagues at CBC, that the ground has been too waterlogged recently to track the pit-digging JCB, it could be started by the end of February.

This has raised the following questions by the Association to Sandy Town Council: -

1. Why is CBC dragging their heels in organising this testing?
2. What type of soil testing is taking place? And what is the reason for pit digging.

Footnote: - The Association can supply details of a soil testing facility to a depth of 90cm with GPS satellite navigation positioning so that test site can be revisited accurately if required, at vastly reduced costs to those costs currently being charged to the Council.

John Bray

Sandy & District Allotment & Leisure Gardeners Association

To: admin@sandytowncouncil.gov.uk
Subject: FAO SUE FOSTER (Robinsons Yard Residents Association Ltd)

Dear Sue

I write further to your telephone conversation with my colleague, Sean Williams. We are the Managing Agents for Robinsons Yard Residents Association Ltd, Elder Close, Beeston, Beds SG19 1GA.

The residents in Elder Close and in fact on the whole development do suffer from a lack of parking and as such, certain grassed areas are being parked on by residents and visitors to the area. There is an area of space place/play area that was adopted by Sandy Town Council at the end of Elder Close that is in a fairly poor condition and is being used to park on. I am enclosing a plan circling the area in question for ease of reference.

The residents would like this area adapted to facilitate parking and recommend that grasscrete is laid which would still enable the grass to grow but would assist with people being able to park there without making the area aesthetically unattractive.

Would the council consider undertaking these works to assist with the problem on the development of lack of parking?

There are other areas on the development that we have already installed such a product on and this has worked very well with keeping the green look of the development but enabling residents to access that all needed extra parking facility.

We would be extremely grateful if the council would please proceed with a suitable installation in the area marked on the attached plan and we look forward to hearing from you as a matter of urgency.

We thank you kindly for taking the trouble to read this email and hope you will be able to assist the residents of the Robinsons Yard development.

Kind regards.

Michelle Elliott (Mrs)

C Beddall Management Services
77a High Street
Hoddesdon
Herts
EN11 8TL

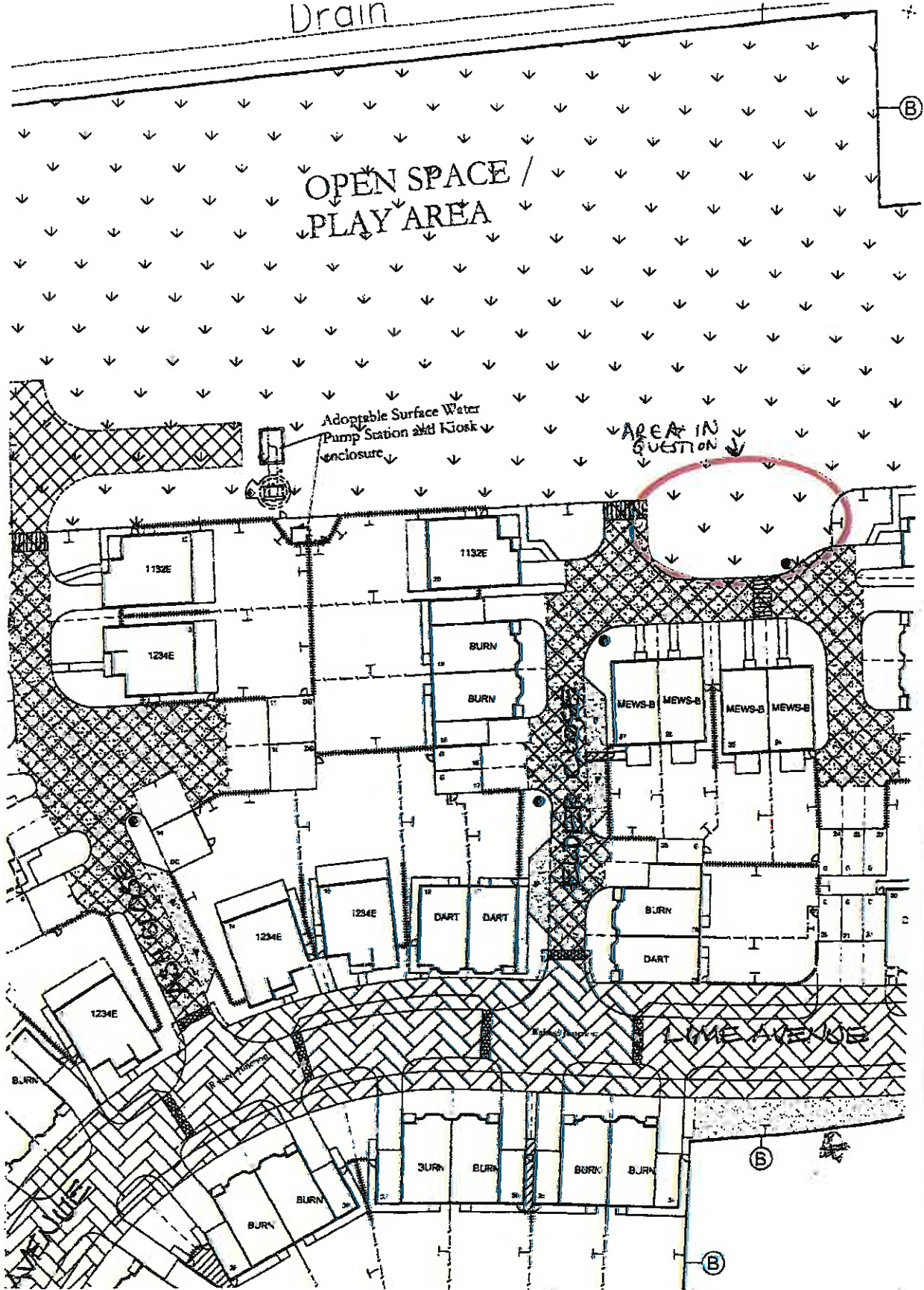
Telephone: 01992 451770
Fax: 01992 442232

Drain

OPEN SPACE /
PLAY AREA

Adoptable Surface Water
Pump Station and Kiosk
enclosure

AREA IN
QUESTION





For Immediate Release

PR 2291

03 February 2015

Businesses launch bid to improve industrial estate

Businesses from Middlefield Industrial Estate have launched their plan to turn the Sandy industrial estate into a Business Improvement District.

Businesses from across the area have formed a steering group to promote the BID, which they say will have significant benefits for all involved. Now they are sending out ballot papers to all businesses to have their say on the proposal.

Michael Tucker, director of Manor Concepts refrigeration and chairman of the Middlefield BID steering group said: "This is an exciting chance for businesses to vote for a project which will give them their own budget and a real influence on matters which impact upon the operation of their business and make a difference to their turnover and profit.

"The BID will bring businesses together in a way which has been seen to make a significant difference to other industrial estates around the country and many towns and city centres.

"Our research showed that 64 per cent of businesses thought the area had either deteriorated or stayed the same as a place to do business. We have to reverse this situation. The ballot papers are going out now and we are encouraging all businesses to vote yes so that they can really make a difference to this area and make it a great place to invest and work."

Over the last year the steering group has worked with Central Bedfordshire Council to develop the business plan on which businesses will vote.

Councillor Nigel Young, Executive Member for Regeneration, said: "We've been really pleased to work alongside the steering group to try and make the BID a reality. We're committed to boosting business across Central Bedfordshire and this is the perfect way for us to work with companies in Middlefield to help them improve their operating environment."

The two main objectives of the plan are to provide a safe and secure working environment for all businesses, workers, visitors and vehicles on the industrial estate, and to provide a smart and effective operating environment for businesses and for people who work there.

If the vote goes through then all the businesses in the industrial estate will contribute a small amount of money for the delivery of this plan and to enable these things to happen.

Mr Tucker added: "A business improvement district provides us with an opportunity to forge links between us and work on projects which we initiate and which are important to us as committed and hardworking business people.

"Industrial estates and business parks across the UK are changing rapidly and we need to ensure that Middlefield does not become a backwater with a run-down operating environment.

"The BID plan provides us with a clear direction for a new exciting era in Middlefield and it is so important that all the businesses who have helped shape this plan vote yes in the ballot so that we can all work together for a great future for our area and our businesses.

"Businesses are being urged to look out for their ballot paper and make sure they vote. The result of the ballot will be known at the end of March."

ENDS

BIDs are part of the government's long-term strategy to encourage partnership working between local authorities and the business community.

BIDs are an investment in the local trading environment through the provision of added-value services.

BIDs are funded by local businesses through a levy on their rates bill, therefore all beneficiaries pay.

They see improvements to business profitability and turnover which would not have happened without a BID.

Businesses will identify the area and the issues and put together a proposal which should include delivery guarantees, performance indicators and management structure.

The plan voted for has a lifespan of five years and further proposals will have to be reaffirmed through a further vote.

There are now over 150 BIDs across the country, which have had an average turnout of 40 per cent of the business with 75 per cent of the businesses voting in favour.

There are two criteria which have to be achieved for the vote to be successful: more than 50 per cent of the number of businesses who vote have to say yes and more than 50 per cent of the rateable value of the businesses who vote have to say yes.

For all media enquiries contact Ian Ferguson Partnerships for Better Business Ltd 01332 419051 or enquiries@pfbuk.co.uk Managing Consultants for the BID project

For further information please contact: Jim Brock, Media Officer on 0300 300 5666 or email Jim.Brock@centralbedfordshire.gov.uk

Please contact me on the above email address rather than replying directly to this email.

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www.avast.com

From: Alan Watson
Sent: Wednesday, February 11, 2015 9:26 PM
To: Delia Shephard ; Melanie Brooker ; Melanie Brooker
Subject: Re: Sandy Ladies Football Tournaments

Hi Delia & Mel,

I am emailing to ask if it's alright to organise the two competitions again as I have done for a number of years.

Sunday 19th July – 7 a side tournament on Bedford Road for a maximum of 15 Ladies teams – Sandy FC are fine with me asking permission.

Sunday 6th September – 11 a side tournament using all three 11 a side pitches – again limited probably to 15 Ladies teams.

I look forward to hearing from you both.

Regards,

Alan Watson
Secretary
Sandy Ladies FC

Minutes



Central
Bedfordshire
Together

Not Protected

Title of Meeting:	Best Bar None (Central BedSafe Group)	
Date:	7 th January 2015	
Venue:	Room 13, Central Bedfordshire Council, Priory House, Chicksands	
Chair:	Lisa Scott	
Name	Title/Organisation	
Lisa Scott (LS)	CSP Analyst, Central Bedfordshire Council	
Natasha Kranzler (NK)	CSP Administrative Officer, Central Bedfordshire Council	
Rosetta Triolo (RT)	CSP Community Engagement Officer, CSP, Central Bedfordshire Council	
John Seemarks (JS)	Community Safety Officer, Central Bedfordshire Council	
Jo Borthwick (JB)	Central Bedfordshire Council	
Emma Nee (EN)	Bedfordshire Police Licensing	
Andy Martin (AM)	Arson Reduction Officer, Beds Fire and Rescue Service	
Becky Wisbey (BW)	Community Safety Manager, Dunstable Town Council	
Craig Gurr (CG)	Bedfordshire Police	
Apologies	Title/Organisation	
Rob Lawrence	CCTV, Central Bedfordshire Council	
Sarah Pacey	Public Health	
Guy Munno	Bedfordshire Fire and Rescue Service	
Clare Brett	Dunstable Town Council	
Delia Shephard	Sandy Town Council	
Rob McGregor	Biggleswade Town Council	
Agenda No.	Agenda Item	Action
1	Apologies/introductions (LS) LS thanked all for attending. Apologies noted.	
2	Communications Report (RT) No minutes from last meeting. Agenda item 2 now Communications Report: <ul style="list-style-type: none"> As a result of promoting Best Bar None. Low key communications campaign. One mention on Twitter. On document RT refers to a re-tweet. Include Police Crime Commissioner figures. Email alert: NK would like to send an email alert when website has been updated with winners. Website: Will update with winners/accredited premises and to advertise pubs (<i>this has now been completed</i>). Have to make a request through CBC Communications for a photo of the winners to be included. RT and NK will select a photo. BW: Don't Let Dunstable Die - 1500 followers. BW thinks the figures are much higher than this. RT can check. NK to send BW link to our website when it is updated (<i>completed</i>). Process good. Assessment book lengthy. Assessment booklet was not explained enough in advance of assessors turning up. LS thanked all for their hard work. The amount of people BBN reached was fantastic. 	NK NK

	<ul style="list-style-type: none"> • RT visited Andrea, Beds Police re. Beds Police website coverage. • NK: Photos with premises being presented with plaques would be a good idea for coverage/advertising purposes. • A BBN Facebook page and Twitter to keep momentum. This would need sign off. • JB mentioned a non-council branded website - "be central bedfordshire". • NK suggested coverage in the CBC Business e-newsletter (Donna Wilkinson) which goes to 1,500 businesses. • Licensing contact: JB is not the right person for Licensing engagement with pubs - Margaret is a more suitable contact. There will be a new person who can get involved. ACTION: JB to ask Margaret to let new person know they will be involved with BBN/engaging with pubs. 	JB/MJ
3	<p>Best Bar None evaluation (LS)</p> <ul style="list-style-type: none"> • All the pubs that came were from Pubwatch. • Licensing rapport - a person meeting them from Licensing needed. • Looking at Leighton Buzzard next - quite a lot of pubs in Leighton Buzzard are in Pubwatch. • Focus on hard to reach pubs. • ACTION: JS and RT to work on promoting Pubwatch to pubs. Then can tell them about BBN. • Police can look at Pubwatch promotion. ACTION: JS to provide CG with a list of pubs for Dunstable and Leighton Buzzard. • Launch event BBN (cost implication). BW: Better spending time on hard to reach groups? Launch at a Pubwatch meeting? An invite to all to come to Pubwatch for BBN launch. It would be better to suggest sign up to BBN and get Pubwatch free. ACTION: JS to action. • Increase in comms. • Changing booklet as it doesn't flow. • LS/NK to circulate latest booklet with minutes. Put on agenda for next meeting. 	<p>JS/RT</p> <p>JS/CG</p> <p>JS</p> <p>LS/NK</p>
4	<p>Best Bar None 2015 (All)</p> <ul style="list-style-type: none"> • LS: Have £2,000 in pot from CBC. • Neill Waring, Police will give some money, but uncertain of amount ACTION: LS to contact Neill. • Putting in a business case for a BBN Co-ordinator to do admin, 20 hours per week. LS will keep the group posted. • The aim for 2015 if signed off by Steering is to do Dunstable again and Leighton Buzzard BBN. Encompass Houghton Regis and in to Dunstable. 2 events – 1 for Leighton Buzzard, 1 for Dunstable and Houghton Regis. • Leighton Buzzard Town Clerk have approached us. Told them we are evaluating. • Biggleswade interested also. With Biggleswade a lot of those banned are street drinkers which are not night time economy. CG: Have a night time economy plan for Biggleswade. LS requested a copy. ACTION: CG: Send plan to LS. • BW: In March bids for money need to go joint committees for Dunstable, Houghton Regis and Leighton Buzzard (joint project working). Evaluation needs to go to Dunstable Joint Committee. 	<p>LS</p> <p>CG</p>
5	<p>Any other business (All)</p> <ul style="list-style-type: none"> • February meeting cancelled. Next meeting will be in March. Please try to attend or send a representative. • BW: Engagement/business regeneration. Jason Longhurst, Champion, Market Towns Initiative. Funding staff research possibly? To be mentioned in report for the post. A good 	ALL

	<p>opportunity to mention.</p> <ul style="list-style-type: none"> • BW: Received a call from Alan Stone, Public Protection asking how safe is it in Dunstable at night and should establishments close earlier due to ASB? Also around changes in planning - more complaints, charging residential units, more residents, future activities. Change in how High Streets are being used. • "be central bedfordshire" website (Non-Council branded) - ACTION: LS to see if they can contribute. 	<p style="text-align: center;">LS</p>
	<p style="text-align: center;">Date of next meeting: Monday 16th March 2015, 10.00-12.00 Room 13, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, Beds, SG17 5TQ</p>	

COMMUNICATION REPORT – COMMUNITY SAFETY

Best Bar None

Best Bar None only received a 'low key' pre-promote and Comms decided that it should only feature on Twitter for now (as it was felt that this was not appropriate on Facebook at this time) and the following figures were achieved:

Social Media Coverage – Central Beds Council – Twitter (viewing figures not available)

Twitter:

Posts 11

Combined Reach 7'475

Combined RT's 22

Facebook

Posts 3

Reach 1'033

Likes 21

Shares 5

Beds Fire Social Media

88 people received this message via their messaging service; (18 people read this); further messages were sent via Twitter and there was website traffic as well so in TOTAL 500 people were reached.

The message was sent to Police no feedback figures have yet been received.

Other coverage

A press release was sent to Ezine Magazine and this is circulated to over 1000 people.

Information is also held on the Dunstable Town Council website and a press release was sent out.

Dunstable Town Council

Had 3 shares, 3 likes and 518 reaches.

Don't Let Dunstable Die

They publicised it and they have at least 1500 followers

Further media coverage

It was decided that maximum coverage would be delivered on the night of the event and after the event.

Email Alerts

Not sure if these were done – will check with Nat

Website Activity

1 person has visited the Central Bedfordshire Best Bar None page so far (bearing in mind this has not been widely publicised as we chose to adopt a low key campaign for pre-marketing. (website will need updating to show winners)

Evaluation Meeting Took place with some of venues

The pubs that I know of who attended were: Club Cookies, The Crown, The Ivory Lounge, I think maybe 2 or 3 more pubs didn't get their names. (These names should be on the minutes so we can get this info) So the feedback is only from a very few amount of pubs - I feel we need feedback from the others to - in order to get a good reflection of what they thought.

I went through the communications plan and the great results we achieved :-)

Ed - from Club Cookies felt that BBN should be compulsory as it was a good process. Needless to say that Ed is a super fan on BBN - he also said it was a good evening :-)

They all said they would prefer contact by email - although as we all know they don't respond to those - I still feel mobile phone best?

They felt that questions should be more tailored to different types of pubs as not all questions applied to every pub - I explained we had already identified this and were looking at the questions for (possibly) next time;

Ivory Lounge said that they didn't take part because they were contacted initially and then heard nothing.

They thought assessment was lengthy but ok if organised in advance. They didn't feel the assessment booklet was explained enough in advance of assessors turning up.

It was mentioned that they would like to see someone famous to present the evening :-)

I asked if they would mind paying a nominal fee towards BBN - Ed from Club Cookies supported me in this - we discussed return on investment and the huge numbers of people that follow ours and partners social media etc. they would get great coverage etc.

Overall they wouldn't mind paying a nominal fee to take part in BBN :-) they wanted to know how much was likely to be - I said I didn't know -

Also they felt that some assessors didn't know enough about some of the questions - ie if it wasn't their area of expertise.

Beds Police were given all the relevant information but this was not delivered.

From: website@vertouk.com
Sent: 10 February 2015 14:17
To: Carol Baker-Smith
Subject: Contact Us Form Submission

Contact Us Form Submission

Name: Ray Milsted
Email Address: r.milsted@virginmedia.com
Reason for contacting us: Community Safety

Message:

Good afternoon I am personally a local resident living in Belam Way Sandy and have done so for the last twenty three years. We as residents have been heavily targeted by burglary and many homes in and around us have been victims in the last few months. There is a low cost route to reducing the number of Burglaries and that is by the council funding Smartwater and this being distributed by a member of the community to the older and more vulnerable.. the council can claim back the VAT or it can be purchased via OurWatch for twenty pounds per unit inclusive VAT. If you or a council representative would like to discuss more please email me Back with contact and telephone numbers. Regards Ray Milsted

Carol Baker-Smith

From: Sandy TownTeam <thesandytownteam@gmail.com>
Sent: 10 February 2015 00:10
To: Carol Baker-Smith
Cc: Carol Baker-Smith
Subject: Re: Sandy Town Team Car Boot

Dear Carol

The Sandy Town Team are working to improve the community by supporting projects that would encourage the vibrancy and use of the Towns facilities.

We are currently looking to fund-raise for a project to provide a Splash Pads / Play Fountain type water feature at the park. We are hoping to win some Active communities funding for this and keep the award local.

Do you have a process where we can start a conversation with the Town Council about this project and what permissions and agreements are needed should we be successful.

Looking forward to hearing from you

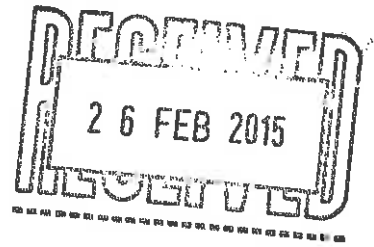
Best regards

Alistair
on behalf of the Sandy Town Team

Richardson,
2 Langwood Close
Eaton Ford
St Neots.
Cambs.
PE19 7QW

CS46

Item 13 24TH FEB 2015.



(Tele 01480 - 215827)

Dear Sir or Madam.

I am writing to you concerning Triple Fees for Headstone to go in

My Husband Alan Richardson who died suddenly (Oct 2014)

As we are out of the area we paid extra for Plot in Sandy which we understand. (Burial Rights)

Alan grew up in Beeston he and I lived in Sandy roughly 19 years and continued to have close ties with Sandy with Beeston Methodist Church a local area he was also Treasurer of Beeston Methodist Church up until he died.

I am asking you to consider the Triple Fees.

Yours
Sincerely

Mrs M. Richardson