

Sandy Town Council

Minutes of the meeting of Sandy Town Council held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 26th June 2017 at 7.30pm

Present: Cllrs P N Aldis, T Cole, W Jackson, A M Hill, C Osborne (Mayor), M Scott, P Sharman, J Sparrow and S Sutton

Absent: Cllrs P Blaine, T Knagg, G Leach, M Pettitt, D Sharman, C Maudlin (CBC), T Stock (CBC) and P Smith (CBC)

In attendance: Mr C Robson (Clerk)

	Action
<p>1 Apologies for Absence (35-2017/2018) Apologies for absence had been received from Cllrs Blaine, Leach, Pettitt, D Sharman and Cllr C Maudlin (CBC).</p>	Admin
<p>2 Declaration of Interest and requests for dispensations (36-2017/2018) i) <i>Disclosable Pecuniary Interests</i> - None ii) <i>Non Pecuniary Interests</i> - None iii) <i>Dispensations</i> – None</p>	
<p>3 Public Participation Session (37-2017/2018) There were no members of the public present and no questions had been received in advance of the meeting.</p>	
<p>4 Minutes of previous Town Council Meeting (38-2017/2018) i) RESOLVED to receive the minutes of the Meeting of Sandy Town Council held on Monday 22nd May 2017 and to approve them as a correct record of proceedings. ii) RESOLVED to receive the minutes of the extraordinary meeting of Sandy Town Council held on Monday 12th June 2017 and approve them as a correct record of proceedings.</p>	
<p>5 Minutes of Committees and recommendations therein (39-2017/2018) To receive and note the minutes of the meetings of the following committees and sub committees and (if applicable) to</p>	

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approve recommendations therein which do not arise elsewhere.

- i) **RESOLVED** to note the minutes of the Community Services and Environment Committee held on 5th June 2017.

It was moved and seconded to approve the Recommendation from the Committee that a town guide is produced but not delivered to 5,000 households in Sandy and that a new quote be sought, that a working group is set up to write the copy for the guide and that it is put forward to next year's budget estimates.

A Member commented that he could not support the recommendation as he felt there would be large cost for a document that would quickly become outdated. It was queried whether the Annual Report could be added to as a document and distributed.

A Member commented that the recent Sandy Local magazine covered a lot of what the proposed town guide would and as such the Council should look to link in rather than create a new guide.

RESOLVED that no action is taken on producing a town guide and that the Clerk approach Sandy Local and bring a report back to the CSE Committee.

- ii) **RESOLVED** to note the minutes of the Policy, Finance and Resources Committee held on 12th June 2017.

It was moved and seconded to approve the Recommendation that the Council approve the Jenkins Management contract between SLL, CBC and STC subject to changing 10.VI.

The Clerk explained that CBC legal did not feel the contract needed changing as the Council was fulfilling 10.VI by contracting SLL to manage the facility for them. Members asked that this be clarified in the contract.

RESOLVED to approve the contract for the management of the Jenkins Pavilion.

It was moved and seconded to adopt the proposed Social Media Policy.

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RESOLVED to adopt the proposed Social Media Policy.

RESOLVED that Cllr T Cole, the Clerk and the Administration Team Leader act as moderators/editors of the Council's Facebook page.

- iii) **RESOLVED** to note the minutes of the Development Scrutiny Committee meeting held on 5th June 2017.

6 Financial Matters (40-2017/2018)

- i) **RESOLVED** to note a summary statement of income and expenditure against budget for the year to date (previously circulated and scrutinised at a meeting of Policy, Finance and Resources Committee on 12th June 2017).
- ii) **RESOLVED** to note a list of payments made since the last Town Council meeting (previously circulated and scrutinised at a meeting of Policy, Finance and Resources Committee on 12th June 2017).

7 Central Bedfordshire's Local Plan (41-2017/2018)

Members received a copy of Central Bedfordshire Council's draft Local Plan. The Chairman suggested that the Council go through the plan page by page, but that a separate special meeting is set up to look at the plan in full detail.

It was agreed that a meeting be set up for all Councillors to review the plan and consider the Council's response to the consultation. It was agreed to hold this on Monday 24th July at 7pm.

Members went through the document and commented as follows:

Concerns that the level of housing proposed for the new town will mean that it will inevitably link in with Sandy and a green 'buffer' is needed.

There will be a significant increase in traffic throughout Central Bedfordshire because of so many new homes. The proposed new town at Tempsford will have a significant impact on roads local to Sandy and the A1. The development will also impact heavily on the Black Cat.

Admin

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The document states that in some cases infrastructure is put in before housing. Members agreed this would be good, but questioned when it had ever happened.

The proposed science park and new town is dependent on the East West rail link going where CBC would prefer it. Members questioned what would happen if it was decided that the rail link would not take this route.

It was stated that the proposed science park would not create jobs for local skill sets and would result in more traffic on local roads.

It was noted that the A1 and any potential changes have not been included in the plan.

Members expressed concern that if Sandy does not receive any development it will not benefit from investment in infrastructure. A Member noted that the next version of the plan will allocate housing to some existing settlements and it is possible Sandy will be included. A Member argued that Sandy needs some growth for development and that new towns means that won't happen.

The consultation drop in session for town and parish councillors was noted and the Chairman encouraged as many members as possible to attend.

An email concerning the Local Plan received from Alistair Burt MP was noted.

8 Reports from Central Bedfordshire Councillors (42-2017/2018)

No Central Bedfordshire Councillors were present.

9 Action List (43-2017/2018)

The Chairman informed Members that Kings Road surgery had received sc106 funds to support its relocation and that it was expected to move in late summer.

The Chairman informed Members that some other parish councils in the area had taken decisions on whether the A1 should have a new route or be improved. A Member had asked whether Sandy Town Council should take a position on the relocation of the A1.

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It was agreed that the matter would be discussed by members at the meeting to review the Central Bedfordshire Local Plan.

Members noted the action list.

10 Filling of Sandy Town Council Casual Vacancy on Pinnacle Ward (44-2017/2018)

Members received a report and co-option documents from the Town Clerk. Members noted that there had not been a call for an election and that the Council could now fill the vacancy via its co-option process.

A Member noted that another Council had recently carried out a co-option and the applicants' applications had been made public. At present Sandy Town Council's procedure states that application forms will not be made public. It was agreed that the applicants' names would be included on the meeting agenda when candidates were being considered.

RESOLVED to fill the casual vacancy for Pinnacle Ward through co-option and that candidates are considered and voted on at the next meeting of the Full Council on 14th August 2017.

11 Internal Audit Report (45-2017/2018)

Members received the Internal Auditor's Report for the year ending 31st March 2017. Members went through each page of the report and commented that they were pleased to see the internal auditor had issued a clean report and that the accounts were in good order.

RESOLVED to note the Internal Auditor's report and thank all those involved in managing the Council's accounts.

A Member commented that he struggled to read the report due to the small font size. It was requested that in future our external contractors/service providers issue reports with larger font.

12 Sandy Town Council Annual Report 2016/17 (46-2017/2018)

Members received and reviewed each page of a draft Annual Report from the Clerk.

Members requested the following amendments be made:

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Page 3

- Mayor's report be amended to reflect that the Mayor of Malaunay did not visit Sandy, but a delegation did. To include reference to welcoming the Mayor and a delegation from Skarszewy Poland.

Page 4

- To amend the number of DS Committee meetings held during the year to 18.
- To include the Human Resources Committee and the number of meetings held during the year.
- Remove reference to regular attendance at meetings by the local PCSO and to point out they no longer attend.
- Change 22 Squadron Air Training Corps 'Parents and Friends' Committee to 'Civilian' Committee.

Page 5

- Deletion of duplicated wording in opening paragraph.

Page 6

- Change 'risks borne to the Council' to 'risks borne by'.

Page 12

- Change reference to Army Cadets to Air Training Corps. The Army Cadets did not attend the 2016 Xmas light event.

Page 15

- Members noted that the total expenditure figure for the year was £500,179, rather than £500,080. The difference is due to a donation of £100 which came out the 2016/17 financial year.

Page 17

- Councillor Scott's contact number to be changed.

Page 18

- Councillor Cole's email address to be corrected.

Page 19

- Former Cllr Quick's contact details to be removed and 'resigned' to be added.
- Former Cllr Ali's contact details to be removed and 'subsequently resigned' to be added.

Page 21

- Correction of Alnwick Close and Brickhill Close typo's.

Page 22

- Human Resources Committee attendance figures to be added.

RESOLVED to approve the Annual Report subject to the changes highlighted by Council.

Admin

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13 Community Emergency Plan (47-2017/2018)

Members received a report from the Town Clerk and the Chairman provided some background for Members on why he had asked that the Emergency Plan be given priority and completed within three months. Recent incidents have highlighted the need for Councils to be proactive in ensuring the plans are in place for any potential emergency that could occur. The completion of the Council's Emergency Plan would ensure the Council is prepared for any eventuality.

The Clerk informed Members that lack of responses from community partners/organisations was the main obstacle to finishing the plan.

Members agreed that the completion of the plan should be a priority and that a working group of Councillors should be set up to assist the office in gathering the required information. The group would also consider and prepare plans related to the Council's operation should the office be placed at risk or the Clerk be unavailable.

It was agreed that an email be sent initially to all organisations, reminding them of the importance of the plan given recent events.

RESOLVED that Cllrs Aldis, Hill, Jackson, Scott and Sparrow form a working group to assist the office in completing the plan.

14 Weed Spraying and Grass Cutting in Sandy (48-2017/2018)

Members received a report on a meeting held between STC and CBC Waste Services to discuss concerns over weed spraying in Sandy. A Member commented that he had witnessed the contractor spraying haphazardly recently, despite assurances that spraying in Sandy would be limited. The Clerk would speak with CBC's Waste Services Manager about the matter.

A Member raised concerns over grass cutting at Fallowfield and stated that once again litter picking had not occurred prior to a cut. This had led to broken glass and plastics being spread across grassed areas, posing a threat to dogs. Several members of the public had complained about the situation. The Clerk informed Members that he would raise this with CBC Waste Services again and ask that litter picks are timed with future grass cuts.

Members noted the report.

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15 Cemetery Extension (49-2017/2018)

Members received a report from the Town Clerk on the next steps in progressing the cemetery extension. The Clerk informed Members that a further quote had been received for the demolition work. Quote D proposed the same scope of work as quotes A, B & C. The overall cost for the work under Quote D is £5,265.

RESOLVED that the Council approve quote D at a cost of £5,265 for the demolition of the current depot site.

A Member noted that alternative storage was going to be needed. This had been considered too expensive in the past and it was queried whether a shipping container placed in the car park would be more appropriate. A Member of the Cemetery Working Group commented that this would not work as it would not be big enough for the tractor and Bethco. The Chairman confirmed that the Cemetery Working Group would be looking at the alternative storage options and reporting back to Council.

Town Clerk

Cemetery Working Group

16 Reports from Representatives on outside bodies (50-2017/2018)

- i) Members noted a report from Cllr Pettitt on a recent meeting with Mr D Lamb of CBC's Planning Department. Members noted the report and the Chairman informed Members that as a result of the meeting Mr Lamb had offered to attend a meeting with all Councillors to provide some training/information around planning applications. It was agreed that the session would take place on Monday 14th August 2017 at 6.30pm prior to full Council Meeting at 7.30pm.
- ii) Members received and noted the minutes of the Civilian Committee for 22 (Sandy) Squadron AGM. Cllr Sutton informed Members that the cadets had also helped out with the Sandy Carnival event.
- iii) Members received a communication from BATPC about the Association's AGM. Members noted that Cllrs Blaine and Aldis would be present at the AGM as they are representatives on the Association's board.

It was agreed that Cllrs Scott, Sparrow and Sutton would also attend to represent the Council at the meeting.

Cllr Pettitt/
Town Clerk

Admin

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17 News Releases (51-2017/2018)

It was **RESOLVED** to issue news releases on:

- Receiving a clean internal audit report
- Co-option for Pinnacle Ward Vacancy
- Work on the Council's Community Emergency Plan
- The CBC Local Plan Consultation event to be held in the Village Hall on 7th August 2017

18 Chairman's Items (52-2017/2018)

The Mayor thanked all those who had attended the Mayor's Civic event in the Council Chamber. The event had gone well and raised £201.50 for the Mayor's Charities.

The Mayor informed Members that the next civic event would be a lunch on Sunday 1 October at a local Indian restaurant. The restaurant hosted a very successful and enjoyable event in 2016 and the upcoming event promised to be just as good. The Mayor stated that he hoped as many Members as possible would be able to join him and represent the Council.

The Mayoress and himself had welcomed the Swan Beaver Colony to the Town Council Chamber the previous Wednesday to hear about the work of the Council and to view the Roman artefacts.

The Clerk updated Members on the progress of the Mosaic Project.

19 Date of Next Meeting (53-2017/2018) Monday 14th August 2017

Admin