

28 August 2012

**To: Members of the Council**

A meeting of **ARLESEY TOWN COUNCIL** will be held in the **Village Hall, Arlesey** on **Tuesday 4 September 2012** at 7.00pm.

All Members of the Town Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted.

Mrs Elsie Hare  
**Town Clerk**

## **AGENDA**

### **1 APOLOGIES FOR ABSENCE**

### **2 DECLARATIONS OF INTEREST**

To receive declarations of interests from members  
*(Members of the Council are invited to declare any personal or prejudicial interests they may have in any items on the Agenda for this meeting, in accordance with the Council's Code of Conduct for Members)*

- (a) Personal Interests
- (b) Prejudicial Interests

### **3 CHAIRMAN'S ANNOUNCEMENTS**

- (a) Correspondence received from Alistair Burt
- (b) Correspondence from CBC on the Local Council Tax Support Scheme
- (c) Family Fun Day – Mayor's Charity
- (d) CBC News Release – Baulk Wood Sculpture Trail
- (e) Autumn Issue of Commentree
- (f) Notification of Submission of Minerals and Waste Core Strategy Document
- (g) CBC – Raising Participation Age Conference
- (h) CPRE invitation to the Living Countryside Awards Presentation 2012
- (i) Town and Unitary Councillor Peter Vickers

**4 PUBLIC EXHIBITION ON THE MASTERPLAN FOR ARLESEY**

Russell Gray (Planning) and Brian Duckett (Masterplanning), representatives of the Arlesey Consortium will give feedback on the public exhibition held in the Village Hall in June

**5 YOUTH COUNCIL REPORT**

Nicola King and a Youth Council member will give their regular presentation to members of the Town Council

**6 RED BEAR CHILDREN'S CENTRE**

Jess Milne Manager of the Red Bear Children's with Colin Phelps will give a presentation

**7 PUBLIC PARTICIPATION**

**8 MINUTES OF PREVIOUS MEETINGS**

To receive and approve the minutes of the Town Council meeting held on 3 July 2012 *(attached)*

**9 MATTERS ARISING**

**10 POLICE - REPORT FROM THE SAFER NEIGHBOURHOOD TEAM**

- (a) Monthly crime report from the Safer Neighbourhood Team
- (b) July Crime Report *(attached)*

**11 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**

**12 SCHOOL/NURSERY GOVERNOR REPORTS**

**13 FINANCE**

- (a) **Income and Expenditure – June 2012**  
To receive for approval a copy of the detailed report of the Income and Expenditure for June 2012 – month 3 *(attached)*
- (b) **Petty Cash for June 2012**  
To receive for approval copies of the petty cash details for the Resource Centre and Town Council – month 3 *(attached)*
- (c) **Income and Expenditure – July 2012**  
To receive for approval a copy of the detailed report of the Income and Expenditure for July 2012 – month 4 *(attached)*
- (d) **Petty Cash for July 2012**  
To receive for approval copies of the petty cash details for the Resource Centre and Town Council – month 4 *(attached)*
- (e) **SmartWater Membership**  
To approve that Council has an initial 2 year licence for a SmartWater Small Commercial Membership for £140 plus VAT, as recommended by the General Purpose & Finance Committee at the meeting held on 17 July 2012 – (minute number 130)
- (f) **Resource Centre – Annual Maintenance Contract**

To approve the Resource Centre Annual Maintenance Contract for £1,045.00 per annum to start from 1 September 2012 until 30 April 2013 in order that the renewal will be from the 1 May 2013 in line with the Town Council's renewal contract. This, as recommended by the General Purpose & Finance Committee at the meeting held on 17 July 2012 – (minute number 131)

- (g) **Accounts for Payment**  
To approve accounts to be paid (attached)

**14 FINANCIAL REGULATIONS**

To approve and adopt the amendments to the Financial Regulations as recommended by the General Purpose & Finance Committee at the meeting held on 17 July 2012 – (minute number 129)

**15 INTERNAL AUDITOR**

To consider the appointment of an internal auditor for 2012/2013 accounts

**16 THE CODE OF CONDUCT**

Members to review the Code of Conduct  
*Please bring all your Code of Conduct papers with you to the meeting*

**17 ARLESEY & STOTFOLD LOCAL AREA TRANSPORT PLAN**

Report from Cllr C Howitt who attended a meeting held on 30 July 2012 and to receive a further report from Highways on heavy vehicles accessing the landfill site.

**18 TOWN ENTRANCE GATES**

Members will receive an update on the town's entrance project

**19 FAIRFIELD PARK RESIDENTS ASSOCIATION**

Correspondence received from Chris Titmus, Fairfield Park Residents Association who would like Council's comments on Land to the South of West Drive and adjacent to Fairfield Park. (attached)

**20 PARISH LIGHTS MAINTENANCE**

To receive a report from the Parish Lights Working Party

**21 CENTRAL BEDFORDSHIRE HIGHWAYS MAINTENANCE 4 YEAR PROGRAMME 2013-17**

The correspondence received from the Head of Highways Contract informs Council the consultation process has commenced on the four-year maintenance schemes programme. (attached)

**22 OPEN SPACES ST JOHNS ROAD**

Correspondence has been received to enquire if the Town Council would be interested in adopting the areas of Public Open Spaces in St John's Road.

**23 CENTRAL BEDFORDSHIRE COUNCIL – CONSULTATION**

Correspondence received from Central Bedfordshire Council is to update Council on their consultation on the draft Local Council Tax Support Scheme for Central

Bedfordshire. We are asked to promote this important consultation with local residents and the deadline for responses is 14 November 2012. *(attached)*

**24 RESOURCE CENTRE REPORT**

To receive for approval the Resource Centre quarterly report from the Manager. *(attached)*

**25 WEBSITE**

Members to receive an update on the new build of the Town Council's website

**26 MUGA**

The Chairman will give a progress report sent in by Michelle Powell on the weekly mums with buggies exercise classes she runs at the MUGA

**27 CORRESPONDENCE**

The correspondence received from Cllr David Hopkins, Central Bedfordshire Council concerns issues brought to his attention to be addressed in the context of CBC's commitment to localism and the principle of enabling communities to do more themselves. *(attached)*

**28 MINUTES FROM COMMITTEES**

To receive minutes from the following Committees:

Environmental Committee – 17 July 2012	<i>(attached to this agenda)</i>
Property Committee – 17 July 2012	<i>(attached to this agenda)</i>
General Purpose/Finance Committee – 17 July 2012	<i>(attached to this agenda)</i>

**29 REPRESENTATIVES' REPORTS**

Representatives of outside bodies will present their reports to the meeting.