

**Minutes of ARLESEY TOWN COUNCIL MEETING held in the Village Hall, Arlesey on Tuesday 1 November 2011.**

**PRESENT:**

Cllrs: N Daniels (Chairman)	M Rainbow
Mrs H Frost	Mrs J Rencontre
C Howitt	D West
Ms T Osborne	A White
D Page	

Mrs Elsie Hare (Town Clerk), Mrs L Rowe (Assistant Clerk) Unitary Councillor Mrs R Drinkwater and eight members of the public

**134 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**135 MEMBERS' INTEREST**

Agenda item 18 – Correspondence – Cllr N Daniels declared a personal interest as the author of the letter is his uncle. Cllr Daniels left the room whilst this item was being discussed.

Agenda item 14 – Casual Vacancies – Cllr A White declared a personal interest as he knows two of the applicants. Cllr White took no part in the discussions and voting of this item.

There were no other declarations of:

(a) Personal interests

There were no declarations of:

(b) Prejudicial interests

**136 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

(a) CPRE/NALC Planning Skills Workshop

A Planning Skills Workshop is being held on Friday 25 November 2011 at the Rufus Centre, Flitwick. The places are free and if councillors are interested in attending please let the Clerk know so that a place can be booked.

(b) Remembrance Service at the War Memorial

The Remembrance Sunday Service will be held at the War Memorial on 13 November 2011 at 3pm. The parade to march to the War Memorial will start at Lyman's Road at 2.30pm.

(c) Local Area Transport Plan – My Journey

Four more areas are being consulted on the Local Area Transport Plan and a copy of the CBC press release has been placed in councillors' personal trays.

(d) CBC Chairman's Quiz Charity – 18 November 2011

CBC is holding a Chairman's Charity Quiz Night on Friday 18 November 2011, if you would like to book a place or a team please contact the Clerk.

(e) Correspondence from Mid Beds Link-a-Ride

Mid Beds Link-a-Ride have acknowledged safe receipt of the cheque for £50 and on behalf of the Management Committee thanked the Town Council for the donation.

(f) Town Council Christmas Concert – 21 December 2011

The Town Council's Christmas Concert is being held in the Village Hall on Wednesday 21 December 2011 at 7pm. Stotfold Salvation Army Band and City Chorus will be taking part again and other local organisations have been invited to participate as well. Refreshments will be served.

(g) Henlow Branch Royal Naval Association – Winter Social

A letter has been received from the Henlow Branch of the Royal Naval Association informing the Town Council that they are holding their Winter Social on 2 December 2011 at 7.30pm at the Arlesey Town Football Club.

(h) CBC – invitation to a launch event on 10 November 2011

An invitation has been received from the partnership, Office for Public Management, Central Bedfordshire Council and the NHS Bedfordshire to attend the launch event on Thursday 10 November 2011 from 9.30am at Priory House. The aim of the event is to understand priorities for ageing well in Ivel Valley.

Cllr Mrs J Rencontre said she would attend on behalf of the Town Council

### **137 PUBLIC PARTICIPATION**

There was no public participation.

### **138 MINUTES OF THE PREVIOUS MEETING**

Members received a copy of the minutes of the Town Council meeting held on 11 October 2011.

The Chairman referred to minute number 123 – Internal Auditor. He said the internal audit should be carried out twice a year. To add to the resolution “at 6 monthly intervals”

### **It was RESOLVED**

**that the minutes of the meeting of the Town Council held on 11 October 2011 be confirmed and signed by the Chairman as a true record with the addition to minute number 123 – “at 6 monthly intervals”**

### **139 MATTERS ARISING**

Minute number 125 – Highway Issues A507 – The Clerk reported that the Highways Monitoring Officer confirmed bus timetables were displayed at bus stops when the A507 was closed due to resurfacing work.

#### **140 POLICE - REPORT FROM OUR LOCAL PCSO**

(a) To receive the recent crime reports from the Safer Neighbourhood Team.

PCSO Ann Jeeves was unavailable to attend the meeting and sent her apologies with the October crime figures report. Members received a copy of the report. The Chairman said the report was now in a different format. He added speedwatch is now up and running in Arlesey, which shows a determined effort by community members to fight against speeding in the town.

(b) Making Contact – October Edition

The Chairman informed Members they should have received a copy of the Making Contact newsletter. This newsletter shows that Bedfordshire Police are committed to keeping the public, partners and stakeholders fully informed of the changes.

**It was AGREED to note the October crime report and the information in the newsletter**

#### **141 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**

Councillor Rita Drinkwater reported:

- § The Let's Talk Meeting that was held on 25 October 2011 was well attended by councillors more than members of the public, and added we need to see more of the public at these meetings in future
- § The Parliamentary Boundary consultation runs until 5 December 2011
- § The Ageing Well event is on 10 November 2011. This will be a way to generate volunteers
- § The meeting to determine the planning application for 197 Hitchin Road, will be on 9 November 2011
- § Cllr Drinkwater said she had a response from Highways to the bus stop problem at the Three Tuns and they will look into providing the clearway signs. Further enforcement would then be possible by the Council's parking service provider

#### **142 SCHOOL/NURSERY GOVERNOR REPORTS**

Cllr Mrs Helen Frost reported:

- § The work carried out on the nursery roof over the summer holidays has been completed

Cllr Rainbow said the last Gothic Mede Lower School Governors meeting was for the Finance Committee, he serves on the Buildings Committee.

#### **143 FINANCE**

(a) **Detailed Income and Expenditure for September 2011**

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Prior to the meeting Members received a copy of the detailed Income and Expenditure for September 2011.

**It was RESOLVED**

**that the detailed report of Income and Expenditure for Month 6 – September 2011 be accepted**

**(b) Petty Cash for September 2011**

Prior to the meeting Members received a copy of the petty cash details for the Resource Centre and the Town Council for month 6 – September 2011

**It was RESOLVED**

**to approve the petty cash for the Resource Centre and the Town Council for month 6 – September 2011**

**(c) Donation to The Royal British Legion**

The Chairman reported a proposal had been put forward for the Town Council to donate £100 to the local branch of The Royal British Legion.

**It was RESOLVED**

**to donate £100 to the local branch of The Royal British Legion**

Granted in accordance with the Local Government Act 1972 s 137

**(d) Quotations for weed spraying equipment**

Members were asked to approve the quotations for backpack sprayer of £151.20, weed killer of £74.95, protective disposable suit of £9.71 and protective mask of £21.35, as recommended by the Property Committee at their meeting held on 18 October 2011 – minute number 46 (b).

The Chairman informed Members that a discount had been given on the items as they were being purchased from the one supplier.

**It was RESOLVED**

**to approve the quotations as recommended by the Property Committee**

#### **144 COMMENTS FROM RESIDENTS**

The Chairman reported that Members had received copies of the comments made by some residents and others, on a Facebook site. He said these comments were wholly misrepresentative of the situation and very unpleasant for councillors and town council staff to read. Members expressed disbelief that comments could be made for all to see without being certain of the true facts. The Chairman said a lot of information had been removed after complaints were made and one councillor had reported a personal comment that was made to the police.

It was proposed that the Town Council take legal action. The Clerk advised against taking legal action at this time but to monitor the site.

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The Chairman referred to the individuals causing the problem and said it was very irresponsible of them and unacceptable behaviour. He said he will watch the site closely and deal with things accordingly.

**It was RESOLVED**

**to note all the comments that were referred to and to monitor the site closely**

#### **145 CORRESPONDENCE**

The Chairman reported that all Members should have received a copy of a letter from a resident who had commented on the Planning meeting on 11 October 2011 and brought up various other issues relating to staff and councillors.

The Chairman read out a response to the resident's letter which fully explained and answered the points that were highlighted.

**It was AGREED to accept the Chairman's response**

#### **146 PARLIAMENTARY CONSTITUENCIES REVIEW**

The Chairman informed Members that the correspondence received from Brian Dunleavy, Democratic Services Manager at Central Bedfordshire Council, was the Council's alternative proposal to the initial proposals by the Boundary Committee for England (BCE). The BCE is under the remit to reduce the number of constituencies and therefore in the case of Hertfordshire and Bedfordshire cannot be treated as separate entities. CBC's recommendation is to keep the existing 4 MP's

**It was RESOLVED**

**1. that the Chairman make comments in preference towards the CBC proposal for the Town Council and the report to be presented to the next General Purpose and Finance meeting.**

**2. the Chairman to contact Alistair Burt MP**

#### **147 CASUAL VACANCIES**

Prior to the meeting Members received copies of four applications to become town councillors, that had been sent in for consideration. The Chairman reminded Members that there were five vacancies for co-option on to the Town Council. If Members felt the applicants were not suitable they did not have to co-opt them. With the recent loss of 6 councillors the Town Council does need to have as soon as possible a full compliment of 15 councillors to reflect the views of the community.

**It was RESOLVED**

**Linda Clapham, Jane Squizzoni, Ms Lorraine Warwick and Gursh Bains were suitable candidates as town councillors**

#### **148 CHILD CARE PROTECTION POLICY**

Members were asked to approve the Child Care Protection Policy as recommended by the General Purpose & Finance Committee at the meeting held on 18 October 2011 – minute

number 46 (b).

**It was RESOLVED**

**to approve the Child Care Protection Policy as recommended by the General Purpose & Finance Committee and to be reviewed regularly**

#### **149 ARLESEY RESOURCE CENTRE**

The Chairman informed Members that the Resource Centre Manager had carried out a Big Library Debate which involved regular users of libraries being asked to fill in a short questionnaire. The Arlesey Resource Centre received a very positive feedback but one thing the facility users requested was more afternoon opening hours, in order that they may bring their children in after school. Therefore, the Resource Centre Manager had requested a trial period for two extra opening hours on a Monday afternoon. The Clerk gave an outline of the weekly costs.

**It was RESOLVED**

**1. to open the Resource Centre for a trial period of one month**

**2. the Chairman to meet with the Resource Centre Manager to discuss alternative suggestions**

#### **150 PROPERTY MAINTENANCE**

The Chairman reported that a letter of complaint had been sent to Central Bedfordshire Council's Enforcement Officer concerning the untidy state of an Arlesey property. The Chairman read out to the meeting the response from Central Bedfordshire Council which stated after their investigation it had been determined that the appearance of the property was not sufficiently injurious to warrant action under Section 215 of the Town and Country planning Act 1990.

**It was RESOLVED**

**to accept the Planning Enforcement Officer's response**

Cllr Nick Daniels left the room whilst the following item was discussed and Cllr Howitt took the chair

#### **151 CORRESPONDENCE**

The Vice-Chairman, Cllr Howitt read out to the meeting the correspondence received from Arlesey Methodist Church. It was a request to Council to waive the hiring fees for their Annual Church Bazaar being held on 26 November 2011.

**It was RESOLVED**

**to waive the hiring fee for The Arlesey Methodist Church's Annual Church Bazaar being held on Saturday 26 November 2011**

Cllr Nick Daniels returned to the meeting

#### **152 PARISH LIGHTS ANNUAL MAINTENANCE**

(a) Correspondence received from Terry C. Seymour with an estimate to carry out remedial

(a) Correspondence received from Terry C Seymour with an estimate to carry out remedial work to parish street lighting

The Chairman reported the Clerk had requested a quotation from Amey. This had not been received in time for the meeting.

**It was RESOLVED**

**to consider both the quotations for remedial work to parish street lighting when all the quotations had been received**

(b) Correspondence received from Terry C Seymour with a fixed price quotation for the annual parish lights maintenance.

Members received two quotations for consideration for the annual maintenance to the Parish lights from 1 April 2012 for one year.

**It was RESOLVED**

**to accept the quotation from Terry C Seymour for £660.00 per annum**

### **153 S106 MONIES DUE**

The Clerk reported that at the end of the last financial year some S106 monies had not been paid to the Town Council for the children's multi-play units project. There were two developer contributions outstanding one for £3,162 and one for £4,464 (£7,626). The £4,464 will not be available as the planning application has been withdrawn. There are some other S106 monies that could be used but that would need a discussion meeting with the Play and Open Space Officer first.

**It was RESOLVED**

**the Clerk will discuss with the Play and Open Space Officer which monies can be used to pay the outstanding £4,464**

### **154 MINUTES FROM COMMITTEES**

Members received reports from the following Committees:

Environmental Committee – 18 October 2011

Property Committee – 18 October 2011

General Purpose/Finance Committee – 18 October 2011

**It was RESOLVED**

**that the minutes of the above committees are accepted and these would be approved and signed by the Chair of those committees at their next meeting**

### **155 REPRESENTATIVES' REPORTS**

Bedfordshire Association of Town & Parish Councils

Cllr Mrs Judy Rencontre reported:

- § She attended the BATPC AGM on 20 October 2011
- § It was good to meet councillors from other councils
- § Samuel Whitbread the Lord Lieutenant of Bedfordshire was at the meeting
- § A planning presentation was given by Geoff Lambert from the CPRE
- § CPRE could advise the Town Council with planning

Cllr David West reported:

- § He attended the Archive Group meeting on 25 October 2011
- § Items that came up for discussion were problems with the database because of computer needing an upgrade
- § More storage for the files and workspace was needed
- § Anyone who has any interesting photographs can bring them to the office

Cllr Mrs Judy Rencontre reported:

- § She attended the Let's Talk Meeting at Stotfold on 25 October
- § There were mainly councillors there and few members of the public but she was able to network with Stotfold Town Council councillors
- § She spoke with the Community Safety Team and representatives from Aragon Housing

**CHAIRMAN**