

Minutes of ARLESEY TOWN COUNCIL MEETING held on Tuesday 3 January 2012 at the Village Hall, High Street, Arlesey.

PRESENT:

Cllrs: M Rainbow (Chairman)	Mrs J Rencontre
G Bains	Ms J Squizzoni
Ms L Clapham	Ms L Warwick
Mrs H Frost	D West
Ms T Osborne	A White
D Page	

Mrs Elsie Hare (Town Clerk), Mrs L Rowe (Assistant Clerk) Unitary Councillor Ian Dalgarno and 5 members of the public

181 ELECTION OF CHAIRMAN FOR THE MEETING

The chairman and vice-chairman had sent in their apologies and a proposal was needed to elect a chairman for the meeting. It was proposed by Cllr D West and seconded by Cllr Mrs J Rencontre that Cllr Mark Rainbow is chairman for this meeting.

It was RESOLVED

that Cllr Mark Rainbow chair the meeting

182 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr N Daniels, Cllr C Howitt and Cllr Mrs Rita Drinkwater.

183 MEMBERS' INTEREST

There were no declarations of:

(a) Personal interests

There were no declarations of:

(b) Prejudicial interests

184 CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:

(a) Arlesey Community Christmas Concert

The Christmas Concert on 21 December 2011 was a big success. The audience filled the hall. The evening raised £99.86 towards the Mayor's Charity.

(b) Town and Parish Conference to be held on 25 January 2012

The Town and Parish Conference will be held on Wednesday 25 January 2012.

(c) Bedfordshire Police Authority – Making Contact

The December 2011 Making Contact edition has been placed in councillors individual trays.

(d) BABUS Newsletter

The BABUS Newsletter has been placed in councillors individual trays.

(e) CBC – Chairman’s Concert – 29 January 2012

Peter Hollick, Chairman of Central Bedfordshire Council is holding a Chairman’s Concert, Let’s Face the Music on Sunday 29 January 2012 at 7pm. It is being held at The Grove Theatre, Dunstable. Details can be obtained from the Clerk.

(f) CBC – Budget 2012 – The consultation runs until 27 January 2012

Copies of the ‘You can have your say on the CBC draft budget’ have been placed in councillors individual trays.

185 PUBLIC PARTICIPATION

A member of the public spoke to the meeting concerning a village hall booking in December.

A member of the public was concerned that the Resource Centre may be transferred to Central Bedfordshire Council and asked Members not to take up the suggestion.

186 MINUTES OF THE PREVIOUS MEETING

Members received a copy of the minutes of the Town Council meeting held on 6 December 2011.

It was RESOLVED

that the minutes of the meeting of the Town Council held on 6 December 2011 be confirmed and signed by the Chairman as a true record.

187 MATTERS ARISING

There were no matters arising from the previous meeting.

188 POLICE

(a) Report from our Local PCSO

Due to holidays no report had been sent for this meeting.

(b) Bedfordshire Police Authority Survey

The Chairman reported that Bedfordshire Police Authority had invited the Town Council to complete a survey to outline their policing priorities. This is to help them shape the service delivery for the next three years.

It was RESOLVED

to respond to the survey

189 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

Unitary Councillor Ian Dalgarno reported:

- § Central Bedfordshire Council are asking for Town and Parish Councils input into the budget consultation
- § A meeting is planned for next week to look at a ways to improve broadband access to rural areas
- § Private Member's Bill going through Parliament for scrap metal merchants to be registered
- § A trial on street lighting will be taking place in Bury Mead using low level LED lighting. The Council would like to re-lamp small communities. If this happens in Arlesey, support will be required from the Town Council.

190 SCHOOL/NURSERY GOVERNOR REPORTS

There were no reports for the meeting.

The Chairman proposed that agenda item 21 (a) is considered at this point as there may need to be an addition to the General Purpose & Finance Budget for 2012/2013.

191 RESOURCE CENTRE

(a) Monday Opening Hours

The Chairman reported all Members would have received a copy of the Resource Centre Manager's report regarding the trial period of opening the Resource Centre on Monday afternoons. He added the Resource Centre Manager had sent her report in, which stated, that she felt it would be beneficial for the local community to continue the Monday afternoon sessions. In her report she added, that her assistant was quite happy to work alternate Mondays if the sessions were made permanent.

The Clerk reported the present salary costs would come to an additional £822 per annum.

It was RESOLVED to

- 1. open the Resource Centre for the two extra hours on a Monday afternoon**
- 2. add the salary cost to the 2012/2013 Resource Centre wages in the General Purpose & Finance Committee**

192 FINANCE

(a) Budget Summary of Income and Expenditure – November 2011

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

It was RESOLVED

that the detailed report of Income and Expenditure for Month 8 – November 2011 be accepted

(b) Petty Cash for November 2011

Prior to the meeting Members received a copy of the petty cash details for the Resource Centre and the Town Council for month 8 – November 2011

It was RESOLVED

to approve the petty cash for the Resource Centre and the Town Council for month 8 – November 2011

Cllr I Dalgarno left the meeting at this point.

(c) Proposed Budgets 2012/2013

The Chairman proposed some changes to the budget to cover additional expenditure for 2012/2013.

It was proposed to increase subscriptions by £55. This would cover the increase of £26 for BATPC and a new subscription of £29 for CPRE. It was proposed to increase the salaries and wages by £822 for the Resource Centre staff to cover the additional opening times on a Monday afternoon. The Clerk reported the subscription increases would bring the total budget for the General Purpose & Finance Committee to £120,627 for 2012/2013.

It was RESOLVED to

- 1. increase the subscription budget by £55**
- 2. increase the salaries and wages for the Resource Centre by £822**
- 3. to approve the total budget of £120,627 for the General Purpose & Finance Committee for 2012/2013**

It was proposed to increase the Property Committee budget for 2012/2013 by £2,000. This would cover the ongoing internal remedial maintenance work to the MUGA building. The Clerk reported that the addition of £2,000 to property maintenance would increase the budget to £4,500 and would bring the total budget for the Property Committee to £37,718 for 2012/2013.

It was RESOLVED to

- 1. increase the property maintenance budget to £4,500 to cover the ongoing MUGA internal maintenance work.**
- 2. to approve the total budget of £37,718 for the Property Committee for 2012/2013**

The Chairman asked Members to approve the proposed budget of £14,839 for the Environmental Committee for 2012/2013.

It was RESOLVED

to approve the Environmental Committee budget of £14, 839 for 2012/2013

(d) Precept for 2012/2013

Members reviewed and agreed the final budget proposals from the Environmental, Property and General Purpose/Finance Committees for the 2012/2013 Precept.

The Chairman said the budget proposals for the 2012/2013 Precept had been considered at the October and November committee meetings and were reviewed again at the December Town Council meeting with a view to keeping the figures below the 2011/2012 Precept. Further additions to those proposed budgets have been agreed for the subscriptions, Resource Centre wages and with the repairs and maintenance to the MUGA.

It was RESOLVED

that the figure of £173,184 should be set as the parish Precept to levy to Central Bedfordshire Council for 2012/2013. This represented a decrease of 0.360% on the 2011/2012 Precept figure.

(e) Localism Act 2011

The Chairman reported that Members would have received a copy of the email concerning the relevant parts of the Localism Act to the Excessive Council Tax Veto proposals that were commenced by Order (2011 SI No:2896) on 2 December 2011. He added the consultation closes on 16 January 2012.

It was RESOLVED

to note the report

(f) Accounts Payments

Prior to the meeting Members received a copy of the payments schedule to approve the accounts due for payment in December 2011.

It was RESOLVED

that these accounts be paid

193 EXTERNAL AUDIT OF ACCOUNTS FOR YEAR ENDED 31 MARCH 2011

Prior to the meeting Members received a copy of the External Auditors report for the year ended 31 March 2011. It had been noted by the auditors that a review of the effectiveness of the internal audit had not been carried out. The Chairman added, the auditor recommends the Council should ensure that it considers the effectiveness of the internal audit. The annual return is in accordance with proper practices and no matters came to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The Clerk said the Notice of Conclusion of Audit had been displayed for the 14 days.

It was RESOLVED

- 1. to approve and accept the Annual Return**
- 2. to carry out a review of the effectiveness of the internal audit and annually review the internal control procedures**

194 AUDIT – ELECTOR’S OBJECTION

The Chairman read a report to the meeting from the External Auditor regarding an elector’s objection to the accounts for the year ended 31 March 2011. The external auditor had reviewed the information provided to the elector. The external auditor had confirmed that although a weakness in the internal controls had occurred there was no evidence of any unlawful expenditure. The auditor had noted the weaknesses in their report and had recommended improvements. The Chairman added that Council had previously been informed that improvements had already been put in place following the internal review.

It was RESOLVED

to note the External Auditor had reviewed all the information provided and that

in the findings reported that there was no evidence of any unlawful expenditure

195 TOWN COUNCIL MEETING – JUNE 2012

The Chairman asked Members to consider changing the date of the Town Council meeting due to be held on Tuesday 5 June 2012 because of Her Majesty's Diamond Jubilee Bank Holiday.

It was proposed and seconded that the Town Council meeting will be held the following week.

It was RESOLVED

the Town Council meeting will be held on Tuesday 12 June 2012

196 YOUTH COUNCIL REPORT

The Chairman reported there were no further updates on the Arlesey Youth Council since the last meeting because of the holidays. Nicola King, the Youth and Community Participation Officer for Aragon Housing Association is hoping to visit the next Town Council meeting with some young people.

It was RESOLVED

to note the update on the Youth Council

197 LOCAL DEVELOPMENT FRAMEWORK – MASTERPLAN

The Chairman gave a report to Members on why there was a delay to the Masterplan. Due to the size of the site there was a vast amount of assessment work which needs to be undertaken on various technical matters to inform the Masterplan and ensure that it is prepared on a sound basis.

It was RESOLVED

to note the update to the Masterplan

198 REPRESENTATION ON OUTSIDE BODIES 2011/2012

The Chairman reported that most of the representatives had been appointed for the outside bodies. There was just one vacancy remaining on the Arlesey Community Safety Group. It was proposed that Cllr Ms Linda Clapham is one of the Town Council representatives.

It was RESOLVED

that Cllr Ms Linda Clapham fills the remaining vacancy for 2011/2012

199 DIAMOND JUBILEE CELEBRATIONS

The Chairman reported copies of the notes of the Diamond Jubilee meeting held on Monday 5 December 2011 had been placed in their individual trays.

Cllr Mrs J Rencontre added that the committee was still in the early decision stages, it is intended to move forward at the next meeting at the end of January.

It was AGREED to note this information

200 DOG FOULING

The Chairman reported that new dog fouling notices had been placed in the recreation ground and on all notice boards throughout the town. Extra notices advertising that dog owners can pick up free doggy bags from the Town Council office had also been displayed throughout the town.

It was RESOLVED

to note the new dog fouling notices were in place throughout the town

201 DRAFT PRIVATE SECTOR HOUSING RENEWAL POLICY

The Chairman reported that all Members would have received a copy of the correspondence from Central Bedfordshire Council regarding an informal consultation on their Private Sector Housing Renewal Policy. The draft policy and survey questionnaire are available on the internet and the consultation periods runs until 14 February 2012.

It was AGREED to note the details of the informal consultation

202 MINERAL AND WASTE CORE STRATEGY – CONSULTATION ON SOUNDNESS

The Chairman reported that correspondence had been received from Central Bedfordshire Council regarding a public consultation on the 'soundness' of the Minerals and Waste Core Strategy. The consultation began on the 5 December 2011 and runs until midnight on 29 January 2012. It was agreed there was not a site near to Arlesey.

It was AGREED to note the Mineral and Waste Core Strategy Consultation on Soundness

203 (b) Resource Centre Usage 2010 and 2011

The Chairman reported that prior to the meeting Members would have received the report from the Resource Centre Manager regarding the usage of the Resource Centre during 2010 and 2011. The Chairman reported that Membership of the library continues to increase year after year.

It was RESOLVED

- 1. to note the report and that the total use of the Resource Centre continues to increase**
- 2. the Resource Centre Manager sends quarterly reports to Council**

204 HICCA WAY

The Chairman read the report from Cliff Andrews at BRCC which gave an update on the planning application for the boardwalk and culverts for the Hicca Way. The good news was that planning permission had been granted and there were two conditions that the works commence within 3 years and in accordance with the plans. Cliff Andrews will make an initial claim for the S106 monies for fencing and associated costs with the planning permission and this needs to be in by 26 January 2012.

It was AGREED to note the details in the report

205 FREEDOM OF INFORMATION

The Chairman proposed this item should be deferred as Cllr Daniels was absent from the meeting.

206 REPRESENTATIVES' REPORTS

There were no reports for this meeting

CHAIRMAN