

Minutes of ARLESEY TOWN COUNCIL MEETING held in the Village Hall, Arlesey on Tuesday 11 October 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 Lesley Rowe (Assistant Clerk), Miss Heidi Clark (Administrative Assistant), Central Bedfordshire Councillor Mrs R Drinkwater and fourteen members of the public

107 APOLOGIES FOR ABSENCE

There were no apologies for absence.

108 MEMBERS' INTEREST

There were no declarations of:

(a) Personal interests

There were no declarations of:

(b) Prejudicial interests

109 CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:

(a) Welcome two co-opted councillors to the Council

He welcomed to the Town Council the two new co-opted members Cllr Ms Teresa Osborne and Mrs Judy Rencontre

(b) How to respond to planning applications

The attached letter supports the new planning guide and gives details on how you can obtain a copy of the guide and the free e-learning course

(c) Remembrance Service – 13 November 2011

The Remembrance Service will be held at the War Memorial on 13 November 2011 at 3pm. The Town Council has sent a letter to Highways for a temporary road closure to cover the event.

(d) Let's Talk Together meeting 25 October 2011

Posters have been displayed for the next Let's Talk Together Community Meeting for the Shefford, Stotfold and Arlesey area at St Mary's Hall Stotfold, on Tuesday 25 October 2011 at 7pm

(e) CBC Press Releases

Several CBC press releases have been placed in councillors' personal trays.

(f) Arlesey Resource Centre – Macmillan Cancer Support Coffee morning

A Macmillan Coffee morning was held in the Resource Centre on Friday 30 September 2011. This was very well attended and an incredible £272.22 was raised. The Resource Centre was lucky enough to be drawn as a winner in the WHSmith Group Charitable Trust monthly prize draw. The Resource Centre was given £20 worth of vouchers

(g) The Planning System – 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 and she will book a place for you.

110 STREET WATCH

John Plummer, Street Watch Co-ordinator for Central Bedfordshire gave a presentation to Members about the Street Watch volunteers and the role they play in actively helping to reduce crime and disorder. He said Street Watch is about local residents working together to improve the quality of life for everyone on the community. They provide reassurance and engage in local issues that matter most to the community

The Chairman thanked Mr Plummer and said the Town Council will look into Street Watch for Arlesey

111 PUBLIC PARTICIPATION

Two members of the public each spoke for three minutes on Town Council issues.

112 ELECTION OF VICE-CHAIRMAN

The Chairman reported that due the recent resignations Members must elect a new Vice-Chairman for the remainder of 2011-2012. It was proposed to elect a Vice- Chairman.

Nominated: Cllr C Howitt

Proposed by: Cllr D Page

Seconded by: Cllr M Rainbow

It was RESOLVED that Cllr C Howitt is elected as Vice-Chairman of Arlesey Town Council for the remainder of 2011/2012.

113 MINUTES OF THE PREVIOUS MEETINGS

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

It was RESOLVED

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

b) Members received a copy of the minutes of the Town Council meeting held on 13 September 2011.

It was RESOLVED

that the minutes of the meeting of the Town Council held on 13 September 2011 be confirmed and signed by the Chairman as a true record.

114 MATTERS ARISING

Ref: Highways – minute 91(a) – The clerk reported that a letter had been received from Highways in response to the Town Council's concerns that the recent carriageway patching in Stotfold Road had not been completed. The patching was undertaken using some additional funding which was allocated to sites, which had suffered winter damage and Highways had completed as much work as possible within the allocated budget. The antiskid work has now been done.

115 POLICE - REPORT FROM OUR LOCAL PCSO

PSCO Ann Jeeves gave a monthly crime rime report for September:

ASB: There were a total of 14 anti-social behaviour incidents for the month. This included 6 problems with vehicle parking, 6 youth related and 2 neighbour related concerns.

Crime: There were a total of 20 crimes recorded for September. The crimes are as follows:

Violence against the person: A total of five offences recorded.

Burglary: Dwelling: One attempted burglary recorded.

Burglary other: No incidents reported for September.

Theft of a motor vehicle: No incidents reported.

Theft from Motor Vehicle: Two offences were recorded, both near the railway station.

Other Theft: There were six offences recorded in September.

Fraud and Forgery: One incident

Drugs: One caution recorded for September.

Criminal Damage: There were three offences recorded.

Other offences: One incident recorded

116 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

Councillor Rita Drinkwater gave apologies for Cllr I Dalgarno and reported:

§ On the current Children's Centre Consultation and urged as many people as possible to respond to the consultation before 26 October 2011.

117 SCHOOL/NURSERY GOVERNOR REPORTS

Cllr Rainbow said he was unable to attend the last Gothic Mede Lower School governors meeting as he was on holiday.

118 FINANCE

(a) Detailed Income and Expenditure for August 2011

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

It was RESOLVED

that the detailed report of Income and Expenditure for Month 5 – August 2011 be accepted

(b) Petty Cash for August 2011

Prior to the meeting Members received a copy of the petty cash details for the Resource Centre and the Town Council for month 5 – August 2011

It was RESOLVED

to approve the petty cash for the Resource Centre and the Town Council for month 5 – August 2011

(c) Quotation for a litter bin

Members were asked to approve the quotation of £231.92 plus VAT for a litter bin which will be installed near the new meeting point on the recreation ground, as recommended by the Environmental Committee at their meeting held on 20 September 2011 (minute number 31 (b)).

It was RESOLVED

to approve the purchase of a litter bin for £231.92 as recommended by the Environmental Committee

(d) Quotation for a seat in House Lane

Members were asked to approve the quotation of £445.00 plus VAT for a seat to replace the one in House Lane, as recommended by the Environmental Committee at their meeting held on 20 September 2011 (minute number 32).

It was RESOLVED

to approve the purchase of a seat for £445.00 as recommended by the Environmental Committee

(e) Financial Assistance

Members were asked to approve the Financial Assistance grant of £100 to Victim Support as recommended at the General Purpose & Finance Committee meeting held on 20 September 2011 (minute number 34)

It was RESOLVED

to approve the grant of £100 to Victim Support as recommended by the General Purpose & Finance Committee

119 CENTRAL BEDFORDSHIRE COUNCIL SURVEY – BUDGET 2012

The Chairman reported that Central Bedfordshire Council is preparing a financial strategy for the next four years and they want residents' views and opinions at the centre of their plans. A short budget survey has been sent to Members with their agendas. CBC would like to hear from residents and councillors, there are copies available in the office.

It was AGREED to note this information

120 COMPLAINT FROM A RESIDENT

The Chairman reported on the complaint made by a resident to the external auditor BDO LLP, with regard to the Town Council's accounts to 31 March 2011 over a petty cash issue. He had responded to the resident that the previous Chairman and Council had been informed of the complaint and were awaiting the outcome from the external auditors. He said the Clerk had been in contact with the auditor and there were one or two queries they needed answering. When this report is complete it will be brought back to Council.

It was RESOLVED

when it has been received to bring the external auditor's final report to Council for discussion

121 WEST DRIVE

The Chairman informed Members that it had been brought to his attention that West Drive was not being maintained by the developer, the vegetation was overgrown and the lights were not working. The Clerk had written a letter to the developers and this was read out to the meeting. A response to the letter had not been received.

It was AGREED to note this information

122 REPRESENTATION ON OUTSIDE BODIES 2011/2012

The Chairman reported that due to the recent resignations councillor's vacancies are available for Town Council's representatives on some of the outside bodies. These need to be filled for the remainder of 2011/2012.

Beds Association of Town and Parish Councils	Cllr Mrs J Rencontre
Arlesey Landfill Liaison Group	Cllr Mrs J Rencontre
Glebe Meadow Management	Cllr Ms T Osborne
Arlesey Safety Group	Cllr M Rainbow 1 vacancy
Blue Lagoon Steering Group	Cllr Mrs J Rencontre
Town Plan	Cllr C Howitt
	Cllr Mrs H Frost
Arlesey Meadows Children's Centre	Cllr D West
Archive Group	Cllr Mrs J Rencontre
	Cllr David West

It was RESOLVED

the proposed councillors fill the vacancies for the remainder of 2011/2012

123 INTERNAL AUDITOR

The Chairman reported that four people were written to on the Independent Internal Auditors – 2011 list provided from the BATPC. Only two had responded to put their names forward to carry out the Town Council's internal audit for the accounts 2011/2012. The Chairman read

out details of the responses.

It was RESOLVED

that Gill Wiggs would be appropriate as an independent internal auditor to carry out the internal audit for the accounts for 2011/2012 at 6 monthly intervals

124 TOWN & PARISH CONFERENCE

The Chairman reported he had attended the Central Bedfordshire's Town & Parish Conference held on Wednesday 5 October 2011. The main area that had been discussed was the budget proposals for 2012/2013. A survey was being carried out for residents to have their say as to what services they wanted to remain and which ones they could do without. Central Bedfordshire wanted town and parish councils to be more involved. The draft budget should be completed by December.

It was AGREED to note the report

125 HIGHWAY ISSUES

The Chairman informed Members that they have received a copy of the proposed Temporary Road Closure Notices for the A600 and the A507. These were also on display on noticeboards throughout the town.

(a) A600 Bedford Road, Henlow

(b) A507 Arlesey Road, Henlow

It was AGREED to note the information on the proposed Temporary Road Closure Notices and that they were on display for Arlesey residents

Resident's request/complaint

(c) Parking at the junction of Stotfold Road/House Lane

The Chairman said nothing further had been received concerning a safety assessment in the area.

(d) Salt bin at Cherry Tree Close

The Chairman said nothing further had been received from Highways Area Team.

(e) Yellow lines request at the Three Tuns

There was nothing to report on this request for yellow lines as the technicians have 20 working days to inspect the area.

It was AGREED to note the updates to the resident's highways request/complaints

Remembrance Service

(f) Proposed Temporary Road Closures – any road in Central Bedfordshire, subject to approval

The Chairman reported that the Proposed Temporary Road Closures for any road in Central Bedfordshire had been sent to all town and parish councils in order that they can apply for a road closure for their Remembrance Sunday Services

It was AGREED to note the information concerning road closures for Remembrance

Sunday Services

(g) Central Bedfordshire Highway Maintenance Three-Year Programme 2012-2015

It was proposed the Chairman would look at the proposed Highway Maintenance Three-Year Programme 2012-2015 received from Central Bedfordshire and make any comments and add any areas in the town that were in need of maintenance.

It was RESOLVED

that the Chairman make any comments as necessary on the proposed Highway Maintenance Three-Year Programme 2012-2015

126 COUNCILLOR VACANCIES

The Chairman reported that with the recent resignations of 6 town councillors, members would need to consider the costs of a by-election for one councillor. Notices have been posted on notices boards, in the press and the website for 5 co-options.

The by-election would be held on 15 December 2011 and if contested would cost the Town Council £5,349, a saving of £700 could be made if the polling cards were hand delivered and not posted.

It was RESOLVED

that polling cards would be hand delivered and not posted in order that a saving of £700 would be made

127 CHILDREN'S CENTRE IN CENTRAL BEDFORDSHIRE

The Chairman informed Members that Central Bedfordshire Council is running a consultation to seek people's views about the future provision of children's' centres in Central Bedfordshire. There were three options that were being considered. Members agreed that the Chairman and the Clerk should complete the consultation on behalf of the Town Council.

It was AGREED that the Chairman and the Clerk complete the consultation on the future provision of children's centres in Central Bedfordshire

128 MAKE A DIFFERENCE (MaD) – SKATE PARK EVENT

The Chairman read out to Members a letter received from Stuart White, Youth Programme Manager regarding the Skate Park event on 17 September 2011.

It was AGREED to note the Skate Park event held on 17 September 2011 by MaD was a success

129 COMMUNITY GOVERNANCE REVIEW – STOTFOLD PARISH

Correspondence had been received from Brian Dunleavy, Democratic Services Manager inviting council's views on the Fairfield area of Stotfold becoming a new parish. The Council's views had been sought previously by Fairfield Community Action Group. Members proposed that the Chairman should respond with the same comments as previously made.

It was RESOLVED

that the Chairman responds to the correspondence

130 MINUTES FROM COMMITTEES

Members received reports from the following Committees:

Environmental Committee – 20 September 2011

Property Committee – 20 September 2011

General Purpose/Finance Committee – 20 September 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

131 REPRESENTATIVES' REPORTS

Cllr White informed Members that Glebe Meadow Management Group had held their annual meeting on the 5 October 2011 and had submitted a request to the Town Council for a grant for 2012/13 of £1060 which could be reduced by £361.82 subject to meeting Natural England's stewardship agreement terms. He said that some of the Hawthorn hedging whips had died and asked that if the Town Council were going to replace their ones in the cemetery that had also died that maybe some additional ones could be ordered and donated to Glebe Meadows.

It was AGREED to note the report

132 EXEMPT ITEM

The Chairman will give a report to Members of the Council regarding the outcome of the recent complaints.

To resolve to exclude the public and press from the meeting under the Local Government Act 1972 Schedule 12a exempt information

It was RESOLVED to exclude the public and press from the meeting for consideration of the exempt item

CHAIRMAN