

Minutes of a meeting of ARLESEY TOWN COUNCIL held on Tuesday 21 February 2017, in the Village Hall, High Street, Arlesey at 7pm.

PRESENT: Cllrs: J Want (Chairman) C Gravett (Vice Chair)
J Auburn C Ferris
R McGann M Holloway
C Livermore J Randall
S Stanbury S Sarll
J Wallace A Ward

In attendance: Ms S Foulkes (Town Clerk), Unitary Cllrs Shelvey and Wenham, 5 members of the public, and Struen Power of Taylor Wimpey.

16/691 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs M Gould and D Page.

16/692 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/693 CHAIRMAN'S ANNOUNCEMENTS

Prior to the meeting members received a copy of the following correspondence:

- (a) **CBC Press Release** – Help a care leaver make the step from dependence to independence
- (b) **CBC Press Release** – Youth Support Service Facebook Careers Page to support young people
- (c) **CBC Press Release** – Looking for a new challenge? Opportunity to develop musical abilities for all ages on Saturday mornings in Ampthill, Biggleswade, Dunstable and Leighton-Linslade.
- (d) **High Sheriff's Citizenship Award, 2017** - Members to consider nominations for Adult Award, Young Person's Award, and Group Award. No nominations were put forward.
- (e) **BATPC Training Programme Spring/Summer 2017** - Members considered delegates and agreed that Cllr McGann would attend the 'New Councillor Training' on Tuesday 23rd May 2017.
- (f) **CBC Budget Recommendation** – Members acknowledged correspondence from Cllr Wenham, CBC Executive Member, Corporate Resources.

16/694 MEMBERS QUESTIONS

Cllr Ferris enquired about the ongoing use of the microphone system in meetings. The Town Clerk advised that the technical fault had yet to be resolved.

16/695 PUBLIC PARTICIPATION

Mr R. Watson suggested that the Council should carefully scrutinise the Planning Application CB/17/00492 - Land at Chase Farm, East of High Street, and challenge the Traffic Assessment in relation to traffic on the High Street.

16/696 MINUTES OF PREVIOUS MEETINGS

To consider and approve the minutes of the Town Council meeting held on 17 January 2017 as a true record of proceedings.

Amendment: Minute **16/672 (a) to read:**

Disclosable Pecuniary Interests: Agenda item – 13.6 – Cllr Ferris due to close proximity of street light to his home address.

RESOLVED

that subject to the above amendment the minutes of the Town Council meeting held on 17 January 2017 be approved as a true record of proceedings and be signed by the Chairman of the meeting.

16/697 MATTERS ARISING

None raised.

16/698 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

698.1 Unitary Cllr Shelvey reported:

- **CBC's Town & Parish Council Conference**, Wednesday 22nd February will focus on Emergency Planning.
- **CBC Cheering Volunteering** - awards to be held 6th June 2017. Nominations sought.
- **CBC Local Plan** – due for publication mid-May 2017.
- **Community Planning Events** – outcomes to be published following last event in March 2017.
- **BT Payphones Consultation** – CBC have objected to the removal of all payphones that have had any use.

698.2 Unitary Cllr Wenham reported:

- **Local Plan** – delays had occurred due to Housing White Paper and concern was expressed following more recent consultation on an increase in housing allocation for the area.
- **CIL Developer Contributions** – a replacement scheme was now possible.
- **Council Tax Increase** – CBC had kept increases as low as possible despite further reductions in government funding. Adult Social Care will increase by 3% and other service will increase by 1.5% Police and Fire service had both raised their precepts by 1.99%. Average increases from Parish Councils was 4% for Band D property.

698.3 Members questions and comments:

- Cllr Gravett expressed his appreciation at the positive outcome for Central Bedfordshire residents following CBC's decision not to cut Bus Pass funding.
- Cllr Livermore enquired about progress in completing the double yellow lines outside the WI Hall. Cllr Shelvey advised that this matter was in-hand.
- Cllr Sarll enquired about the enforcement of the new parking restrictions in terms of Parking Warden visits. Cllr Wenham advised that 2 visits per month were currently scheduled however new parking schemes would normally receive more frequent visits and additional Wardens are being recruited to improve the situation. Photographs of offenders could be emailed to parking@centralbedfordshire.gov.uk. CBC had consulted on a scheme to control grass verge parking however this had not been taken forward as a result of the government's ban on the use of vehicle recognition cars.

16/699 TAYLOR WIMPEY PROPOSED DEVELOPMENT

Members considered a draft scheme for redevelopment of land to rear of Lewis Dairy. Struan Power, Taylor Wimpey's representative, explained that Taylor Wimpey had secured an option agreement to purchase the land providing that planning obligations are fulfilled. The scheme plan provided was indicative only at this stage and further questions could be submitted directly to Struan Power by email.

Cllr Gravett expressed concerns that the scheme constituted piecemeal development which was to be deterred following the adoption of the Masterplan. Struan Power advised that the site was not within the designated Masterplan area.

Standing Orders suspended: Cllr Gravett also expressed concerns at the further loss of green space, impact on the traffic situation on the High Street and questioned the likelihood of achieving the proposed junction to the High Street, a link to the eastern relief road, cycle paths and the sustainable drainage feature were also questioned.

Struan Power advised that access shown on the scheme plan was only indicative and Telereal Trillium would have to be consulted on the link to the relief road. Taylor Wimpey were surprised that the land was not included in the Masterplan and intended to submit representations on the Arlesey Neighbourhood Plan regarding delivery of the site. **Standing Orders reinstated.**

Cllr Wenham advised that the recent White Paper will result in an amendment to the National Planning Policy Framework (NPPF) which will add weight to this type of infill development.

16/700 CBC PLANNING APPLICATIONS & ISSUES

Members to consider comments to be submitted to CBC on the following applications:

- (a) **CB/17/00265/FULL: Unit 2B, Portland Industrial Estate, Hitchin Road, SG15 6SG**
Proposal: Change of use of B1 to B2 (MOT Centre)

RESOLVED

that the Council recommend the application's approval subject to neighbours' comments being taken into account.

- (b) **CB/16/05833/FULL: 41 High Street, Arlesey SG15 6SW**
Proposal: Change of use from storage area to tattoo studio

RESOLVED

that the Council recommend the application's approval subject to neighbours' comments being taken into account.

- (c) **CB/17/00088/FULL: 40 High Street, Arlesey SG15 6SL**
Proposal: New one bedroom dwelling

RESOLVED

that the Council recommend the application's approval subject to neighbours' comments being taken into account.

- (d) **CB/17/00396/FULL: Etonbury Academy, Stotfold Road, Arlesey, SG15 6XS**
Proposal: Erection of a dining/multi-use canopy. No comment deemed necessary.

- (e) **CB/17/00492: Land at Chase Farm, East of High Street, Arlesey**
Proposal: Construction of 2 roundabouts, 3 signalised pedestrian crossings and 2 bus laybys on the section of relief road approved under application reference CB/15/02916/REG3 - submission deadline date 8th March 2017. Members noted that the employment land issue had not been resolved.

RESOLVED

that a response be delegated to a Working Party consisting of Cllrs Want, Wallace, Ferris, Ward and Gravett to be submitted prior to 8th March 2017.

- (f) **CB/17/00628/FULL: 29 Chase Close, Arlesey, SG15 6UU**
Proposal: two storey rear extension and Dormer to front elevation.

RESOLVED

that the Council recommend the application's approval subject to neighbours' comments being taken into account.

- (g) **Planning Applications Refused/Granted** – As at 13th February 2017. Members acknowledged recent decisions as identified by an asterisk.

- (h) **Enforcement issues:** Members noted -

- **BREACH CONFIRMED: Arlesey Church End Post Office, 82 House Lane, Arlesey, SG15 6XX** - unauthorised development – wooden structure. Members noted that a retrospective planning application was likely to be submitted.
- **52 The Rally, Arlesey, SG15 6TN** – Alleged unauthorised change of use – residential to car sales/repairs – **Investigation Pending.**
- **60 Stotfold Road, Arlesey, SG15 6XT** – Unauthorised business operating from building in rear garden.

- (i) **Local Plan: Housing White Paper** Update - Members acknowledged correspondence from CBC's Jason Longhurst following the Government's publication of the Housing White Paper.

- (j) **Street naming 58 Hitchin Road, Arlesey** – Members acknowledged CBC's decision to use "Ashwell" as a prefix in agreement with ATC's proposal. Cllr Gravett advised that all 96 families of the those listed on the war memorial had consented to their family name being used for future street naming purposes.

- (k) **Telereal Trillium Consultation on Masterplan Community Building** - Members were asked to consider overall requirement and purpose for the proposed maximum 5,000 sq ft building to form part of the new Local Centre. Members questioned the building size, and the plans for the existing Community Centre. Meeting facilities were deemed to be a requirement of the new building. Ownership should be established at an early stage, with an expectation that a transfer would occur upon completion along with sufficient funds to meet circa. 10 years maintenance. Business rates would be payable by the Town Council, but may be off-set through a Management Trust. Cllr Ferris recommended that Stotfold Town Council be consulted, taking into account their recent experience, and thought should be given as to whether the building would be required as a place of worship due to necessary permissions.

RESOLVED

that the Council delegate a Working Party to draft a response consisting of Cllrs Want, Gravett, Holloway, Randall and Sarll.

- (l) **Arlesey Neighbourhood Plan Consultation Period** - Members acknowledged the commencement of the 6 week consultation period ending 3rd March 2017. A further update would be provided at the next meeting.

16/701 FINANCE REPORTS

- (a) **Income and Expenditure – January 2017**
Prior to the meeting members received a report of Income and Expenditure up to 31st January 2017, compared to 2016/17 budget (month 10) and were invited to submit questions to the Town Clerk as necessary. No questions were raised.
- (b) **Balance Sheet as at 31st January 2017**
Prior to the meeting members received a copy of the Balance Sheet as at 31st January 2017 (month 10) and were invited to submit questions to the Town Clerk as necessary. No questions were raised.
- (c) **Petty Cash – 31st January 2017**
Prior to the meeting members received copies of the petty cash details for the Town Council and Resource Centre for 31st January 2017– (month 10)

RESOLVED

that the petty cash expenditure and reimbursements be approved.

- (d) **Accounts for Payment**
To approve accounts to be paid as advised to members at the meeting.

FOLIO	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	CHQ No.
Direct Debits Due								
DD01/02/17	Axis Energy	MUGA Electricity supply Nov-Dec 2016	65.06	3.25	68.31	4014		DD
DD/02/02/17	Axis Energy	MUGA Electricity supply January 2017	61.98	3.10	65.08	4014		DD
DD/03/02/17	Biffa	Cemetery refuse collection	89.11	17.82	106.93	4017		DD
DD04/02/17	Cloudscape	Broadband and internet and new service set up fees	33.34	6.67	40.01	SPLIT		DD
DD05/02/17	SSE	Unmetered streetlighting	184.03	36.80	220.83	4014		DD
DD06/02/17	SSE	Unmetered streetlighting	11.55	0.57	12.12	4014	<u>232.95</u>	DD
DD07/02/17	EON	Cemetery electricity supply	2.12	0.11	2.23	4014		DD
DD08/02/17	Barclays	Banking charges	36.80	0.00	36.80	4071		DD
DD09/02/17	Anglian Water	Water MUGA Pavilion Oct 16 - Jan 17	42.80	0.00	42.80	4012		DD
DD10/02/17	Anglian Water	Water SR Allotments Oct 16 - Jan 18	27.94	0	27.94	4012		DD
DD11/02/17	Anglian Water	Water HR Allotments Oct 16 - Jan 19	26.69	0	26.69	4012		DD
DD12/02/17	Anglian Water	Water Cemetery Oct 16 - Jan 20	15.29	0	15.29	4012		DD
PAID ACCOUNTS - Deposit refunds/other reimbursements.								
PA01/02/17	L Mallett	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0004
PA02/02/17	S Longdon	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0005
PA03/02/17	Y Palmieri	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0006
PA04/02/17	G Farrow	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0007
PA05/02/17	L Mann	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0008
PA06/02/17	I Bailey	Returned Hall Hire Deposit	50.00	0.00	50.00		PAID	0009

PA07/02/17	M6 Vehicle sales	Toyota Hilux deposit	166.67	33.33	200.00			PAID	TRNSF
ONLINE Payments Due									
01/02/17	CBC	By-Election costs 12 January 2017	139.52	0.00	139.52	4233			ONLINE
02/02/17	Herts Fullstop (Herts CC)	Stationery T/C & R/C and MUGA cleaning items	37.35	7.47	44.82	SPLIT			ONLINE
03/02/17	T & J Seymour	New lamp A9 Stotfold Road Arlesey	375.00	75.00	450.00	4075	-		ONLINE
04/02/17	Proludic	Seesaw handle (all components)	55.30	11.06	66.36	4043			ONLINE
05/02/17	Stuart Brown	Leaf blower	207.00	41.40	248.40	4045			ONLINE
06/02/17	Centrewire	Community Centre bench (S106)	168.00	33.60	201.60				ONLINE
07/02/17	Olive Press	A4 letterheads	57.00	11.40	68.40		-		ONLINE
08/02/17	Bedford Boro.Council	Trade refuse collection	179.54	1.04	180.58		-		ONLINE
09/02/17	Hexa Sports	Tennis net post hole covers	46.00	9.20	55.20	1174			ONLINE
10/02/17	M6 Vehicle sales	Toyota Hilux YP61 JVF	9783.33	1956.67	11740.00				ONLINE
11/02/17	M6 Vehicle sales	vehicle tax 12 months	230.00	0.00	230.00			£11,970.00	ONLINE
12/02/17	Mrs S Foulkes	Train fare to collect new ATC vehicle	30.75	0.00	30.75				ONLINE
Payroll Liability Payments Due									
13/02/17	HMRC	Mth 11 PAYE	462.20		462.20	525			BACS
	HMRC	Mth 11 Nat. Emp'ee NI Contributions	409.78		409.78	525			
	HMRC	Mth 11 Nat. Emp'er NI Contributions	468.48		468.48	525	<u>1,340.46</u>		
14/02/17	Beds Pension Fund	Mth 11 Emp'ee Super Contribution	469.90		469.90	526			BACS
	Beds Pension Fund	Mth 11 Emp'er Super Contribution	1651.91		1,651.91	526	<u>2,121.81</u>		
Salaries Payments Due									
15/02/17	S. Foulkes	FEB Salary	Salary		Salary	4001			BACS
16/02/17	J Bailey	FEB Salary	Salary		Salary	4001			BACS
17/02/17	K Rogers	FEB Salary	Salary		Salary	4001			BACS
18/02/17	A Dean	FEB Salary	Salary		Salary	4001			BACS
19/02/17	M Bird	FEB Salary	Salary		Salary	4001			BACS
20/02/17	P Hector	FEB Salary	Salary		Salary	4001			BACS
21/02/17	E Jackson	FEB Salary	Salary		Salary	4001			BACS
22/02/17	G Studley	FEB Salary	Salary		Salary	4001			BACS
23/02/17	J Spedding	FEB Salary	Salary		Salary	4001			BACS
24/02/17	D Pascoe	FEB Salary	Salary		Salary	4001			BACS
25/02/17	D. Rickman	FEB Salary	Salary		Salary	4001			BACS
TOTAL SALARIES		NET February SALARIES	7,319.61	0.00	7,319.61	520			BACS
TOTAL FEBRUARY 2017 PAYMENTS			23,104.05	2,248.49	25,352.54				

RESOLVED

that these accounts be paid.

16/702 FINANCE & GENERAL PURPOSES COMMITTEE REPORTS

702.1 **ATC Vehicle Replacement** - Members received an update from Cllr Ward on the proposed purchase of a replacement vehicle being a Toyota Hilux Registration YP61 JVF. Members noted that the Payments of Accounts above detail the purchase costs totalling £9,950 + VAT, plus £230 for 12 months Vehicle Tax. A trailer would be required at a later date.

RESOLVED

that the purchase of the proposed vehicle be approved.

Members also considered a proposal from Frontline Garage to purchase the existing ATC vehicle at scrap value of £100, including waiver of £90 repair investigation and towing fees. A second proposal to purchase of £300 was received from PA Gardens and was also considered.

RESOLVED

that the proposal from PA Gardens of £300 to purchase the existing ATC Ford Tipper Registration X586 XBB be approved.

- 702.2 **PC Memory Upgrade** - Prior to the meeting members were provided with a quotation from Abacus-Leewell, to supply and fit 4GB RAM upgrade to Town Clerk's computer to resolve computer functionality issues. The Town Clerk advised members that Abacus-Leewell had since gone into Liquidation and therefore the quotation should not be approved.

RESOLVED

that the Council approve a maximum expenditure of £50 to achieve the memory upgrade required.

- 702.3 **Grant Applications Received and allocation of 2016/17 Grant Budget** – Members considered grant applications received as follows from a remaining 2016/17 budget of £1,433:

(a) **The Need Project** – Registered Charity distributing free food and other items to those referred to them by statutory agencies. £200 grant requested - 20 residents of Arlesey benefit.

RESOLVED

that a grant of £200 be approved.

(b) **Autism Bedfordshire** – Registered Charity providing independent support to those with autism and their parents/carers. £150 grant requested – to go towards adult social sessions in Dunstable/Luton as the nearest provision. Members queried whether the 5 Arlesey residents stated within the application would use services in Dunstable or Luton. Town Clerk to seek further clarification. Application to be deferred to next meeting.

(c) **Transfer of Unspent 2016/17 Grants Budget** - Members considered the transfer of unspent 2016/17 grant budget to the MUGA earmarked reserve to be used towards the pavilion refurbishment project.

RESOLVED

that unspent funds from the 2016/17 Grants Budget be transferred to the MUGA Earmarked Reserve to be used towards the pavilion refurbishment project.

16/703 PUBLIC LANDS & HIGHWAYS COMMITTEE REPORTS

- 703.1 To consider the recommendations (Resolutions) contained within the minutes Public Lands and Highways Committee meeting held on 7 February 2017.

RESOLVED

that the committee recommendations (Resolutions) contained within these minutes be ratified by the Council.

- 703.2 **BEST Play Area Licence** – Members considered an amended licence received from BEST. A typographical correction was noted to 1.3 which should read '**Designated**'.

RESOLVED

that the amended licence, with typographical correction noted above, be approved by the Council.

- 703.3 **Great British Spring Clean 2017** – Members acknowledge receipt of CBC's Guidance to Town and Parish Councils and received further update on the publicity and project planning progress. Three meeting points were yet to be agreed. Volunteers would be able to register on the day if necessary. A further planning meeting would be held prior to the event.
- 703.4 **Public Liability Claim** – Members acknowledged receipt of correspondence from Scott Rees & Co. containing County Court papers in respect of an incident on/around 27th September 2013 involving Mr S. Baysford, and subsequent correspondence from BLM Law, acting on behalf of the Council's then insurers Allianz.

RESOLVED

that the Town Clerk act as designated signatory as required by BLM

- 703.5 **Footpath No 5, House Lane, Arlesey** – Members considered Cllr Gravett's proposal (*item 5. on attachment provided*) for a compromise to achieve a temporary widening of Footpath 5, by taking 2 meters from Highway land and to consider the removal of trees and rear fence of No. 72 Stotfold Road.

RESOLVED

that the Council approve Cllr Gravett's proposal to achieve a temporary widening of footpath 5 by taking 2 meters of Highway land, and that the full 2 meter width of the footpath be recorded on the deeds of the property so as to preserve and protect the reinstatement of the full 2 meter width at the point of any future redevelopment.

- 703.6 **Allotment greenhouse request** – Members considered an allotment tenant's request for permission to site a small polythene greenhouse on an allotment at Hillary Rise.

RESOLVED

that the request be approved.

- 703.7 **CBC Update: BT Payphones** - Members acknowledged receipt of an update from CBC detailing responses to BT Payphone Consultation. Payphone at House Lane had no use and therefore no objection to its removal has been raised.
- 703.8 **East Anglian Air Ambulance Clothes Bank** - Members considered a request from EEAA to site clothing banks. No Council owned sites were deemed appropriate. Town Clerk to pass request to Arlesey Town Football Club for consideration.

704 PUBLIC RELATIONS COMMITTEE REPORTS

- 704.1 **Local Press Engagement** – Members to consider:

(a) response to recent Biggleswade Chronicle article on the setting of ATC's 2017/18 budget.

Members noted that a Public Notice had been issued on 15th February 2017 by the Council in response to the article and members agreed that a direct response to Biggleswade Chronicle was not deemed an appropriate use of Council time and resources.

(b) methods of developing and improving the Council's relationship with local press.

Members discussed options for improving positive engagement with the local press, including submitting 'On the Button' editorials to them for publication, sharing of success stories, and Public Notices being sent to the press for publication.

- 704.2 **ATC Councillor Surgeries** – Members acknowledged receipt of finalised 2017 rota. September surgery to be scheduled to take place at the Summer Fete.

- 704.3 **St Peters Church 'St Georges Day' Town Service** – Cllrs Holloway and Sarll provided an update on the planning meeting held previously. Cllrs McGann and Randall agreed to do the readings on behalf of the Council. The Archive Group, Arlesey Remembers You and Steve Maddox have agreed to provide information display boards for the service. The next meeting will be held on Thursday 23rd February at 7pm. Cllr Holloway to attend.

16/705 PERSONNEL COMMITTEE REPORTS

- 705.1 **Resource Centre Assistant Job Description** – Members considered a proposed Job Description, and Person Specification to be applied to the position of Resource Centre Assistant.

Amendments agreed:

- Job Description - Deletion of last bullet point on first page *"To work flexibly across all designated library sites ..."*
- Person Specification – Item 1 Qualifications - move last 'Essential' bullet point *"IT qualification ..."* to 'Desirable'
- Person Specification – Item 4 Behaviours – delete last 'Essential' bullet point *"Able to cover in other libraries, ..."*

RESOLVED

that subject to the above amendments the Resource Centre Assistant Job Description and Person Specification be approved.

- 705.2 **Resource Centre Cover Staff** – Members considered delegation of the recruitment of additional cover staff to the Town Clerk and a Council member to ensure that adequate staffing ratios are maintained.

RESOLVED

that the Town Clerk be delegated authority to recruit additional Zero Hour Resource Centre Cover staff from the CBC list of trained library staff.

- 705.3. **Staff Children at Work** - Members received an update on communications with CBC and considered how CBC's policy should be applied to Resource Centre Staff who's children aged 8+ may use the Resource Centre on a regular basis during their parents working hours.

RESOLVED

that CBC's policy of prohibiting staff being responsible for any dependants whilst at work be adopted by the Town Council and this be reflected in any future proposed Staff Handbook.

- 705.4. **Review of Mobile Telephone Allowance** - Members consider a request from a Grounds Maintenance staff member (undisclosed) for the provision of a 'work' mobile phone to enable them to communicate with the office during their work hours and approve payment of £10 allowance to Village Hall Caretaker. The Town Clerk advised members that telephone communications with both the Groundstaff was vital on both Health and Safety and operational matters.

RESOLVED

- 1) **that the Council approve the purchase of 2 basic mobile phones at a cost of £12.95 including VAT each, plus 2 pay-as-you-go sim cards at £1 each to enable minimum credit to be applied to each telephone. No personal use of the phones authorised, and each phone to be returned to the office at the end of each working day. Each staff member to be responsible for keeping the item safe.**

- 2) that the Village Hall Caretaker be paid a monthly 'Mobile Phone Allowance' of £10 subject to PAYE with effect from 1st April 2017

16/706 REPRESENTATIVES' REPORTS

706.1 **Bedfordshire Police Liaison** - Cllr Wallace provided a report on the following:

- (a) **Crime Figures January 2017** – Members noted 12 crimes had occurred in January according to the figures received, however these again differed from those available at www.police.uk website as had been previously advised.
- (b) **Arlesey Street watch update** - Feedback received to-date had been encouraging. Cllr Wallace had submitted a question relating to the provision of a Special Constable now that all 3 'Watch' schemes were operating in Arlesey however, no response had been received at the time of the meeting.
- (c) **Recent Communication** - Members acknowledged communications between Cllr Wallace and Sgt Geary. Cllr Wallace requested consent to write to Beds PCC to express concerns about Wayne Humberstone's non-attendance to ATC meetings as had previously been agreed with him.

RESOLVED

that Cllr Wallace draft a letter to Beds PCC to be passed to the Town Clerk for review prior to despatch on ATC headed paper.

- (d) **Parish Groups – officers and PCSO Contact Information provided.** Acknowledged

16/707 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

There was no public participation.

The meeting closed at 9.40pm

CHAIRMAN

Date