

Minutes of **EXTRAORDINARY** meeting of **ARLESEY TOWN COUNCIL** held in the **Village Hall, Arlesey** on **Tuesday 15<sup>th</sup> August 2017 at 7.00pm.**

**PRESENT:** Cllrs:            C Ferris (Chairman)    R Clark  
                                 H Frost                    M Gould  
                                 M Holloway            C Livermore  
                                 R McGann              S Sarll  
                                 J Wallace                J Want  
                                 A Ward

**In attendance:** Ms S Foulkes (Town Clerk), Unitary Cllr R Wenham, 5 members of the public and Peter Davies (Axiom Developments Ltd).

**17/061    APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs C Gravett, J Auburn, D Page and J Randall.

**17/062    DECLARATIONS OF INTEREST**

**a)    Disclosable Pecuniary Interests:**

- Agenda item 7.1 - Cllr Sarll due to spouse's land tenancy agreement. Cllr Sarll had attempted, without success, to obtain advice from CBC's Monitoring Office as to whether she held a DPI in this matter. Members considered that the item was of a broader nature and therefore Cllr Sarll should not be required to leave the room, but should abstain from discussion and the ensuing vote.

**b)    Other Interests:**

- Agenda item 7.4 - Cllr Want due to association with applicant - to abstain from discussion and the ensuing vote.
- Agenda item 7.2 - Cllr Ward due to neighbouring property - to abstain from discussion and the ensuing vote.

**17/063    MEMBERS QUESTIONS**

None raised.

**17/064    PUBLIC PARTICIPATION**

Cllr Ward spoke as a member of the public on agenda item 7.2: **Planning Application CB/17/03168/OUT – The Lagoon, 197 Hitchin Road, Arlesey, SG15 6SE.** Cllr Ward expressed his personal opinion that the Council should oppose the application on the grounds that the site is outside the settlement envelope and that CBC Planning Enforcement should be held to account in terms of breaches of planning regulations.

**17/065    MINUTES OF PREVIOUS MEETINGS**

To consider and approve the minutes of the Town Council meeting held on 18 July 2017 as a true record of proceedings.

**RESOLVED**

**that the minutes of the Town Council meeting held on 18 July 2017, be approved and signed by the Chairman as a true record of proceedings.**

**17/066    MATTERS ARISING**

None raised.

## 17/067 PLANNING ISSUES AND APPLICATIONS

067.1 **CBC Draft Local Plan** – Members considered draft representations prepared by the Council's delegated Working Party which were taken as read. Cllr Want summarised the key elements as follows:

**General Comments:** The Working Party had referred to comments made by CPRE. Mr R. Watson had also made considerable contribution.

- **Housing Numbers of 20,000 to 30,000 over the next 20 years** was believed to far exceed need, considering that 23,000 homes had already been allocated by the Local Planning Authority. Department for Communities and Local Government's target for Central Bedfordshire is 35,000 houses.
- **Employment creation of 30,000 new jobs** is not commensurate with the number of new homes proposed – i.e. 40,000 new homes could bring 50,000 new workers to the area, of which 20,000 would need to commute. Growth and employment should be co-located to ensure sustainability.
- **Transport Infrastructure improvements** are essential to the delivery of the Local Plan, however East-West rail links will not be achieved until 2030's and there is no commitment from Government to deliver essential A1 improvements. Despite CBC's awareness of the existing A507 capacity issues, the plan ignores the need to address these issues.

**Site Selection:** Lack of correlation between supporting elements of the draft plan:

- **Infrastructure** - CBC's acknowledgement of limited growth opportunities in many areas due to lack of infrastructure and services contradicts sites included within the draft plan for significant development.
- **Deliverability Vs Viability** - Surrounding strategic sites graded as 'low' in terms deliverability, but 'high' in terms viability have been taken forward regardless of the likelihood that the required infrastructure will be brought forward during the life of the plan.
- **Scale of Development** – Lack of evidence to support statement in paragraph 8.4.3. which states that "*evidence has showed that the development of large scale new communities ... will be the most sustainable option.*"
- **Coalescence (Policy SP4) and Agricultural Land (Policy DC6)** – The exclusion of specific proposals within the Local Plan from the terms of these policies is unacceptable - appropriate weight should be given to both policies in the assessment of all sites.
- **Community Infrastructure Levy (CIL)** – The draft plan makes no mention of CBC's plans to implement CIL, and its omission from the plan is a significant oversight.

**Local Considerations:** Housing numbers proposed for Arlesey under the draft plan (circa. 2,000), being over and above the 1,400 homes to be delivered under the Arlesey Cross Masterplan area, would result in a twofold growth on the existing settlement. A near 100% increase in the number of houses represents disproportionate growth in comparison to all other settlements in the region.

- **Housing numbers** – A local Housing Needs Survey carried out under the Arlesey Neighbourhood Plan project determined local housing needs would be more than satisfied by the Arlesey Cross development, which itself would increase current housing numbers from 2,600 to 4,000 homes (54% increase). A further 2,000 homes was considered to represent over-development and will lead to significant changes to the character of the area. The Arlesey Cross Masterplan housing stock has not been included on Q21 on the individual Arlesey Site Assessments – which would have led to each site being marked as 'red' in this category.

- **Transport Infrastructure** – The A507 is already under extreme pressure and will be further tested with the delivery of Arlesey Cross and other developments agreed. The Local Plan needs to be clear that further development would be unsustainable without improvements to the A507. Arlesey train station is in need of significant infrastructure improvements, and the Local Plan should consider these needs in addition to ensuring transport links are available from the surrounding areas.
- **Site NLP419 Assessment** - Presumed as being the 'East of Arlesey' Growth Location. Stage 2 of the site assessment provides an inordinate number of 'red', 'amber' and 'no' responses (17 out of 27 questions) – which raises question as to the basis on which the site was deemed suitable for further consideration. Individual land parcel assessments reach contradictory conclusions to those contained within the North Central Bedfordshire Growth Options Study. NLP419's housing capacity is also contradicted – the detailed site assessment suggests 1,500 homes whilst the Local Plan increases this figure to 2,000. In either instance, the number of homes proposed is well above the 25% limit referred to in Q20 of assessment form. Several inconsistencies suggest that the assessments have not been conducted in a thorough and coordinated manner, resulting in an undermining of reliance of these documents to support a decision whether to include or exclude specific sites - which itself suggests that some other undocumented decision-making process has been used.

#### Members comments:

**Cllr McGann** - referred to recent meeting with Alistair Burt MP, at which the sewage/water capacity of the site was raised. Cllr Want suggested that the Local Plan would not deal with this level of detail but the issue would have to be addressed at planning application stage.

**Cllr Ward** – suggested amendments to the Working Party's draft representations as follows:

- **Page 3 - 4<sup>th</sup> paragraph:** amend "... the Local Plan must include clear **plans commitments** on how the station would be improved ..."
- **Page 1 - 7<sup>th</sup> paragraph:** amend "How can the lack of capacity be used as a reason for not developing one area and yet be **ignored discounted** for another area which is equally as dependent on the road?"
- **Page 1 - 7<sup>th</sup> paragraph:** amend "The plan does not **seem appear** to include what would seem a sensible aim to reduce the levels of growth on the transport infrastructure..."
- Include an overall statement that the Town Council **opposes mass development of Arlesey.**

**Ward Cllr Wenham** - suggested that ATC provide alternative suggestions of sites considered to be more suitable to housing numbers.

**Cllr Want** - suggested that ATC's overall statement should be to the effect that it considers there to be **serious flaws in the process by which the sites have been proposed for development, which undermines the principles behind the draft plan itself. An overriding lack of consistent links between the site assessments and the site allocations proposed within draft Local Plan is evident, and it is the Town Council's opinion that Site NLP419 is neither sustainable nor warranted**

#### RESOLVED

**that the Council approve the submission of the Working Party's draft representations, amended as suggested by Cllrs Ward and Want.**

#### 067.2 CB/17/03168/OUT – The Lagoon, 197 Hitchin Road, Arlesey, SG15 6SE

**Proposal:** Outline Planning Application (with all matters other than means of access reserved) for residential development of up to 97 dwellings with associated car parking, landscaping; provision of 1.6 hectares of public open space area, and vehicular access from Hitchin Road.

Members noted that the site was allocated as a Gypsy and Traveller site, which raised concern that the current occupants had since stated that they no longer considered themselves to be 'travellers'; bringing into question the validity of their continued occupation.

The site was also noted as being outside the current settlement envelope, resulting in the proposed dwellings being over 1 mile from current amenities. An increase in traffic through the High Street would undoubtedly occur. Concerns about pedestrian and public transport access were also raised.

Ward Cllr Wenham acknowledged that a granting of consent would result in a sacrificing of the allocated Gypsy and Traveller Site, which would be questionable in terms of CBC's planning policy, and as CBC had now identified its 5 year land supply, planning applications for sites outside of settlement envelopes were less likely to succeed. Sustainability issues due to access to local amenities and transport was also questionable.

#### **RESOLVED**

**that the Council OBJECT to the application on the following grounds:**

- 1) the site is outside of the settlement envelope, which is contrary to CBC's planning policy DM4; refusal of the application is supported by CBC's identification of a 5-year land supply**
- 2) the proposed development would further exacerbate existing High Street traffic flow issues, the presence of which have been previously acknowledged by CBC**
- 3) the sustainability of the site is highly questionable in terms of pedestrian and public transport accessibility to/from local amenities**
- 4) approval of planning consent would result in the sacrifice of an allocated Gypsy and Traveller site.**

067.3 **CB/17/02762/FULL: 11 The Granary, Arlesey, SG15 6SH**

**Proposal:** Erection of part two storey, part single storey side and rear extension to provide annexe accommodation to the host dwelling.

#### **RESOLVED**

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

067.4 **CB/17/01883/FULL: Church Farm, 4 High Street, Arlesey, SG15 6RA**

**Proposal:** Construction of a carport with second floor storage. The carport will be wooden ship lapped and painted black to match the adjacent carport at the church barn, and the ship lap finish of the old cow shed attached to the house. The removal of existing porch and replacement with new. The amendment proposed is to enlarge it, alter the roof pitch height to match the existing house and Dormer window to the rear elevation. Erection of a sunroom, removal of a small non-load bearing 2.5 metre wall, section of the existing house exterior wall to open the sun room into the dining room.

#### **RESOLVED**

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

067.5 **CB/17/03340/FULL: 52 Church Lane, Arlesey, SG15 6UX**

**Proposal:** Single storey rear extension and loft conversion with rear dormer window.

#### **RESOLVED**

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

067.6 **CB/17/02855/FULL: 260 High Street, Arlesey, SG15 6TD**  
**Proposal:** Single storey rear extension.

**RESOLVED**

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

067.7 **CB/17/03191/FULL: 234 High Street, Arlesey, SG15 6TD**  
**Proposal:** New detached dwelling.

**RESOLVED**

that the Council holds no view on this application.

067.8 **CB/17/03402/FULL: Land to the east of 38 to 42 Carters Way and to the south of 1 to 8 Carters Walk, Carters Way, Arlesey**  
**Proposal:** Demolition of existing garages and development of 2 no. new dwellings with amenities and car parking.

**RESOLVED**

that the Council **OBJECT** to the application on the following grounds:

- 1) loss of green open space to the detriment of existing residents and street scene
- 2) loss of on-street car parking spaces through creation of proposed off-street parking
- 3) overdevelopment of the site - insufficient area to accommodate 2 dwellings
- 4) the proposed alternative garages are not suitably located in terms of proximity to the user dwellings.

**17/068 FINANCE & GENERAL PURPOSES COMMITTEE**

068.1 **BATPC New Councillor Training** – Members considered the approval of New Councillor Training course for Cllr R Clark to be held on 10 October 2017 from 7.30pm to 9.30pm at a cost of £25. Cllr H Frost declined invitation to attend.

**RESOLVED**

that the Council approve the cost of £25 for new Councillor Induction Training for Cllr Clark.

**17/069 FINANCE REPORTS**

069.1 (a) **Petty Cash – July 2017**  
To receive for approval copies of the petty cash details for the Town Council and Resource Centre for July 2017 – (month 4)

**RESOLVED**

to approve the Resource Centre and Town Council petty cash expenditure for July 2017.

(b) **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	BANK REF
<b>Direct Debit Payments</b>								
DD.08/17-01	EON	Cemetery electric June DD Due 04/08/17	1.62	0.08	1.70	4014/202		U/DD-01
DD.08/17-02	Right Fuelcard	Petrol for tools DD due 07/08/17	9.25	1.85	11.10	4051/split		U/DD-02
DD.08/17-03	Cloudscape	Broadband and internet - DD due 10/08/17	33.34	6.67	40.01	4028/split		U/DD-03
DD.08/17-04	Right Fuelcard	Petrol for tools DD due 14/08/17	15.54	3.11	18.65	4051/split		U/DD-04
DD.08/17-05	UTAX	Photocopying/printing meter charge DD due 16/8/17	32.93	6.59	39.52	4024/101		U/DD-05
DD.08/17-06	UTAX	Staples for photocopier DD due 16/08/17	37.46	7.49	44.95	4024/101	<b>84.47</b>	U/DD-06
DD.08/17-07	SSE	Unmetered streetlighting - DD due 19/08/17	184.18	36.83	221.01	4014/303	-	U/DD-07
DD.08/17-08	SSE	Unmetered streetlighting - DD due 19/08/17	11.55	0.57	12.12	4014/303	<b>233.13</b>	U/DD-08
DD.08/17-09	ICO UK Ltd	Renewal Data Protection registration DD due 19/8/17	35.00	0.00	35.00	4027/101		U/DD-09
DD.08/17-10	Axis Energy	MUGA Electric May 2017 - DD due 28/08/17	44.06	2.20	46.26	4014/202		U/DD-10
DD.08/17-11	Biffa	Cemetery refuse collection - DD due 30/08/17	66.06	13.21	79.27	4017/203		U/DD-11
DD.08/17-12	Cawleys	Skip rental July 2017 - DD due 31/08/17	5.17	1.03	6.20	4044/split		U/DD-12
DD.08/17-13	TV Licensing	Resource Centre TV licence DD Due 31/08/17	147.00	0.00	147.00	4027/101		U/DD-13
DD.08/17-14	EON	Cemetery electric July DD Due 21/08/17	5.3	0.27	5.57	4014/202		U/DD-14
DD.08/17-15	Barclays	Bank charges - DD due 04/08/17	7.05	0.00	7.05	4071/101		B/DD-01
<b>PAID ACCOUNTS - Deposit refunds/other reimbursements.</b>								
<b>ONLINE Payments Due</b>								
08/17-01	ADSpace 2000 Ltd	Bus shelter seat Jubilee Crescent	525.00	105.00	630.00	4341/103	-	AUGFP01
08/17-02	Benedict Funerals	REFUND duplicated payment for memorial works	62.75	0.00	62.75	1002/203	-	
08/17-03	Purepat	PAT Testing July 2017	160.95	32.19	193.14	4018/split		AUGFP02
08/17-04	WPS	Insurance policy Toyota Hilux	457.40	0.00	457.40	4053/101		AUGFP03
08/17-05	S Foulkes	REIMBURSEMENT - PDF Architect edit version	20.42	4.08	24.50	4028/101	-	AUGFP04
08/17-06	Start Traffic	Men at work safety signs	131.00	26.20	157.20	4045/109	-	AUGFP05
08/17-07	Events & Tents	Marquee for Fun Day	1035.00	207.00	1242.00	4232/102		AUGFP06
08/17-08	Events & Tents	Toilet hire Fun day	400.00	80.00	480.00	4232/102	<b>1,722.00</b>	AUGFP07
08/17-09	MAW Events	Rhyme time sessions Apr-Jul 2017	480.00	0.00	480.00	4080/104		AUGFP08
08/17-10	MJ Ryall	Deck board and concrete	16.47	3.29	19.76	Split		AUGFP09
08/17-11	Herts Fullstop	Stationery	31.06	6.21	37.27	4023/101		AUGFP10
08/17-12	Alan Lamb Associates	Planning fees MUGA Pavilion refurbishment	1597.50	319.50	1917.00	4906/109		AUGFP12
<b>CHEQUE Payments due</b>								
08/17-13	PETTY CASH T/C	Reimbursements Petty Cash T/C July 2017	15.45	0.00	15.45	Split	-	
08/17-14	PETTY CASH R/C	Reimbursements Petty Cash R/C July 2017	9.11	0.00	9.11	Split	<b>24.56</b>	Chq300035
<b>Payroll Liability Payments Due</b>								
08/17-15	HM Rev & Customs	Mth 5 PAYE	656.60	0.00	656.60	525		
	HM Rev & Customs	Mth 5 Nat. Emp'ee NI Contributions	548.73	0.00	548.73	525		
	HM Rev & Customs	Mth 5 Nat. Emp'ler NI Contributions	631.04	0.00	631.04	525	<b>1,836.37</b>	AUGFP15

08/17-16	Beds Pension Fund	Mth 5 Emp'ee Super Contribution	454.09	0.00	454.09	526		
	Beds Pension Fund	Mth 5 Emp'ee Super Contribution	1619.07	0.00	1619.07	527	<b><u>2,073.16</u></b>	<b>AUGFP16</b>
<b>Salaries Payments Due</b>								
08/17-17	S. Foulkes	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL01</b>
08/17-18	J Bailey	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL02</b>
08/17-19	M Bird	AUGUST/Final Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL03</b>
08/17-20	P Hector	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL04</b>
08/17-21	E Jackson	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL05</b>
08/17-22	G Studley	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL06</b>
08/17-23	J Spedding	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL07</b>
08/17-24	D Pascoe	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL08</b>
08/17-25	D. Rickman	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL09</b>
08/17-26	C Lowe	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL10</b>
08/17-27	J Savory	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL11</b>
08/17-28	P Legate	AUGUST Salary	Salary		<b>Salary</b>	4001		<b>AUGSAL12</b>
<b>TOTAL SALARIES</b>		<b>NET AUGUST SALARIES</b>	<b>7,816.46</b>	0.00	<b>7,816.46</b>	520		
<b>TOTAL AUGUST 2017 PAYMENTS</b>			<b>17,303.61</b>	<b>863.37</b>	<b>18,166.98</b>			

**RESOLVED**  
that these accounts be paid.

- 069.2 **Grounds Maintenance vehicle insurance renewal** – Members considered the renewal of vehicle insurance for Toyota Hilux with WPS Insurance.

**RESOLVED**

that the Council renew the WPS vehicle insurance policy in accordance with the renewal invitation.

- 069.3 **Archive Group Exhibition 28 October 2017**– Members considered contribution of £40 towards Andrew Mortlock, historian for Bedfordshire brickworks, travel expenses to attend Archive group exhibition.

**RESOLVED**

that the Council approve the payment of a £40 contribution to Mr Mortlock's travel to attend the Archive Group exhibition.

**17/070 PUBLIC LANDS & HIGHWAYS COMMITTEE**

- 070.1 **Streetlight Maintenance:** Members considered the following repairs/replacements:

- (a) **A15 Church Lane** – quotation of £1,700 received from TCS Electrical for safety repairs required – payable from EMR 338 leaving £2,360 balance in reserve fund.
- (b) **A14 Stotfold Road** – quotation of £385 received from TCS Electrical for replacement lantern resulting in overspend in budget on account 4075/303 of £81.00 which could be off-set by remaining balance in EMR 338 at year-end if deemed appropriate.

Members acknowledged that the level of expenditure in maintaining streetlights was steadily increasing, and therefore an overview of the situation including an audit of streetlights was required prior to the budget setting for 2018/19.

**RESOLVED**

that the Council authorise the repair and replacement as stated above.

- 070.2 **MUGA Electricity Contract** – Members considered moving electricity contract from Axis to EDF Energy with effect from 25<sup>th</sup> November 2017, with payments being made by Monthly direct debit to achieve 7% discount.

**RESOLVED**

**that the Council approve contract for MUGA pavilion electricity supply with EDF Energy from 25<sup>th</sup> November 2017, and payments to be made by monthly direct debit.**

- 070.3 **Anglian Water scheme of works MUGA Car Park** – Members acknowledged correspondence from agent and considered implications as Landowner. The Town Clerk had advised the agent to be mindful of avoiding excavations during term-time due to car park usage. Once Anglian Water has confirmed whether they intend to proceed with the improvement works, discussions on compensation may take place. Cllr Ward suggested that Anglian Water's works should avoid clashing with the intended MUGA Refurbishment works.

- 070.4 **St Johns Road Amenity Land** – Members considered a resident's request for screen hedging to provide a boundary between residential property and open green space. The resident had offered to meet the costs of purchasing mature plants. Fencing was not considered to be a favoured option due to damage which could occur as a result of ball games in the area.

**RESOLVED**

**that the Council consider options further once further details have been obtained by the Town Clerk on appropriate plants, their cost and ongoing maintenance issues.**

- 070.5 **Television Licence Renewal Resource Centre** – Members considered payment of the TV Licence by Annual Direct Debit.

**RESOLVED**

**that the Council approve payment of the Resource Centre TV Licence by Annual Direct Debit.**

**17/071 PUBLIC RELATIONS COMMITTEE**

- 071.1 **Mayors Charity 2017** – Members considered Cllr Ferris' preferred Charity for 2017 fundraising at Summer Fete on 2<sup>nd</sup> September 2017, being 'Home Start Central Bedfordshire', who improve the lives of local families with young children, through providing support in various different ways.

**RESOLVED**

**that the Council approve Cllr Ferris' choice of local charity.**

**17/072 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

**Mr R Watson** advised that a bus stop was located close to 197 Hitchin Road, and an overgrown pathway leads to site which the applicant hopes to get refurbished and extended. He also believed that drainage and surface water issues could be resolved.

**Mr D Hazelwood** voiced his support of the Council's representations on the Draft Local Plan, and concurred with the view that many contradictions between site assessments and the Draft Local Plan site allocations existed. Concerns were also expressed that added pressure of development in North Herts in areas such as Ickleford and Hitchin on A602 would impact on Arlesey and surrounding roads.

**Meeting closed at 8.25pm**

**CHAIRMAN**

**Date**