

PRESENT: Cllrs: C Ferris (Chairman) C Gravett (Vice Chair)
J. Auburn R Clark
C Livermore J Randall
S Sarll J Want
A Ward

In attendance: Ms S Foulkes (Town Clerk), Unitary Cllrs R Wenham and I Dalgarno, Groundworks Jenny Hawkes and Youth Volunteer, and 3 members of the public.

17/090 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs H. Frost, M. Gould, M. Holloway, R. McGann D. Page and J. Wallace.

17/091 DECLARATIONS OF INTEREST

- a) Disclosable Pecuniary Interests: None.
- b) Other Interests:
- Agenda item 14.2. – Cllr Ward due to spouse's position as Chair of Events Group.
 - Agenda item 14.2. – Cllr Sarll due to her own membership of Events Group.
 - Agenda item 10.6. – Cllr Gravett due to friendship with applicant.

17/092 CHAIRMAN'S ANNOUNCEMENTS

Prior to the meeting members received a copy of the following correspondence, which were taken as read:

- 092.1 CBC Press Release – 'Find Your Future at free careers and employment event' on Thursday 2nd November 2017, at The Incuba, corner of Brewers Road, Dunstable. Information to be publicised by Town Council.
- 092.2 CBC Press Release – 'Award event celebrates Central Bedfordshire's fabulous foster carers' at which long-service awards were presented to 15 foster carers.
- 092.3 CBC Press Release - 'Central Bedfordshire one of the most prosperous regions in Great Britain' according to latest data from Office of National Statistics.
- 092.4 Town Council and Parish Council Conference, Tuesday 21st November 2017 – Invitation for two representatives of Town Council. Members noted that the date coincides with next scheduled ATC meeting. Cllrs Want and Ward agreed to attend.

17/093 MEMBERS QUESTIONS

None raised.

17/094 PUBLIC PARTICIPATION

Mrs M. Powell, resident of High Street Arlesey, expressed her concerns about speeding and incidents of dangerous driving throughout Arlesey. She suggested that cost effective solutions were needed to tackle the problem, such as reducing the speed limit on the approach from Hitchin Road, which currently goes from 60mph straight to 30mph. Concerns were raised for children using the pedestrian crossing at Stotfold Road, who were encountering aggressive drivers. HGVs using the High Street appear to cause a traffic flow issue, and it was questioned whether a restriction could be introduced.

Cllr Dalgarno advised the meeting that he had received communication from the Town Clerk on this matter, and that he had previously initiated contact with CBC officers to review the school bus route, to enable drop-off on the west side of Hitchin Road, instead of the east side. A meeting with CBC's Traffic Management Officer Paul Salmon will be convened to assess the speeding and dangerous driving issues, and a traffic survey will be requested, as will speed limit reductions in both the south and north entrances to Arlesey. Cllr Dalgarno responded to suggestions that a 20mph zone be introduced, by advising that the Police will not enforce a 20mph without roads being physically changed to encourage slower driving speeds. Police had set speeding as a priority however their resources were very low.

Members comments: Cllr Gravett advised Mrs Powell that the Town Council's powers were limited in terms of Traffic Management issues, and that legal enforcement of the speed limit appeared to be non-existent in the area.

Cllr Want advised that Arlesey Speed Watch group had recently lost its lead member, and Bedfordshire Police had removed its Watch Scheme Co-ordinator from post, leaving the position currently vacant.

Cllr Ferris raised a query as to whether the Vehicle Activated Speed Signs located at various locations throughout Arlesey were in working order. The Town Clerk confirmed that reports had been submitted to CBC to report the faulty signs. The 30mph sign at Hitchin Road, adjacent to the Cemetery, was obscured by an overgrown hedge.

Cllr Dalgarno agreed to feed the issues raised to CBC officers.

17/095 MINUTES OF PREVIOUS MEETING

To consider and approve the minutes of the Town Council Meeting held on 19th September 2017 as a true record of proceedings.

Typographical Amendment: Page 56 - Minute 086.2 – last sentence: No visitors ~~to~~ were received.

RESOLVED

that the minutes of the Town Council meeting held on 19 September 2017, be approved subject to the above amendment and be signed by the Chairman as a true record of proceedings.

17/096 MATTERS ARISING

None raised.

17/097 GROUNDWORKS YOUTH CENTRE

Jenny Hawkes, Youth Leader, introduced herself and her young volunteer Amber.

Jenny had been in post for 2 years, during which time she had dealt with a number of issues affecting young people including mental health and self-harm. The club now had around 25-30 regular attendees.

Amber advised members that she had personally benefitted from one-to-one support sessions held over a period of 12 weeks. She had undertaken voluntary work with the Terence Higgins Trust which had recently resulted in a job offer being made to her.

Younger group members had put together a presentation board of recent activities which included sessions on abuse, mental health and LGBTG issues. Other activities had included a Halloween party and raising awareness of Black History Month.

The Youth Club was open on Tuesday evenings, 7-9pm.

Jenny agreed to speak with those attendees who gathered outside of the club on Tuesday evenings, to make them aware that users of the Village Hall are occasionally disturbed by noise from outside the Youth Club. The Town Clerk will advise Jenny of meeting dates.

Jenny and Amber left the meeting.

17/098 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

098.1 Unitary Cllr Dalgarno reported on the following matters:

Careers Event 2nd November: CBC previously held a similar careers event at Biggleswade which was very well attended by those seeking work and employers; resulting in some good job offers being made.

White Lining & Gully Cleansing: White lining is currently in process and gully cleansing will be taking place shortly. CBC will publicise the dates for Arlesey to advise residents to keep gully's clear to enable access to gully covers.

CBC Budget Setting: Cllr Dalgarno is pushing for additional funds to improve pavements, particularly in high risk areas, many of which have not been repaired for a significant number of years.

098.2 Unitary Cllr Dalgarno reported on the following matters:

Local Plan Update: CBC received over 10k responses to the Regulation 18 consultation, which are being collated to enable feedback prior to further consultation in 2018. The process will now be brought forward as a direct result of significant increased housing targets being introduced by government. CBC's submission of the Local Plan by March 2018 will mean that the government cannot impose their proposed 60% increase in Central Bedfordshire's housing target.

Government Housing Need Calculation Consultation: NALC are currently consulting Council's on its provisional position being to support government in the proposed changes to the methodology for calculating the housing targets of individual planning authorities. CBC had recently sent all Town and Parish Councils a copy of its response to NALC, which urges them to reconsider their current supporting position. CBC is of the opinion the government's proposed methodology for calculating housing targets, which results in negative delivery in some areas compared with substantial increases in other areas to be undeliverable. The governments proposed formula takes into account average wage, house prices and the incomes of local residents, however the high proportion of commuting residents in Central Bedfordshire results in a distortion in the housing target for CBC.

Stotfold Planning Appeal Overturned: Successful outcome for CBC, which will provide further protection from future speculative planning applications.

098.3 Questions posed to Unitary Councillors:

Cllr Gravett questioned how an increase in housing targets can be justified alongside the current trend of negative equity, rising interest rates and falling house prices. Cllr Wenham suggested that house prices in Central Bedfordshire were not in fact falling, however developers would not build homes unless a profit is achievable.

Cllr Dalgarno advised the meeting that CBC needed a method of enforcing developers to bring forward housing where approvals had been granted.

17/99 PLANNING APPLICATIONS & ISSUES

99.1 CBC Development Management Committee (DMC) Meetings – The Town Clerk suggested that the Council delegate a member/s to attend DMC meetings to represent the views of the Council where comments have previously been submitted to CBC.

RESOLVED

that the Council delegate Cllrs Gravett, Want and Wallace, subject to their availability, to attend Central Bedfordshire Council DMC meetings to represent the Town Council.

99.2 **CB/17/03907/FULL – 60 Stotfold Road, Arlesey, SG15 6XT**

Proposal: Planning permission for timber built garden room for family use ancillary to the use of dwelling house. (Retrospective).

Members discussed the retrospective nature of the application. Ward Members advised that an objection on these grounds could not be given any weight by the planning officer.

RESOLVED

that the Town Clerk refer to the previous planning decision for the property and request that a condition be applied, should CBC be minded to approve the application, to prevent business use.

99.3 **CB/17/04377/FULL – 4 Chase Close, Arlesey, SG15 6UT**

Proposal: Garage conversion

Cllr Want advised members that he believed the application had been approved.

RESOLVED

that, providing the application had yet to be determined, the Council recommend the application's approval subject to neighbours' comments being taken into consideration.

99.4 **CB/17/04515/FULL – Twin Acres, Hitchin Road, Arlesey, SG15 6SE**

Proposal: Erection of kennel building (Retrospective)

Members acknowledged the previous similar retrospective application CB/16/00620/FULL which was refused 21/04/2016. CBC had confirmed that applicants are permitted to submit the same application twice, despite a first refusal.

RESOLVED

that the Council recommend the application's refusal, by supporting CBC's reasons for refusal of the previous planning application No. CB/16/00620/FULL.

99.5 **CB/17/04521/FULL – Land rear of Twin Acres, Hitchin Road, Arlesey, SG15 6SE**

Proposal: Erection of gymnasium building for recreational use and laying of access driveway (Retrospective)

RESOLVED

that the Council recommend the application's refusal on the grounds of overdevelopment of the application site, being outside of the settlement envelope and within a countryside location.

99.6 **CB/17/04567/FULL – Land at 2 Bury Mead, Arlesey, SG15 6UB**

Proposal: Erection of new 2 x bedroom dwelling adjoining existing end of terrace.

RESOLVED

that the Council recommends the application's refusal on the grounds of overdevelopment of the application site, the proposed development being detrimental to the street scene and pedestrian/road safety concerns resulting from the proposed access/egress to and from site.

99.7 **CB/17/04164/FULL – 54 Church Lane, Arlesey, SG15 6UX**

Proposal: Single storey rear extension

RESOLVED

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

- 99.8 **CB/TRE/17/00397 –Woodlands 74 Chase Hill Road, Arlesey, SG15 6UD**
Proposal: Works to trees subject to a tree preservation order: Fell Horse Chestnut Tree (T1). Discussion took place. Members concluded that the application should be determined by CBC as deemed appropriate by officers following the receipt of pending reports.
- 99.9 **CB/17/04083/FULL – Communal Car Park, Lanthony Court, High Street, Arlesey, Beds, SG15 6TU**
Proposal: Remove existing shed and replace with new shed

RESOLVED

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

- 99.10 **Planning Applications Refused/Granted** – Members noted recent decisions denoted by asterisk as at 11th October 2017.
- 99.11 **Enforcement cases created and/or closed:** Members acknowledged -
- **10 The Hermitage, Arlesey, SG15 6XE** – Change of use of land to domestic garden. Breach of planning confirmed.
- 99.12 **Ickleford Parish Council, CB/17/03168/OUT - The Lagoon, 197 Hitchin Road, Arlesey** – Members acknowledged receipt of a copy response to the above planning application issued to CBC by Ickleford Parish Council, and receipt of a request to be informed of planning applications of multiple residential dwellings in Arlesey. Town Clerk to acknowledge.
- 99.13 **Neighbourhood Plan** – Cllr Want reported on the following matters:
- (a) **Summary of Amendments to NP approved by Steering Committee** – copy provided to all members prior to the meeting.
 - (b) **Referendum date confirmed** – Thursday 30th November 2017, at Village Hall.
 - (c) **Approval of pre-referendum publicity costs** were confirmed as follows below, to be met from grant funds held -
 - Printing of 3,000 A4 folded full colour leaflets - £198
 - Distribution of said leaflets to all households in Arlesey - £324
 - Printing of approx. 50 copies of the final plan document - £478
 - Possible hiring of a venue for a drop-in event – charges to be confirmed.
 - Printing of 10-20 posters for display on noticeboards, shops, pubs, etc - £89

RESOLVED

that the Council approve expenditure up to the value of £2,000 to cover pre-referendum publicity costs.

- 99.14 **Arlesey Cross Masterplan Stakeholders Meeting** – Members received a report from Cllr Gravett on the meeting held 26th September 2017. The Town Council had since sent the agreed building specification to Telereal Trillium, and had advised that the required commuted sum would follow after this meeting. S106 allocations were discussed, and reference was made to Cllr Adam Zerny's recent email correspondence. Cllr Wenham will advise the Council of the outcome of his pending meeting with CBC Planning to discuss Arlesey Cross S106 allocations, to enable the Town Council to be fully appraised prior to arranging its own subsequent meeting.

99.15 **Local Plan Update** – Members acknowledged receipt of updates from CBC Jason Longhurst, which advised that the schedule for Local Plan submission would be brought forward as previously reported by Ward Councillors.

99.16 **Section 106 CBC Allocations Correspondence** - Members considered correspondence received from CBC Ward Cllr Adam Zerny (Potton) and CBC Executive Member Cllr Nigel Young, which had previously been forwarded to members by email. Members asked the position of Ward Cllrs Dalgarno and Wenham, as to whether they were in principle in support of Cllr Zerny’s motion to CBC. Cllr Dalgarno advised members that he was not necessarily against Cllr Zerny’s motion, but was aware that larger projects required funding from neighbouring parishes and towns and therefore it was appropriate in some instances to pool S106 monies. Members agreed that more transparency in S106 allocations was required, and whilst it was acknowledged that larger scale amenities required contribution from surrounding parishes, it was crucial that Arlesey amenities were not compromised as a result.

Cllrs Dalgarno and Wenham left the meeting at 9pm.

17/100 **FINANCE REPORTS**

100.1 **Income and Expenditure - September 2017**

Prior to the meeting members received a report of year-to-date Income and Expenditure up to 30th September 2017, compared to 2017/18 budget (month 6) and were invited to submit questions to the Town Clerk as necessary. The Clerk confirmed that the over expenditure on Account 4042: Ground Maintenance was as a result of the Cemetery Railings Refurbishment works, however this was off-set by a transfer of £1,472 from EMR: 348 Capital (Prop) Repairs.

100.2 **Balance Sheet as at 30th September 2017**

Prior to the meeting members received a copy of the Balance Sheet as at 30th September 2017 (month 6) and were invited to submit questions to the Town Clerk as necessary. No questions were raised.

100.3 **Petty Cash – September 2017**

Prior to the meeting members received a copy of the petty cash details for the Resource Centre and Town Council for September 2017 – (month 6)

RESOLVED

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

100.4 **Accounts for Payment**

Members received a schedule of the October 2017 accounts due for payment, as follows:

FOLIO	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	BANK REF
Direct Debit Payments								
DD.10/17-01	Lloyds Bank Credit card	Credit card purchases and monthly fee DD due 18/09/17	9.49	1.90	11.39	SPLIT		U/DD-01
DD.10/17-02	Anglian Water	Stotfold Road Allotments water supply DD due 15/11/17	21.56	0.00	21.56	4012/205		U/DD-02
DD.10/17-03	BT	Office telephone DD Due 01/10/17	240.4	48.08	288.48	4021/101		U/DD-03
DD.10/17-04	Right Fuelcard	Petrol for tools/ Diesel for van DD due 02/10/17	26.88	5.38	32.26	4051/split		U/DD-04
DD.10/17-05	Cloudscape	Broadband/internet and office 365- DD due 10/10/17	48.34	9.67	58.01	SPLIT		U/DD-05

DD.10/17-06	HM Land Registry	Land searches October 2017 DD due 10/10/17	9.00	0	9.00	4037/101	-	U/DD-06
DD.10/17-07	UTAX	Photocopying/printing meter charge DD due 16/10/17	40.27	8.05	48.32	4024/101		U/DD-07
DD.10/17-08	Right Fuelcard	Petrol for tools DD due 16/10/17	6.68	1.34	8.02	4051/SPLIT		U/DD-08
DD.10/17-09	BT	R/C telephone DD Due 16/10/17	42.50	8.50	51.00	4021/104		U/DD-09
DD.10/17-10	Lloyds Bank Credit card	Credit card purchases and monthly fee DD due 18/10/17	96.00	0.00	96.00	SPLIT		U/DD-10
DD.10/17-11	SSE	Unmetered streetlighting - DD due 20/10/17	217.47	43.49	260.96	4014/303	-	U/DD-11
DD.10/17-12	SSE	Unmetered streetlighting - DD due 20/10/17	12.72	0.63	13.35	4014/303	<u>274.31</u>	U/DD-12
DD.10/17-13	EON	Cemetery electric September DD Due 23/10/17	10.07	0.50	10.57	4014/203		U/DD-13
DD.10/17-14	Axis Energy	MUGA Electric Sept 2017 - DD due 28/10/17	39.52	1.98	41.50	4014/202	-	U/DD-14
DD.10/17-15	Biffa	Cemetery refuse collection - DD due 30/10/17	65.64	13.13	78.77	4017/203		U/DD-15
DD.10/17-16	Cawleys	Skip rental/replaced Sept 2017 - DD due 30/10/17	338.67	67.73	406.40	4044/split		U/DD-16
DD.10/17-17	Barclays	Bank charges - DD due 05/10/17	7.05	0.00	7.05	4071/101		B/DD-01
PAID ACCOUNTS - Deposit refunds/other reimbursements.								
BACS10/17-01	J Verrell	REFUND - Hall hire deposit	50.00	0.00	50.00	570		OCTBP01
BACS10/17-02	C Spackman	REFUND - Hall hire deposit	50.00	0.00	50.00	570		OCTBP02
ONLINE Payments Due								
10/17-01	Greenwood Contracting	Recreation Ground Grass cutting August 2017	200.00	40.00	240.00	4040/301		OCTFP01
10/17-02	Herts Fullstop	Stationery	49.18	9.84	59.02	4023/split		OCTFP02
10/17-03	BLM	VAT ONLY	0.00	31.00	31.00	4037/101	-	OCTFP03
10/17-04	T&J Seymour	Quarterly street light maintenance Jul - Sept 2017	165.00	33.00	198.00	4075/303	-	OCTFP04
10/17-05	JRB	Poop scoop bags	58.04	11.61	69.65	4029/305		OCTFP05
10/17-06	Woodman Fabrications	Welding and concrete repairs to skate ramps	180.00	0.00	180.00	4043/301	-	OCTFP06
CHEQUE Payments due								
10/17-07	PETTY CASH T/C	Reimbursements Petty Cash T/C September 2017	14.12	0.00	14.12	Split	-	
10/17-08	PETTY CASH R/C	Reimbursements Petty Cash R/C September 2017	17.00	0.00	17.00	Split	<u>31.12</u>	Chq300038
10/17-09	R Auja	REFUND - Hall hire deposit	100.00	0.00	100.00	570		Chq300039
10/17-10	S Spoor	Reimbursement of 3xbanners for archive exhibition and sundries	66.50	13.30	79.80	4032/102	-	Chq300040
10/17-11	A Mortlock	Travel expenses Archive Exhibitor	40.00	0.00	40.00	4009/101		Chq300041
Payroll Liability Payments Due								
10/17-12	HM Rev & Customs	Mth 7 PAYE	634.00	0.00	634.00	525		
	HM Rev & Customs	Mth 7 Nat. Emp'ee NI Contributions	543.32	0.00	543.32	525		
	HM Rev & Customs	Mth 7 Nat. Emp'er NI Contributions	624.83	0.00	624.83	525	<u>1,802.15</u>	OCTFP07
10/17-13	Beds Pension Fund	Mth 7 Emp'ee Super Contribution	497.49	0.00	497.49	526		
	Beds Pension Fund	Mth 7 Emp'er Super Contribution	1774.81	0.00	1774.81	527	<u>2,272.30</u>	OCTFP08

Salaries Payments Due								
10/17-14	S. Foulkes	OCTOBER Salary	Salary		Salary	4001		OCTSAL.01
10/17-15	J Bailey	OCTOBER Salary	Salary		Salary	4001		OCTSAL.02
10/17-16	P Hector	OCTOBER Salary	Salary		Salary	4001		OCTSAL.03
10/17-17	G Studley	OCTOBER Salary	Salary		Salary	4001		OCTSAL.04
10/17-18	J Spedding	OCTOBER Salary	Salary		Salary	4001		OCTSAL.05
10/17-19	D Pascoe	OCTOBER Salary	Salary		Salary	4001		OCTSAL.06
10/17-20	D. Rickman	OCTOBER Salary	Salary		Salary	4001		OCTSAL.07
10/17-21	C Lowe	OCTOBER Salary	Salary		Salary	4001		OCTSAL.08
10/17-22	J Savory	OCTOBER Salary	Salary		Salary	4001		OCTSAL.09
10/17-23	P Legate	OCTOBER Salary	Salary		Salary	4001		OCTSAL.10
	TOTAL SALARIES	NET OCTOBER SALARIES	6,977.62	0.00	6,977.62	520		
TOTAL OCTOBER 2017 PAYMENTS			13,274.17	349.13	13,623.30			

RESOLVED

that these accounts be paid.

17/101 FINANCE & GENERAL PURPOSES COMMITTEE

- 102.1 To consider the recommendations (Resolutions) contained within the minutes of the Finance and General Purposes Committee meeting held on 3 October 2017.

RESOLVED

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

- 101.2 **Historical Archive Sub-committee** – Members to consider the recommendations (Resolutions) contained within the minutes Historical Archive Sub-committee meeting held on 10 October 2017.

RESOLVED

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

- 101.3 **Barclays Current Account Closure** – Members considered the closure of Barclays Current Account (ending 4338) following opening of Unity Trust Current Account in December 2016.

RESOLVED

to approve the closure of Barclays Current Account (ending 4338) once funds have been transferred to Barclays Tracker Account.

- 101.4 **Resource Centre Printing** – Members were asked to consider a quotation from Triumph Adler for the provision of a leased copier/printer/scanner to replace Brother machines.

RESOLVED

to approve the signing of a 5 year lease contract with Triumph Adler for the supply of a combined copier/printer/scanner on a click contract.

- 101.5 **Christmas Lights** – Members were advised that Lamps and Tubes had inspected the Christmas lights and replaced wind damaged lengths where necessary at no charge to the Council. The lights had been tested and appeared to be in order and ready for switch-on.

17/102 PUBLIC LANDS & HIGHWAYS COMMITTEE

- 1023.1 **Speeding on Hitchin Road** – Members acknowledged residents' concerns regarding speeding on Hitchin Road, and noted the Town Clerk's correspondence with Cllr Dalgarno.

RESOLVED

- 1) **that a Working Party, consisting of Cllrs Ward, Sarll and Livermore, review the residents' complaints and make recommendations to the Council to achieve improvements.**
- 2) **that the Town Clerk write to CBC officers to express the Council's concerns about traffic issues in Arlesey and request urgent attention to repairing the faulty Vehicle Activated Signs.**

- 102.2 **Rural Match Fund** – Members noted the receipt of correspondence confirming CBCs Rural Match Fund for 2018, which offers match funding to achieve highway improvements. It was agreed to defer consideration to next Council meeting.

- 102.3 **Public Liability Claim Discontinued** – Members acknowledged Central Bedfordshire Council's admission of liability resulting in the closure of the case against Arlesey Town Council.

- 102.4 **Skatepark Repairs** - Members acknowledged works approved by Town Clerk and Chairman on health and safety grounds amounting to £180.

- 102.5 **MUGA Car Park Gate** – Members considered a quotation to secure car park gate to prevent damage to vehicles using entry/exit gate.

RESOLVED

that the quotation of £125 provided by Woodman Fabrications be approved by the Council.

- 102.6 **Children's Theatre Group** – Members considered a request to waive or subsidise Village Hall Hire fees in support of Widdenshins Theatre's Arts Council grant application.

RESOLVED

that the Council waive Village Hall hire fees, of approximately 6 hours, for the hire by Widdenshins Theatre to support their children's production.

- 102.7 **Remembrance Sunday 12th November 2017** – Members were asked to confirm their availability to assist with marshalling the Remembrance Day service at the War Memorial on 12th November 2017. Cllrs Ward, Livermore and Ferris confirmed their availability. Office to email non-present members.

- 102.8 **Poppy Wreath** – Members considered the approval of payment of £80 to British Legion for Arlesey Town Council Poppy Wreath for Remembrance Sunday 2017.

RESOLVED

that a payment of £80 be raised in favour of the Royal British Legion Poppy Appeal.

17/103 PUBLIC RELATIONS COMMITTEE

- 103.1 **Councillor Surgeries** – Cllr Want provided an update on Councillor Surgery held on 7th October 2017. One resident attended the surgery and the arising issue was brought to the attention of Cllr Dalgarno. Council to review Councillor Surgeries for 2018 at December meeting.

- 103.2 **Summer Fete** – Members received a report from Arlesey Events Group on the Summer Fete held Saturday 2nd September 2017 and considered a request for ongoing funding in 2018. It was noted that the summary on Income & Expenditure excluded the cost and the Council's funding of the marquees and toilets, amounting to £1,435.00 excluding VAT. It was agreed that these costs and the Council's funding should be recognised within the Fete's income and expenditure account to ensure that the actual and overall costs are fully recorded.

RESOLVED

that the Council agree to include the 2018 Summer Fete marquees and toilets costs within its 2018/19 expenditure budget.

17/104 PERSONNEL COMMITTEE

- 104.1 To consider the recommendations (Resolutions) contained within the minutes of the Personnel Committee meeting held on 3 October 2017.

RESOLVED

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

- 104.2 **Resource Centre Manager Recruitment** – Members were asked to approve a working week of 25 hours for Resource Centre Manager position.

RESOLVED

that the Council approve the working week of 25 hours for the Resource Centre Manager position.

- 104.3 **Bedfordshire Pension Fund Ill Health Liability Insurance** – Members acknowledged receipt of information on ill health policy and employees' early retirement on ill health grounds.

17/105 REPRESENTATIVES' REPORTS

- 105.1 **Bedfordshire Police Liaison:** Members acknowledged receipt of the following:
- a) Crime figures October 2017 - 20 crimes recorded.
 - b) Police.uk crime figures August 2017 - 32 crimes recorded.
 - c) Annual Parish Council's Conference 20 September 2017. Cllr Wallace was not present at the meeting to provide feedback on this event.

17/106 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

There was no public participation.

17/107 EXEMPT BUSINESS

- 107.1 To resolve to exclude members of the public and press from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business on the grounds that that this business relates:
- 1) to legal proceedings (Item 5: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).
 - 2) Information relating to the financial or business affairs of any particular person (or the authority holding that information (Item 3: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).

RESOLVED

that members of public and press be excluded from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted.

17/108 PROCEEDINGS RELATED TO FORMER EMPLOYEE

Members received an update on the status of Tribunal Appeal and considered action for the recovery of costs awarded to the Council.

RESOLVED

that the Council write a 2nd request for payment to the Claimant, followed by a 3rd request if required after which the matter will be deferred back to the Tribunal as necessary.

17/109 COMMUNITY BUILDING COMMUTED SUM

- (a) Members considered information provided by Stotfold Town Council, which confirmed that a £220k commuted sum had been agreed in respect of the Greenacres Community Building. Members noted that this agreement had been reached some years prior and that inflation should be applied.
- (b) Members considered the value of commuted sum required in respect of the Arlesey Cross Community Building to be advised to Telereal Trillium.

RESOLVED

that a commuted sum of £250k be advised to Telereal Trillium to be paid in one lump sum.

17/110 IT SUPPORT REVIEW

Members considered the Town Clerk's recommendation for the provision of IT Support, networking and back-up service to the Council. Cost comparisons were provided from the Council's previous supplier Abacus-Leewell who went into liquidation in February 2017, Antechs who had been recommended by Cloudscape the Council's Broadband supplier, and TG Systems who had previously supplied IT support to the Council.

RESOLVED

- 1) that the Council approve a rolling IT Support Contract with Antechs, terms and conditions as per Service Level Agreement prepared 4th October 2017 (corrected to 3 Town Council office pc's and 5 Resource Centre pc's)
- 2) that the Council approve a 12 month contract for a DATTO networking/data storage/back-up device, as per quotation provided by Antechs dated 4th October 2017.

The meeting closed at 10.35pm

CHAIRMAN

Date