

Minutes of a meeting of **ARLESEY TOWN COUNCIL** held in the **Village Hall, Arlesey** on **Tuesday 16th January 2018 at 7.00pm.**

**PRESENT:** Cllrs: C Ferris (Vice Chair) J Auburn  
M Holloway C Livermore  
J Randall S Sarll  
J Wallace J Want  
A Ward

**In attendance:** Ms S Foulkes (Town Clerk), CBC Ward Cllrs R. Wenham and D. Shelvey and 2 members of the public.

#### **17/148 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R Clark, H Frost, M Gould, C Gravett, R McGann and D Page,

#### **17/149 DECLARATIONS OF INTEREST**

- a) Disclosable Pecuniary Interests – None.
- b) Other Interests - None.

#### **17/150 CHAIRMAN'S ANNOUNCEMENTS**

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

- 150.1 **CBC Press Release** – 'This year's recycling is next year's gifts!' CBC is reminding residents to recycle over the festive period. The council has placed information hangers on residents' normal refuse bins. Real Christmas trees will be collected for recycling between Monday 8 and Friday 19 January 2018.
- 150.2 **CBC Press Release** – 'Council takes action against fly tippers.' Two offenders have been fined over £2200 for fly tipping, after being taken to court by Central Bedfordshire Council.
- 150.3 **CBC Press Release** – 'Vehicle seized in fly tipping crackdown by council.' CBC have successfully convicted two fly-tipping offenders securing fines of over £6,000 and seizing a vehicle that may be crushed.
- 150.4 **CBC Press Release** – 'Cheering Volunteering is back for 2018!' CBCs Cheering Volunteering Awards are returning next year with the fourth annual awards and celebration evening taking place on Tuesday 5<sup>th</sup> June 2018. Nominations open on Monday 8<sup>th</sup> January and you'll then have 3 months to nominate in as many categories as you would like.
- 150.5 **CBC Press Release** – 'Have your say on council spending plans, savings and council tax' Central Bedfordshire residents are urged to have their say on council spending plans for the next financial year, as outlined in the budget proposals. Residents can have their say on CBC spending plans by visiting [www.centralbedfordshire.gov.uk/budget2018](http://www.centralbedfordshire.gov.uk/budget2018), closing date is 5pm Monday 29 January.
- 150.6 **CBC Press Release** – "Council to survey customers on care and support services" Central Bedfordshire Council to contact approximately 900 customers to determine their views about care and support services received. Results will be used to assist in improving services and ensuring the correct support is in place.
- 150.7 **Bedfordshire Bugle** – January 2018 Edition
- 150.8 **Rt Hon Alistair Burt MP Correspondence** – Members acknowledged correspondence from Alistair Burt MP regarding the MUGA Refurbishment Project and grant funding via Football Foundation. Town Clerk to express the Council's appreciation of interest shown.

150.9 **Poppy Appeal 2017** – Stotfold and Arlesey Branch of Royal British Legion thanked collectors for help and support in raising combined total of £7,696.72.

150.10 **CBC Community Grant Scheme Open for Submission** - Community Groups or individuals who meet the aims of the scheme can now submit funding applications up until Friday 16<sup>th</sup> February 2018 (Public bodies cannot apply). The scheme aims to support the avoidance of inappropriate hospital admissions, providing assistance for those who return home after a hospital stay and avoidance of inappropriate institutional care.

#### **17/151 MEMBERS QUESTIONS**

None raised.

#### **17/152 PUBLIC PARTICIPATION**

There was no public participation.

#### **17/153 MINUTES OF PREVIOUS MEETINGS**

153.1 To consider and approve the minutes of the Town Council Meeting held on 21<sup>st</sup> November 2017 as a true record of proceedings.

##### **RESOLVED**

**that the minutes of the Town Council meeting held on 21<sup>st</sup> November 2017 be approved and be signed by the Chairman as a true record of proceedings.**

153.2 To consider and approve the minutes of the Town Council Meeting held on 12<sup>th</sup> December 2017 as a true record of proceedings.

##### **RESOLVED**

**that the minutes of the Town Council meeting held on 12<sup>th</sup> December 2017 be approved and be signed by the Chairman as a true record of proceedings.**

#### **17/154 MATTERS ARISING**

None raised.

#### **17/155 STOTFOLD AND DISTRICT CHILDREN'S CENTRE**

Children's Centre Co-Ordinator Lisa Howard introduced herself and the Children's Centre service to the Council. The Centre focuses on providing guidance to parents pre-birth up to 1 year on childcare and Early Years Provision. Ongoing support with parenting and child development issues is available up to 5 years where needed, with the aim of preventing social care intervention where possible. The Centre is based in Stotfold, but also covers Arlesey, Astwick and Fairfield. Stay and Play sessions for 0-5 years are held in Arlesey, in addition to a pre-natal to 1 year group who meet on Monday mornings at the Resource Centre. Lisa is keen to establish further links with Arlesey Town Council to improve outreach.

The Centre's staff work in partnership with midwives and GP surgeries, and provide support to domestic abuse victims. Up to the year ending January 2016, support provided to families experiencing crisis in this area exceeded that of Houghton Regis in terms of comparative percentages. More children up to age of 5 were also worked with in comparison to Dunstable South area, indicating a good use of the service and savings in social care spending. Lisa advised members that a 'deprived area' was mapped within Arlesey, and this area fell within the planned Arlesey Cross development.

Cllr Holloway requested that the latest trend figures be provided to the Council.

Lisa invited the Council to send a representative to their Advisory Board meetings, which were attended by Stotfold Town Council.

## 17/156 THAMESLINK RAILWAY – ARLESEY TRAIN STATION REPRESENTATIONS

Govia Thameslink Railway (GTR) representative Angela Palmer, Customer Service Route Manager introduced herself and her colleague Karen Gregson, Area Manager.

Angela Palmer (GTR) acknowledged concerns previously raised by Cllr Auburn directly with GTR, as summarised below:

- **Ticket office closures** – had recently occurred due to planned staff holidays coinciding with staff sickness, resulting on relief staff being relocated to cover operational demands elsewhere. 3 staff vacancies had since been filled.
- **Ticket vending machines** – new machines were installed in the previous year however these had recently been vandalised with glue being put into the mechanisms. Repairs were to be undertaken within 48 hours. Connectivity problems following recent storms had since been resolved. The cash facility had been removed following a recent security risk but would be reinstated on one machine shortly.
- **Penalties for those unable to purchase tickets** - ticket inspectors were provided 4 reports per day detailing ticket office/machine closures. Commuters travelling from stations affected would not be subject to the normal penalties.

Angela Palmer (GTR) responded to questions raised by members, as summarised below:

- **CCTV/ Police Investigations into Vandalism** - no offenders had been identified.
- **'Key Smart' ticket purchases** - facility to be enhanced and launched early Spring. Angela to provide further information to the Town Clerk by email.
- **User Group for Arlesey** – no such group currently exists.
- **Reliability of new machines questioned** - new machines are proving to be an improvement on previous models.
- **Diversion of Mobile Ticket sellers to Arlesey** - local management consider operational demands of network. Feedback to managers would be given on this suggestion.
- **Alternative methods of ticket purchase** – suggestions made by GTR to passengers that they could 'buy online' and 'collect tickets at an alternative station' were perceived to be unhelpful.
- **Perception of 2<sup>nd</sup> Class treatment of Arlesey commuters** - further enquiries would be made as to the reasoning and frequency of alighting London to Peterborough passengers at Stevenage. Angela to provide further information to the Town Clerk by email.
- **Staff supervision of 12 car trains** - GTR requires that 2 staff supervise the safe despatch of all 12 car trains, resulting in cancellations when this requirement cannot be met. Neither Angela nor Karen were aware of any recent GTR Audit where staffing levels were said to have been altered in any way.

Angela Palmer (GTR) assured members that liaison with the Council would continue.

## 17/157 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

### 157.1 **Unitary Cllr Wenham reported on the following matters:**

- **CBC Budget Consultation** – Spending reductions of £13.8 million to be achieved through a range of saving measures. Adult Social Care levy of 3% and increase in Council Tax base of between 1½ to 3%. Deadline date for representations: 29<sup>th</sup> January 2018.
- **Pre-Submission Local Plan approved by CBC for Consultation** – All representations submitted on this version will go directly to the Planning Inspector. Previous submitted representations will not go to the Inspector.

157.2 **Unitary Cllr Shelvey reported on the following matters:**

- **CBC Governance Review Consultation** – Responses to CBC by 1<sup>st</sup> February 2018.

157.3 **Unitary Cllr Dalgarno reported on the following matters:**

- **High Street Vehicle Collisions** - 2 recent vehicle collisions close to the White Horse had raised concerns from residents of Rose Cottages regarding the obstruction of vision splay. A meeting with residents had since been held and highways would be assessing the situation.

157.4 **Members Questions:**

- **Cllr Livermore: Process for initiating a review of the Arlesey Parking Restrictions which had now been in place over 1 year** - Cllr Dalgarno agreed to raise the matter with CBC Officers to instigate a review.
- **Cllr Sarll: Resident Zone sign incorrectly positioned at junction of Bury Mead/Carters Way allowing 2 cars to park without permits** - Cllr Dalgarno agreed to look at sign in question and raise with his committee.
- **Cllr Auburn: Lymans Road vision splays should also be reviewed to maintain safe egress onto the High Street** - Cllr Dalgarno agreed to review along with Rose Cottages.
- **Cllr Sarll: Enforcement of breaches of planning regulations relating to Twin Acres, Hitchin Road. Retrospective consent granted for gym and kennels, and more recently retrospective application submitted for summer house/BBQ building and play house. Excessive lighting on the site appears to contravene planning condition 4 of consent granted in respect of application CB/13/01851/VOC yet no enforcement measures have been taken to address the issue. Residents' perception is that the site is continually being developed without consent, as a result of a lack of enforcement 'stop notices' being applied. Retrospective consents appear to be the only method of regulating the site. Cllr Wenham confirmed that planning applications can be submitted twice, despite a refusal on the first submission. Retrospective applications are not considered any less favourably than any other application.**
- **Cllr Want: Possible breach of planning conditions on Masterplan sites 1 and 3 on West Side of High Street. Land preparations appear to be underway without conditions being met. Cllr Wenham advised that CBC Enforcement should be advised.**
- **Cllr Ward: Ward members position on Pre-Submission Local Plan.** Ward members confirmed that they supported the Local Plan's approval for public consultation as this was a preferable position over no plan being in place. During the Regulation 18 consultation, Cllr Wenham had raised concerns over transport and coalescence. Cllr Dalgarno had raised concerns about the impact on amenities across Central Bedfordshire, and a lack of communication in terms of moving forward the plans for Arlesey, and Cllr Shelvey raised concerns regarding uncompleted work on the capacity of the A507, and serious sustainability issues.

**17/158 PLANNING APPLICATIONS & ISSUES**

158.1 **CB/17/05724/FULL – 187 High Street, Arlesey, SG15 6SZ**

**Proposal:** Proposed two storey infill extension and a part single storey rear extension.  
**Extended deadline agreed: 18<sup>th</sup> January 2018.**

**RESOLVED**

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

- 158.2 **Planning Applications Refused/Granted** – As at 11th January 2018. Members noted new decisions identified by an asterisk. Cllr Want requested that the report be amended to include the status of significant applications going forward.
- 158.3 **Enforcement cases created and/or closed:** No new cases had been notified at the time of the meeting.
- 158.4 **CBC Pre-Submission Local Plan Consultation** – Members acknowledged CBC's consultation on the Pre-submission Local Plan documents, and the inclusion of policy SA3 which refers to the provision of 2,000 homes on land east of Arlesey. Discussion took place on the delegation of a Working Party to draft representations for the Council's review at the next meeting, and the engagement of an independent planning consultant. Cllr Wenham suggested the Council focus on the soundness of the plan, relevant policies and transport. Cllr Dalgarno advised members that Fairfield Parish Council were also looking at engaging professional support. Deadline for submission of representations: 22<sup>nd</sup> February 2018.

#### **RESOLVED**

**that the Council approve;**

- 1) Cllrs Want, Ward, Wallace and Ferris to form a Working Party to draft representations on the Pre-Submission Local Plan for the Council's consideration at the Council meeting to be held on 20<sup>th</sup> February 2018**
- 2) a budget of up to £6,600, being the remaining Professional Fees current year budget, for the payment of Planning Consultant fees to assist with this task.**

Cllrs Wenham, Shelvey and Dalgarno left the meeting at 8.10pm.

- 158.5 **Arlesey Neighbourhood Plan Grant Repayment** - Members acknowledged the request from 'Groundwork' for repayment of unspent grant funds totalling £4,113.50. The repayment forms a condition of the grant and cannot be withheld.

#### **17/159 FINANCE REPORTS**

##### **159.1 Income and Expenditure - December 2017**

Members acknowledged receipt of the year-to-date Income and Expenditure up to 31<sup>st</sup> December 2017, compared to 2017/18 budget (month 9) and were provided the opportunity to submit questions to the Town Clerk. The Clerk confirmed that the 2<sup>nd</sup> six month CBC Service Charge invoice would be received after 31<sup>st</sup> March 2018 and would be applied to the current year's expenditure.

##### **159.2 Balance Sheet as at 31<sup>st</sup> December 2017**

Members acknowledged receipt of the Balance Sheet as at 31<sup>st</sup> December 2017 (month 9) and were provided the opportunity to submit questions to the Town Clerk. No questions were raised.

##### **159.3 Petty Cash – December 2017**

Prior to the meeting members received a copy petty cash details for the Resource Centre and Town Council for December 2017 – (month 9).

#### **RESOLVED**

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

159.4 **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.	BANK REF
<b>Direct Debit Payments</b>								
DD.01/18-01	Right Fuelcard	Diesel for van DD due 18/12/17	26.88	5.38	32.26	4051/101		U/DD-01
DD.01/18-02	BT	Office fax line DD Due 27/12/17	37.89	7.58	45.47	4021/101		U/DD-02
DD.01/18-03	Axis Energy	MUGA Electric Oct2017 - Nov2017 DD due 28/12/17	50.61	2.53	53.14	4014/202		U/DD-03
DD.01/18-04	BT	Town Council telephone DD due 31/12/17	242.00	48.40	290.40	4021/101		U/DD-04
DD.01/18-05	EDF Energy	MUGA electricity Nov-Dec 2017 DD Due 01/01/18	46.23	2.31	48.54	4014/202		U/DD-05
DD.01/18-06	Cloudscape	Broadband/internet and office 365- DD due 10/01/18	48.34	9.67	58.01	SPLIT		U/DD-06
DD.01/18-07	Antechs (Go Cardless)	R/C & TC computer maintenance and anti virus January 2018 DD Due 11/01/18	150.90	30.18	181.08	SPLIT		U/DD-07
DD.01/18-08	BT	Resource Centre Telephone DD Due 16/01/18	39.95	7.99	47.94	4021/104		U/DD-08
DD.01/18-09	UTAX	Photocopying/printing meter charge DD due 16/01/18	38.40	7.68	46.08	4024/SPLIT		U/DD-09
DD.01/18-10	SSE	Unmetered streetlighting - DD due 20/01/18	217.47	43.49	260.96	4014/303		U/DD-10
DD.01/18-11	SSE	Unmetered streetlighting - DD due 20/01/18	12.72	0.63	13.35	4014/303	<b>274.31</b>	U/DD-11
DD.01/18-12	EON	Cemetery Electricity 03/12-07/01/2018 DD due 22/12/18	9.63	0.48	10.11	4014/203		U/DD-12
DD.01/18-13	Biffa	Cemetery refuse collection - DD due 30/01/18	66.06	13.21	79.27	4017/203		U/DD-13
DD.01/18-14	Cawleys	Skip rental/replaced Dec 2017 - DD due 31/01/18	5.17	1.03	6.20	4044/split		U/DD-14
DD.01/18-15	CF Corporate Finance Ltd	Lease rental R/C Printer DD due 01/02/2018	145.38	29.08	174.46	/104		U/DD-15
<b>PAID ACCOUNTS - Deposit refunds/other reimbursements.</b>								
BACS01/18-01	M Brabrook	BLOCK BOOKING Hall hire deposit refund	50.00	0.00	50.00	570		JANBP01
BACS01/18-02	D Brazier	Hall hire deposit refund	50.00	0.00	50.00	570		JANBP02
BACS01/18-03	J Bailey	Mileage Claim	4.77	0.00	4.77	4009/101		JANBP03
BACS01/18-04	Arlesey Preschool	Overpayment of hall hire invoice	82.57	0.00	82.57	1020/201		JANBP04
<b>ONLINE Payments Due</b>								
01/18-01	T& J Seymour	Repairs to A9 Hitchin Road	588.00	117.60	705.60	4075/303		JANFP01
01/18-02	T& J Seymour	Street Lighting maintenance Oct- Dec 2017	165.00	33.00	198.00	4075/304		JANFP02
01/18-03	Greenwood Contracting	Grass cutting Arlesey Rec 08/11/17	100.00	20.00	120.00	4040/301		JANFP03
01/18-04	1st Containers	Converted container for MUGA project	3380.00	676.00	4056.00	4096		JANFP04
01/18-05	Groundwork UK Ltd	Repayment of underspend of N/Hood plan grant	4113.50	0.00	4113.50	1182		JANFP05
01/18-06	Herts Fullstop (Herts CC)	Stationery	47.36	9.47	56.83	SPLIT		JANFP06
<b>CHEQUE Payments due</b>								
01/18-07	DVLA/Post Office counters	Road Tax for Toyota Hilux 12 months	240.00	0.00	240.00	4052/101		3000
01/18-08	1st Arlesey Scouts	£350 Financial assistance grant awarded	VOID	0.00	VOID	4401		VOID
<b>Payroll Liability Payments Due</b>								
01/18-09	HM Rev & Customs	Mth 10 PAYE	607.20	0.00	607.20	525		
	HM Rev & Customs	Mth 10 Nat. Emp'ee NI Contributions	534.94	0.00	534.94	525		
	HM Rev & Customs	Mth 10 Nat. Emp'ee NI Contributions	615.18	0.00	615.18	525	<b>1,757.32</b>	JANFP07
01/18-10	Beds Pension Fund	Mth 10 Emp'ee Super Contribution	492.02	0.00	492.02	526		
	Beds Pension Fund	Mth 10 Emp'ee Super Contribution	1756.69	0.00	1756.69	527	<b>2,248.71</b>	JANFP08
<b>Salaries Payments Due</b>								
01/18-11	S. Foulkes	JANUARY Salary	Salary		Salary	4001		JANSAL.01
01/18-12	J Bailey	JANUARY Salary	Salary		Salary	4001		JANSAL.02
01/18-13	P Hector	JANUARY Salary	Salary		Salary	4001		JANSAL.03
01/18-14	G Studley	JANUARY Salary	Salary		Salary	4001		JANSAL.04
01/18-15	J Spedding	JANUARY Salary	Salary		Salary	4001		JANSAL.05
01/18-16	D Pascoe	JANUARY Salary	Salary		Salary	4001		JANSAL.06
01/18-17	D. Rickman	JANUARY Salary	Salary		Salary	4001		JANSAL.07
01/18-18	K Fitzgerald	JANUARY Salary	Salary		Salary	4001		JANSAL.08
01/18-19	C Lowe	JANUARY Salary	Salary		Salary	4002		JANSAL.09
01/18-20	J Savory	JANUARY Salary	Salary		Salary	4001		JANSAL.10
01/18-21	P Legate	JANUARY Salary	Salary		Salary	4001		JANSAL.11
	<b>TOTAL SALARIES</b>	<b>NET JANUARY SALARIES</b>	<b>6,778.26</b>	<b>0.00</b>	<b>6,778.26</b>	<b>520</b>		
<b>TOTAL JANUARY 2018 PAYMENTS</b>			<b>20,743.12</b>	<b>1,065.71</b>	<b>21,808.83</b>			

**RESOLVED**

**that these accounts be paid.**

## **17/160 FINANCE & GENERAL PURPOSES COMMITTEE**

- 160.1 **Closure of Mayors Charity Bank Account** – Members were asked to approve the closure of the Barclays Bank account ending '4273' in accordance with the recommendation of the Internal Auditor.

### **RESOLVED**

**that the Barclays Account ending in 4273 be closed with immediate effect.**

- 160.2 **Community Governance Review** – Members considered a report from the Working Party containing a recommended response to the Community Governance Consultation. Deadline: 1<sup>st</sup> February 2018. Discussion took place on the merits of a change in name from Town Council to Parish or Community Council. Such a change would not affect the legal status of the Council but may impact on access to funding such as CBC's 'Market Town Regeneration Fund'. No proposal to change the Council's name was brought forward by members present. Further discussion followed on the number of councillor seats allocated to the Council and comparison was made with other local councils. It was noted that no absolute ratio of members to electorate existed. Members considered there to be historic difficulties in attracting 15 members for Arlesey.

### **RESOLVED**

**that the Council approve the Working Party's recommended response to the Community Governance Review, being to seek a reduction in the number of Arlesey Town Councillors from 15 to 12.**

- 160.3 **Community Projects Feedback** - Members acknowledged the Town Clerk's request to submit their preferred Community Projects to her by Monday 29<sup>th</sup> January 2018, to be considered by Finance & General Purposes Committee at their next meeting on 6<sup>th</sup> February.
- 160.4 **CBC Budget Consultation 2018** - Members considered CBC's Budget Consultation and the submission of representations. Deadline date: 29<sup>th</sup> January 2018. No representations were proposed.
- 160.5 **Beds. Assoc. of Town and Parish Council Affiliation Fees 2018/19** - Members considered the approval of payment of 2018/19 affiliation fees of £1,100. Members also noted the request for nominations to attend the Buckingham Palace Garden Party contained within the correspondence received from BATPC.

### **RESOLVED**

**that the Council**

- 1) approve payment of BATPC fees for 2018/19 totalling £1,100**
- 2) nominate Cllr Jon Want for attendance to the 2018 Buckingham Palace Garden Party, in acknowledgement of his work towards achieving the recent adoption of the Arlesey Neighbourhood Plan.**

- 160.6 **Etonbury Academy OFSTED Report** – Members considered the published Etonbury OFSTED report and the submission of representations, following a level of interest expressed by members of the community.

### **RESOLVED**

**that the Council write to Alex Prior, Principal of Etonbury Academy, asking to be kept informed of plans, progress and developments in terms of measures to address the**

**issues raised by the report and offering the Council's support in achieving the school's goals.**

- 160.7 **CBC Update on Parish Precepts** - Members received an update from CBC Partnerships Community & Engagement Team regarding the continuation of the government's request to Town and Parish Council's to exercise restraint in deciding precept increases, and the 3 year deferral of the setting of referendum principles.

**17/161 PUBLIC LANDS & HIGHWAYS COMMITTEE**

- 161.1 To ratify the recommendations (Resolutions) contained within the minutes Public Lands and Highways Committee meeting held on 9<sup>th</sup> January 2018.

**RESOLVED**

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

- 161.2 **Speeding Issues Update** – Members acknowledged a response from CBC Highways Liaison Officer concerning the repair of Vehicle Activated Speed Signs (VAS's). Darren Foley advised that the all VAS's across the authority would be reviewed in the new financial year, and during this process they will consider whether the signs still have a useful purpose. Members also noted that the Council's Rural Match Funding application had been submitted by the Clerk.

**RESOLVED**

**that the Council express its disappointment to CBC Highways Liaison Officer Darren Foley at the decision not to reinstate the VAS's in the interim period, particularly taking into account the 2 recent vehicle collisions on the High Street.**

- 161.3 **Bus Service 96/96a Update** - Members received a response from CBC Public Transport Officer Nick Doolan regarding the Council's comments on changes to services from 2<sup>nd</sup> January 2018. Cllr Want suggested the Council make further representations, to highlight that scheduling of buses serving south Arlesey to the train station was insufficient at meeting the needs of London-bound commuters, which had resulted in an under usage. Members thanked Cllr Auburn for his liaison with Centre Bus which had resulted in reduced fares for students travelling to Etonbury Academy following resident complaints.

**RESOLVED**

**that Cllr Want prepare a response to CBC's Public Transport Officer to be submitted by the Clerk.**

- 161.4 **CBC Salt Bins Request** – Members considered Cllr Ward's proposal for the submission of request to CBC for the provision of 6 salt bins to be located as follows, along with a 7<sup>th</sup> location suggested at the meeting:

1. Corner of The Rally and Bury Mead
2. High Street – approach to the War Memorial on hill
3. Gothic Way and or Lymans Road
4. Close to bends in Church Lane opposite the Vicars Inn Public House
5. Top of Mill Lane Bridge or at the bottom with junction of Primrose Lane
6. Entrance to Howberry Green close to roundabout.
7. Top of Lymans Road/Hillary Rise at top of hill on corner.

**RESOLVED**

**that the Council approve the submission of a request to Central Bedfordshire Council for the provision of 7 salt bins at the locations detailed above.**

- 161.5 **CBC (Arlesey: Part of Footpath No 5) Public Path Extinguishment Order 2017** – Members re-considered the Council's position regarding Public Path Extinguishment Order



relating to part of Footpath 5, following clarification received from CBC Senior Definitive Map Officer.

**RESOLVED**

**that the Council withdraw its previous objection to the Public Path Extinguishment Order pertaining to Footpath No. 5.**

- 161.6 **Anglian Water Improvement Notice: Stotfold Road Allotment Taps** – Members acknowledged receipt of Water Regulations Inspection Report and considered the approval of required remedial works to be actioned within the specified deadline date.

**RESOLVED**

**that the Council approve the required works to be undertaken within the specified deadline date.**

- 161.7 **Delegation of Emergency Key Holders** - Members to agree delegation of 2 emergency key holders for Village Hall, Resource Centre and MUGA Pavilion.

**RESOLVED**

**that the Council approve Cllrs Sarll to fulfil daytime requirements dependent on her availability, and Cllrs Livermore and Wallace to fulfil other requirements dependent on their availability.**

- 161.8 **Spring Clean/Litter Pick 2018** – Members noted the National Campaign dates set for Saturday 3<sup>rd</sup> and Sunday 4<sup>th</sup> March. Cllrs Livermore and Wallace confirmed their intentions to co-ordinate the Town Council's event.

**17/162 PUBLIC RELATIONS COMMITTEE**

- 162.1 To ratify the recommendations (Resolutions) contained within the minutes Public Relations Committee meeting held on 9<sup>th</sup> January 2018.

**RESOLVED**

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

- 162.2 **Councillor Surgeries** – Cllr Ferris confirmed that he and Cllr McGann had attended the Councillor Surgery held on 6<sup>th</sup> January 2017, however no visitors had been received. Cllrs Ward and Sarll would be attending the next surgery on Saturday 3<sup>rd</sup> February.

**17/163 PERSONNEL COMMITTEE**

- 163.1 **Temporary Admin Assistant Recruitment** – Members were advised that the Town Clerk had appointed Mr Mark Spruce as Temporary Admin Assistant to work 20 hours per week on NJC spinal point 9 until Friday 12<sup>th</sup> October 2018.

**17/164 REPRESENTATIVES' REPORTS**

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

- **Crime figures December 2017.** 17 crimes reported in Arlesey, of which 5 were of a domestic dispute nature accounting for 29% of local crime. 124 domestic dispute reports were made across the region as a whole, being the second highest crime reported under theft from motor vehicles. Members expressed concerns that the crime figures provided may not be a complete record of all crimes committee.

Cllr Wallace to confirm whether the overall figures pertain to Central Bedfordshire or the Bedfordshire Police as a whole.

- **Speed Watch.** A new Watch Scheme co-ordinator had been appointed by Bedfordshire Police. Cllr Wallace had requested information on volunteer training and equipment purchase and was awaiting a response. 8 volunteers had registered their interest with Cllr Wallace, and all had been sent vetting forms.
- **Arlesey Community Safety Group.** Cllr Wallace had made contact with Biggleswade Community Safety Group, and suggested that a similar group would be beneficial in Arlesey. Members advised Cllr Wallace that an Arlesey Community Safety Group had previously been in operation. Cllr Dalgarno had been involved with the group and had previously referred to funds available to the group. Cllr Wallace to make further enquiries with Cllr Dalgarno and report back to the next meeting.

**17/165 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

Mr R. Watson asked for clarification on the Council's position on salt provision taking into account the risks and storage issues noted by the Public Lands and Highways Committee. Cllr Ferris confirmed the Council's commitment to work towards the provision of salt. The Town Clerk confirmed that a risk assessment would be required prior to the Council accepting salt from Central Bedfordshire Council and safe handling and working procedures would need to be introduced.

**17/166 EXEMPT BUSINESS**

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:

**Agenda Item 20** - to legal proceedings (Item 5: 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.**

**17/167 PROCEEDINGS RELATED TO FORMER EMPLOYEE**

Members acknowledged correspondence from ex-employee concerning payment of Tribunal Costs Award.

The meeting closed at 9.25pm

**CHAIRMAN**

**Date**