

11<sup>th</sup> January 2018

**To: Members of the Council**

**A Meeting of ARLESEY TOWN COUNCIL will be held in the Village Hall, Arlesey on Tuesday 16<sup>th</sup> January 2018 at 7.00pm.**

All Members of the Town Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted.

Ms Susan Foulkes  
**Town Clerk**

## **AGENDA**

**1      APOLOGIES FOR ABSENCE**

**2      DECLARATIONS OF INTEREST**

To receive declarations of interest from members  
*(Members of the Council are invited to disclose any personal or personal and pecuniary interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members)*

**3      CHAIRMAN'S ANNOUNCEMENTS**

3.1      **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. *(attached)*

3.2      **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. *(attached)*

3.3      **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. *(attached)*

3.4      **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. *(attached)*

- 3.5 **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. *(attached)*
- 3.6 **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. *(attached)*
- 3.7 **Bedfordshire Bugle** – January 2018 Edition *(attached)*
- 3.8 **Alistair Burt MP Correspondence** – Members to acknowledge correspondence from Alistair Burt MP in regard to Football Foundation grant. *(attached)*
- 3.9 **Poppy Appeal 2017** – Stotfold and Arlesey Branch of Royal British Legion thank collectors for help and support in raising combined total of £7,696.72. *(attached)*
- 3.10 **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 those return home after a hospital stay, avoidance of inappropriate institutional care. *(attached)*
- 4 MEMBERS QUESTIONS**
- 5 PUBLIC PARTICIPATION**
- 6 MINUTES OF PREVIOUS MEETINGS**
- 6.1 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. *(attached)*
- 6.2 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. *(attached)*
- 7 MATTERS ARISING**
- 8 STOTFOLD AND DISTRICT CHILDREN’S CENTRE** – Lisa Howard to introduce herself and Children’s Centre services to the council .
- 9 THAMESLINK RAILWAY – ARLESEY TRAIN STATION REPRESENTATIONS** - Members to consider resident complaints concerning the recurrence of issues affecting the purchase of tickets from both the ticket office and machines, and lack of staff available at the station. Govia Thameslink Railway representative Katherine Cox to address the Council. *(attached)*
- 10 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**
- To receive reports from Ward Councillors.
- 11 PLANNING APPLICATIONS & ISSUES**
- 11.1 **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.**
- 11.2 **Planning Applications Refused/Granted** – As at 11th January 2018. New decisions are identified by an asterisk. *(attached)*

- 11.3 **Enforcement cases created and/or closed:** None notified prior to agenda being issued.
- 11.4 **CBC Pre-Submission Local Plan Consultation** – Members to consider CBC’s Pre-submission Local Plan documents, specifically policy SA3 and to resolve whether representations will be submitted in response. Delegation of individual members and/or Working Party and the engagement of an independent planning consultant to be considered - quotations to be considered at meeting. **Deadline for submission of representations: 22<sup>nd</sup> February 2018.** *(attached)*
- 11.5 **Arlesey Neighbourhood Plan Grant Repayment** - Members to acknowledge request from ‘Groundwork’ for repayment of unspent grant funds. *(attached)*
- 12 FINANCE REPORTS**
- 12.1 **Income and Expenditure - December 2017**
- To acknowledge receipt of a report of year-to-date Income and Expenditure up to 31<sup>st</sup> December 2017, compared to 2017/18 budget (month 9) and submit questions to the Town Clerk as necessary. *(attached)*
- 12.2 **Balance Sheet as at 31<sup>st</sup> December 2017**
- To acknowledge receipt of the Balance Sheet as at 31<sup>st</sup> December 2017 (month 9) and submit questions to the Town Clerk as necessary. *(attached)*
- 12.3 **Petty Cash – December 2017**
- To receive for approval copies of the petty cash details for the Resource Centre and Town Council for December 2017 – (month 9) *(attached)*
- 12.4 **Accounts for Payment**
- To approve accounts to be paid as advised to members at the meeting.
- 13 FINANCE & GENERAL PURPOSES COMMITTEE**
- 13.1 **Closure of Mayors Charity Bank Account** – Members to approve the closure of Mayor’s Charity Bank Account with Barclays Bank following recommendation from Internal Auditor.
- 13.2 **Community Governance Review** – Members to consider Working Party’s draft response to Community Governance Arrangements questionnaire. Deadline: 1<sup>st</sup> February 2017 *(attached)*
- 13.3 **Community Projects Feedback** - Members to acknowledge 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. *(attached)*
- 13.4 **CBC Budget Consultation 2018** - Members to consider CBC Budget Consultation and the submission of representations as deemed appropriate. **Deadline date: 29<sup>th</sup> January 2018.** *(attached)*
- 13.5 **BATPC Affiliation Fees** - Members to approve the payment of 2018-19 membership fees. *(attached)*
- 13.6 **Etonbury Academy OFSTED Report** – Members to consider Etonbury OFSTED report and agree representations as deemed appropriate. *(attached)*

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

#### **14 PUBLIC LANDS & HIGHWAYS COMMITTEE**

- 14.1 To ratify the recommendations (Resolutions) contained within the minutes Public Lands and Highways Committee meeting held on 9<sup>th</sup> January 2018. *(attached)*
- 14.2 **Speeding Issues Update** – Members to acknowledge response from CBC Highways Liaison Officer concerning the repair of Vehicle Activated Speed Signs (VAS's) and submission of Rural Match Fund application. *(attached)*
- 14.3 **Bus Service 96/96a Update** - Members to receive response from CBC Transport Officer Nick Doolan regarding changes to services from 2<sup>nd</sup> January 2018 and to acknowledge Cllr Auburn's correspondence with Centre Bus regarding reduced fares for students travelling to Etonbury Academy following resident complaints. *(attached)*
- 14.4 **CBC Salt Bins Request** – Members to consider Cllr Ward's proposal for the submission of request to CBC for the provision of 6 salt bins to be located as follows:
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
- 14.5 **CBC (Arlesey: Part of Footpath No 5) Public Path Extinguishment Order 2017** – Members to re-consider the Council's position regarding Public Path Extinguishment Order relating to part of Footpath 5, following clarification received from CBC Senior Definitive Map Officer.  
**Reply by: 19th January 2018** *(attached)*
- 14.6 **Anglian Water Improvement Notice: Stotfold Road Allotment Taps** – Members to acknowledge receipt of Water Regulations Inspection Report and to approve the required remedial works to be actioned within the specified deadline date. *(attached)*
- 14.7 **Delegation of Emergency Key Holders** - Members to agree delegation of 2 emergency key holders for Village Hall, Resource Centre and MUGA Pavilion.
- 14.8 **Spring Clean/Litter Pick 2018** – Members to acknowledge National Campaign dates set for Saturday 3<sup>rd</sup> and Sunday 4<sup>th</sup> March and to consider Arlesey's participation.

#### **15 PUBLIC RELATIONS COMMITTEE**

- 15.1 To ratify the recommendations (Resolutions) contained within the minutes Public Relations Committee meeting held on 9<sup>th</sup> January 2018. *(attached)*
- 15.2 **Councillor Surgeries** – Cllr Ferris and McGann to provide an update on Councillor Surgery held on 6<sup>th</sup> January 2017. Members to note February delegates.

#### **16 PERSONNEL COMMITTEE**

- 16.1 **Temporary Admin Assistant Recruitment** – Members to receive an update from the Town Clerk on the recruitment process.

**17 REPRESENTATIVES' REPORTS**

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

- Crime figures December 2017. *(attached)*
- Crime Summary December 2017. *(attached)*
- Speed Watch.
- Arlesey Community Safety Group.

**18 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

**19 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:

- 1) **Agenda Item 19** - to legal proceedings (Item 5: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).

**20 PROCEEDINGS RELATED TO FORMER EMPLOYEE**

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