

15<sup>th</sup> February 2018

**To: Members of the Council**

**A Meeting of ARLESEY TOWN COUNCIL will be held in the Village Hall, Arlesey on Tuesday 20<sup>th</sup> February 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** – ‘Have your say on changes to money management services’ CBC is giving the public the opportunity to share their views on proposals to change its current Money Management Service. This service is currently offered for free, but CBC are proposing to introduce a small charge for this service. Public consultation regarding this began on 16<sup>th</sup> January running until 12<sup>th</sup> March. To read the full proposal and have your say visit [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations) *(attached)*

3.2      **CBC Press Release** – ‘Council Recommends Budget in response to public feedback’. CBC Executive is recommending that the council accepts a lower overall increase in council tax of 4.5% and rejects the alternative option of an increase in council tax of 6%. Final Budget is subject to approval by council at a meeting on the 22<sup>nd</sup> February. To read more about the budget go to [www.centralbedfordshire.gov.uk/budget2018](http://www.centralbedfordshire.gov.uk/budget2018) *(attached)*

**4      MEMBERS QUESTIONS**

**5      PUBLIC PARTICIPATION**

**6      MINUTES OF PREVIOUS MEETINGS**

To consider and approve the minutes of the Town Council Meeting held on 16<sup>th</sup> January 2018 as a true record of proceedings. *(attached)*

## 7 **MATTERS ARISING**

**Youth Manager Correspondence** - Members to receive communication from Diana Hedley regarding recent noise disturbance to council meeting. *(attached)*

8 **SPEEDWATCH** – Speedwatch Co-ordinator Jules Donel to introduce herself to the Council and present equipment required by the scheme.

## 9 **REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**

To receive reports from Ward Councillors.

## 10 **PLANNING APPLICATIONS & ISSUES**

10.1 **CB/18/00099/FULL – Twin Acres, Hitchin Road, Arlesey, SG15 6SE.**

**Proposal:** proposed erection of summer house/BBQ building and play house retrospectively:  
**Extended deadline approved to 22<sup>nd</sup> February**

10.2 **CB/18/00196/OUT Land rear and side of Hampden House, Hitchin Rd, Arlesey SG15 6RS.**

**Proposal:** A residential development of up to 72 dwellings including all ancillary works on land to the rear and side of Hampden House with all matters reserved except access following the demolition of the existing buildings on the site.

**Extended deadline approved to 22 February 2018**

10.3 **CB/18/00406/Full – 108 Stotfold Road, Arlesey SG15 6XR.**

**Proposal:** proposed first floor extension over existing garage and small single storey extension to rear of property.

**Respond by: 5 March 2018.**

10.4 **CB/18/00452/Full – 1 The Hermitage, Arlesey SG15 6XF.**

**Proposal:** proposed 2 storey rear extension, single storey front extension, loft conversion with rear facing dormer.

**Respond by: 7 March 2018**

10.5 **CB/18/00496/FULL – Land Adj to Moorlands Farm, 119 High Street, Arlesey SG15 6SX**

**Proposal:** proposed demolition of existing and erection of new dwelling and proposed vehicular access.

**Extended deadline approved to 23 March 2018**

10.6 **CB/18/00399/RM – Land at White Horse Field, High Street, Arlesey**

**Reserved matters** – following planning permission CB/16/01608/OUT dated 07/07/2017 details of appearance, landscaping, layout and scale on land

**Extended deadline approved to 23 March 2018**

10.7 **Street Naming and Numbering**

**Location** - Land west of the High street, Arlesey. CB/16/01420/FULL: 40 new dwellings

Members to consider proposed street names. **Respond by: 8 March 2018.** *(attached)*

10.8 **Planning Applications Refused/Granted** – As at 15th February 2018. New decisions are identified by an asterisk. *(attached)*

10.9 **Enforcement cases created and/or closed:**

- **Land at White Horse Field, High Street, Arlesey– CASE CLOSED**  
No development is taking place on site and therefore there is no breach of the pre-commencement conditions attached to planning permission CB/16/01608/OUT.
- **Land West of High Street, High Street, Arlesey – CASE CLOSED**  
No development is taking place on site and therefore there is no breach of the pre-commencement conditions attached to planning permission CB/16/01420/FULL.

- **Land to the rear of 54 High Street, Arlesey** – Alleged non-compliance with approved plans CB/17/00744/FULL – **BREACH CONFIRMED**
  - **Twin Acres, Hitchin Road, Arlesey, SG15 6SE – CASE CLOSED**  
Planning permission has been granted for the change of use to gym ref: CB/17/04515/FULL and a valid planning application has now been received for the summer house and play house ref: CB/18/00099/FULL. **Council to consider further representations relating to the lighting scheme.**
- 10.10 **CBC Pre-Submission Local Plan Consultation** – Members to receive an update on appointment of planning consultant JJ Design and to consider and approve draft representations to CBC’s Pre-Submission Local Plan Consultation. *(attached)*
- 10.11 **BATPC Transport and Broadband Information Evening** - Members to consider delegating 2 members to attend an infrastructure information evening 6<sup>th</sup> March 7.00pm. Guest speaker Martin Tugell, Programme Director of “England’s Economic Heartland”. Free of Charge to BATPC Members. *(attached)*
- 10.12 **CPRE Bedfordshire Planning Workshop** – Members are invited to attend Planning Workshop Friday 16<sup>th</sup> March 9.30am. Cost per delegate £29 per CPRE member. *(attached)*
- 10.13 **Condition of Footpath/Highway Albone Avenue, Arlesey** – Members to consider resident correspondence regarding non-compliance with planning conditions for standard of footpath/highways provision Albone Avenue/Hitchin Road. *(attached)*
- 10.14 **A507 pedestrian Bridge design** – Members to consider design suggestion submitted by Mr R Watson (resident). *(attached)*
- 11 FINANCE REPORTS**
- 11.1 **Income and Expenditure - January 2018**
- To acknowledge receipt of a report of year-to-date Income and Expenditure up to 31<sup>st</sup> January 2018, compared to 2017/18 budget (month 10) and submit questions to the Town Clerk as necessary. *(attached)*
- 11.2 **Balance Sheet as at 31<sup>st</sup> January 2018**
- To acknowledge receipt of the Balance Sheet as at 31<sup>st</sup> January 2018 (month 10) and submit questions to the Town Clerk as necessary. *(attached)*
- 11.3 **Petty Cash – January 2018**
- To receive for approval copies of the petty cash details for the Resource Centre and Town Council for January 2018 – (month 10) *(attached)*
- 11.4 **Accounts for Payment**
- To approve accounts to be paid as advised to members at the meeting.
- 12 FINANCE & GENERAL PURPOSES COMMITTEE**
- 12.1 To ratify the recommendations (Resolutions) contained within the minutes Finance and General Purposes Committee meeting held on 6<sup>th</sup> February 2018. *(attached)*
- 12.2 **Annual Town Meeting 2018** – Members to consider proposed date of Tuesday 8<sup>th</sup> May 2018 and note deadline of **Monday 16<sup>th</sup> April 2018** for reports to be submitted to Town Clerk for inclusion in Town Council Annual Report.

- 12.3 **Agenda Distribution Via Email** – Members to approve receipt of meeting agendas with minimal attachments via email.
- 12.4 **CPRE membership renewal.** Members to consider renewal of annual membership at a cost of £36.00.
- 12.5 **Financial Assistance Application** – Members to consider late submission of small grant application from Citizens Advice Bureau. Remaining 2017/18 budget available £1,850.  
*(attached)*
- 12.6 **Etonbury Academy OFSTED Report** – Members to consider response and action plan received from Mr Prior, Principal at Etonbury Academy.  
*(attached)*
- 12.7 **Best Academies Admissions Consultation** - Members to consider response received, following points raised concerning BEST admissions consultation and offer of invitation to Chief Operations Officer to attend a future council meeting.  
*(attached)*
- 12.8 **Review of Effectiveness of Systems of Internal Control and Risk Assessments 2017/18.** Members to delegate member/s to work with the Town Clerk to achieve these annual reviews.
- 13 PUBLIC LANDS & HIGHWAYS COMMITTEE**
- 13.1 **House Lane Amenity Land** – Members to consider proposal for Service Level Agreement with CBC on Land at House Lane for the provision of a Community Garden.  
*(attached)*
- 13.2 **Speeding Issues Update** – Members to acknowledge response from CBC Highways Liaison Officer confirming acceptance of Rural Match Fund application. Meeting date to be confirmed.  
*(attached)*
- 13.3 **Vehicle Activated Speed (VAS) igns** – Members to receive an update on repairs following Cllr Dalgarno’s meeting with Highways Engineer.  
*(attached)*
- 13.4 **Spring Clean/Litter Pick 2018** – Members to receive an update from Cllr Wallace.
- 13.5 **Anglian Water Optimization Scheme** – Members to note correspondence from Anglian Water and consider further actions.  
*(attached)*
- 13.6 **CPM Playgrounds Inspection Reports.** Members to receive quarterly inspection reports, to note works to be undertaken by ATC Groundsman and communications with St Johns Road play contractor.  
*(attached)*
- 13.7 **Replacement CCTV Camera** - Members to approve purchase of replacement CCTV camera sited on automatic doors to Community Centre at a cost of £95 + VAT from Harrison’s Electrical. Budget of £210 available.
- 13.8 **Temporary Prohibition Of Through Traffic Order 2018** - Members to note temporary closure of Bridleway No. 9 Arlesey, to enable repairs to the bridge. Closure expected to last 26<sup>th</sup> February to 31<sup>st</sup> March 2018.  
*(attached)*
- 14 PUBLIC RELATIONS COMMITTEE**
- 14.1 **Government Smart Meter Rollout** – Members to consider a request from Selecta to include information on the Government Smart Meter Rollout which is to be completed by 2020, on the Arlesey Town Council website.  
*(attached)*
- 14.2 **Councillor Surgeries** – Cllr Sarll and Holloway to provide an update on Councillor Surgery held on 3<sup>rd</sup> February 2018. Members to note March surgery delegates, Cllrs Randall and Gould.

**15**     **PERSONNEL COMMITTEE**

No matters for consideration – refer to agenda item 19.

**16**     **REPRESENTATIVES' REPORTS**

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

- Crime figures January 2018. *(attached)*
- Crime Summary January 2018. *(attached)*
- Police Speed check – 6 Feb 2018 *(attached)*
- Speed Watch – volunteers and equipment costs update.
- Arlesey Community Safety Group update.

16.2    **Etonbury Green Wheel Stakeholders Meeting** – Cllr Ferris to report on Stakeholder meeting held Friday 26<sup>th</sup> January 2018 and proposed Action Plan. *(attached)*

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

**18**     **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 labour relations issues (Item 4: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).
- 2) **Agenda Item 20** - to legal proceedings (Item 5: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).

**19**     **RESOURCE CENTRE MANAGER APPOINTMENT.**

Members to receive an update on Resource Centre Manager recruitment and to approve appointment in accordance with recommendation of Cllr Gravett and the Town Clerk.

**20**     **PROCEEDINGS RELATED TO FORMER EMPLOYEE**

Members to receive an update on the status of Tribunal Appeal.