

Minutes of a meeting of **ARLESEY TOWN COUNCIL** held in the **Village Hall, Arlesey** on **Tuesday 20th February 2018 at 7.00pm.**

**PRESENT:** Cllrs: C. Ferris (Chairman) C. Gravett (Vice Chair)  
J. Auburn R. Clark  
R. McGann 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.

**17/168 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors H. Frost, M Gould, M. Holloway, C. Livermore and D. Page. Cllr R Clark to retire from the meeting at 8.30pm.

**17/169 DECLARATIONS OF INTEREST**

- a) Disclosable Pecuniary Interests – None.
- b) Other Interests:
- Agenda item 10.10. - Cllr Sarll due to her spouse's farm land tenancy.

**17/170 CHAIRMAN'S ANNOUNCEMENTS**

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

- 170.1 **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).
- 170.2 **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).

**17/171 MEMBERS QUESTIONS**

None raised.

**17/172 PUBLIC PARTICIPATION**

**17/173 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.

**Amendment noted:** Chris Ferris (Chairman)

**RESOLVED**

**that the minutes of the Town Council meeting held on 16th January 2018 be approved subject to the above amendment and be signed by the Chairman as a true record of proceedings.**

## 17/174 MATTERS ARISING

**Youth Manager Correspondence** - Members acknowledged receipt of correspondence from Groundwork Youth Manager Diana Hedley regarding recent noise disturbance to council meeting.

## 17/175 SPEEDWATCH

Speedwatch Co-ordinator Jules Donel was unable to attend the meeting due to sick leave. Cllr Wallace had expressed his disappointment that a substitute officer was not scheduled to attend on her behalf. A future date for her attendance would be scheduled. Twelve volunteers had been recruited however training had yet to be confirmed.

## 17/176 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

To receive reports from Ward Councillors.

### 176.1. **Unitary Cllr Shelvey briefly reported on the following matters:**

- **Local Plan Consultation** – Deadline for representations: Thursday 22<sup>nd</sup> February 2018.
- **Cheering Volunteering** – Nominations now open. Awards evening: Tuesday 5<sup>th</sup> June 2018.
- **National Spring Clean Event 2018** – Friday 2<sup>nd</sup> to Sunday 4<sup>th</sup> March. CBC will be supporting Town and Parish Councils as in previous years.
- **Waste Collections Consultation** – Consultation open from Monday 26<sup>th</sup> February through to 5pm on Friday 20<sup>th</sup> April 2018.

### 176.2. **Unitary Cllr Wenham reported on the following matters:**

- **Budget 2018/19** – CBC to approve at meeting on 22<sup>nd</sup> February 2018. 3% increase on Adult & Social Care and 1.49% increase on general council tax.

### 176.3 **Members Questions:**

- **Cllr Sarll: Queried CBC's use of the phrase "genuine consultation" in relation to Waste Collections consultation.** Cllr Wenham advised that all CBC's consultations are 'genuine'. The use of the phrase was likely to acknowledge the strength of public feeling on this subject, and to provide assurance that all feedback will be considered by CBC. Waste collections differ greatly in the South and North of Central Bedfordshire, and it is hoped that some standardisation will be achieved.
- **Cllr Sarll: Raised concerns that wheelie bins were being damaged by the CBC's operator during collections.** Cllr Wenham advised that the operator contract was due for review shortly and real time information would be collected under the new contract enabling residents to gain information on missed collections at an earlier stage.
- **Cllr Gravett: Referred to a recent media report regarding the CBC's use of the 3% adult and social care increase to fund habitation accommodation.** Cllr Wenham advised that an existing provision of this type already exists in Dunstable, and there were plans to bring a similar facility to Biggleswade. The 3% increase in adult and social care element of council tax was predominantly required to support disabled adults and an ageing population.

**17/177 PLANNING APPLICATIONS & ISSUES**

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

**Proposal:** proposed erection of summer house/BBQ building and play house retrospectively:

**RESOLVED**

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

- 1) **The additional fixed structures result in an over-development of a Gypsy & Traveller Site.**
- 2) **Granting retrospective consent will encourage further inappropriate development.**

177.2 **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.

**RESOLVED**

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

- 1) **The proposal will result in an over-development of the site which will not be supported by the current lack of amenities and infrastructure in the surrounding area.**
- 2) **The proposed access/egress to Hitchin Road is dangerous. The number of proposed dwellings, combined with 39 residential flats proposed under approved application CB/17/02134/PADO, will result in a hazardous increase in traffic, ultimately exacerbating existing traffic issues in this area and presenting a safety risk to vehicles and pedestrians.**
- 3) **Further loss of employment land which the Town Council is seeking to maintain. Plans for the inclusion of employment land under the approved Arlesey Cross Masterplan (Site Allocations Policy MA8) have since been withdrawn. Coupled with this proposal, local employment opportunities will suffer leading to a detrimental impact on sustainability.**

177.3 **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.

**RESOLVED**

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

177.4 **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.

**RESOLVED**

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

177.5 **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. **Members noted the extended deadline to 23 March 2018.**

**RESOLVED**

that the Council **defer** consideration of this application to the next meeting to enable members further opportunity to consider the impact of the proposed development.

- 177.6 **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. **Members noted the extended deadline to 23 March 2018.**

**RESOLVED**

that the Council defer consideration of this application to the next meeting to enable members further opportunity to consider the impact of the proposed development, particularly in terms of its compliance with the Arlesey Neighbourhood Plan.

- 177.7 **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.

**RESOLVED**

that the Council **OBJECT** to the proposed street names of ‘Walker, Manor Gardens and May Fair Place’ on the grounds that they do not comply with the Council’s resolution that new street names should be taken from the Arlesey WW1 Roll of Honour in alphabetical order. Ward Councillors to be copied into the Council’s response.

- 177.8 **Planning Applications Refused/Granted** – Members noted recent decisions denoted by asterisk as at 15th February 2018. Town Clerk instructed to seek feedback from CBC Planning regarding the approval of applications CB/17/01552 – Green End Farm, and CB/17/05016 – Land known as Pond & Wildflower Meadow, East of 10 The Hermitage, which appear not to comply with the Arlesey Neighbourhood Plan.

- 177.9 **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.

**Members considered the lighting scheme at Twin Acres, which was reported to be excessive. The Town Council was unaware of the scheme being approved by CBC in accordance with Condition 4 of planning consent granted in respect of application CB/13/01851/VOC.**

**RESOLVED**

that the Council raise an objection to the lighting scheme with CBC Planning Enforcement and seek their investigation into a breach of planning.

177.10 **CBC Pre-Submission Local Plan Consultation** – Members received an update on the appointment of planning consultant JJ Design, and were provided with confirmation of their fees. Members then considered draft representations which had been prepared by JJ Design under the direction of the Council's delegated Working Party. Representations were prepared in relation to the following sections of the Pre-Submission Local Plan:

- **Section 5.4 – Spatial Strategy Approach**

The approach fails to address differences between various growth areas identified. Sustainability Appraisals for many of the allocations identify key issues and potential negative effects which are not mitigated at all in the Spatial Strategy. The East of Arlesey allocation is included in every alternative scenario which suggests that no alternatives have been considered, despite a number of options having been discarded. Furthermore, without a clear commitment to essential infrastructure improvements, the strategy is undeliverable within the plan period and, therefore, contrary to national policy.

**Proposed changes:** Amend the strategy to provide an appropriate balance between growth areas and include clear commitments to essential infrastructure improvements

- **Policy SA3: East of Arlesey**

This allocation fails to meet a number of the aims of the plan including coalescence and sustainability. Reducing the gap between Arlesey and Fairfield would lead to visual coalescence between the settlements, if not physical coalescence.

The proposed development is described as being “not in close proximity to public transport” in the Growth Options Study (N29) with neither extremity of the allocation being closer than 1.5km from a railway station, and the location of the site means that the A507 will bear the brunt of the increased traffic and there are no planned enhancements to improve the capacity of the A507, a road that is already under strain.

Having regard to all this technical evidence and background studies, Arlesey Town Council has concluded that:

There is no evidence that the proposed growth will deliver greater sustainability through improved services, facilities and employment opportunities, leading to reduced travelling and outflows. There is no evidence of adequate existing or committed strategic infrastructure to provide more sustainable development.

In view of the content of LP Appendix 4 and the significant discrepancies between the current planning application and the policy MA8 proposals, Arlesey Town Council see little evidence that the policy SA3 proposals will deliver a mixed development with reduced travel requirements. Rather, the Town Council submit that Allocation Site SA3: East of Arlesey will result in unsustainable growth, leading to visual coalescence with Fairfield Park together with increased traffic congestion and an unacceptable impact on the quality of life for current and future residents of Arlesey and adjoining settlements. Furthermore, on the Council's own evidence deliverability of the allocation is low and accessibility is medium at best. For all these reasons the proposed allocation is considered to be unsound.

**Proposed changes:** Delete the SA3 allocation and also amend policy SP1 accordingly.

- **Policy HA1: Small and Medium Allocations**

This representation relates to sites **HAS01 and HAS02**. ATC accepts the principle of development of these two sites which will adjoin the MA8 allocation (Arlesey Cross). As such they will represent a logical extension to Arlesey without resulting in unacceptable impacts on the character of the area subject to detailed design, including access and provision of the Eastern Relief Road, which should be completed prior to any development of these sites. Acknowledged capacity constraints in High Street indicate that the principal access should be to the Eastern Relief Road.

**Proposed changes:** Sites **HAS01 and HAS02** require Additional Policy Requirements: Detail design including access will be required to complement the MA8 Arlesey Cross proposals. Development will not be permitted prior to implementation of approved Eastern Relief Road, with direct access to the Eastern Relief Road or the Arlesey Cross development. Access via High Street will not be permitted.

- **Section 12. Employment and Economy**

The statement at paragraph 12.1.6 is inconsistent with paragraph 6.5.3 and is not supported by evidence in the CBC Local Area Transport Plan and Transport Modelling, both of which highlight the limited network capacity, particularly on the A507.

**Proposed changes:** Amend paragraph 12.1.6 to accord with paragraph 6.5.3 and the evidence base, to acknowledge the limited network capacity, particularly on the A507 and acknowledge the additional investment required to secure highway improvements.

- **Section 14.1. Overview of Transport Network** - highlighting A507 capacity issues. The statement at paragraph 14.1.1 is inconsistent with paragraph 6.5.3 and is not supported by evidence in the CBC Local Area Transport Plan and Transport Modelling, both of which highlight the limited network capacity, particularly on the A507.

**Proposed changes:** Amend paragraph 14.1.1 to accord with paragraph 6.5.3 and the evidence base, to acknowledge the limited network capacity, particularly on the A507 and acknowledge the additional investment required to secure highway improvements.

**RESOLVED**

**that the Council approve the submission of draft representations as appended to Item 10.10 of the meeting agenda.**

- 177.11 **BATPC Transport and Broadband Information Evening** - Members considered delegation of attendees to an infrastructure information evening 6<sup>th</sup> March 7.00pm. No members expressed an interest in attending the event.
- 177.12 **CPRE Bedfordshire Planning Workshop** – Members considered delegation of attendees to Planning Workshop on Friday 16<sup>th</sup> March 9.30am. No members expressed an interest in attending the event.
- 177.13 **Condition of Footpath/Highway Albone Avenue, Arlesey** – Members considered resident’s correspondence regarding non-compliance with planning conditions for standard of footpath/highways provision Albone Avenue/Hitchin Road. Cllr Ward advised members that a group of residents had made efforts to resolve a number of ongoing issues over a 3 year period. CBC had yet to adopt the land, and therefore held no ‘Highway’ maintenance responsibility however a planning enforcement issue was thought to be appropriate. Cllrs Wenham, Shelvey and Dalgarno were familiar with the issues.

**RESOLVED**

**that the Council formally seek a CBC Planning Enforcement review of the situation and seek CBC Ward members’ assistance in reaching a satisfactory resolution.**

- 177.14 **A507 pedestrian Bridge design** – Members considered a design suggestion submitted by Mr R Watson (resident). **Standing Orders suspended:** Mr Watson suggested that the Council may wish to refer to his wildlife design in discussions with developers Telereal Trillium. Cllr Gravett reminded members that the Arlesey Neighbourhood Plan had provided specific examples of the types of bridge which would be deemed suitable for the area. CBC’s Development Management Committee had supported this position when considering the original planning application last year. Cllr Want suggested that the Council seek to influence the bridge design prior to a second application being submitted. Cllr Wenham suggested that a meeting be arranged with Telereal Trillium at the earliest opportunity, which he offered to attend. **Standing Orders reinstated.**

**RESOLVED**

**that the Council seek an indication of Telereal Trillium’s progress towards resubmitting their A507 pedestrian bridge planning application and reminding them of their commitment of liaising with the Town Council, and suggest that a meeting be arranged. Ward member/s to be invited.**

## 17/178 FINANCE REPORTS

### 178.1 Income and Expenditure - January 2018

Prior to the meeting members received 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 were invited to submit questions to the Town Clerk. No questions were raised.

### 178.2 Balance Sheet as at 31<sup>st</sup> January 2018

Prior to the meeting members received a copy of the Balance Sheet as at 31<sup>st</sup> January 2018 (month 10) and were invited to submit questions to the Town Clerk. No questions were raised.

Ward Councillors left the meeting.

### 178.3 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)

#### **RESOLVED**

**to approve the Resource Centre and Town Council petty cash expenditure for January 2018.**

### 178.4 Accounts for Payment

Members received a schedule of the February 2018 accounts due for payment, as follows:

FOLIO	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV.	BANK REF
<b>Direct Debit Payments</b>								
DD.02/18-01	Right Fuelcard	Diesel for van DD due 22/01/18	26.89	5.38	32.27	4051/101		U/DD-01
DD.02/18-02	Lloyds Bank	GDPR docs, Key cutting and monthly card fee DD due 16/01/18	40.50	1.50	42.00	SPLIT		U/DD-02
DD.02/18-03	EDF Energy	MUGA Electric DD due 09/02/17	51.43	2.57	54.00	4014/202		U/DD-03
DD.02/18-04	EDF Energy	MUGA electricity DD Due 09/03/18	51.43	2.57	54.00	4014/202		U/DD-05
DD.02/18-05	Cloudscape	Broadband/internet and office 365- DD due 10/02/18	48.34	9.67	58.01	SPLIT		U/DD-06
DD.02/18-06	Antechs (Go Cardless)	R/C & TC computer maintenance and anti virus February 2018 DD Due 11/02/18	150.90	30.18	181.08	SPLIT		U/DD-07
DD.02/18-07	Right Fuelcard	Diesel for vehicle and petrol for tools DD due 12/02/18	33.55	6.71	40.26	4051/SPLIT		U/DD-08
DD.02/18-08	UTAX	Photocopying/printing meter charge DD due 15/02/18	187.11	37.42	224.53	4024/SPLIT		U/DD-09
DD.02/18-09	Lloyds Bank	Credit card purchases	311.84	50.00	361.84	SPLIT		U/DD-10
DD.02/18-10	SSE	Unmetered streetlighting - DD due 19/02/18	217.47	43.49	260.96	4014/303		U/DD-11
DD.02/18-11	SSE	Unmetered streetlighting - DD due 19/02/18	12.72	0.63	13.35	4014/303	<b>274.31</b>	U/DD-12
DD.02/18-12	EON	Cemetery Electricity 07/01 - 19/01/18 DD due 19/02/18	11.83	0.59	12.42	4014/203		U/DD-13
DD.02/18-13	Biffa	Cemetery refuse collection - DD due 28/02/18	66.06	13.21	79.27	4017/203		U/DD-14
DD.02/18-14	Cawleys	Skip rental/replaced Jan2018 - DD due 28/02/18	5.17	1.03	6.20	4044/split		U/DD-15
DD.02/18-15	Wave (Anglian Water)	Water at Stotfold Road allotments Nov 2017 - Feb 2018 DD due 15/03/18	12.79	0.00	12.79	4012/205		U/DD-16
DD.02/18-16	Wave (Anglian Water)	Water at Cemetery Nov 2017-Feb 2018 - DD due 15/03/18	14.01	0.00	14.01	4012/203		U/DD-17
DD.02/18-17	Wave (Anglian Water)	Water at Hillary Rise allotments Nov 2017- Feb 2018 DD due 15/03/18	20.74	0.00	20.74	4012/205		U/DD-18
DD.02/18-18	Wave (Anglian Water)	Water at MUGA pavilion Nov 2017 - Feb 2018 DD due 15/03/18	40.02	0.00	40.02	4012/202		U/DD-19
<b>PAID ACCOUNTS - Deposit refunds/other reimbursements.</b>								
BACS02/18-01	H Stanton	Hall hire deposit refund	50.00	0.00	50.00	570		FEBBP01

ONLINE Payments Due									
02/18-01	Bedford College	P Legate Brushcutter course 28/2/18	249.00	0.00	249.00	4008/101			<b>FEBFP01</b>
02/18-02	MJ Ryall	Padlock and metal paint	25.49	5.10	30.59	SPLIT			<b>FEBFP02</b>
02/18-03	JRB Enterprise	Doggy bags	58.04	11.61	69.65	4029/305			<b>FEBFP03</b>
02/18-04	Alan Lamb Associates	Pre contract works MUGA pavilion refurb	500.00	100.00	600.00	4906/109			<b>FEBFP04</b>
02/18-05	CPRE Bedfordshire	Annual membership	36.00	0.00	36.00	4026/101			<b>FEBFP05</b>
02/18-06	BATPC	GDPR briefing 26/3/18	10.00	0.00	10.00	4008/101			<b>FEBFP06</b>
02/18-07	Bedford Borough Council	Refuse Collection December 2017 to March 2018	181.28	1.04	182.32	4017/201			<b>FEBFP07</b>
02/18-08	Harrissons	Intruder alarm maintenance 2018-19	70.00	14.00	84.00	4057/101			<b>FEBFP08</b>
02/18-09	Nick Sayer Plumbing & Heating	Remedial tap works required by Anglian Water	265.00	0.00	265.00	SPLIT			<b>FEBFP09</b>
02/18-10	CPM Playgrounds	Operational report Rec ground & St Johns play are	135.00	27.00	162.00	4084/301			<b>FEBFP10</b>
02/18-11	JJ Design	Background research, preparation and	2450.00	490.00	2940.00	4037/101			<b>FEBFP11</b>
02/18-12	Herts Fullstop (Herts CC)	Stationery/hand towels/signs	73.30	14.66	87.96	SPLIT			<b>FEBFP12</b>
02/18-12(a)	Herts Fullstop (Herts CC)	Credit note against previous order	-1.45	-0.29	-1.74	4023/101		<b>86.22</b>	<b>FEBFP12</b>
CHEQUE Payments due									
02/18-13	Town Council Petty Cash	Petty cash reimbursement January 2018	40.33	0.00	40.33	4020/101			<b>3E+06</b>
02/18-14	Arlesey Parent & Toddlers	Financial Assistance Grant 2017/2018	250.00	0.00	250.00	4401/107			<b>3E+06</b>
02/18-15	1st Arlesey Scouts	Financial Assistance Grant 2017/2018	500.00	0.00	500.00	4401/107			<b>3E+06</b>
Payroll Liability Payments Due									
02/18-16	HM Rev & Customs	Mth 11 PAYE	761.80	0.00	761.80	525			
	HM Rev & Customs	Mth 11 Nat. Emp'ee NI Contributions	561.62	0.00	561.62	525			
	HM Rev & Customs	Mth 11 Nat. Emp'er NI Contributions	645.87	0.00	645.87	525			
	HM Rev & Customs	Mth 11 SMP Recovery	-746.90	0.00	-746.90	525			
	HM Rev & Customs	Mth 11 SMP Compensation	-22.41	0.00	-22.41	525	<b>1,199.98</b>		<b>FEBFP13</b>
02/18-17	Beds Pension Fund	Mth 11 Emp'ee Super Contribution	502.94	0.00	502.94	526			
	Beds Pension Fund	Mth 11 Emp'er Super Contribution	1810.30	0.00	1810.30	526	<b>2,313.24</b>		<b>FEBFP14</b>
Salaries Payments Due									
02/18-18	S. Foulkes	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.01</b>
02/18-19	J Bailey	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.02</b>
02/18-20	P Hector	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.03</b>
02/18-21	G Studley	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.04</b>
02/18-22	J Spedding	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.05</b>
02/18-23	D Pascoe	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.06</b>
02/18-24	D. Rickman	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.07</b>
02/18-25	K Fitzgerald	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.08</b>
02/18-26	J Savory	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.09</b>
02/18-27	P Legate	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.10</b>
02/18-28	M Spruce	FEBRUARY Salary	Salary		Salary	4001			<b>FEBFSA.11</b>
	<b>TOTAL SALARIES</b>	<b>NET FEBRUARY SALARIES</b>	<b>7,825.04</b>	<b>0.00</b>	<b>7,825.04</b>	<b>520</b>			
<b>TOTAL FEBRUARY 2018 PAYMENTS</b>			<b>17,534.50</b>	<b>868.36</b>	<b>18,402.86</b>				

## RESOLVED

that these accounts be paid.

### 17/179 FINANCE & GENERAL PURPOSES COMMITTEE

179.1 To ratify the recommendations (Resolutions) contained within the minutes Finance and General Purposes Committee meeting held on 6<sup>th</sup> February 2018.

Members considered minute '17/041 – Community Projects' in isolation and agreed that the matter be deferred to the next meeting of the Town Council for further consideration, to enable further information to be circulated to all members.

## RESOLVED

that the committee recommendations (Resolutions) contained within these minutes, excluding that contained within minute 17/041 as detailed above, be ratified by the Council.

Cllr R. Clark left the meeting.

179.2 **Annual Town Meeting 2018** – Members considered proposed date of Tuesday 8<sup>th</sup> May 2018 and **noted deadline of Monday 16<sup>th</sup> April 2018** for reports to be submitted to Town Clerk for inclusion in Town Council Annual Report.

## RESOLVED

that the Council approve the date of the Annual Town Meeting as being 8<sup>th</sup> May 2018.



- 179.3 **Agenda Distribution Via Email** – Members considered the receipt of meeting agendas with minimal attachments via email. The Town Clerk advised that the regulations had been amended to allow distribution via email, providing that the Council had previously resolved to approve this method.

**RESOLVED**

**that the Council approve the receipt of agendas with the proviso that ‘read receipt requests’ are sent with any to such emails.**

- 179.4 **CPRE membership renewal** - Members considered the renewal of annual membership at a cost of £36.00.

**RESOLVED**

**that the Council approve the renewal as detailed above.**

- 179.5 **Financial Assistance Application** – Members considered a late submission of a small grant application from Citizens Advice Bureau and were advised that an unspent amount of £1,850. remained within the 2017/18 budget.

**RESOLVED**

**that the Council approve a grant of £250 to assist with the provision of this service to Arlesey residents.**

- 179.6 **Etonbury Academy OFSTED Report** – Members considered response and action plan received from Mr Prior, Principal at Etonbury Academy. Cllr McGann suggested that the Council may wish to seek updates on future monitoring visits and any changes in the School Improvement Plan. Concerns were expressed that the school had adopted a tendency of portraying a more positive account of its own ‘teamwork’ accomplishments than perhaps were generally perceived as being warranted. It had also become apparent that a number of parents had initiated the process of seeking alternative school placements.

**RESOLVED**

**that Cllr McGann draft a response requesting updates on specific areas from Mr Prior, to be provided to the Town Clerk for despatch.**

- 179.7 **Best Academies Admissions Consultation** - Members considered response received, following points raised on BEST admissions consultation, and acknowledged offer of attendance to a future council meeting from BEST’s Chief Operations Officer. No further comments were deemed necessary at the present time.

- 179.8 **Review of Effectiveness of Systems of Internal Control and Risk Assessments 2017/18.** Members considered delegation of member/s to work with the Town Clerk to achieve these annual reviews. The Town Clerk advised members that Cllr Livermore had indicated his availability prior to the meeting.

**RESOLVED**

**that Cllr Livermore be delegated authority to work with the Town Clerk to achieve the Annual Review of Effectiveness of Systems of Internal Control and Risk Assessments for Council’s approval in March 2018.**

**17/180 PUBLIC LANDS & HIGHWAYS COMMITTEE**

- 180.1 **House Lane Amenity Land** – Members considered a proposal for Service Level Agreement with CBC on Land at House Lane for the provision of a Community Garden. Cllr Gravett advised members that a Community Garden provides an opportunity for those without a garden/allotment to access raised planting beds, for planting vegetables and herbs, with the scheme ideally being managed by residents/local group going forward. Members’ concerns regarding the management of mature trees within the area were acknowledged. The current excessive coverage of the trees and tree surgery had been raised with CBC’s representative

Craig Siddle during Cllr Gravett and the Clerk's recent meeting with him. The possibility of CBC funding the necessary work prior to any agreement progressing, to bring the trees into an initial manageable state, had been tentatively broached as had their contribution to ongoing maintenance by way of a 5 year up-front payment. A consultation with neighbours on the suggestion of a Community Garden was intended.

#### **RESOLVED**

- 1) that Cllr Gravett continue to research and arrange meetings enabling a fully costed and detailed project plan for the creation of a Community Garden on the amenity land at House Lane to be considered by the Council at the March meeting.**
- 2) that the Town Clerk and Cllr Gravett continue negotiations with CBC to further explore the terms of a Service Level Agreement on this land, with a further update being provided to the next meeting of the Council.**

- 180.2 **Speeding Issues Update** – Members acknowledged response from CBC Highways Liaison Officer confirming approval of the Council's Rural Match Fund application. The Town Clerk and Cllr Wallace would be attending a meeting with CBC on Thursday 1<sup>st</sup> March to discuss the matter further.
- 180.3 **Vehicle Activated Speed (VAS) Signs** – Members were advised that Cllr Dalgarno had raised an urgent review of the VAS's with CBC Highways Engineer, Nick Carofalo.
- 180.4 **Spring Clean/Litter Pick 2018** – Members received an update from Cllr Wallace. The events would take place on Saturday 3<sup>rd</sup> and Sunday 4<sup>th</sup> March from 2-5pm. A publicity notice requesting volunteers had been posted on noticeboards and shared on Facebook. All members were encouraged to participate.
- 180.5 **Anglian Water Optimization Scheme** – Members noted further correspondence received from Anglian Water which advised proposed works on the Council's land (adjacent to the MUGA car park) would result in a small bollard being sited close to the car park fence. A trip hazard was not perceived as being likely and therefore, no compensation towards the provision of lighting was deemed appropriate. The Town Clerk and Cllr Wallace would be meeting with Anglian Water representatives on 14<sup>th</sup> March 2018.
- 180.6 **CPM Playgrounds Inspection Reports** - Members received quarterly inspection reports and noted that various works would be undertaken by ATC Groundsman. The Town Clerk had initiated communications with St Johns Road play area contractor regarding the condition of wet pour repairs undertaken prior to Council's adoption of the land.
- 180.7 **Replacement CCTV Camera** - Members considered the purchase of replacement CCTV camera to be sited on automatic doors to Community Centre at a cost of £95 + VAT from Harrisons Electrical. Budget of £210 available.

#### **RESOLVED**

**that the Council approve the purchase of the CCTV camera as detailed above.**

- 180.8 **Temporary Prohibition of Through Traffic Order 2018** - Members noted 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.

#### **17/181 PUBLIC RELATIONS COMMITTEE**

- 181.1 **Government Smart Meter Rollout** – Members considered 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. Having noted the cost to Council of uploading links to the website and taking into account current issues in terms of user navigation, members agreed that the inclusion of such a link would derive little if any benefit to residents.

## RESOLVED

that the Council do not approve a website link request from 'Selecta'.

- 181.2 **Councillor Surgeries** – Cllr Sarll advised members that she and Cllr Holloway had attended the Councillor Surgery on 3<sup>rd</sup> February 2018. Efforts were made on social media to encourage residents needing assistance to submit online Local Plan representations to attend, however no visitors were received. Members noted Cllrs Randall and Gould were due to attend the March surgery.

## 17/182 PERSONNEL COMMITTEE

No matters for consideration. Members were referred to agenda item 19 to be dealt with under 'Exempt Business'.

## 17/183 REPRESENTATIVES' REPORTS

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

- **Crime figures January 2018** - 5 Domestic Dispute/Incidents, representing a third of the 15 crimes reported.
- **Crime Summary January 2018** - Thefts from Motor Vehicles accounted for the majority of crimes reported.
- **Police Speed check – 6 Feb 2018 at Church Lane, Arlesey from 10.55am to 11.15am.** 38 vehicles travelling 30mph and under, 1 vehicle between 31-35mph and nil over 36mph.
- **Speed Watch – volunteers and equipment costs update.** 12 volunteers had been recruited however delays in securing training were being experienced. Cllr Wallace had obtained costs for the Speed Indicator Devices which ranged from £2,400 to £2,995. Cllr Dalgarno has suggested that he may be able to secure funding from CBC.
- **Arlesey Community Safety Group update.** Cllr Dalgarno had advised Cllr Wallace that approximately £200 was held within a designated bank account. Larger funds were held in the Blue Lagoon fund however these were not accessible by the Community Safety Group. The constitution of these groups was queried – Cllr Wallace to seek further clarification.

- 183.2 **Etonbury Green Wheel Stakeholders Meeting** – Cllr Ferris reported on Stakeholder meeting held Friday 26<sup>th</sup> January 2018 and members acknowledged receipt of proposed Action Plan. The Town Council had been allocated responsibility for item 4.6. Pendleton Way/A507 underpass mowing regime to maximise suitability of the grass banks for wildflowers, however this was in fact the responsibility of CBC and Cllr Ferris had advised Green Wheel Co-ordinator of the need for this amendment.

## 17/183 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

Mr R. Watson commented on Planning Application CB/18/00399/RM – Land at White Horse Field, High Street, Arlesey, suggesting that the confirmed number of dwellings would result in a shortage of car parking spaces.

## 17/184 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).

**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.**

**17/185 RESOURCE CENTRE MANAGER APPOINTMENT.**

Members received an update on Resource Centre Manager recruitment and were asked to approve the appointment of Mrs Colette Lowe, on NJC SPC 19, in accordance with recommendation of Cllr Gravett and the Town Clerk. NALC Model Contract to apply, with effect from Tuesday 13<sup>th</sup> March 2018 to work 25 hour per week.

**RESOLVED**

**that the Council approve the appointment of Mrs Colette Lowe as detailed above.**

**17/186 PROCEEDINGS RELATED TO FORMER EMPLOYEE**

Members received an update on the status of Tribunal Appeal, which had been dismissed.

**The meeting closed at 9.55pm**

**CHAIRMAN**

**Date**