

10th January 2019

To: Members of the Council

A Meeting of ARLESEY TOWN COUNCIL will be held in the Village Hall, Arlesey on Tuesday 15th January 2019 at 7pm.

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

Mrs Janet Bailey
Deputy Clerk

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

- 2.1 To receive declarations of interest from councillors on items on the agenda.
- 2.2 To receive written requests for dispensations for disclosable pecuniary interests.
- 2.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

3 CHAIRMANS ANNOUNCEMENTS

- 3.1 **CBC Press Release-Have your say on council spending plans, savings and council tax.** CBC urge residents to have say on council spending for the next financial year. CBC look to deliver spending plans whilst in the face of economic uncertainty during Brexit and increasing demand for care services. Protecting vital frontline services at the heart of council's proposals.
(attached)
- 3.2 **CBC Press Release- Central Bedfordshire Council social worker awarded MBE.** Louise Purser named in the Queen's New Year's Honours List 2019 for 38 year career in local government.
(attached)
- 3.3 **CBC Press Release-Be the voice of your community-become a councillor.** CBC are inviting local residents to consider standing as local councillors in the run up to the local elections on the 2nd May. Download the booklet at www.centralbedfordshire.gov.uk/be-a-councillor
(attached)
- 3.4 **CBC Press Release- Parent Governor representatives to join Children's Services Overview and Scrutiny Committee.** Vicky Hopkinson (The Chiltern Area Special School) and Emma van Nieuwenburgh(Dunstable Ickniel Lower School) will take up the two new Parent Governor representative roles in the Children's Services Overview and Scrutiny Committee.
(attached)
- 3.5 **Bedfordshire Bugle-** January 2019 edition *(attached)*

- 3.6 **Local charity set up appeal to support vulnerable people in Bedfordshire this winter-** Bedfordshire and Luton Community Foundation (BLCF) have launched “Surviving Winter” appeal to support vulnerable people who struggle with food and fuel poverty this winter, aiming to reach £20,000. Running from November to March. People can donate by going to www.blcf.org.uk/winter or by texting ‘ BLCF10’ £5 or £10 *(attached)*

- 3.7 **North Hertfordshire Local Plan 2011-2031-** Following the Local Plan Examination hearing session (2017 and 2018) a schedule of Main Modifications to the plan has been prepared and published for public consultation www.north-herts.gov.uk/localplan *(attached)*

4 MEMBERS QUESTIONS

5 PUBLIC PARTICIPATION

6 MINUTES OF PREVIOUS MEETINGS

To consider and approve the minutes of the meeting of the Meeting of Arlesey Town Council held 18th December 2018 as a true record of proceedings. *(attached)*

7 MATTERS ARISING

8 ARLESEY RESOURCE CENTRE & LIBRARY

(i) To receive and consider Resource Centre Manager’s Report. *(attached)*

(ii) **Creative writing Course** – Members to consider possible funding contribution towards 6 weeks creative writing course. *(attached)*

9 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

To receive reports from Ward Councillors.

Arlesey North End Parking scheme consultation update.

12 PLANNING APPLICATIONS & ISSUES

12.1 CB/18/04677/FULL- 7 House Lane Arlesey, SG15 6XU

Proposal: Two storey rear & side extension.

Response by: 01 February 2019

www.centralbedfordshire.gov.uk/planning-register

12.2 CB/18/02251/OUT- The Lagoon, 197 Hitchin Road, Arlesey SG15 6SE

Proposal: Outline application: with all matters reserved except means of access for up to 147 dwellings and public open spaces

Response extended to 17th January 2019

www.centralbedfordshire.gov.uk/planning-register

- 12.3 **Planning Applications Refused/Granted** – To acknowledge decisions on applications as at 10th January 2019. *(attached)*

12.4 Enforcement cases created and/or closed:

- **1,2 & 3 Ashwell Close, Arlesey SG15- Case Closed**
The dwellings have been built in accordance with the planning permission ref. **CB/15/1950/FULL** and **CB/18/00947/VOC**.

13 FINANCE REPORTS

13.1 Income and Expenditure – December 2018

To review the Income and Expenditure up to 31st December 2018, compared to 2018/19 budget (month 9) and submit questions to the Deputy Clerk as necessary. *(attached)*

13.2 Balance Sheet as at 31st December 2018

To review Balance Sheet as at 31st December 2018 (month 9) and submit questions to the Deputy Clerk as necessary. *(attached)*

13.3 Petty Cash –December 2018

To receive for approval copies of the petty cash details for the Resource Centre and Town Council for December 2018 (month 9) *(attached)*

13.4 Credit Card Purchases – December 2018

To receive for approval copies of the Town Council credit card expenditure details for December 2018 (month 9) *(attached)*

13.5 Accounts for Payment

To approve accounts to be paid as advised to members at the meeting.

14 FINANCE & GENERAL PURPOSES MATTERS

14.1 To ratify the recommendations (Resolutions) contained within the minutes within the minutes of the Finance and General Purposes Committee meeting held on 8th January 2019. *(attached)*

14.2 **Town Council Meeting February 2019** – Members to consider amendment to meeting date February 2019. Meeting recommended to take place Tuesday 26th February.

14.3 **RBS End of Year 2018/19 Closure service** – Members to approve engagement of RBS services to conduct financial year end work during 31st March 2019 as included in draft budget 2019/20.

14.4 FINAL BUDGET 2019/20

Approval of Detailed Budget 2019/20 Option A, B or C– Members to consider approval of Detailed Budget 2019/20 Option A, B or C ranging from 0% increase to band D Council Tax to 3% increase. Deputy Clerk recommendation to approve Option C - 3% increase to Town Council element of Council Tax year 2019/20. *(attached)*

14.5 **Precept Request Form 2019/20** - Members to approve submission of Precept Requirement Form for 2019/20. **Submission deadline: 18th January 2019.**

14.6 **Committee Meeting Agenda Circulation** - Members to consider circulation of Committee Agenda and attachments electronically.

14.7 **Buckingham Palace Garden Party**- Members to consider nominations for attendance to Queens Garden Party. Nominations no later than 21st January. *(attached)*

- 14.8 **BATPC Affiliation Fees-** members to approve the payment of 2019-20 membership fees
(attached)
- 14.9 **CBC Budget Consultation 2019 -** Members to consider CBC Budget Consultation and the submission of representations as deemed appropriate. **Deadline date: 29th January 2019.**
(attached)
- 14.10 **Arlesey Rail Users Group-** Members to consider request for waiver of Village Hall hire fees for meeting Saturday 2nd February and all subsequent meetings of the group.
- 14.11 **Acre Wood Day Nursery.** Members to consider request to add link for Acre Wood Nursery to Town Council website.
(attached)
- 14.12 **Rural Match Fund Application 2019/20 –** Delegated Cllrs to provide a report to members.
- 14.13 **Arlesey Town Football Club –** Members to receive report from Cllr Clark following meeting with ATFC Committee member.

15 **PUBLIC LANDS & HIGHWAYS MATTERS**

No matters requiring attention

16 **PUBLIC RELATIONS MATTERS**

- 16.1 **Councillor Surgeries –** Members to receive an update from Cllr Ferris following Councillor surgery held 5th January 2019. Cllr A Ward scheduled to conduct February Surgery.

17 **PERSONNEL MATTERS**

- 17.1 To ratify the recommendations (Resolutions) contained within the minutes Personnel Committee meeting held on 8th January 2019. *Personnel (attached)*
- 17.2 **Deputy Clerk Job Description –** Members to approve amended Job Description for Deputy Clerk role following Finance & General Purposes Committee recommendations. *(attached)*

18 **REPRESENTATIVES' REPORTS**

- 18.1 **Bedfordshire Police Liaison: Members to note** crime figures December 2018 not made available to Representative Cllr Wallace, to date.

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

20 **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 21 ,22 & 23 - this business relates to labour relations matters** (Item 4: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).
- **Agenda Item 21, 22 & 23- this business relates to the business affairs of the Council** (Item 3: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).

- 21 **Town Clerk Recruitment –** Members to receive an update from Cllr Livermore and consider extension to deadline for applications.