

# Sandy Town Council

To: Cllrs P N Aldis, J Ali, P Blaine, T Cole, A M Hill, W Jackson, G Leach, C Osborne, M Pettitt, D Quick, M Scott, D Sharman, P Sharman, J Sparrow, and S Sutton

You are hereby summoned to attend a meeting of Sandy Town Council to be held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 21 December 2015 commencing at 7.30pm for the purpose of transacting the items of business below

Chris Robson  
Town Clerk  
10 Cambridge Road  
Sandy  
SG19 1JE  
01767 681491  
15 December 2015

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THIS MEETING**

## **A G E N D A**

### **1 Apologies for Absence**

To receive any apologies for absence

### **2 Declarations of interest and requests for dispensations**

*Under the Localism Act 2011 members of Council are not required to make oral declarations of interest at meetings but may not participate in discussion or voting on any items of business in which they have a Declarable Pecuniary Interest (DPI) and under Sandy Town Council's Standing Orders must leave the room for the duration of all discussion on such items. (All members' register of interests are available on the Sandy Town Council website or on application to the Clerk.)*

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs and also any non-declarable personal interests which they have declared under Sandy Town Council's adopted Code of Conduct and which may be relevant to items on the agenda.*

- i) Disclosable Pecuniary Interests*
- ii) Non Disclosable Interests*
- iii) Dispensations*

### **3 Public Participation Session**

To receive questions and representations from members of the public.

# Sandy Town Council

## 4 Minutes of previous Town Council meetings

To consider the Minutes of the meeting of Sandy Town Council held at 7.30pm on Monday 9 November 2015 and to approve them as a correct record of proceedings.

## 5 Police Matters

To receive a report from PCSO Ann Jeeves on policing in Sandy.

To be presented at the meeting

## 6 Minutes of committees and recommendations therein

To receive and note the minutes of the meetings of the following committees and sub-committees and (if applicable) to approve recommendations therein which do not arise elsewhere.

- i) Development Scrutiny Committees held on 16 November 2015 and 7 December 2015.
- ii) Community Services & Environment Committee held on 16 November 2015.
- iii) Policy, Finance and Resources Committee on 7 December 2015.  
**Recommend** that £250 be awarded to Sandy Enhancement Group.  
**Recommend** that Company A install a GSM unit at Jenkins Pavilion which can be monitored by the SLL management.
- iv) Human Resources Committee held on 30 November 2015.  
**Recommend** that the temporary role of Committee Clerk be extended for a further three months until the end of March 2016.
- v) Human Resources Committee held on 14 December 2015.  
**Recommend** that the office opening hours be changed to open Mondays from 9am – 4pm, Wednesdays 9am to 4pm and Fridays 9am – 2pm.

## 7 Financial Matters

- i) To note a summary statement of income and expenditure against budget for the year to date (previously circulated).
- ii) To note a list of payments made since the last Town Council meeting (previously circulated)

## 8 Action List

To receive Action List and any update.

Appendix I

## 9 Market Town Regeneration

To hear from CBC officer Carolyn Blake on a potential market town regeneration project.

Appendix II

## 10 Agendas

To receive and discuss a report from the Town Clerk.

Appendix III

# Sandy Town Council

## **11 NALC Policy Consultation**

To receive and discuss NALC Policy Consultation documents.

i) Community Infrastructure Levy.

Appendix  
IV

ii) Review of local council tax support schemes.

Appendix V

## **12 Allotments**

To hear from the Town Clerk and agree a payment for consultation advice.

Town Clerk

## **13 Budget 2016/17**

To receive an update from the Town Clerk on the 2016/17 Budget and tax base.

Town Clerk

## **14 News Release**

## **15 Chairman's Items**

## **16 Date of Next meeting: 18 January 2016**

**Town Council Committee - Action list**

Subject	Action to be taken		Response/ Agenda no.
	Minute	Action	
<b>Meeting 28/9/15</b>			
Allotments	(75-15/16)	To delay signing the lease with CBC until more information on the suitability of the land and costs has been received.	Item on Agenda
<b>Meeting 9/11/15</b>			
Local Council Award Scheme	(85-15/16)	Resolved to confirm policies and procedures are in place as per the award criteria and submit an application.	Application has been submitted.  On going
Bedford Road Recreation Ground – Outdoor Gym Equipment	(86-15/16)	Completion of Sport England park user's survey to support grant application. This is external to the Council.	Meeting to be held in January with the applicants to look into completing the survey.
Surgery relocation to Shannon Court  – Changes to parking line marking	(87-15/16)	Council agreed changes to the car park layout in principle. Town Clerk to continue to work with Dr Graffy to identify potential funding.	On going

# STORY IN STONE

## Sandy

### **A community regeneration project**

**Vision:**

Raising the historic profile of the town. 'Story in Stone' a mosaic trail

**Mission:**

An inclusive community project which works with local businesses to raise their profile, through an historic trail.

**Aim:**

- Discovering Sandy: bringing the rich history of the town out of the textbooks and archives (using the knowledge of the History Society and local businesses), and putting it onto the streets of Sandy.
- To highlight the key moments in the Town's history, using the mosaic technique: a proven, permanent and historic method of image making.
- To bring various communities together as a work force and empowering them to acknowledge that they are the living part of the town's past.
- To engage and work with the disadvantaged of the town.
- To use the latest mobile and web technologies to increase awareness and footfall for local businesses who sponsor a mosaic (QR codes etc).

**AGENDA ITEM 10**

**SANDY TOWN COUNCIL**

**COMMITTEE: Full Council**

**DATE: 21 December 2015**

**OFFICER: Town Clerk**

**SUBJECT: Issuing of Agendas to Members**

**Summary**

Members are asked to discuss and review the procedure for issuing agendas which was not formally agreed when brought in. The current process was introduced in January 2015. Prior to this the agendas were posted to Members.

**Current Procedure**

18 agendas are currently sent out to Councillors, 15 to Town Council Members and 3 to Central Bedfordshire Council Members.

- 14 Members (plus 3 CBC Members) receive electronic agendas via email.
- A hard copy of the agenda is put in Members trays to be collected at, or prior to, the meeting.
- 6 Members have requested that agendas be issued by post.
- The cost of posting agendas to Members is £0.98p per Member. (on average)
- The financial year 2015/16 has a total of 45 scheduled meetings.
- The estimated postage cost for issuing agendas in 2015/16 is £270

**Recommendation**

- 1) That the current procedure be formally agreed, whereby;
  - Agendas are issued electronically to all Members and CBC Members who have email addresses.
  - Individual Members may request that agendas be issued by post.
  - Hard copies of agendas are provided in Members trays for collection.

Or

- 2) That Members consider an alternative procedure for issuing agenda
  - Agendas are issued electronically to all Members and CBC Members who have email addresses.
  - Hard copies are issued by post to all Members
  - The budget for postage is increased in 2016/17 by £540 to cover potential increased costs.



# Policy Consultation

PC08-15  
30 November 2015

## Community Infrastructure Levy Review

### Summary

- The Department for Communities and Local Government (DCLG) is undertaking a review of the community infrastructure levy (CIL).
- The review provides an important opportunity for the sector to share its experience of CIL and to promote our fairer funding objective of ensuring communities benefit from development.
- CIL is a planning charge, introduced by the Planning Act 2008, which allows principal councils to raise funds from developers undertaking new building projects in their area to fund a wide range of infrastructure needed as a result of development.
- CIL came into force in April 2010 through the CIL Regulations 2010, with development liable for a charge under CIL but only if a local planning authority has chosen to set a charge in its area. CIL charging authorities are required to transfer to parish and town councils 15% of the levy receipts arising from development that takes place in their area, rising to 25% for areas with an adopted neighbourhood plan.
- In November 2015 the government confirmed that Liz Peace would lead and chair an independent group conducting a review of CIL. The group will assess the extent to which CIL does or can provide an effective mechanism for funding infrastructure, and to recommend changes that would improve its operation in support of the government's wider housing and growth objectives.
- The Policy and Larger Councils Committees have previously expressed their concerns about the operation of CIL, in particular the non-mandatory nature of the regime. Our Devo Local paper published last month calls on the government to ensure all planning authorities have a CIL regime in place by the end of 2016, along with an increase the share of CIL for parish and town councils with an adopted neighbourhood plan from 25% to 35%.
- Through the review DCLG want to hear from a wide range of people and organisations and have published a seven page [consultation paper](#) (including questionnaire), as well as publishing the [review group's Terms of Reference](#) and are encouraging submissions through an [online form](#).
- **To help develop NALC's response to the review, in particular to provide us with specific examples and case studies, we would welcome comments by 12.00 noon on Wednesday 13 January 2016 to [alina.secui@nalc.gov.uk](mailto:alina.secui@nalc.gov.uk)**

Recommended Circulation:	County Associations
	All member councils



## *Policy Consultation*

PC09-15

4 December 2015

### **Review of local council tax support schemes**

#### **Summary**

- On 3 November the government announced former MP Eric Ollerenshaw would lead an independent review of local council tax support schemes, which is required under Section 9 of the Local Government Finance Act 2012, reporting to the Secretary of State for Communities and Local Government by the end of March 2016.
- The review provides an important opportunity for the sector to share its experience of local council tax support schemes and to promote our fairer funding objective of ensuring government funding is passed on to parish and town councils by principal councils.
- In April 2013, council tax benefit (CTB) was replaced by local council tax support (LCTS) schemes. Principal councils were given 90% of their forecast CBT cost and the freedom to design their own support schemes, taking into account local needs and priorities.
- The government's aims of the policy were to: help decentralise power and give councils increased financial autonomy; support deficit reduction; and give councils a greater stake in the success of their local economy.
- In 2013/14 the government provided £3.3 billion of council tax support funding to billing authorities, with £40 million specifically earmarked for parish and town councils, but only £39 million was actually passed on, with 10 principal councils passing on nothing at all.
- The position worsened in 2014/15 with over 30 councils defying repeated instructions from ministers to devolve the £40 million and choosing to pass on nothing at all, with scores more reducing the amount given to local councils in their area, passing on only £31 million – leaving communities £9m short. In some cases principal councils decided to cut the grant without any discussion with local councils in their area and at such a late stage in the budgeting process.
- Last week's Spending Review and the forthcoming local government finance settlement may further impact on the amount of funding passed on to parish and town councils by principal councils.
- The review will focus on the effectiveness, efficiency, fairness and transparency of the different LCTS schemes. It will also consider their impact on the localism agenda, and will make recommendations as to whether or not the schemes should be brought within Universal Credit.



- In examining local schemes, the review will consider the scope for promoting examples of best practice, including how councils have been able to reduce or manage administrative costs, promote simplified schemes, and communicate the changes to residents.
- The review team encourages all interested parties to submit evidence to be considered as part of this review. Evidence should refer to the review themes of effectiveness, efficiency, fairness, and transparency, as outlined in the terms of reference. The review team is particularly interested in hearing:
  - what has been your experience of designing, implementing, or being the recipient of an LCTS scheme?
  - what have been the main challenges, and how have these changed over time?
  - what impact has LCTS had on: local autonomy; local finances and budgeting; and local residents?
- Responses should be a maximum of 6 A4 pages, with supporting documents accepted, submitted electronically to [lctsreview@communities.gsi.gov.uk](mailto:lctsreview@communities.gsi.gov.uk) no later than Tuesday 12 January.
- **To help develop NALC's response to the review, in particular to provide us with specific examples and case studies, we would welcome comments by 12.00 noon on Friday 8 January 2016 to [alina.secui@nalc.gov.uk](mailto:alina.secui@nalc.gov.uk)**

Recommended Circulation:	County Associations
	All member councils