

Sandy Town Council

To: Cllrs N Aldis, P Blaine, S Doyle, A Gibson, A M Hill, T Knagg, C Osborne, M Scott, S Sutton (Chairman), N Thompson
c.c. J Hewitt, W Jackson, R Lock, M Pettitt, P Sharman

You are hereby summoned to attend a meeting of the Community Services and Environment Committee of Sandy Town Council to be held in the Council Chamber at 10, Cambridge Road, Sandy, Bedfordshire on Monday 12 August 2019 commencing at 7.30pm.



Chris Robson
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
6th August 2019

A G E N D A

1 Apologies for absence

2 Declarations of interest

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 Minutes of Previous Meeting

To consider the minutes of the Community Services and Environment Committee held on Monday 1 July 2019 and to approve them as a correct record of proceedings.

4 Public Participation Session

Members of the public may ask questions or make representations to the committee about items of business which are on the agenda.

Sandy Town Council

- 5 Action List**
To receive the Action List and any updates. Appendix I
- 6 Public Space Protection Orders**
To receive and consider a report from the Town Clerk and Public Space Protection Orders and the Safer Central Community survey. Appendix II
- 7 The Big Beds Clean Up**
To receive and consider communication from a charity established as part of the Keep Britain Tidy campaign. Appendix III
- 8 Parking Survey**
To receive and consider feedback on the recent St Swithun's Road and Kings Road Parking Surveys. Appendix IV
- 9 Sandy Green Wheel**
To receive and consider minutes detailing Sandy Town Council's actions from the Green Wheel Working Group. Appendix V
- 10 Beeston Working Group**
To receive an update from the Beeston working group on a schedule of works to be carried out on Beeston Village Green. Appendix VI
- 11 Summer Planters 2020**
To consider whether the committee wishes to recommend increasing the number of summer flower planters in the town for 2020/21. Appendix VII
- 12 Councillor Surgeries**
To consider if the Council wishes to hold a series of Councillor surgeries during the remainder of the Council year. Appendix VIII
- 13 Events Working Group**
To receive a report from the Events Working Group. Appendix IX
- 14 Chairman's Items**
- 15 Date of Next Meeting**
Monday 23 September 2019

Agenda Item 5 - Community Services and Environment Committee - Action list

Subject	Action to be taken		Response /Status
	Minute	Action	
Full Council Meeting 20/4/16			
Allotments and Community Orchard	(22-16/17)	Progress and update reports to go to the Community Services and Environment Committee	<p>Full Council approved of HoTs for lease of land on 9 April 2019. Awaiting progress from CBC.</p> <p>Clerk awaiting quote from solicitors for work required on drawing up a lease with CBC.</p>
Meeting 19/12/16			
Parking Restrictions	(77-16/17)	Clerk contact Central Bedfordshire Council to request that a parking study be carried out for Sandy Town Council and that the 1-hour parking restriction be considered within this study.	<p>CBC to carry out consultation with STC on possible solutions to some parking problems.</p> <p>CBC are looking to complete a parking management strategy, but a parking strategy addressing specific parking issues is not imminent.</p> <p>The Town Council has started a process of surveying residents to better understand parking issues in the town, with a view to feeding this into any strategy CBC may develop.</p> <p>Results of survey on agenda.</p>

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 12th August 2019

AUTHOR: Town Clerk

SUBJECT: Public Space Protection Orders and Safer Central

1. Summary

1.1 Central Bedfordshire Council (CBC) are undertaking a review of Public Space Protection Orders (PSPOs) and agreed to meet with the Clerk, Chairman and Vice Chairman of the Council's Community Services and Environment Committee to provide an outline of what is being looked at.

1.2 The following report is a summary of information received at the meeting.

2. Public Space Protection orders (PSPOs)

2.1 PSPO replaced older drinking control zones and dog orders. CBC are currently reviewing all PSPO's, which must be done every three years. Any PSPO must be justified and needs to be evidenced. The evidence base for why PSPO's are in place and whether they are still needed is under review and will go to a 12-week public consultation. The addition of any new PSPO's would require public consultation. Any changes would be implemented in March/April 2020.

2.2 Alcohol Zones Covered by a PSPO;

2.2.1 A PSPO covering the consumption of alcohol in a designated public place does not ban the drinking of alcohol in that area, but instead gives officials (CBC Safety Officers) the designated power to remove alcohol from individuals/groups if it is deemed to be causing a public nuisance. The PSPO's do not affect any existing police powers which they may use to deal with anti-social behaviour linked to alcohol. Therefore, a PSPO could cover a park but drinking of alcohol on a picnic in the park would still be legal.

2.2.2 There is currently a PSPO covering consumption of alcohol at Bedford Road. No other Town Council owned recreation grounds or areas are covered.

2.2.3 It is suggested that the PSPO covering Bedford Road should remain in place and that the implementation of PSPO's covering consumption of alcohol should be extended to cover the Town Council's other recreation grounds and therefore be included in CBC's public consultation.

2.2.4 It is also suggested that the implementation of a PSPO covering the Market Square be included in the consultation. It should be noted that temporary event notices for events such as the Christmas Lights would not be impacted by a PSPO on drinking alcohol.

2.3 Dog Control PSPO's

2.3.1 It should be noted that as with consumption of alcohol, PSPO's do not necessarily restrict an activity but do give more power if some action needs to be taken against occurring problems.

2.3.2 As reported to the last Council, CBC has four dog control orders designed to;

- Cut down dog fouling
- Restrict dogs from places such as children's playgrounds
- Ensure that dogs are kept on leads in sensitive areas

2.3.4 The four orders in effect are;

- 1) Dog Exclusion Orders
- 2) Dogs on Leads by Direction
- 3) Dogs on Leads
- 4) Fouling of Land by Dogs

CBC are not proposing to change the four orders.

2.3.5 Fenced in play parks in Sandy are covered by Dog Exclusion orders. Any areas with sports pitches will also be covered by Dogs on Leads orders, while all areas will be covered by Fouling of Land by Dogs. CBC are taking advice relating to the Fallowfield recreation ground, which has no sports pitches but does have play equipment which is not separately fenced in.

3. Safer Central

3.1 Information was provided on the Safer Central Survey, which allows residents to feed their concerns around crime and anti-social behaviour into CBC. The work of the Safer Central team is directly influenced by the feedback it receives from the surveys, which are continuous and can be completed at any time.

3.2 Safer Central is Central Bedfordshire's Community Safety Partnership, a group of organisations and services working closely together to tackle community safety issues in Central Bedfordshire. Community safety is a high public priority and can affect the quality of life for individuals and communities.

3.3 Safer Central has representatives from five statutory partners:

- Central Bedfordshire Council
- Bedfordshire Police
- Bedfordshire Clinical Commissioning Group
- National Probation Services/Offender Management Services
- Bedfordshire Fire and Rescue Service

3.3 Safer Central consults with partners, stakeholders and local residents to assess risk and threats each year. Work will focus on issues raised via the survey as residents continue to give feedback around crime, anti-social behaviour and safety in their area. The partnership currently has two priorities for 2020/21:

- ending exploitation – this includes modern day slavery, child sexual exploitation, trafficking, knife crime and county lines
- dealing with domestic and sexual abuse

The partnership also has one 'knowledge gap' - prevalence and impact of substance misuse

3.4 Community Safety Teams

1) Community Safety Operations deals with:

- anti-social behaviour
- CCTV
- environmental protection (graffiti, littering, noise nuisance, dog fouling)
- operational issues

2) Community Safety Partnership handles:

- performance
- analysis
- community engagement

- safer communities (identifying vulnerable communities and support required)

3.5 The Safer Central survey can be found at <https://safercentral.org/survey/>

3.6 CBC are looking into providing Town and Parish Councils with more regular data which could be used to support social media posts on Safer Central and increase survey participation. Some recent data for Sandy survey responses will be circulated to all Members.

4. Community Safety Partnership Event

4.1 The Community Safety Partnership team will be holding a small event, using the Community Stand at the end of August. This will be to promote their work, the Safer Central Survey and engage with the public.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 12th August 2019

AUTHOR: Town Clerk

SUBJECT: The Big Beds Clean Up

1. Summary

- 1.1 Sandy Town Council has received the attached correspondence from a charity set up to promote and carry out litter picking across Bedfordshire and educate on the risks to the environment and wildlife created by dropping litter.
- 1.2 The Committee are asked to consider the correspondence and the group's request for support.
- 1.3 Sandy Town Council took part in the 2019 Great British Spring Clean, which is part of the Keep Britain Tidy campaign.

From the end of March 2019 up until the 22nd September 2019 there will have been 12 Sandy community organised litter picks, for which the Council has loaned litter pickers, provided refuse sacks and collection of waste. Some of these litter picks have been arranged by existing community groups or organisations while others have comprised of a collection of community volunteers.

2. The Big Beds Clean Up

'Dear Sandy Town Council,

I hope you are well. My name is George and I have just started up a new charitable organisation - The Big Beds Clean Up.

Our primary aim is to keep the Bedfordshire environment (which will include Sandy) clean and tidy by organising litter picks around the areas of Bedfordshire. We have already have interest from local scouts groups as well as schools and a number of residents are keen to get involved.

Furthermore, we are keen to get people educated on the risks to the environment and its wildlife by dropping litter. I have arranged to visit school and speak to students about this. We are also planning on visiting events where we can set up stalls and recruit new volunteers.

We will also be campaigning, by putting up posters and leaflets, explaining to people how to best look after their environment. We have met with Nadine Dorris MP, who has agreed to offer support and get involved.

This organisation was created as part of the Keep Britain Tidy Litter Heroes Ambassador programme, which aims to get their volunteers to create these groups to look after their local environment. More information can be found here:

<https://www.keepbritaintidy.org/litterheroes-ambassador-programme>

The Big Beds Clean Up has an established committee, policies, business bank account and constitution which I have attached for your reference.

We have also just created social media pages:

Twitter: @BigBedsCleanUp

Instagram: @BigBedsCleanUp

Facebook: www.facebook.com/BigBedsCleanUp/

These have only just been set up and work around these will be done this week by the committee.

I am emailing to inquire about the kind of funding you can offer us. This organisation is directly involved in taking care of the Bedfordshire environment and therefore looking after its residents. The funding will be used to purchase litter pickers, rubbish bags, gloves, printing and equipment needed for stalls and attending events, and anything else needed to promote our cause. All of this is done within Bedfordshire. Any support would be greatly appreciated.

I also wanted to inquire about any other way you could offer us support. Is there any advertisement you could do on our behalf? Could any Councillors get involved? Would you be able to support us on social media?

Thanks for taking the time to read this email. If you have any further questions then please let me know and I will be happy to help. I look forward to hearing from you.

Kind Regards,

George Karaiskou **Founder of The Big Beds Clean Up'**

3. Recommendation

- 3.1 That the Council offers to support the initiative and invites them to utilise the Community Stand as part of its drive to educate environmental and wildlife concerns resulting from litter. The Council makes the charity aware of all the activities and active community volunteers who are already carrying out litter picking in and around Sandy.

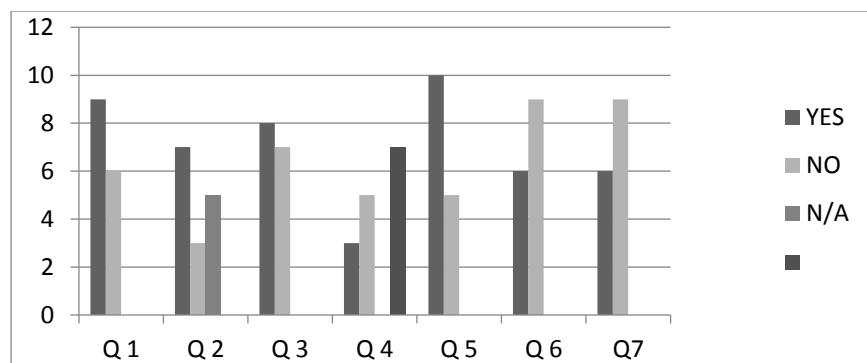
SANDY TOWN COUNCIL**COMMITTEE:** Community Services and Environment**DATE:** 12th August 2019**AUTHOR:** Cllr Susan Sutton**SUBJECT:** Parking Surveys**1. Summary**

- 1.1 It was resolved at the Community Services and Environment Committee on 1st July to undertake surveys of residents in the Kings Road and St Swithun's Way areas of Sandy. Questionnaires were delivered and collected in both areas by Cllrs Aldis, Doyle and Sutton.
- 1.2 It should be noted that the surveys were conducted with residents who are not necessarily the owners of the parked vehicles. This is particularly the case in the St Swithun's area.

2. Kings Road

- 2.1 There are currently 26 properties, which contain 52 registered electors over the age of 18 who could be car drivers/owners. Seventeen properties - mainly on the left-hand side currently have off-road parking, and some on the right-hand side are via a shared driveway to the rear of their properties. Fifteen responses were received and are summarised below:

		YES	NO	N/A	
Do you find it difficult to find a parking space near your home?	Q 1	9	6	0	
Is it difficult to access your drive because of parked cars?	Q 2	7	3	5	
Has this changed since the Kings road surgery closed?	Q 3	8	7	0	
How many on-road parking spaces do you use? 1, 2, 3 or none	Q 4	3	5	0	7
Do you feel there is a need to mark white bars on the road to indicate driveways?	Q 5	10	5	0	
Do you feel parking restrictions are needed in the road?	Q 6	6	9	0	
Would you support a residents parking scheme?	Q7	6	9	0	



2.2 Additional comments submitted by resident were:

	No:
In favour of residents parking scheme	4
In favour of shortening double yellow lines on junction	4
In favour of adding more double yellow lines	1
Unhappy about Roundabout Club visitor parking habits	8
Unhappy about cars parked on pavement	5
Concern about allocated parking space on plot for new houses	1
Problems for visitors who come in cars	1
Concern re HGV lorries using the road and not able to turn	1
Concern that parking restrictions will not be applied because most offences are evening/ weekend	6
Concern that residents own excessive numbers of cars	1
Concern regarding access for Emergency Vehicles	2

2.3 Apart from visitors to the Roundabout Club, the majority of those parking in Kings Road are residents. Since the surgery closed, there has been an impact but this seems to be as a result of that car park being used by residents at evenings and weekends which is now not available to them.

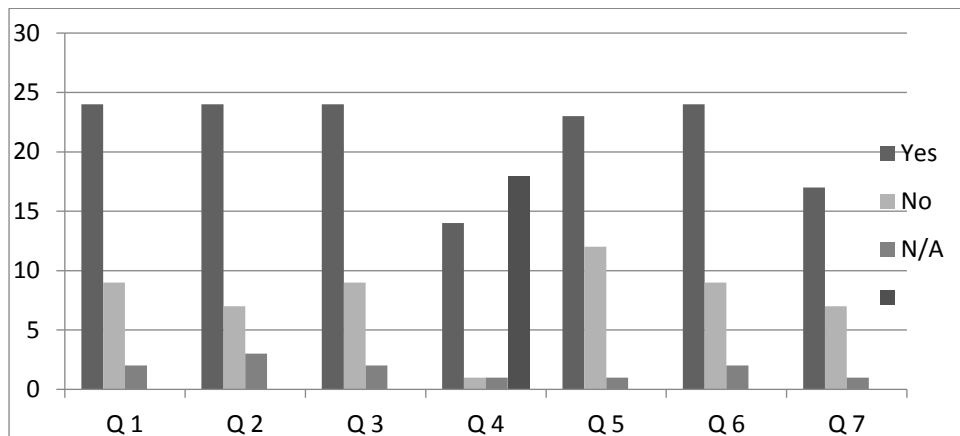
2.4 There is concern over “lost” vehicles using Kings Road not realising that it is a closed road and does not link with Swansholme Gardens and therefore the Youth centre at Sandye Place Academy. This was evident during the recent elections with voters driving down the road believing they could access the centre and having difficulties turning. It should be noted that the T junction sign in Kings Road is set well back off the road on the right-hand side and not visible to drivers, especially those coming from the A1 direction until they have already turned in.

2.5 The yellow lines at both ends of Kings Road are parked on by vehicles causing obstructions for vehicles entering, leaving or trying to turn around. It is not known whether any enforcement has taken place in recent years.

3. St Swithun’s Way and area

3.1 There are 72 properties, which contain 131 residents registered electors over the age of 18. Thirty-one responses were received and are summarised below:

		Yes	No	N/A	
Do you find it difficult to find a parking space near your home?	Q 1	24	9	2	
Is it difficult to access your drive because of parked cars?	Q 2	24	7	3	
Is leaving your driveway a problem because of parked cars?	Q 3	24	9	2	
How many on-road parking spaces do you use? 1, 2, 3 or none	Q 4	14	1	1	18
Do you feel there is a need to mark white bars on the road to indicate driveways?	Q 5	23	12	1	
Do you feel parking restrictions are needed in the road?	Q 6	24	9	2	
Would you support a residents parking scheme?	Q 7	17	7	1	



3.2 Additional comments submitted by residents were:

	No:
In favour of residents parking scheme	5
Against residents parking scheme	3
In favour of adding double yellow lines on junction with High Street	8
Need for designated disabled parking bays	3
Unhappy about cars parked on verges (Peels Place)	2
Concern that residents own excessive numbers of cars	1
Concern regarding access for Emergency Vehicles	4
Concern that the roads are being used by commuters	22
Concern that the parking habits cause danger to children	1

3.3 Unlike Kings Road, this road is used for parking by non-residents. It is clear from the survey that residents do not welcome parking by commuters, but almost all the residents in St Swithun’s Way have parking for at least 2 cars per house and also use the road for parking. The off-road parking is mainly in line format rather than side-by-side and therefore for residents with more than one vehicle, it would be easier for at least one car to be on the road to avoid shuffling.

3.4 Parking in this area is also used by residents of Cambridge Road (north end) and the High Street (entrance from High Street) who do not have their own parking. Therefore, any recommendations for parking schemes could have a wider impact.

3.5 In Peels Place, again the majority of houses have off-road parking, apart from the bungalows. The majority of houses in Cherry Croft also have off-road

parking. There are 20 parking spaces plus garages for residents of Stonecroft. The Stonecroft flats which face the High Street are now separated off from the bungalows and car park.

- 3.6 Many residents favour parking restrictions and further work would be needed to be done to establish an appropriate scheme for each separate road, ie parking on one side only.
- 3.7 If a residents' scheme were considered for this area, it would deter commuter parking, but with the majority of residents having parking facilities, few permits would need to be purchased and therefore the scheme could be economically unviable.

4. Recommendations

- 4.1 That the signage in Kings Road is replaced with more explicit information ie 'No Through Road' and re-sited to the entrance on the left-hand side. That white bars are painted at the entrances to driveways.
- 4.2 That enquiries are made with the CBC Parking Enforcement Team to establish if any checking and enforcement is undertaken in this area.
- 4.3 That further surveys are carried out with residents in streets adjacent to St Swithun's Way to assess the impact of any Residents Scheme or other parking proposals.
- 4.4 That white bars are painted at the entrances of driveways in the St Swithun's Way and surrounding area.

Sandy Green Wheel Development Group

10:00am 17 July 2019, Sandy Town Council Offices, Cambridge Rd, Sandy

Summary of Meeting Minutes for CS&E Committee

<p>Attendees: Caroline Romans (CBC), Christopher Dorow (CBC), Cliff Andrews (BRCC), Chris Robson (STC), Nigel Aldis (STC); Cllr Caroline Maudlin (CBC), Amanda Gibson (STC)</p>
<p>Apologies Steve Lakin (CBC), Richard Lawrence (BRCC),</p>
<p>Girtford Bridge – Route 51 Update</p> <p>EA forms submitted re: surfacing works. The upgraded route will more closely follow the legal line than the current walked route does. Consent from landlords has been verbally received, this needs to be in writing for both the surfacing works and the upgrade from Public Footpath to public Footpath with rights to cycle. One unknown landowner remains, but this part of the path has a reasonable surface already.</p> <p>Bailey bridge – EA – committed £40k towards refurbishment.</p> <p>Survey being done, and then will get quotes for the work, CBC Highways will look to include route from drop kerb on A603 to kissing gate by Girtford Bridge within the works.</p>
<p>Other issues / opportunities around the route</p> <p>FP24 (north of Sunderland Rd) – legal line can now be walked as volunteers from the Ripple Group have cleared the route</p> <p>Sandcast - A new path is to be created to Tesco from Ivel Road – Cllr Maudlin to get route from Highways.</p> <p>New disabled fishing platform and access path in Sandcast Wood, should be installed in the coming months. Opportunity exists to make the river bank route through Sandcast Wood more of a feature of the Green Wheel</p> <p>Chapel Meadow - Vegetation to be cut along permissive path edge – CD to organise as part of an already ordered cut.</p> <p>CBC Tenanted land alongside A603 slip road. CR to confirm with Claire Wardle when current tenancy ends; and ensure the wet woodland corner is retained.</p> <p>The Riddy: Hawthorn hedging overhanging path where lorries park on A1 slip road – CD to talk to Highways/Waste. Talk to Co-op re: community funds to keep it free of litter. Bins to be emptied more frequently and vegetation to be cut back so that they are visible. Signs to be put up re: fines for littering</p> <p>Bridge in poor (dangerous) condition going on to the Riddy – BRCC has volunteers who can make the repairs, but funds need to be found for the materials. It was suggested that Sandy TC may have funds in their Riddy pot. RL to investigate and if appropriate do works with IVCV group; or forward on to CD.</p>

Volunteer involvement in caring for the SGW – FoSGW

STC to lead set up using press releases, social media (Sandy, Bedfordshire Facebook page) etc. **BRCC** to then be primary contact for any issues. Long term aim would be for the FoSGW to be a self-governing group

Local businesses should be approached for sponsoring a FoSGW group – **CA** to draft a letter; **STC** reps to provide names/ contact details for suitable companies. Letter can include option for companies to provide staff for any larger-scale tasks as their corporate volunteering. Cllr Maudlin is talking to Sarah Hughes regarding such volunteering initiatives.

RIPPLE group also available for specific jobs esp. vegetation clearance, Ivel Valley Conservation Group can install kissing gates/repair bridges etc. Engage with groups that already do litter picks.

First Anniversary event – Sunday 15th September, being considered by **STC**
CBC/BRCC can share risk assessment for the event.
Promotion needs to start immediately to make this event a success.

Financial Contribution for SGW delivery

CA to send letter requesting £2k contribution in 2020/21 with details of what it will fund.

Date of next meeting 16th October 2019 at Sandy Town Council Offices.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment
DATE: 12th August 2019
AUTHOR: Town Clerk
SUBJECT: Green Space Maintenance and Enhancement Review

1. Summary

- 1.1 As part of its Community Plan Sandy Town Council highlighted an ambition to protect and enhance its green spaces. As such it is proposed that an audit is carried out of each of the Council owned areas to highlight maintenance requirements and areas for potential improvement or enhancement.
- 1.2 The following table summarises a maintenance review of Beeston Green which was completed by the Beeston Green Working Group in conjunction with the Grounds Team Leader. The report focuses on maintenance requirements and will be expanded to look at The Limes and greenspace enhancement opportunities. It is intended that reports on all areas under Sandy Town Council’s responsibility will be carried out and reported to the committee with any relevant actions or recommendations.

Members are asked to consider the report and if it is in a suitable reporting format. Future audits and reporting will then be based on this.

Key Issues			
Area	Concern	Action	Committee Recommendation
Grass Cutting	Work by CBC contractor not considered satisfactory at present.	CBC and Contractors to be contacted and matter addressed directly with them.	N/A

Grass Cutting	<p>Verges and the main body of the Green are cut on different days and at different heights.</p> <p>Main Green cut too short leading to uneven appearance and bare patches.</p>	Cutting to be monitored by Beeston Green Working group to ensure improvements are made.	
Weeds	Overgrown western fringes are encroaching on the Green and need to be cut to soil level.	Local farmer has cut growth to soil level and will rotavate the area later in the year. There was no cost to Council for this work.	In autumn the area to be replanted with grass seed and wildflower mix. Supporting the Council's environmental goals. The group will further consider and discuss enhancement of the area.
Ongoing Matters			
Tree Work Required	Some small dead trees to be removed and replaced. Low branches are creating an issue with cutting of grass	<p>Assess number of dead trees in need of replacement and put forward a recommendation to PFR for expenditure if necessary.</p> <p>Include cutting of low branches in autumn tree work. Further discussion to be had on allocation of 2019/20 arboriculture budget.</p>	N/A
Tree Charter Saplings	Two saplings planted as part of the Council's participation in the 'Tree Charter' died during last year's heatwave.	Dead saplings to be removed and new saplings to be planted.	That the Council purchase two new silver birch saplings from its 2019/20 arboriculture budget and plant these in the same area as the dead saplings.
Dog Waste Bins	Concern over the number of available bins and the state of repair of those in place.	Administration team to chase up clean-up/repair work of existing bins.	N/A

AGENDA ITEM 10

APPENDIX VI

		Application for additional bins to be put to CBC.	
No Parking Signs	Concern over parking on the verging of the Green which is causing damage. Agreed to install two No parking Signs.	Application to Sc106 made for funds to cover purchase of two 'No Parking on the Green' signs. Once sc106 funds are allocated, signs will be ordered and installed at the two ends of the Green.	N/A
Culvert on western border of Green	The culvert has become overgrown. The area used to be a wildlife haven but has had no work carried out in recent years.	More information is needed from the Water Authority on what work they can carry out and if the sluices are ever raised.	N/A
Willow Island	Some work was carried out by STC to willows on Willow Island. Dead willows are threatening the A1 carriageway. Highways England are aware, but no action taken to date.	Clerk to pursue Highways England for action to be taken and report back to the Beeston Green Working Group.	N/A
Orchard Road Access Path	Edges of access path at the end of Orchard Road have been severely damaged by lorries and need to be repaired.	Establish who is responsible for repairing the damage and pursue repair work.	N/A
House number signs	The sign at the southern end of the Green is damaged and is in need of repair.	Highways to be chased on carrying out repair to signage.	N/A
Verge Weed	Much of the encroaching weed growth along the verge	Working Group to review and recommend action on the future of	N/A

<p>Growth adjacent to Culvert</p>	<p>next to the culvert has been cleared, this has left a brown mulch. Other areas still need clearance of nettles and weeds.</p>	<p>this area in terms of further clearance and replanting work.</p>	
<p>Removal of Tree close to access track across Green</p>	<p>Evidence that a small tree has been cut down on the Green. The tree was a dead tree and has resulted in a 12” stump.</p>	<p>Removal of stump and replacement of tree.</p>	<p>That the Council purchase a new silver birch sapling from its 2019/20 arboriculture budget and plant these in the same area as the removed dead tree.</p>

2. Audit Working Groups

- 2.1 The Beeston Green Working Group consists of two STC Members and one CBC Member. It is suggested that the town could be split into three zones, with a working group assigned to each to carry out a review/audit of green spaces with the Council’s ground team, identify maintenance issues or opportunities and report back. It is also suggested that CBC Members be asked to each sit on a working group and join the audit in case any matters need to be raised with CBC.
- 2.2 Members are asked to consider the setting up of two working groups to carry out green space audits within the next month and issue a report back to the next committee meeting.

SANDY TOWN COUNCIL**COMMITTEE:** Community Services and Environment**DATE:** 12th August 2019**AUTHOR:** Town Clerk**SUBJECT:** Summer Planters**1. Summary**

- 1.1 Sandy Town Council provides planting and flower baskets/towers around the town centre and has a dedicated annual budget for the provision of flowers in the town.
- 1.2 The Council's current contractor for seasonal summer planted towers, hanging baskets, lamppost baskets and barrier baskets (Plantscape) has held the price since 2015 and is the Council's contracted supplier until the end of 2020.
- 1.3 The Council has received compliments about its summer displays and the CSE Committee are asked to consider whether they are happy with the current level of seasonal summer tower planters, barrier baskets and lamppost baskets in the town or if they would like to see any additional purchases made for 2020. Any recommendation will be taken forward to the PFR Committee as part of the precept process.

2. Current Seasonal Planters

Item	Qty	Price Per Unit	Total Cost	Location
Barrier Basket 1250mm Green Planted	4	£74.00	£296.00	Co-op/Rasoi Railings at Crossing
Flower Tower 3 Tier Green Planted	4	£134.00	£536.00	Market Square area outside Chemist and next to the Sandy Town Sign
Hanging Baskets	11	£23.00	£253.00	2 x Council Office 9 x High Street Shops
Lamppost Baskets	44	£22.50	£990.00	On columns from Bedford Road along through the High Street
Window Box	1	£70.00	£70.00	Bedford Road under the Sandy sign
Total Cost			£2,145.00	

3. Current Budget

- 3.1 The current annual budget for planting, shrubs and trees is £6,250. This budget is used for the provision of summer planting, winter planting, any consumables/materials associated with the planting and any additional planting that might be required in areas owned by the Council, such as shrubs or new/replacement trees. The actual expenditure on planting in the last financial year was £4,955.
- 3.2 All planters and bedding flower areas must be watered throughout the season. The work is undertaken by one operative using the Council truck and water bowser and is carried out twice a week during the summer months.

4. Other Potential Areas for Summer Planters

- 4.1 There are other potential areas in the town centre that the Council may wish to place summer planters. Members are asked to be aware that there would be implications on the time needed to water planters and the volume of water used. However, the Groundsman has said that placing some additional planters in the town centre would not have a major impact on the current time taken to do the work.
- 4.2 Some areas for consideration are detailed below;

Area	Type	Qty	Cost
Bedford Road Crossing Railings	Barrier Baskets	4	£296
Shopping Parade Railings	Barrier Baskets	3	£222
Community Stand / Benches	One Tier Planting Tower	1	£80
Community Stand	Hanging Baskets	4	£92

Members are asked to consider if they wish to recommend any increase in the number of summer planters/baskets for the next financial year as part of the precept process.

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 12th August 2019

AUTHOR: Town Clerk

SUBJECT: Councillor Surgeries

1. Summary

1.1 Sandy Town Council has a public engagement strategy in which it sets down aims with which to create opportunities for community engagement and provide the public with different ways of engaging with the Council and Councillors. The last Council previously carried out a series of public surgeries (one every 8 weeks) which were held in the Council Chamber.

1.2 Members are asked to consider whether they wish to hold regular surgeries and if so, where and what format they would like these to take. If Members wish to recommend to Council that surgeries are held, it is suggested that they be on a six-week cycle and occur sometime close to a Full Council meeting. This way issues could be reported to that meeting relatively quickly.

1.3 A suggested time table of surgeries would be;

Saturday 14th September 2019 – Community Stand

Friday 25th October 2019 - Chamber

Saturday 7th December 2019 - Chamber

Friday 17th January 2020 - Chamber

Saturday 29th February 2020 - Chamber

Friday 3rd April 2020 – Community Stand

SANDY TOWN COUNCIL**COMMITTEE:** Community Services and Environment**DATE:** 12th August 2019**AUTHOR:** Administrator – Katie Barker**SUBJECT:** Events Working Group**1. Summary**

- 1.1 The Events Working Group met with Roger Sparks (RBL) and Rev. Huw Davies (St Swithuns Church) on 16th July to progress plans for the Remembrance Parade and Service, as well as discussing other upcoming Council events.
- 1.2 The following brief report contains notes from the latest Events Working Group meeting and details of the Council's recent and upcoming events. Members are asked to note the dates and expenses of these events.

2. Events Schedule

- 2.1 The Council's events schedule is as follows:

Event	Date	Expenses
Community Stand Opening	Saturday 20 th July 2019	£236.95 for flags & bunting
Sandy & District Horticultural Association Show	Saturday 17 th August 2019	£151.46 for 2 tabletop pinboards
Remembrance Parade and Service	Sunday 10 th November 2019	None
St Swithun's Church Christmas Tree Festival	Saturday 30 th November - Sunday 1 st December 2019	TBC - donation to be made on entry
Christmas Lights Switch On	Sunday 1 st December 2019	TBC - supplies for mulled wine stand
Air Training Corps Parade	Sunday 9 th February 2020	None
VE Day 75 th Anniversary Celebrations	Friday 8 th May 2020	TBC - piper, crier, entertainment, etc.

3. Minutes in Brief of the Events Working Group Meeting on 16th July 2019

Events Working Group

Minutes of the Meeting on Wednesday 16th July 2019 at 2.00pm

In attendance: Cllrs P N Aldis, A Gibson, M Scott, S Sutton; Mr R Sparks (RBL), Rev. H Davies (St Swithuns), Mrs. T Cole and Miss K Barker (Administrator)

Not in attendance: Cllr N Thompson

1 – Remembrance 2019:

Action

- See 'Event Action List – Remembrance Activities' for all actions.

2 – VE Day 75th Anniversary:

- See 'Event Action List – VE Day 75' for all actions.

3 – Community Stand:

i) The group considered the question of offering refreshments to guests at the event but decided it would be best to encourage both guests and the public to make use of local cafes, pubs & restaurants.

ii) Members discussed the pros and cons of businesses using the Community Stand for advertising and sales, as opposed to community groups and charitable organisations. It was mooted that supporting local budding entrepreneurs and existing businesses could help to strengthen and reinvigorate the High Street and that the Council should encourage all positive use of the stand and not disincentivise any groups from making use of it until more was known about the level of interest there is in it. The group agreed not to make a recommendation for booking charges to be introduced at this time, but to review this option in 6 months. It was also agreed that block bookings ad infinitum would not be permitted. Instead, such a request which has been received, would be granted for an initial 4 instances and during this period, any possible further bookings would be reviewed with consideration of the businessowner's experience at the stand and of any conflicting booking requests from other groups.

KB

iii) Members agreed that Bedfordshire Music Centre should be allowed to display 2 feather flags &/or an A-frame advertising their services during their performance and that any other performers would be welcome to display similar materials. The flags should be checked by a Town Council representative once put up for safety purposes.

KB

4 – Additional items:

- Preparations for the Council's stand at the Sandy & District Horticultural Association Show were discussed:
 - Posters & forms must be prepared for 'Sponsor a Lamppost Poppy'
 - Boards with Council posters need to be prepared & transported to SPA
 - Councillors should be asked to volunteer to man the stand during the day
 - It was suggested that Councillors be asked to provide a baby photo of themselves, in order to hold a 'Guess the Councillor' competition at the Council Stand to raise funds for the Mayor's Charity.

CR, SS, AG

5 – Date of next meeting: Thursday 29th August at 10am

