

Sandy Town Council

To: Cllrs N Aldis (Chairman), J Ali, T Cole, A M Hill, G Leach, C Osborne, D Quick, M Scott, J Sparrow, S Sutton
c.c. Cllrs P Blaine, W Jackson, M Pettitt, D Sharman, 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 22 February 2016 commencing at 7.30pm.

Chris Robson
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
16 February 2016

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 4 January 2016 and to approve them as a correct record of proceedings.

Previously
circulated

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

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|----|---|--------------|
| 5 | Action List
To receive Action Report and any updates. | Appendix I |
| 6 | Queen's Birthday Celebrations
To receive a verbal update from Cllr Aldis about the proposals for the Queen's Birthday Celebration's beacon. | Cllr Aldis |
| 7 | Sandy Cemetery
To consider delegating authority to the Town Clerk on non-residential fees. | Appendix II |
| 8 | Dogz Aloud
To consider whether there is a need to have Dogz Aloud give a training and education session in Sandy. | Appendix III |
| 9 | Market Town Regeneration Fund
1. To receive a report from Carolyn Blake.

2. To receive an update on match funding from the Town Clerk. | Appendix IV |
| 10 | Walkers Are Welcome
To receive a report on Walkers Are Welcome accreditation. | Appendix V |
| 11 | Finger posts - Town Centre
To receive a report from Cllr Aldis. | Appendix VI |
| 12 | Police and Crime Commissioner
To hear from the Town Clerk regarding the Police and Crime Commissioner's Operation Salcoats. | |
| 13 | Chairman's Announcements | |
| 14 | Date of next meeting – 4 April 2016 | |

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

Subject	Action to be taken		Response /Status
	Minute	Action	
Meeting 1/6/15			
Engayne Avenue Estate	(6-15/16)	Cllrs Aldis and Ali research and gather information about the area and report back to the Council in six to nine months' time.	Report due December-March 2015/16
Bus Turning Circle	(12-15/16)	Defer a decision on whether the bus shelter outside Quince Court be moved until after the meeting with CBC had taken place.	CBC Consultation in progress
Bus Shelter in Fallowfield	(15-15/16)	Defer this item until the bus route is decided.	Ongoing
Meeting 13/7/15			
Potton – Sandy Cycle way	(24-15/16)	Cllr Aldis was appointed Sandy Town Council representative on the Potton – Sandy cycle way group.	Discussions on route are ongoing
Meeting 24/8/15			
Berwick Way Estate/ Amenity area	(33-15/16)	That Cllrs Aldis, Ali and Hill along with the Town Clerk meeting with TiLCo to discuss the adoption and maintenance.	Response issued to TiLCO's suggestions. No reply at date of agenda
Meeting 5/10/15			
Beeston Green	(44-15/16)	The Town Clerk prepare a draft Management Plan. The Town Clerk to contact CBC about the possibility Community Orchard project.	Ongoing Ongoing
Meeting 4/1/16			
Sandy Cemetery Chapel	(77-15/16)	That work be done to remove the birds roosting and to stop them getting back in. That the Cemetery Working Group considers, over the next few months, the future of the Chapel and bring back a report.	Work carried out on 18 February 2015. Ongoing

AGENDA ITEM 7

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 22 January 2016

AUTHOR: Town Clerk

SUBJECT: Sandy Cemetery Non Residential Fees

Summary

In April 2016 burial, interment and memorial fees are due to increase slightly as a result of the Town Council's annual review of Scale of Charges.

Fees for non-parishioners are treble that of Sandy Parishioners. This is a practice common to Town Councils as pressure on cemetery capacity increases. In recent months the Town Council has received requests that individuals no longer residing in Sandy pay parishioner fee rates rather than treble fees. The individuals have all had strong links to Sandy and in some cases relocated due to residential care. Each request has been considered on individual case by case basis. Time pressure around burial dates can make it difficult to bring individual requests to a committee meeting.

Fees include excavation which will usually be undertaken by our own contractor.

Sandy Town Council does not now accept pre-purchase of any plots due to restrictions of space in the cemetery. This is due to be reviewed on completion of the cemetery extension.

Consideration

Members are asked to consider whether exceptions to treble fees can be made for non-residents and whether a decision from the CS&E committee is necessary in each case or if the authority to decide can be passed to the Clerk.



dogzaloud
K9 behavioural centre

Chris Robson
Clerk to Sandy Town Council
10 Cambridge Road
Sandy
Beds
SG19 1JE

Dear Mr Robson

I hope you don't mind me making direct contact like this, but as Bedfordshire's premier dog training & behavioural centre, we feel we have a responsibility to our local area, to spread the word about responsible dog ownership and what that really means.

I wonder if you would be kind enough to bring this up with your Councillors to see if they'd be interested in us doing a FREE training and education session in your area. The session can be tailored to deal with issues that may be pertinent to your area. We have carried out such programmes already for the Wildlife Trust in Dunstable Downs and Central Bedfordshire Council at Baulk Wood.

We would provide the staffing required and any training items, but would ask the Council to do the advertising and to provide a suitable outdoor space.

If there is an interest and you would like to chat about it further, please don't hesitate to ring me on 07740 285575.

Yours faithfully



Lesley Best
Dogzaloud K9 Training & Behavioural Centre



STORY IN STONE

Historic Market Town
Heritage Trail
for
Biggleswade,
Sandy & Potton

Market Town Regeneration Scheme Proposal

February 2016

Information for Sandy Chamber of Commerce

STORY IN STONE is a mosaic heritage trail, intended to visually enhance our town and positively engage with residents, schools, local organisations, shoppers, businesses and tourists / visitors.

Heritage Trail for Biggleswade, Sandy & Potton

As a three Market Town application this automatically becomes a stronger bid.

Economic Uplift:

- Updating brown signs around the 3 towns to promote 'us' as Historic Market Towns
- Increase footfall into the towns ergo increased turnover for local businesses
- Using IT links to enhance business advertising. Dedicated website www.storyinstone.com

Outcomes and benefits:

- A magnificent state of the art series of mosaics across 3 market towns.
- Opportunities for school participation locally and visits to South Bank Mosaics.
- Promoting increasing footfall to our towns, passing traffic off the A1, from Green Wheels', Green Sands Ridge Walk, London Road Retail Park as well as encouraging local residents to explore where they live.
- Media coverage – local radio, press, TV (which also provide an economic uplift)
- Opportunities for souvenirs ie postcards, fridge magnets, tea towels, coasters etc.

Carolyn Blake (Project Manager)
M. 07713 474741 e. carolyn@carolynblake.com

Samples of previous mosaic work created by Tessa Hunkin and made in the South Bank Mosaics Workshop St John's Crypt, Waterloo. These examples are from The Queenhithe Mosaic in London.



Carolyn Blake 09/02/201

AGENDA ITEM 10

SANDY TOWN COUNCIL

COMMITTEE: Community Services & Environment Committee

DATE: 22 January 2016

AUTHOR: Town Clerk

SUBJECT: Walkers are Welcome

Summary

Sandy Town Council resolved to support joining Walkers and Welcome in 2012 and initiated establishing a steering committee comprising of volunteers and a Council representative. Membership in the scheme is now up for renewal.

Information

Walkers are Welcome is a non-profit making Community Interest Company. The scheme was launched in 2007 as a nationwide initiative to encourage towns and villages to be 'welcoming to walkers'. There are over 100 locations across the UK that have joined the scheme to benefit from Walkers and Welcome accreditation.

Its aims are to encourage and support towns to;

- To be attractive destinations for walkers with top quality information on local walks
- Offer local people and visitors excellent walking opportunities within their areas
- Ensure that footpaths and facilities for walkers are maintained, improved and well sign posted
- Contribute to local tourism plans and regeneration strategies
- Promote the health benefits of walking and increase participation
- Encourage the use of public transport.

Sandy is the only town in the area which has accreditation. The nearest town which also has accreditation is Chesham.

Accreditation

Whilst the accreditation should have Town Council support, it is essential that this is a 'bottom-up' initiative run by the community possibly with the aid of other professionals and businesses etc. for the benefit of the area.

Gaining the status is dependent on the Executive Committee being convinced that any application is a 'bottom up' initiative from within the local community. This is to ensure there will be on-going continuity of support for the project.

Walkers are Welcome have found when applications come from Councils or other agencies, the commitment has tended to be short-term as personnel change. That is

not to say that such groups cannot initiate the formation of community groups to pursue an application.

There is an annual accreditation fee of £50. An Annual Return must be produced and submitted to the Walkers are Welcome organisation each year. The Annual Return addresses how the town has met the criteria over the past year.

Accreditation criteria;

1. *Demonstrate popular support for the concept* – for example, by collecting signatures from local residents. They expect to see approximately 5% of the population.
2. *Gain formal endorsement from the local council*
3. *Indicate a commitment to ensure that the local public path network will be maintained in good condition*
4. *Ensure adequate marketing of Walkers Are Welcome status*
5. *Show how use of public transport will be encouraged*
6. *Demonstrate how you will ensure that Walkers are Welcome status is maintained in the future*

Current Status

The main administration for the Sandy Walkers are Welcome accreditation was the previous Town Clerk who acted as Chairman of the steering group with the former TIC manager as Secretary, these roles were primarily as volunteers and not just within their professional jobs.

Once the TIC closed the accreditation was taken under the care of the Town Council and the volunteer roles continued. The steering committee was comprised of a number of volunteers and a council representative. The criteria has not been met in 2015 due a lack of activity as a number of the steering committee volunteers are now unavailable. An active community steering committee will need to be re-established.

There are two ways forward;

1. Pay the subscription and continue as Provisional Members whilst the town gets back working to the criteria. We would have the aid of a Walkers are Welcome mentor to achieve this.
2. Resign from the scheme.

Recommendation

That the Council pay the subscription fee to continue as a Provisional Member whilst the town works towards re-establishing an active committee and meeting the criteria set out above with the help of a Walkers are Welcome mentor.

Agenda Item 11**Sandy Town Council**

COMMITTEE

Community Services & Environment

DATE

22nd February 2016

AUTHOR

Cllr Nigel Aldis

SUBJECT

Finger Posts

Introduction

A question was raised by a member of the public about whether the Council would support the installation of a "Finger Post" in the Town Centre to give directions to places of interest that visitors might like to visit. It was agreed that the matter would be discussed at the appropriate committee.

Finger Posts

Finger posts come in several different designs which can reflect the situation in which they are placed.

Below are some of the suppliers and the details of their products reprinted from their web-sites. Quotations are also attached.

Broxap

Our range of cast finger post signage columns are available in a variety of traditional and modern designs to complement any existing surroundings. Signage columns provide a great method for guiding pedestrians in towns, cities, parks and more.

Cast finger post signage columns are available with a choice of finger arms, various finials and a selection of typefaces and symbols. Columns are available in cast iron, cast aluminium, ductile iron or mild steel.

The finger arms are manufactured from cast aluminium. If more than one finger arm is required we also offer spacer collars which create a gap between finger arms or allows space to accommodate future additional arms. A selection of typefaces are also available. A range of standard abbreviations or symbols such as parking, cycles and information can be incorporated on to the finger arms.

Column - £525	2 fingers - £168	3 fingers - £218	Prices ex VAT
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Fitzpatrick Woolmer

Modular fingerpost

Features

- Lightweight aluminium construction
- Single, double and triple line legends
- Variable direction arms
- Self adhesive cut vinyl lettering
- Powdercoat finish to standard colour
- Delivered in 4 weeks*
- 1 year manufacturers warranty
-

Shelley Signs

Finger posts. Used for directing visitors around open spaces material options include oak, treated softwood, recycled plastic and steel posts with printed finger arms.

The timber and recycled plastic options normally include routed, indented text which is usually painted with the fingers morticed into the posts. The softwood is pressure treated and posts stained or oiled to suit.

The steel fingerpost option will be galvanised and powder coated to an agreed colour. The finger arms are printed on GRP or a variety of external grade PVC materials and fitted to the post with aluminium brackets.

Timber posts can be either square section or round – this will depend on style, other items on site you are looking to match and the number of directional arms required. Round posts give more flexibility for numerous arms or 'non right angle' directions

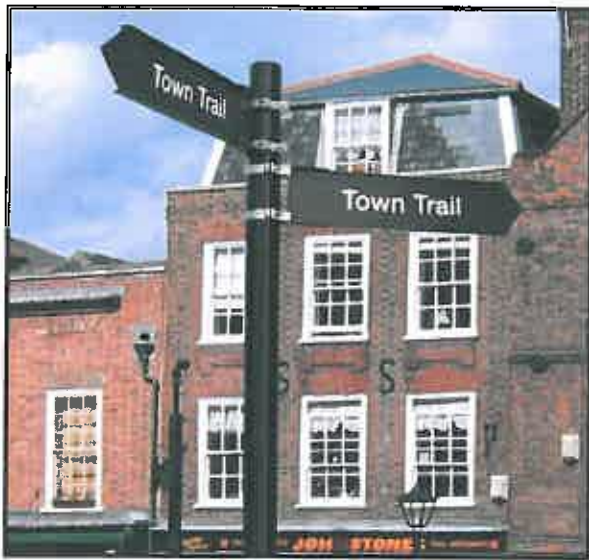
Recommendation

Members are asked to consider the report and decide if they wish to investigate further having a finger post in the Town Centre and what places they would like it to indicate.

Sandy Town Council

Community Services & Environment - 22nd February 2016

Finger Post Report



Fitzpatrick Woolmer



Shelley Signs



Broxap

finials and accessories

BX 4350 Standard Finial



190mm dia. x 350mm high. from £95.00

BX 4358 Ball Finial



128mm dia. x 200mm high. from £85.00

BX 4350 Standard Finial



310mm wide. x 420mm high. from £135.00

BX 4350 Standard Finial



76mm dia. from £45.00

BX Custom Finial



£POA

BX14 Accessories



Spacer collars

from £29.50

Per single collar.
BX14 4312-1

Column extensions

from £88.00

Per single column.
BX14 4362.



* 210mm deep item. Other depths available, please enquire.

Typefaces



We consistently use the two typefaces as shown on the left, which prove to be the most easily readable and popular choices. Clients can supply their own typefaces or new designs can be produced. A range of standard abbreviations or symbols such as information, parking, chevrons etc., can be incorporated into the finger arm.



BX37 Finger Arms



BX37 4332 90mm deep x 700mm long £126.00



BX37 4338 150mm deep x 700mm long £168.00



BX37 4342 210mm deep x 700mm long £218.00



BX24 4334 Double Arm 90mm deep x 1480mm long £215.00

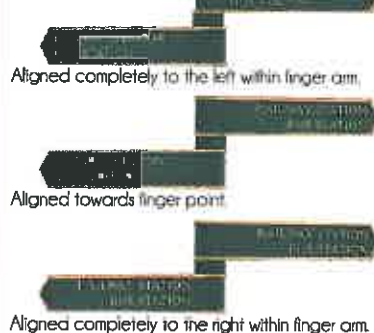
Text Layout

How to order Finger Arm specifications

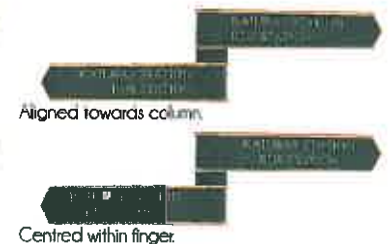
- 1 Finger style BX24 4338 Standard, 150mm deep, double row of text
- 2 Typeface Times New Roman, upper and lower case
- 3 Text LINE 1: Market Place LINE 2: Shopping Precinct
- 4 Text position Centred within finger arm
- 5 Symbol Parking
- 6 Symbol position Ranged right to finger point and centred within depth of arm
- 7 Point finish Fully painted blue (RAL 5005) with white text and white highlighted symbol



STANDARD



Aligned completely to the right within finger arm.



Centred within finger.