

# Sandy Town Council

## Minutes of the Annual meeting of Sandy Town Council held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 23<sup>rd</sup> May 2022 at 7.30pm

**Present:** Cllrs P N Aldis, J Hewitt, L Ivanciu-Wilkinson, W Jackson, T Knagg, R Lock, C Osborne, M Pettitt, M Scott, P Sharman and S Sutton.

**Absent:** Cllrs P Blaine, N Thompson and CBC Cllr C Stock.

**In attendance:** Mrs N Sewell (Clerk), Anne Elliott-Flockhart (Administrator) CBC Cllrs S Ford and C Maudlin.

Cllr Pettitt welcomed everyone to the meeting and extended a special welcome back to Ward Councillor Ford who has recently returned to Council duties following a long absence. He went on to congratulate Cllr Maudlin for her recent appointment to Vice Chair of Central Bedfordshire Council.

### Action

**1 Election of Sandy Town Council Chair/Town Mayor for 2022-23 (1-2022/2023)**

Councillor Martin Pettitt was nominated and seconded to be Mayor for the municipal year 2022/23. No other nominations were received.

**RESOLVED** to elect Cllr M Pettitt for the municipal year 2022/23.

**2 To receive Declaration of Acceptance of Office by newly elected Sandy Town Council Chair/Town Mayor (2-2022/2023)**

The declaration of acceptance of office of Town Mayor was made by Cllr Pettitt and duly signed. The presentation of the Chain of Office was made to Cllr Pettitt.

Cllr Pettitt thanked everyone for their support and confidence in voting him Mayor for another year. He commented that while the past year had been challenging at times, broadly speaking things had been satisfactory adding, now is the time to redouble our efforts.

He continued by saying he looked forward to bringing outstanding projects to fruition, working with the Clerk and Anne as well as other Members of the Council staff both indoor and outdoor teams.

He conceded that the Jubilee had significantly increased workload and taken up a disproportionate amount of officers' and Members' time. Especially with further obstacles still being put in the way of

# Sandy Town Council

the organisers which he stated the Clerk would update Members on later in the meeting.

## **3 Mayor's Charity Account (3-2022/2023)**

**RESOLVED** that Cllr Pettitt as Mayor remains as signatory on the Mayor's charity account.

## **4 Apologies for Absence (4-2022/2023)**

Apologies for absence had been received from Cllr P Blaine and CBC Cllr T Stock.

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## **5 Declaration of Interest and requests for dispensations (5-2022/2023)**

- i) *Disclosable Pecuniary Interests* - None
- ii) *Non-Pecuniary Interests* – None
- iii) *Dispensations* – None

## **6 Election of Sandy Town Council Deputy Chair/Deputy Town Mayor (6-2022/2023)**

Councillor Joanna Hewitt was nominated and seconded to be Deputy Mayor. No other nominations were received.

**RESOLVED** to elect Cllr J Hewitt as Deputy Mayor for the municipal year 2022/23. The Mayor presented the Deputy Mayor's medallion to the new Deputy Town Mayor. Cllr Hewitt thanked Members for the opportunity to serve as Deputy Mayor again.

The declaration of acceptance of office of Deputy Town Mayor was made by Cllr Hewitt and duly signed.

Cllr Hewitt stated it had been great to work with the Mayor over the past 12 months. She said it had been a huge learning curve and was aware she still had more to learn.

## **7 Public Participation Session (7-2022/2023)**

Ward Cllr Maudlin updated Members on the newly opened car park by Sandy Train Station. She reported it was still early days in terms of the car park's success and that an anomaly between charges for the new car park and the existing Network Rail car park noticed by Cllr Hewitt during a visit she and the Mayor had made to the car park the previous week, was being reviewed.

This review would see costs being decreased making the new car park cheaper than Network Rail's, while offering the same parking times.

# Sandy Town Council

## **8 Minutes of previous Town Council Meetings (8-2022/2023)**

Receive the minutes of the meeting of Sandy Town Council held on Monday 11<sup>th</sup> April 2022 and to approve them as a correct record of proceedings.

## **9 Minutes of Committees and Recommendations therein (9-2022/2023)**

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) **RESOLVED** to receive and note the minutes of the Development Scrutiny Committee meeting held on 25<sup>th</sup> April and 9<sup>th</sup> May 2022.
- ii) **RESOLVED** to approve the recommendation by Policy, Finance & Resources Committee to increase the budget for the Queen's Platinum Jubilee Event by £3,500 and that this extra funding come from Capital Reserves. The minutes of the Policy, Finance and Resources Committee held on 16<sup>th</sup> May would be received at the next full Council meeting.
- iii) **RESOLVED** to receive and note the minutes of the Community, Services & Environment Committee held on 9<sup>th</sup> May 2022.

## **10 Appointment of Members to Serve on Committees (10-2022/2023)**

It was proposed and seconded and **RESOLVED** that:

- i) The Development Scrutiny Committee comprise of Cllrs P Blaine, J Hewitt, L Ivanciu-Wilkinson, W Jackson, T Knagg, M Pettitt, P Sharman, S Sutton, N Thompson (plus 1 vacancy).

It was proposed and seconded and **RESOLVED** that:

- ii) The Community Services & Environment Committee comprise of Cllrs N Aldis, L Ivanciu-Wilkinson, T Knagg, R Lock, C Osborne, M Scott, S Sutton, N Thompson (2 vacancies).

It was proposed and seconded and **RESOLVED** that:

- iii) The Policy Finance & Resources Committee comprise of Cllrs N Aldis, P Blaine, J Hewitt, W Jackson, R Lock, C Osborne, M Pettitt, M Scott, P Sharman (1 vacancy).

# Sandy Town Council

It was proposed and seconded and **RESOLVED** that:

- iv) The Human Resources Committee comprise of Cllrs N Aldis, P Blaine, J Hewitt, W Jackson, C Osborne, P Sharman, S Sutton.

It was proposed and seconded and **RESOLVED** that:

- v) The Grievance and Complaints Committee comprise of Cllrs L Ivanciu-Wilkinson, T Knagg, R Lock, M Scott (1 vacancy).

## **11 Election of Committee Chairs (11-2022/2023)**

- i) It was proposed and seconded and **RESOLVED** that Cllr S Sutton be elected Chair of the Community Services & Environment Committee.
- ii) It was proposed and seconded and **RESOLVED** that Cllr P Sharman be elected Chair of the Development & Scrutiny Committee.
- iii) It was proposed and seconded and **RESOLVED** that Cllr C Osborne be elected Chair of the Policy, Finance & Resources Committee.
- iv) Following a Ballot by paper, it was **RESOLVED** that Cllr W Jackson be elected Chair of the Human Resources Committee.
- v) It was proposed and seconded and **RESOLVED** that Cllr M Scott be elected Chair of the Grievance and Complaints Committee.

## **12 Working Groups (12-2022/2023)**

It was agreed that:

- i) The Beeston Green Working Group and Beeston Allotment and Orchard Working Group be merged into the Beeston Working Group and that it would comprise of N Aldis and M Scott.
- ii) As above.
- iii) The Cemetery Working Group comprise of Cllrs W Jackson, M Pettitt, M Scott, P Sharman, S Sutton.
- iv) The Environment Plan Working Group comprise of Cllrs N Aldis, S Sutton.
- v) The Events Working Group comprise of Cllrs N Aldis, J Hewitt, P Sharman, S Sutton, N Thompson.
- vi) The Jenkins Pavilion Development Working Group comprise of Cllrs N Aldis, P Blaine, T Knagg, J Hewitt, C Osborne, M Pettitt.
- vii) The Neighbourhood Plan Steering Group comprise of Cllrs N Aldis, J Hewitt, T Knagg, L Ivanciu-Wilkinson, R Lock.
- viii) The Skatepark Working Group comprise of Cllrs N Aldis, J Hewitt, R Lock.

# Sandy Town Council

## 13 External Representation (13-2022/2023)

It was proposed and seconded and **RESOLVED** to elect the following Members to serve as representatives on outside bodies:

		<b>2022/23</b>
1	22 Squadron Air Training Corps Parents and Friends Committee	S Sutton
2	Black Cat to Caxton Gibbet Improvement Group	P Blaine L Ivanciu-Wilkinson
3	CBC Community Safety Action Plan Group	J Hewitt R Lock
4	Friends of Sandy Christmas Lights	R Lock
5	Police Priority Setting	J Hewitt N Thompson
6	Rural Market Town Group	J Hewitt
7	Sandy Carnival Committee	P Sharman
8	Sandy Charities (Incorporating Leeds Smith Trust)	P Sharman
9	Sandy Community Children's Centre	P Blaine
10	Sandy Green Wheel	N Aldis T Knagg M Pettitt
11	Sandy Sports and Leisure Association	M Scott T Knagg
12	Sandy Twinning Association	R Lock
13	Sandy Town Centre Group	J Hewitt
14	Village Hall Management Committee	J Hewitt T Knagg
15	SG19 Road Safety Group	N Aldis
16	Talk of the Town Transport Committee (Age UK Bedfordshire)	N Aldis

It was proposed and seconded and **RESOLVED:**  
That at the next CS&E Committee meeting, The Pinnacle and Riddy Working Group be re-established.

# Sandy Town Council

## 14 **Bank Signatories (14-2022/2023)**

It was proposed and seconded and **RESOLVED** that the current signatories remain the same;

Cllrs Aldis, Osborne, Pettitt and Scott.

Town Clerk (Mrs N Sewell)

Administration Team Leader (Mrs C Baker-Smith).

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## 15 **General Power of Competence (15-2022/2023)**

It was noted that the Council is eligible to use the General Power of Competence and will continue to be eligible until the next election when a new Council must renew a resolution.

## 16 **Planning Applications (16-2022/2023)**

Members received and considered planning applications from CBC:

CB/22/01455/REG3 – Jenkins Pavilion, Sunderland Road, Recreation Ground, Sunderland Road, Sandy for two storey extension to single storey pavilion building following removal of shed, erection of shed, associated landscape works and additional vehicle and cycle spaces.

A Member noted that the orientation of the existing and proposed new Tractor Shed is shown incorrectly on the respective Existing and Proposed Elevations compared with the Block Plan and others.

Other Members expressed concerns that the proposed location of the replacement Tractor Shed would serve in part to shield the outdoor gym equipment and by doing so would impact adversely on the ability of parents and guardians to keep an eye on younger children using some of the items from a distance away.

The Mayor and Deputy who had attended a site meeting held some months ago explained that other seemingly more appropriate locations for siting the new Tractor Shed had been ruled out due in the main to the presence of below ground service pipes and cables which would otherwise need to be re-routed. It was pointed out that the proposed location would prove convenient for the respective clubs in terms of getting their grounds equipment out of and back into the shed after carrying out necessary maintenance work and to that extent, the location was suitable.

It was pointed out that with the proposed works would come improved lighting and CCTV provision which should provide enhanced safety and security.

# Sandy Town Council

A Member did suggest locating the new shed adjacent to the Village Hall car park but where it would be obstructive to the view of the playing fields from the car park.

There were also concerns that objections at this point centred on the location of the replacement Tractor Shed could risk delaying the works or result in the application being withdrawn.

It was proposed, seconded and **resolved** that Members raise no objection and further welcome the much-needed improvement to the sporting facilities in our town. At the same time Members would welcome the opportunity to discuss with CBC officers the possible future relocation of some of the outdoor gym equipment.

CB/21/02363/FULL – 12-16a Market Square, Sandy, SG19 1HU for erection of an additional storey at second floor to create 9 dwellings and external alterations.

Members were disappointed to note that there was no mention of the plans for the first floor which already has permission for 10 flats under prior approval for change of use within the overall context of this site.

Members noted that CBC's Highways and Sustainable Travel officers had both objected to the plans for this development.

A Member proposed that we make no objection to the application as the type of accommodation on offer is sorely needed. There is a lack of amenity space but not everyone wants amenity space. That proposal was not seconded.

Another Member reported that they could not support this application as the applicants have not addressed Sandy Town Council's previous comments which asked for a planning condition to establish a solution for parking. Permission for flats at Bedford Road, has already been granted which is a better location. The building would be overbearing on its near neighbours and on the street scene.

It was proposed and seconded to **resolve** to object to this application on the grounds that the applicants have not addressed the need for a parking solution, there is no amenity space for residents and that it would be an overbearing development within the conservation area.

CBC Cllr Ford noted that Cllr Stock had called this application in to be determined by CBC's Development Management committee.

# Sandy Town Council

## **17 Internal Audit (17-2022/2023)**

It was proposed and seconded and **RESOLVED** that Haines Watts continue as the Council's internal auditor to complete the second half of the 2022/23 financial year audit.

## **18 Scheme of Delegations (18-2022/2023)**

It was proposed and seconded and **RESOLVED** to approve the Scheme of Delegations.

## **19 Review of Standing Orders and Financial Regulations (19-2022/2023)**

It was proposed and seconded and **RESOLVED** to continue with the current Town Council Standing Orders and Financial Regulations without any amendments or changes until such time as the Town Clerk or Council wishes to make changes or following advice from NALC.

## **20 Review of Council Policies & Procedures (20-2022/2023)**

**20.1** It was proposed and seconded and **RESOLVED** that the Council accepts its current policies and procedures but delegates to the Policy Committee to review these in depth and bring to Full Council any amendments or policy proposal changes for ratification.

**20.2** It was proposed and seconded and **RESOLVED** for the Council to adopt a new Code of Conduct created by the Local Government Association published in 2020.

## **21 Subscriptions (21-2022/2023)**

Members received and noted the subscriptions paid by the Council. A Member asked who the National Association of Local Clerks were and why it appeared twice on the list of subscriptions. The Clerk advised that the Company should have been recorded as the National Association of Local Councils and that 'Clerks' had been added in error.

**22** PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC **RESOLVED** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. **(22-2022/2023)**

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# Sandy Town Council

## 22.1 Christmas Lights Tenders

**RESOLVED** to award the 2022/23/24 Christmas Lights contract to Company B. for option 1 and include the extra feature of the snowflake triangle.

22.2 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC **RESOLVED** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

## 23 News Release (23-2022/2023)

Re-election of Mayor and Deputy Mayor.

## 24 Chairman's Items (24-2022/2023)

The Chair invited Ward Councillors an opportunity to make a report to Members. Due to having to leave the meeting before its conclusion Cllr Maudlin gave her report before item 17.

Cllr Maudlin firstly congratulated the Mayor and Deputy Mayor on their re-election for the forthcoming municipal year. She then mentioned the Street Watch and Dog Watch teams and encouraged Members to join the groups who were doing a huge amount to support the local community police service acting as eyes and ears for the force. She said that training was available for all new Members through the police and that the group were already having a positive impact in Sandy.

She also mentioned the upcoming Day of Action on 24<sup>th</sup> June and hoped to see Members and the community getting involved in this event, following the success of the previous event in April.

A number of Members thanked CBC for their work with the planting of 600 new trees in Sandy and the maintenance of those trees which were making a big difference to the community.

Another Member thanked CBC for the resurfacing work that had taken place at the pathway from Mills Walk. Cllr Maudlin added that the project had come about following a review of the path with a resident who was a wheelchair user, so the issues for mobility could be understood.

Cllr Ford reported the following road closures that had been applied for and agreed, all related to Platinum Jubilee Celebrations in the Town:

- St Swithun's Way Thursday 2<sup>nd</sup> June between 12pm and 5pm

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# Sandy Town Council

- Mills Walk on Saturday 4<sup>th</sup> June between 12pm and 5pm.
- St Neots Road Windsor Way to Banks Drive on Sunday 5<sup>th</sup> June from midday onwards.

He also gave Members an update regarding the work to be undertaken at the School Crossing on the High Street near St Swithun's school with road closure taking place between 09.30 and 15.30 from 1<sup>st</sup> to 5<sup>th</sup> August.

Following a request from a Member to discuss the grazing on the Riddy for a Bull the Mayor reported that following advice from the Clerk, the matter could not be discussed at the meeting, as the request had been received too late to fall within the statutory requirements for business to transacted by the Council. As such the matter would be deferred to the next CS&E Committee meeting on 13<sup>th</sup> June.

The Clerk updated Members on progress with the organisation of the Jubilee and a meeting that morning with CBC licensing and the Safety Advisory Group (SAG). She said it was regrettable that initial recommendations around licensing from CBC for the event had been contradicted at the meeting and that requirements placed upon the event by SAG and CBC licensing would now see a much reduced and compromised event taking place. Ward Cllr Ford offered to speak to licensing to see if another way forward could be agreed. The Clerk and Events Working Group would continue to push forward to ensure the people of Sandy had something to celebrate. A Member expressed how disappointed they were with the whole process and that the difficulties encountered did not bode well for future events.

## **25 Date of Next Meeting (25-2022/2023)**

It was proposed, seconded and **RESOLVED** that the next full meeting of the Town Council on Monday 6<sup>th</sup> June should be cancelled and instead a Special meeting be called for Monday 20<sup>th</sup> June and take place prior to the meeting of PF&R. This was to accommodate better timing to allow for the Annual Returns and Governance Statements to be circulated to Members prior to the meeting.

The meeting closed at 21.30