

Sandy Town Council

Minutes of a meeting of Sandy Town Council held in the Council Chamber at 10, Cambridge Road, Sandy, Bedfordshire on Monday 29 July 2013 commencing at 7.30 pm.

Present: Cllrs Aldis, Butterfield, Jackson, Maycock, Osborne, Pettitt (part of the meeting), Runchman, Scott, Sharman, Smith, Sutton (Town Mayor), Walsh and White.

Absent: Cllrs Ali and Lynch.

In attendance: Central Bedfordshire Cllr Maudlin and PCSO Ann Jeeves were present for part of the meeting. Deputy Town Clerk was in attendance.

1 Apologies for absence (37-2013/14)

Apologies for absence had been received from Cllrs Ali and Lynch. Cllr Pettitt had sent apologies as he would not be able to attend until approximately 8.30pm. In addition Central Bedfordshire Cllr Sheppard had sent apologies for absence.

2 Declarations of interest and requests for dispensations (38-2013/14)

- i) Declarable Pecuniary Interests – None
- ii) Personal Interests - Cllr Aldis drew attention to his role as Chairman of Friends of Sandy Christmas Lights in connection with agenda item 9. Cllr Butterfield drew attention to his role as member of Friends of Sandy Christmas Lights in connection with agenda item 9. Cllr Maycock drew attention to his role as member of Friends of Sandy Christmas Lights in connection with agenda item 9. Cllr Runchman drew attention to his role as member of Friends of Sandy Christmas Lights in connection with agenda item 9.
- iii) Requests for dispensations (must be notified to the Proper Officer in writing in advance of the meeting) – None

3 Minutes of Town Council meeting (39-2013/14)

Resolved to approve the minutes of the annual meeting of Sandy Town Council held at 7.30 pm on 17 June 2013 as a correct record of proceedings.

4 Public Participation Session (40-2013/14)

A resident asked two questions. The first concerned speed on New Road, footpath Station Road – High Street, speed of the traffic along station road. Cllr Aldis advised that rumble strips had been installed on New Road just before entering 30mph zone. The resident continued

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about the gritted crossing over Station Road. Cllr Aldis responded that the gritted crossing was located where the dropped kerbs were positioned to advise drivers of the crossing. The resident continued how will the rumble strips going to slow the traffic between them and the High Street. The second concerned the planning application for the waste site which will be accessed off New Road, with regard to the smell from the waste. Members responded that the waste material is inert. Cllr Aldis responded that he has asked for the application to be taken to Development Control Committee of CBC for two reasons, i) impact on the open countryside and ii) impact on the local road network.

A resident expressed concern about the restriction to the public footpath outside the Bell Public House on Station Road, Sandy, with a streetlight and telephone pole also being located in the narrow footpath and questioned whether the car park of the Public House had encroached onto the public footpath. Cllr Aldis was going to speak to CBC Highways.

Cllr Osborne asked a question, in the light of the public concerns, increased traffic anticipated after Thursday along New Road and the recent nearby death on the A1, will the Town Council vigorously campaign for there to be a footpath along one side of New Road to improve the safety of pedestrians. Cllr Maudlin advised that Central Bedfordshire Council Highways have a scheme where Town Councils can apply for match funding for highway improvements. **It was resolved** to refer the question to the Community Services and Environment Committee and consider applying for match funding from the Highways scheme.

Cllr White asked a question on behalf of an elector about improving the condition of the Fallowfield area for litter, grass cutting, nuisance, noise late at night, no grass cutting of roundabouts and granite setts unearthed by roundabout. STC is already in contact with the resident and working to resolve these issues with the relevant authorities.

5 **Police Matters (41-2013/14)**

Resolved to receive the written report on policing and community safety within Sandy provided in advance of the meeting by PCSO Ann Jeeves. PCSO went through her report and added that additional crimes had taken place in West Road, damage to vehicles possibly from a catapult. PCSO Jeeves mentioned about drinking in Bedford Road Recreation Ground and a fire in Fallowfield Recreation Ground of Advertiser newspapers. She has since spoken to the Advertiser Group. PCSO Jeeves reported that speed checks had been carried out in

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Bedford Road and London Road. A member reported about the noise disturbance from an aeroplane carrying acrobatic flying over the Sandy area.

A member reported that a Police car had driven past a recent accident on the A1 and didn't attend, PCSO Jeeves was going investigate this matter.

A member reported about Anti-social behavior in Leeds Smith Drive last night and today, this included jumping over a resident's fence.

PCSO was thanked for her attendance and she then left the meeting with Cllr Smith.

6 **Minutes of Committees and Sub-committees and recommendations (42-2013/14)**

Cllr Smith re-entered the room.

1. **Resolved** to note the minutes of meeting of the Development Scrutiny Committee held on 10 June 2013.

Resolved to note the minutes of meeting of the Development Scrutiny Committee held on 1 July 2013 and to approve the recommendation that was missing from the Town Council agenda that consideration is given to campaigning for other measures (eg weight restrictions or traffic orders) to address problems of congestion in Orchard Road.

Resolved to note the draft minutes of meeting of the Development Scrutiny Committee held on 15 July 2013 with an amendment to the second recommendation of additional words.

Resolved: 03/07/13 49/13 CB/13/02177/ FULL Retention of one double classroom for temporary use at Robert Peel Lower School, Dapifer Drive, Sandy, Beds.

Resolved: (additional words) "that a letter is sent to Central Bedfordshire Council and the Governors of Robert Peel Lower School requesting" that sustainable classrooms should be looked at rather than the continuation of temporary classrooms in the community.

2. **Resolved** to note the draft minutes of meeting of the Community Services and Environment Committee on 10 June 2013. (The recommendation was considered at Town Council on the 17 June 2013.) A member asked whether any other members had joined the Beeston Green Working Group, the Mayor advised that no other members had joined the group, though they would be welcome to do so.

3. **Resolved** to note the draft minutes of meeting of the Policy Finance and Resources on 1 July 2013

4 Financial Regulations (28/2013-14)

Resolved that the attached amended version of the draft financial

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regulations should be adopted. (Noted that it was necessary to attach a copy of the draft financial regulations to save eleven pages from the agenda)

5 Financial Matters (29/2013-14)

5.3 Review of internal audit arrangements and review of effectiveness of internal audit and internal controls for the year 2013/14

Resolved to Town Council that it retain the services of HW Chartered Accountants as internal auditor for the financial year 2013/14 and issue a written letter of instructions.

Resolved the draft review of the effectiveness of the Council's internal controls and internal audit to the Town Council and to draw the attention of all members to the areas for development with regard to planning the internal audit work ie *"Members and officers could be more proactive in encouraging scrutiny of specific areas, this is to be addressed through the Council's programme of member and officer training"*.

5.4 Revisions to Town Council's Accounts Software

Resolved to Town Council that the existing Omega software should be upgraded as described in the report to take effect from 1 April 2014, the costs of the upgrade to be included in the 2014/15 annual budget.

4. HR Advisory Group on 24 June 2013 to be considered at the meeting on the 5 August 2013.

7 **Finance (43-2013/14)**

- i) **Resolved** to approve the accounts for payment. The Deputy Town Clerk answered questions on several items in the accounts.
- ii) **Resolved** to note a summary report showing progress against the budget for 2013/14 this had been circulated before the meeting. The Deputy Town Clerk answered questions on several items in the report. Members discussed the additional information they would like to see on the report ie quarterly forecasts.

Cllr Pettitt arrived before the next item.

Due to the number of members present for item 10, the Leases Review Group, the item was moved up the agenda order.

8 **Agenda item 10 Leases Review Group (44-2013/14)**

4 members of the public spoke to the members about this item.

The Mayor spoke about the questions raised by the members of the public. Members noted the report and recommendations from the working group on the legal agreements between Sandy Cricket Club and Sandy Town Bowls Club

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Members of the Town Council discussed at length the report and recommendations from the working group.

It was resolved to not follow the first recommendation from the working group "1 That Hedleys' Solicitors are instructed to act for the Council in the matter of the Cricket Club agreement and that a budget of £850 plus VAT is approved for the first stage of the work. The agreement should take the form of an annual licence and the Council's preferred terms of the agreement should be drafted by the working group so that work may be begun as soon as possible."

It was resolved in relation the above that and before taking matters further that a realistic full cost of the process is obtained from Hedley's Solicitors.

It was resolved to not follow the second recommendation from the working group "2 That notice is given to the Sandy Town Bowling Club to end the existing lease in March 2017 (notice to be drafted and sent by Hedleys) which will permit sufficient time for the Town Council and the Bowling Club to investigate long term arrangements for the maintenance and management of the Bowling Green and to plan a future agreement." and to take no action at this time.

- 9 **Agenda item 8 Amplification System for Chamber (45-2013/14)**
Members noted the correspondence and quotation for a wireless amplification system. The Mayor asked Jon Raper, Director from R K Sound Engineering Ltd who was present to go through the choices the Town Council has for an amplification system for the chamber. Members discussed about various options and this included an amplification system or an induction loop system. Members asked various questions and Mr Raper answered.

It was resolved to defer the item to the Town Council meeting in September, so that further information can be gathered.

The Mayor thanked Mr Raper for attending the meeting.

As the meeting was approaching 10pm, **it was resolved** to suspend standing order 1z (meetings shall not exceed a period of 2 hours 30 minutes) by a further 20 minutes till 10.20pm.

Due to the late urgent request supplementary item 17, Youth Swimming Scheme was moved up the agenda order.

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10 Agenda item 17 Supplementary – Youth Swimming Scheme (46-2013/14)

The Deputy Town Clerk's supplementary report was noted. Members discussed the late request, with the swimming scheme due to start at 6pm on Tuesday 30 July 2013.

It was resolved that the Town Council would allocate the sum of £547 to pay the hire of the swimming pool at a cost of £300, insurance at a cost of £127 and the lifeguard at a cost of £120, paying them direct to the suppliers on receipt of invoices.

It was resolved that all income from the swimming scheme is to be offset against the invoices for the swimming scheme.

It was resolved that Cllr Lynch is to make an urgent application to the Community First Group for the Town Council's grant monies, so that the application for the swimming scheme can be considered at the groups next meeting on the 5 September 2013.

11 Agenda item 9 Sandy Christmas Lights (47-2013/14)

Cllr Aldis gave a presentation and went through the report and recommendations from Friends of Sandy Christmas Lights including proposals to amend the planned budget for Christmas Lights expenditure to members.

As the meeting was approaching 10.20pm, **it was resolved** to extend the meeting until the end of this item.

Members discussed the report and recommendations.

It was resolved to defer the Sandy Christmas Lights item to the next meet of Sandy Town Council.

It was resolved to hold an additional meeting of Sandy Town Council on Monday 5th August 2013 at 7.30pm for the express purpose of dealing with those items on the agenda which had not yet been dealt with due to time constraints.