

Sandy Town Council

To: Cllrs N Aldis, J Ivanciu-Wilkinson, L Ivanciu-Wilkinson, A lock, R Lock, C Osborne, M Scott, S Sutton (Chair), N Thompson
c.c. P Blaine, J Hewitt, R lacey, 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 SG19 1JE on Monday 27th March 2023 commencing at 7.30pm.



Nicola Sewell
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
22nd March 2023

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 13th February 2023 and to approve them as a correct record of proceedings.

Sandy Town Council

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.

5 Action List

To receive the Action List and any updates.

Appendix I

6 Electric Vehicle Points

To receive a report at the meeting from Tom Price, Central Bedfordshire Council on plans to install EV charging points in various locations in the Town

7 Community Services and Environment Committee Action Plan 2023/24 – Draft

The Committee is invited to consider and make comment on the draft Action Plan for 2023/24

Appendix II

8 Sandye Place – Future Plans to incorporate discussions with the Neighbourhood Group

At the meeting of the Full Council held on 6 March 2023 it was agreed that Future Plans for Sandye Place would be discussed at this meeting and the Neighbourhood Planning Group be invited to take part in any further discussions. The Committee is invited to discuss how to progress this matter bearing in mind the comments it has already made on the future of Sandye Place. At the Extraordinary meeting of the Town Council held on 17 December 2018 it was:

RESOLVED that the Town Council;

1) Welcomes the successful Asset of Community Value Application and CBC’s recognition that this is an important site to the town.

2) Oppose any form of residential development on the site in the future.

3) Place on record all other aspects the site could be used for as highlighted in the Council’s Community Plan and that CBC Ward Councillors support the Council’s position

Further to the recent discussion at the Council meeting in March 2023 the Committee is asked to;

- (a) review the current Sandy Town Councils’ views on the future of Sandye Place
- (b) agree an approach the Council can support to secure an effective working arrangement with the Sandy Neighbourhood Plan Group on future plans for Sandye Place

Sandy Town Council

Appendix III

9 **Carved Sandy Sign in the Town Centre**

To consider a report on the repair and maintenance of the carved Town Centre Sign

10 **Events Working Group, the Spring Market, Sunday 23 April and Big Lunch Coronation Event - Sunday 7 May 2023 as well as news on the Christmas Lights**

To receive an update from the Events Working Group about Events in 2023, in particular the Big Lunch to celebrate the Coronation of King Charles III and the Spring Market 23 April 2023

(a) **Spring Market 23 April 2023**

Fifteen stalls have been booked so far and two musicians recruited. Road closure in place. Advertising campaign commencing Friday 24 March

(b) **Coronation Big Lunch Sunday 7 May 2023**

Sandye Place has been visited by the Events Working Group and a plan for the day is being prepared. The grass at Sandye Place has been mowed by the Town Councils' Grounds Staff.

The following have been booked or reserved:

- Eat/Feast food vendors – income of £1100
- Skip for waste
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- Security
- Event Toilets
- PA Music
- Bunting
- Walkway for wheelchair users

Entertainments To include:

Punch and Judy and magic show

Stiltwalker

Roman reenactors

Childrens Activities (tbc)

Let's Get Going – Activities

ATC Flight Simulator

(c) **Christmas Lights**

The Town Council has been informed that the Friends of the Sandy Christmas Lights has ceased operating. The Committee is invited to discuss steps to be taken in relation to the Christmas lights programme for 2023.

11 **Chairman's Items**

12 **Date of Next Meeting – Monday 5 June 2023**

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

Subject	Action to be taken Action	Response /Status
Full Council Meeting 20/04/16		
Allotments and Community Orchard At Beeston (CBC owned land) Min (22-16/17)	Progress and update reports to go to the Community Services and Environment Committee.	<p>October 2021 – Update received from CBC officer to inform Clerk that this land is to be included with notices regarding other parcels of land and should be in the paper by the time of the Council meeting.</p> <p>Update received on 7th December 2021 – Notice still to go in paper, other notices to go with the Community land notice. Those involved were asked to have notices ready by COB 7th December to go into the paper for that week.</p> <p>Councillors resolved that they did not wish for the Council’s solicitor to undertake any work on the lease or incur charges until CBC had progressed the disposal notice and started work on a lease.</p> <p>Clerk has chased CBC to ask if any objections were made to the application advertised in March and as none were made progress is now going ahead with the lease.</p> <p>Clerk received an email from Lee Newton to say that a draft lease was being created and should be ready for review on Wednesday 13th July. However, of 14th no lease has been forthcoming. Clerk to chase.</p> <p>Clerk sent draft lease to Woodfines for comment on 14.10.2022. Not response yet received despite Clerk sending reminder emails on 21.10.2022. Last follow up sent from Clerk on 15.11.2022</p> <p>Still awaiting updated lease from CBC. Woodfines chasing on STC’s behalf. Hope to have the lease for review at Full Council meeting on 6th March.</p>
CSE Meeting 23/08/2021		
Min (33-21/22) EV Charging Points	RESOLVED that the Clerk submit a list of STC owned sites for consideration as part of CBC’s EV Charge Point Scheme.	<p>EOI for sites submitted on 24th August 2021. Acknowledgment of receipt received.</p> <p>CBC previously went out to tender to find a company to lead on the EV scheme. BP Pulse has been appointed to install and run the network. The first round of sites is to be agreed and the plan is to get a good geographical spread, but CBC’s Head of Sustainability has pushed for charge points in Sandy to be included.</p> <p>It may be that sites with good connection points/grid and capacity are focused on during the initial stage. More information should be known soon. Lead Councillor and</p>

		<p>staff member to be appointed as contacts for CBC as part of Clerk’s exit and handover.</p> <p>Clerk contacted Stephen Mooring at CBC on 25.07.2022 Reply received on 20.9.2022. Clerk has invited Mr Mooring to come to the September or October meeting of the Committee.</p> <p>Confirmation from Tom Price Senior Sustainable Transport Officer and Steven Mooring Head of Sustainability that they will attend the CS&E meeting on 21.11.2022</p> <p>Tom Price Senior Sustainable Transport Officer at CBC was present to talk about why Sandy’s recent bid to have Electric Charging Points had failed and to answer questions on what to do next.</p> <p>Mr. Price explained that Sandy’s original bid for electric vehicle charging points had failed because of the cost of connecting to the grid.</p> <p>He reported, however, that Sandy would get charging points and plans were being looked at to see how higher cost sites could be bundled together to overcome this funding issue, both in Sandy and elsewhere. They had identified the High Street car park as a prime location for starters where they would be looking to install 3 charging points. This would require an area the size of 6 parking bays, and it was a balance the Town Council would need to consider. These would be the Rapid Charging Points.</p> <p>In addition, they would look to put further domestic charging points at the same location, but again this would require some sacrifice of parking bays.</p> <p>Other sites had been ruled out for the following reasons:</p> <ul style="list-style-type: none"> • Market Square, because of the loss of parking bays • Railway Station Car Park, as it is on private land • Jenkins Pavilion (SSLA Car Park), as the perception was that the area was not accessible 24 hours a day • Sandy Cemetery as the parking facilities on site were not suitable and the site was too out of the way. <p>Mr. Price also talked about other options that were being explored such as a gully to enable those who must park on the street to charge from their homes without causing a trip hazard on the pavement and utilizing street lighting columns, although these did not offer a rapid charge option. These options will be explored further next year.</p>
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		<p>In terms of Sandy, Mr. Price said the town would see installation of Rapid Charging Points taking place over the next 12 to 18 months with domestic chargers taking a further 12 months to install.</p> <p>Tom Price, Senior Sustainable Transport Officer at CBC, to attend Full Council on 6th March to discuss proposals for EV charging provision in the High Street car park.</p>
<p>TC Meeting 07.03.2022</p>		
<p>Min (207-2021/22)</p> <p>Jubilee Beacon/Community Art Funding</p>	<p>RESOLVED that a gas beacon be used on the day and that a permanent memorial request be referred to the CS&E Committee. One vote against was recorded.</p>	<p>S106 funding agreed for what was originally planned to be a Jubilee Beacon for the town. Following decision on 7th March it was agreed that a new Beacon would not be needed and Clerk to investigate how/if S106 funding could be used in an alternate way.</p> <p>It was confirmed by CBC that the S106 funding could be used for a community Arts Project and if it fitted with the following criteria:</p> <ol style="list-style-type: none"> 1) A commissioned bespoke piece of art to commemorate the Queen’s Platinum Jubilee to be displayed in the town or 2) Suggest an arts-based community engagement event <p>Members of the public have been encouraged to send suggestions in through the Annual Parish Meeting, social media, and TC website.</p> <p>Suggestions were:</p> <ul style="list-style-type: none"> • Mosaic from artists that supplied Story in Stone • Engage with local children to produce a design to be judged by the Mayor/Deputy Mayor <p>A competition was set up asking school age children to produce a design that would then be turned into a mosaic to contribute to the current mosaic trail in Sandy.</p> <p>Press release and competition details have been published and circulated to all local schools, the library and sent to the Chronicle. Local Artist to be engaged as part of the judging panel. Let’s Get Going have been asked to include activity on the competition during the Wellbeing Day at Sunderland Road on 18th September.</p> <p>Original mosaic story in stone team Carolyn Blake and Oliver Budd have been engaged and working with the Clerk to organise a children’s community event with art workshop held in the October half term at the Chamber with Carolyn enabling children to take part in creating the new mosaic for Sandy. The new Lord Lieutenant had</p>

		<p>accepted an initial invitation to an official unveiling in November.</p> <p>The deadline for entries was to be 21st September.</p> <p>Following the death of HM Queen Elizabeth II, the Clerk placed any further publicity for the competition on hold for Members to agree a way forward and whether the mosaic should be used to celebrate the life, not just the reign of the HM Queen Elizabeth II. Carolyn Blake is to send through alternative dates that would see the event take place later in the year. An update to the community workshop and the competition to also be submitted.</p> <p>Cllrs Hewitt and Sutton met with Carolyn Blake with the Clerk on zoom on 17.11.2022 to discuss next steps. A potential event will be planned for February half term.</p> <p>All artwork has been received and submitted to the artists. We had a great response with more than 60 entries. Unfortunately on 2nd February we had some news from one of the artists that has meant that we have had to potentially postpone some of the work including the workshop.</p> <p>Cllrs Sutton and Hewitt and the Community Engagement Officer are working to get the project back on track once more is known about the current situation and how we might proceed.</p>
<p>CSE Meeting 09.05.2022</p>		
<p>Min (134-2021/2022)</p> <p>Beeston Green Drainage</p>	<p>Meeting between Philip Lovesey, Operations Manager at Bedford Group of the Drainage Board took place with Cllr Scott, Ward Cllr Stock the Clerk and Members of the Public.</p>	<p>An inspection of the site was made and problems with strimming identified that prevented access to the culvert and therefore any action to remove blockages at site.</p> <p>STC Outdoor Team undertook strimming of the area to enable better access to culvert and CBC Contractors have been briefed by Clerk to maintain the area as now set.</p> <p>Drainage Board looking to come out to undertake work to clear the area by the Autumn. There would be a need to undertake public engagement around the clearance work as the silt would need to be placed on the banks and would have an unpleasant odour, so residents must be made aware.</p> <p>Letter received from Bedfordshire and River Ivel Internal Drainage Board outlining works to be conducted during 2022/23 programme along the River Ivel to advise us that the following work would be taking place:</p> <ul style="list-style-type: none"> De silting De silting/clearing Weed-cutting Spraying

		<p>Flailing Flailing/Clearing Hand-work</p> <p>Work has started on the 1vel w/c 5.09.2022 Clerk saw works being undertaken in the area alongside the Green Wheel Walk by Girtford Bridge.</p> <p>Clerk has requested an update on works from Philip Lovesey as the works promised for Beeston have yet to be undertaken. He responded that they had missed the window for this year and that the weather was now too wet to undertake the work and so hoped it would be conducted in March/April 2023</p> <p>After a chase up email from the Deputy Clerk the IDB have confirmed due to ground quality issues the work is now not likely to take place until April 2023. We will be given a week's notice on the works.</p>
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SANDY
Town Council

SANDY TOWN COUNCIL DRAFT ACTION PLAN 2023/24

The following Action Plan summarises and prioritises the committee's activities and projects that will continue to be worked on over the 2023/24 year. The action plan is mainly project based and does not take into account the daily business of the Council, such as routine maintenance and administration, dealing with and carrying out actions resulting from public enquiries, completing training and statutory activities.

COMMUNITY SERVICES AND ENVIROMENT COMMITTEE				
Budget	Objective	Actions	Responsibility	Timescales
2023/24 Activities				
Town Centre				
Grant Funding Applied for of £15,000	Welcome Back Fund – Design and production of Town Centre directory maps and notice boards	1) Council to agree proposed scheme as part of Welcome Back Fund delivery plan to CBC. 2) Delivery Plan to be drawn up and submitted to CBC. 3) Quotes to be obtained and preferred supplier approved. 4) PO supplied by CBC 5) Meeting with Artist to agree community project and time scales 6) Draft map and key to be provided and amended as required 7) Final version of map/key to be approved and then completed by artist, with final prints in A0 size supplied to Council 8) Locations for maps to be identified and approval sought 9) Notice boards to be ordered via CBC 1) 10) Installation of notice boards and maps by Council Outdoor Team	1) STC 2) Clerk 3) Clerk/SCG/CBC 4) Clerk/CBC 5) Office/SCG 6) Artist/Office/SCG 7) Artist/Office/SCG 8) Office/SCG 9) Office/SCG/CBC 1) 10) Office/Outdoor Team	Complete Complete Complete Complete Complete TBC TBC Complete ???? TBC
	Continue to pursue Electric Car Charging	1) CBC confirmed that EV Charge Points will be installed in Sandy in 2023 during second round.	1) CBC Sustainable transport officer to give update to	March 2023

APPENDIX II

	Points	2)	STC 2)	
Town Entrance				
	<p>Design and Renewal of new Town Signs at the entrance to Sandy</p> <p>Project stalled and fell behind. Clerk to prioritise moving forward.</p>	<ol style="list-style-type: none"> 1) Designs for new signs to be agreed. 2) Locations to be chosen and approved by Highways (designs and utility plans to be obtained) 3) Final signs and cost to be provided and agreed. 4) Order to be placed. 5) Signage to be installed at agreed locations by STC outdoor team or appointed contractor if risks emerge on working next to Highway. <p>[need to contact RSPB to get their new logo]</p>	<ol style="list-style-type: none"> 1) Working Group 2) Clerk/CBC 3) CSE/PFR/Clerk 4) Clerk 5))Outdoor Team 	<p>Complete Complete</p> <p>Timeline changed due to awaiting new logo for partner organisation.</p> <p>Design of signs and locations agreed. To be passed to signage company for production once partner logo provided.</p> <p>Partner logo confirmed as ready for roll out in June 2022 but will be passed to STC so signs can be made in April 2022.</p> <p>Sign installation target – June 2022</p> <p>June 2023</p>
BEESTON				
£0 TBC	<p>Agreeing community land lease and developing a project plan for the development of the</p>	<ol style="list-style-type: none"> 1) Agree Heads of Terms for a long lease for the community land. 2) Appoint solicitors to work with CBC to develop a lease agreement. 3) Agree lease agreement with CBC for community 	<ol style="list-style-type: none"> 1) CBC/STC 2) STC 3) STC/CBC 4) STC/CBC 	<p>Complete Complete</p> <p>TBC Spring 2023</p>

APPENDIX II

	<p>Beeston Community Orchard and Allotments.</p>	<p>land.</p> <ol style="list-style-type: none"> 4) Site meetings and initial planning of priority actions and layout for site. 5) Work with CBC to put together a timeline for development of the site. Development of project plan with costs and timeframes. 6) Communication with public and allotment waiting list on the project. 7) Put forward any specific additional funding requests to the Council as part of 2024/25 budget process <p style="color: red;">[WORK WITH BRCC AND NATIONAL ALLOTMENT ASSOCIATION?]</p>	<ol style="list-style-type: none"> 5) STC/CBC 6) STC 7) 	<p>Feb/March 2023</p> <p>October 2023</p>
<h3>Sport, Leisure and Wellbeing</h3>				
<p>£2,000 annual contribution to the Green Wheel from STC</p>	<p>Work with BRCC to continue progression and improvement of the Green Wheel</p>	<ol style="list-style-type: none"> 1) Continued meetings of the Green Wheel Group to develop the Wheel further and provide support to volunteers. 2) Continuation and publicity of Green Wheel social media page and, 'Friends of Sandy Green Wheel'. 3) Run seasonal Green Wheel Walks 	<ol style="list-style-type: none"> 1) BRCC/SGW 2) SGW/Cllrs/Admin 3) SGW/Cllrs/admin 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
	<p>Participate in the Great British Spring Clean</p>	<ol style="list-style-type: none"> 1) Promotion and provision of equipment and rubbish collection for community litter pickers. 	<ol style="list-style-type: none"> 1) Admin 	<p>Ongoing</p>
	<p>Upgrading of Council bins to new bins, with advertising boards. Removal of concrete bins</p>	<ol style="list-style-type: none"> 1) Ordering of agreed bins from contractor. 2) Competition to design posters 3) Agree designs, order and install 4) Removal of bins and installation of new bins on gradual basis throughout the year. 	<ol style="list-style-type: none"> 1) Admin 2) STC/Mayor/Admin 3) STC/Mayor/Admin 4) STC 	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Ongoing replacement of other bins.</p>
	<p>Purchase and installation of a SID agreed by the Council. Sign is subject to approval</p>	<ol style="list-style-type: none"> 1) Gather support from police and any available evidence for the placement of a SID sign. 2) Review position and press for approval from CBC. 3) Once approved purchase sign from Rolling 	<ol style="list-style-type: none"> 1) STC 2) STC <p style="color: red;">No progress in getting a sign agreed by CBC despite evidence of speeding from traffic</p>	<p>Complete</p> <p>Complete</p> <p>TBC</p>

APPENDIX II

	from CBC.	Capital Fund 4) Arrange installation of sign and publicity 5) Download date and report to committee meetings	surveys.	
Environment (via the Environmental Working Group)				
	Tree Planting	1) Identify suitable sites in Sandy and Beeston 2) Select species for planting 3) Apply for grants from CBC 4) Work with other community groups to encourage more planting 5) Continue to liaise with Rewilding East Project	1) EWG/Admin 2) EWG/Outdoor team 3) STC/Admin 4) Cllrs/Admin 5) Deputy Clerk/EWG	Complete Complete October/March 2034/24 Ongoing Ongoing
	Replacement of electric vehicles	1) Research suitable replacements 2) Order new as needed 3)	1) Clerk 2) STC/PFR/	Complete Ongoing
	Monitoring of pollution from A1	1) Keep watching brief on any reports from government departments. 2) Respond to any relevant consultations on pollution and traffic flows	1) EWG/Clerk 2) EWG/CSE/Clerk	Ongoing Ongoing
Events (Via Events Working Group)				
£5,000	To organise a coronation event for May 7 th	1) Big Lunch type event at Sandy Place 2) Book with CBC 3) Etc etc..... 4)	1)	
£TBC	Skate Park Anniversary Event	1) Work with partners to celebrate 1 year anniversary	1) EWG/Admin 2)	
£TBC	Work with the Friends of Sandy Christmas Lights to hold the 2023 Light Switch on Event	5) Order staging and PA System 6) Order Christmas Tree 7) Agree any additional lights as part of Scheme within existing budget. 8) Apply for road closure and temporary event licence 9) Liaise with FOSCL on programme, stalls, set up and running of the event	2) Admin 3) Admin 4) Clerk/PFR/Contractor 5) Admin 6) Clerk/Admin 7) Clerk	

APPENDIX II

		10) Risk Assessments, Event management plan to be produced 11) Promote and hold event with FOSCL Renew Premises licence for market square	7)Clerk/Admin/FOSCL/ Events Wrk Grp.	
£TBC	Organise 2 street markets	1) Agree dates 2) Contact stall holders 3) Apply for road closure 4) Recruit volunteers 5)	1) EWG	Complete
	Organiser STC attendance at key town events	1) Organise council surgery/presences at carnival and other key events throughout 2023/24. 2) Talk to public about work of council including 4 year plan.	1)	
£TBC	Work with the RBL to hold the 2023 Remembrance Parade	6) Meet to agree programme for 2023 7) Apply for road closure 8) Agree site for salute 9) Liaise with volunteers 10) Order PA equipment 11)	2) Events Wrk Grp/RBL	July 2023 Aug 2023
TBD	Review and Monitoring of Community Plan	Monitor progress against action points in the Community Plan via reports from the Community Plan Working Group.		

On-Going Activities

	Park Checks and Maintenance	Regular Checks and Maintenance. Consideration of needs and any new equipment required.		
	Trees	Provision, inspection and maintenance		
	Green space equipment	Maintenance and renewal of essential equipment		
	Car Park	Review and maintenance.		
	CCTV	Administration, maintenance and renewal. Consideration of any CCTV matters.		
	Street furniture	Maintenance, renewal and consider requests		

APPENDIX II

		for additional/memorial		
	Public Toilets	Maintenance		

CBC = Central Bedfordshire Council

BAOWK = Beeston Allotment and Orchard Working Group

Env. Wrk Grp = Environmental Working Group

SCG = Sandy Centre Group

SGW = Sandy Green Wheel Group

STC = Sandy Town Council

SP Wrk Grp = Skatepark Working Group

Sandy Town Council

Date: 27th March 2023**Title:** Carved Sandy Sign in the Town Centre**Contact Officer:** Deputy Town Clerk**Purpose of the Report**

1. To consider a report on commissioning the original carver of the carved Sandy sign in the Town Centre to repair and maintain the sign

Recommendation

2.0 That in accordance with Financial Regulations it is recommended to Council that because of the specialist nature of the work for repairing the Town Sign the requirement to access two other quotes is not required

2.1 That the cost of refurbishment of the sign be met from the Capital Reserve 2023/24.

Background

3.0 Glyn Mould of the Carvers Workshop was commissioned to carve the town sign and has maintained it since the commission. It is 15 years since the last refurbishment and the sign is showing visible signs of disrepair. It is suggested that due to its position in the Town Centre it is good practice to keep the sign in good order

3.1 In order to carry out the works the carver would erect a platform to remove the sign, clean, repair and refurbish the sign. Travel back from Peterborough to re-erect the sign. The price including materials would be £910 – no VAT

Financial Implications

4.0 The cost of the works could be met from the Capital Reserve 2023/24

Legal Powers

5.0 The actions undertaken are covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.

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2) Oppose any form of residential development on the site in the future.

3) Place on record all other aspects the site could be used for as highlighted in the Council’s Community Plan and that CBC Ward Councillors support the Council’s position

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(a) **Spring Market 23 April 2023**

Fifteen stalls have been booked so far and two musicians recruited. Road closure in place. Advertising campaign commencing Friday 24 March

(b) **Coronation Big Lunch Sunday 7 May 2023**

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- Bunting
- Walkway for wheelchair users

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Stiltwalker

Roman reenactors

Childrens Activities (tbc)

Let's Get Going – Activities

ATC Flight Simulator

(c) **Christmas Lights**

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11 **Chairman's Items**

12 **Date of Next Meeting – Monday 5 June 2023**