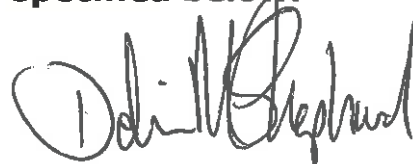


Sandy Town Council

To: All Members of Sandy Town Council

You are hereby summoned to attend a meeting of Sandy Town Council which will be held in the Council Chamber at 10, Cambridge Road, Sandy, Bedfordshire on Monday 9 September 2013 at 7.30 pm. The items of business to be transacted are specified below.



Delia Shephard, Town Clerk
10 Cambridge Road
Sandy SG19 1JE
01767 681491
3 September 2013

A G E N D A

- | | <u>Reports</u> |
|---|----------------|
| 1 Apologies for absence
To receive apologies for absence | x |
| 2 Declarations of interest and requests for dispensations
<i>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.)</i>
<i>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> | |
| i) <i>Declarable Pecuniary Interests</i> | X |
| ii) <i>Personal Interests</i> | X |
| iii) <i>Requests for dispensations (must be notified to the Proper Officer in writing in advance of the meeting)</i> | x |
| 3 Minutes of Town Council meeting
To consider the minutes of a meeting of Sandy Town Council held at 7.30 pm on 5 August 2013 and to approve them as a | x |

Sandy Town Council

correct record of proceedings.

4 Minutes of Committees and Sub-committees and recommendations

To receive the minutes of the following committees and sub-committees and/or (if applicable) to approve recommendations therein:

- 1 Policy Finance and Resources Committee held on 12 August 2013 x

5 Finance

- 1 To receive a summary report of income and expenditure against budget To follow
- 2 To note the accounts for payment To follow
- 3 To note and confirm the application of a 1% pay award to all Sandy Town Council staff employed on the NJC Local Government pay scales to be backdated to 1 April 2013 ✓

6 Sandy Town Council Chamber

To receive a report from the Town Clerk and consider options for changes to furniture and installation of induction loop and amplification system ✓

7 Football Pavilion at Bedford Road Recreation Ground

To consider financing of necessary work which has already been completed to the floor of Bedford Road Football Pavilion cost £3,216 ✓

8 Consultations

- 1 To consider making a response to plans to divert the eastern end of public bridleway no 8 close to no 30 Ivel Road. ✓
- 2 To consider making a response to Central Bedfordshire Council's Local Flood Risk Management Strategy available at [http://www.centralbedfordshire.gov.uk/Images/CBC%20Draft%20LFRMS%20\(v5%20290713\)_tcm6-46013.pdf#False](http://www.centralbedfordshire.gov.uk/Images/CBC%20Draft%20LFRMS%20(v5%20290713)_tcm6-46013.pdf#False) x

9 Beeston Green

To receive a report from the Clerk and three separate requests from residents for permission for changed use of parts of Beeston Green ie ✓

Sandy Town Council

- 1 **29 Orchard Road** – change to vehicular access to property requested
 - 2 **3-5 Beeston Green** – permission to erect disabled hand rail to property requested
 - 3 **12 Beeston Green** – permission to park outside 12 Beeston Green requested
-
- 10 **New Road**
To consider writing a letter of support for the proposed widening of the pedestrian footway outside The Bell public house in New Road √
- 11 **Mayoral Communications**
To note the Mayor’s engagements and any items for information √
- 12 **Reports from Representatives**
- i) To receive report from the Ward Councillors of Central Bedfordshire Council x
 - ii) To receive reports from Town Council representatives on external bodies x
- 13 **News Release** x

Sandy Town Council

Reports for Monday 9 September 2013

6 Clerk's Report - Sandy Town Council Chamber

Sandy Town Council has now considered provision of improvements to audibility at council meetings in the chamber on 31 October 2011, 12 December 2011, 11 February 2013, 17 June 2013 and 29 July 2013. Representatives of two companies have attended three council meetings to demonstrate or describe equipment and several quotations for both hearing induction loops and amplification systems have been obtained. Additionally the issue of audibility in the chamber has been considered by previous councils prior to 2011. On the last occasion (29 July 2013) the matter was referred to the next Town Council meeting "so that further information could be gathered". The Town Council has also considered provision of democratic style furniture on several occasions during its review of committee and meeting arrangements during 2012/13.

Furniture

Since 29 July 2013 the Town Clerk, in consultation with the Town Mayor and Deputy Mayor, has purchased second hand conference style tables at a cost of £100 which, if they are used to replace the old estate table from Sandye Place, may improve accessibility to meetings for all members of the public including those with hearing impairments. If it is decided to keep this furniture decisions should be made about:

- i) **Future of estate table** current value unknown. The table has a clear link with Sandy and council may wish to keep it in the community. Initial approaches to Sandye Place Academy suggest the Principal would like to see the table back in the Sandye Place building. A permanent loan could be considered which would keep the table in the community alternatively a gift or sale could be considered. The table is too large for the committee room.
- ii) **Future of reproduction chairs** value unknown. These could be retained for continued use and it may be sensible to keep some for use with the committee room table. Alternatively the chairs could be disposed of with the table or in some other way and replaced with more modern, lighter seating more suited to the replacement tables. (eg cost per chair between £40-100 depending on quality and whether laminate, solid wood or metal)

If instead it is decided to dispose of the conference style tables a decision should be made about this. Members may also be minded to defer decision making about the furniture until proposals about any alterations to the premises have been approved.

Sandy Town Council

Induction Loop and Amplification System

Members are referred to previous reports on this topic.

To summarise there are 4 main ways to improve audibility in the chamber:

- 1 Introduction of induction hearing loop for the benefit of those with hearing impairments and hearing aids which switch to the T position.
- 2 Introduction of an amplification system for the benefit of all users
- 3 Change to furniture layout
- 4 Introduction of acoustic engineering measures eg install material which absorbs sound and reduces reverberation

Council has indicated its wish to improve audibility for all users. Previous quotations have been rejected on grounds of cost or because they do not meet the needs of all users. The Town Clerk now recommends that:

- i) The Council should proceed with installation of the induction loop and portable amplification system detailed on the attached quotation from Comtec-Services as Option 2 and costing £1,474.00 excluding VAT. Comtec-Services has provided the most competitive quote and has demonstrated a track record of providing solutions for Town and Parish Council buildings in the area. Their consultant has provided a well-designed solution to the challenges of the chamber using wall mounted boundary microphones and a PA system which can be deployed in other settings and which will not interfere with an induction loop. Acoustic engineering could be considered at a later date if absolutely necessary.
- ii) The Council should replace the estate table with a more democratic and open style arrangement for meetings which facilitates public participation and transparency of proceedings at meetings.

If Council is not minded to follow these recommendations the Town Clerk suggests that the issue of improving audibility and access should be considered closed for the remainder of this council's tenure and no further time should be expended on the matter.



Comtec-Services

Unit19, Green Lane 3 Industrial Estate, Green Lane,
Letchworth Garden City, Hertfordshire. SG6 1HP.
Phone 01462 679655

www.comtec-services.co.uk info@comtec-services.co.uk

August 22nd 2013

Quotation Ref: PGQ1715

Mrs Delia Shepherd
Sandy Town Council
10 Cambridge Road
Sandy
SG19 1JE

Dear Mrs Shepherd

Further to our recent site visit please accept the following options:

Option 1:

The proposal is to install a professional induction loop system and associated equipment to cover the main council chamber, we could also cover the small public overspill room if you wanted us to at no extra cost, some people like the idea others not.

There is no equipment cabinet to be supplied, instead the loop driver will sit on top of the glass cabinet as discussed.

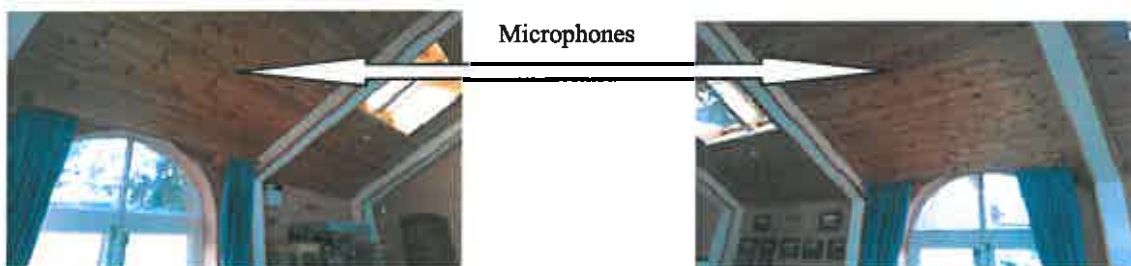
There will be two professional white boundary microphones installed as shown below, unfortunately we are only able to get black microphone cable so the plan is to install small white trunking along the white beam to hide the microphone cable that runs from one side of the room to the other, we may also have to install a short length across the timberworks to run the cable to the desired microphone position.

The induction loop cable will be clipped to the top edge of the skirting board, where the cable needs to cross the doorway we will lift up the carpet tiles run the cable underneath and then re-glue the carpet tile.

I am able to get loop cable in black, white, brown or orange, please confirm which colour you would like us to use.

Cost Plan

To supply an Induction Loop system including all of the associated items mentioned above	£699.00
To supply loop & microphone cable, fixings, trunking, etc	£150.00
To supply 2 engineers for one day to install & test the above equipment	£375.00



Comtec-Services. A division of LJM Greenfinch Ltd.
Registered office: Unit 19 Green Lane 3 Industrial Estate Letchworth Garden City Herts.
Registered in England No 3400431

Option 2:

This option is to incorporate everything included in option 1, plus the supply of a portable powered speaker to enable public visitors in the overflow room to listen to the audio from the chamber. This small 50w unit is a mini pa system in its own right & can be used to provide audio for other small public meetings if necessary. We would need to run a separate feed cable from the loop driver to run the signal for this overflow amplifier if required.

Cost Plan

To supply an Induction Loop system including all of the associated items mentioned above	£699.00
To supply a portable pa system, mic, input feed & stand	£250.00
To supply loop & microphone cable, fixings, trunking, etc	£150.00
To supply 2 engineers for one day to install & test the above equipment	£375.00

Option 3:

Apologies, I intended to quote you for a budget conference system but I have just been informed that it has been discontinued, I could quote you for a professional TOA unit but at an estimate you would be looking at somewhere approaching £10000, and I am not sure that you have this budget available.

Regards

Keith Aldous

[1] Comparing quotations

All our recommendations are based upon using the most up to date equipment available and using equipment that has a well-proven background for use required of them. If comparing our submitted quotation with that of another company please be aware that equipment usage may be comparable but quality and reliability could be substantially different. If you find that our quotation is beyond the financial constraints imposed upon you and your organisation, we can suggest alternative equipment that will reduce the financial impact; this would be a balance of build quality, performance and price.

[2] Radio Microphone information

STOP! You may need a licence to operate more than four radio microphone systems:

- A licence is **NOT** required for wireless microphones on UHF frequencies from 863.100 MHz to 864.900 MHz
- A licence is **NOT** required for wireless microphones on VHF frequencies from 173.800 MHz to 175.000 MHz

Wireless microphones on **ALL** other frequencies **MUST** be licensed!

For information on specific requirements such as Wireless Microphones or Monitors, Licence fees & application forms for downloading at www.ifmq.co.uk

An alternative to using a fifth radio microphone is to share one frequency between two microphones. Only one system will be able to be used at any one time but it will give flexibility without having the additional cost implications of applying for licences and renewing them on a regular basis.

[3] Risk Assessment

Due to changes in 'Health and Safety at Work Regulations' we are now required to carry out a risk assessment before working at any height to find out what health and safety measures need to be adopted to avoid or reduce risk. Work must be done at a safe level to minimise risk. If this is not possible, we must consider the following:

- Equipment to be used by our staff
- Location, e.g. near or over water, roads, under power lines, over raked stage, etc.
- The environment, e.g. weather, temperature, lighting
- Duration of the work
- Condition and stability of the work surfaces

[4] Precautionary Measures

Due to these changes with the 'Health and Safety at Work Regulations' we must take precautions where a person can fall a distance of more than 2m. If there is an increased risk of injury when falling a distance of less than 2m, e.g. working near a traffic route or above a dangerous surface, then suitable precautions will also be required to be taken. Following the introduction of the working heights regulations, two persons will be required to attend an installation / service visit if a height of more than 2m is involved or less if a risk assessment requires such action.

[5] Permissions and Approvals for Installations *[If Listed]*

Permission and/or recommendations from English Heritage or any Preservation Societies involved with the building will be required prior to the commencement of any work.

[6] Permissions and Approvals for Installations

Full DAC permission will be required prior to the commencement of any work along with permission / recommendations from English Heritage or any preservation societies involved with the building.

[7] Alterations to an existing Installation

As these works are an extension / replacement of an authorised installation a letter of authority will most likely be all that is required to carry out the works but, I suggest you contact the DAC for confirmation. A copy of the approval letter must be supplied to us before we will undertake any work.

[8] VAT notes

All prices quoted are exclusive of VAT, which will be added at the time of invoice in accordance with prevailing legislation.

- VAT will be charged on all installations unless the equipment will be supplied and installed as part of an approved alteration to a listed building covered by Revenue & Customs regulations. A copy of the listing certificate and exemption must be supplied to satisfy. *Full details available from Revenue & Customs enquiry centres*
- VAT may not be applied in full if the works or parts of the works are towards compliance of the Disability Discrimination Act, [DDA]. It is suggested that you should communicate with your local Revenue & Customs office for guidance. A copy of any exemption **MUST** be supplied before work commences.

Comtec-Services. A division of LJM Greenfinch Ltd.
Registered office: Unit 19 Green Lane 3 Industrial Estate Letchworth Garden City Herts.
Registered in England No 3400431

[9] Acceptance notes

Labour charges are valid for six months and materials for a period of 45 days from the date of this quotation. If the quotation is accepted after 45 days from the date of the quotation the materials will be at prices prevailing at the time of ordering. An update to the original quotation will be supplied to confirm any price changes.

[10] Payment terms

Accounts will be opened subject to a favourable credit check / report. Payment of accounts should be made within 30 days of the invoice date.

Sandy Town Council

7 Clerk's Report - Football Pavilion at Bedford Road Recreation Ground

Background

Permission and funding was approved for Sandy Football Club to undertake extension and refurbishment work to the Football Pavilion at Bedford Road Recreation Ground. The work was completed during August 2013 and the Pavilion has been re-opened. A financial statement provided by the Club showing funding and cash flow for the project is attached.

Whilst the work was being undertaken it became clear that the sub-base of the floor of the pavilion (which was apparently constructed of concrete screed on bare earth) had deteriorated and a tree root had grown through the sub-base. The Club's builders Modplan advised that the project could not be completed unless the floor was immediately rebuilt and the Football Club authorised this work which has now been undertaken at a total cost of £3,216.00 (including VAT). The Town Council was not notified of this decision until after the work had been completed and did not have the opportunity to authorise the work or to survey the floor and its sub-base however a photograph is attached which has been provided by the Football Club.

The Football Club advises that the work undertaken was to take up the existing concrete floor, dig out the existing sub-base, install a suitable hard-core base, re-concrete the floor and add insulation. The work did not involve joists or floorboards as these are not present and flooring has now been laid directly on to the constructed floor. As yet the Town Clerk has not inspected these works though members of council and the Mayor were present at the recent reopening of the Pavilion and may have done so (as far as was possible given the completion of the project).

Terms of Lease

The lease between Sandy Football Club and Sandy Town Council specifies that the Council has a duty to maintain the state and condition of "*the structure outside roof foundations joists floor slabs load bearing walls beams and columns of the Pavilion*" (clause 16.1.1) whilst the Club has a duty to put and keep "*all ceilings floors*" in good and substantial repair and condition including renewing and replacing the whole or any parts which are beyond repair but excluding "*joists immediately above the ceilings and supporting floor*" (clauses 7.1 - 7.2.). From this it seems clear that the lease intends the supporting floor to be primarily the responsibility of the council.

However, the lease also specifies that the Football Club is to pay the Council on demand a fair proportion (decided by a surveyor the Council

Sandy Town Council

nominates) of the cost incurred by the Council in complying with its obligations under clause 16.1.1. ie maintaining the joists and sub-floor (clause 3.5).

Finally the lease also makes reference to insurance (clause 7). The club is not responsible for any damage for which the council is compensated under an insurance policy, and the council is required to take all necessary steps to make good as soon as possible damage to the Pavillion caused by insured risks except to the extent that the insurance money is not paid because of the act or default of the club.

The Clerk's interpretation of the lease is that the Town Council is responsible for maintenance of the joists beneath the floors and the substructure of the floor on which the joists rest (ie the concrete sub-base) and therefore should either

- i) pay the whole of the £3,216 spent on repairing/replacing these structures
or
- ii) should invoke clause 3.5 and have a surveyor look at the work done to determine a fair proportion of the work which the Club should pay and then pay the balance of the costs

In practice the cost of a surveyor may negate any saving to the council and it is known that the club has limited funds (most recent financial accounts attached) and has already undertaken strenuous efforts to secure grant funding and do its own fundraising.

No provision was made for this expenditure in the Town Council's budget for 2013/14 and it is suggested that the funds are taken from the capital reserve. It should be possible to reclaim the VAT on the work reducing the bill to £2,680 if an invoice can be provided by Modplan showing that the work was done on behalf of the Town Council.

Insurance

As the tree root may have been responsible for the degradation of the sub-base it is possible that an insurance claim by the Council may be successful and claim documentation is in preparation. It will be difficult for a claims assessor to investigate the claim as the root has already been removed and there is the possibility that the claim may not be upheld. However, if the claim is successful and includes the costs of any floorboards then the club cannot be required to pay any proportion of the costs.

Sandy Town Council

Members are asked to confirm whether they wish to pay the bill of £3,216.00 or whether they wish to invoke the clause in the lease allowing them to recharge a portion of the work to the Football Club and instruct a surveyor to assess the situation.

SANDY FOOTBALL CLUB

BAR TRADING ACCOUNT FOR 2012-13 SEASON

<u>INCOME</u>	<u>£. p.</u>	<u>EXPENDITURE</u>	<u>£. p.</u>	<u>£. p.</u>
Bar Takings	2753.47	Stock Brought Forward	174.30	
		Bar Purchases	1367.24	
		Stock Carried Forward	1541.54	
		Cost of goods sold	180.30	1361.24
	2753.47	Gross profit c/d		1392.23
				2753.47

INCOME & EXPENDITURE ACCOUNT FOR 2012/13 SEASON

<u>INCOME</u>	<u>£. p.</u>	<u>EXPENDITURE</u>	<u>£. p.</u>	<u>£. p.</u>
Gross profit b/d	1392.23	<u>Ground & Pavilion Overheads:</u>		
		Pavilion Utility costs (net of STC share)	201.05	
<u>Rental Income:</u>		Pavilion Insurance	385.32	
Pavilion		Pavilion Maintenance - ongoing	552.22	
Pitch	405.00	Pavilion refurbishment project	488.00	
		Bedford Road Rent	425.00	
		Pitch marking/maintenance	524.00	2575.59
<u>Club & Football Administration:</u>		<u>Club & Football Administration:</u>		
Match Subscriptions	3144.50	Pitch Hire	0.00	
Fundraising (net)	1971.42	Training Facilities Hire	1080.00	
Christmas Event (net)	0.00	Club/Players Fines	270.00	
Players Fines Recovered	274.00	Referee's Expenses	711.10	
Miscellaneous Income	86.70	Registration/Affiliations & Insurance	780.00	
Presentation Evenings (net)	149.58	Cup Competition Entry Fees	40.00	

<u>Sponsorship/Donations</u>		Laundry	870.00
	892.47	Kit/Footballs/Medical Expenses	825.35
<u>Bank Interest earned</u>	0.56	Coaching Courses	0.00
			4576.45
<u>Grants received</u>	770.00	<u>Other Overheads:</u>	
		Telephone	266.22
		Stationery/Postage etc.	4.80
		Licence Fees - Bar /TV	325.50
		Miscellaneous Expenses	598.52
		Net Profit/(Loss) c/d	7750.56
	9086.46		1335.90
			9086.46

BALANCE SHEET AS AT END OF 2012/13 SEASON

Previous Years' Surplus b/f	<u>£. p.</u>	<u>£. p.</u>
	2692.10	2731.37
Net Profit for 2012/13 Season	1335.90	1116.33
Reserve Balance c/f		0.00
		180.30
		4028.00
		4028.00

Sandy Football Club - Pavilion Refurbishment Project
Financial statement as at 18/8/2013

		Funding				Expenditure					
		Planned	Forecast	Actual to date	Forecast To go	Revised Forecast	Planned	Forecast	Actual to date	Forecast To go	Revised Forecast
Phase 1											
Football Foundation		33299.00	33299.00	19141.30	14157.70	33299.00	170.00	170.00	170.00	0.00	170.00
STC/CBC		10000.00	10000.00	10000.00	0.00	10000.00	600.00	625.26	625.26	0.00	625.26
Sandy FC		5000.00	5000.00	5158.53	0.00	5158.53	720.00	720.00	720.00	0.00	720.00
		48299.00	48299.00	34299.83	14157.70	48457.53	46809.00	46809.00	23128.67	23680.33	46809.00
Phase 2											
STC loan option	3000.00		2878.13								
Football Foundation				2223.70	651.30	2875.00		3378.13	2686.93	691.20	3378.13
Sandy FC			500.00	503.13	0.00	503.13					
			3378.13	2726.83	651.30	3378.13	0.00	3378.13	2686.93	691.20	3378.13
Phase 3											
Unidentified			3216.00		3216.00	3216.00		3216.00	3216.00	0.00	3216.00
Other											
Sandy FC to fund		200.00	400.00		266.73	266.73	200.00	200.00		200.00	200.00
		200.00	400.00	0.00	266.73	266.73	200.00	200.00	0.00	400.00	400.00
		48499.00	55293.13	37026.66	18291.73	55318.39	48499.00	55293.13	30546.86	24771.53	55318.39
Total funding required											
Funds in hand				6479.80							
Forecast funds to go				18291.73							
Forecast cost to go				24771.53							



Sandy Town Council

8 Consultations

Members are invited to respond to:

- i) informal consultation on Bridleway 8, papers attached
- ii) formal consultation on CBC Local Flood Risk Management Strategy, 68 page document on CBC website hard copy available on request from STC office



Your ref: SAN/8.div
Our ref: SAN/0 div
Date: 17/07/2013

Dear Consultee

Highways Act 1980, Section 119.

**Proposed diversion of eastern end of Public Bridleway No.8, Sandy.
Informal consultation.**

Central Bedfordshire Council (CBC) is consulting you on the proposed diversion of part of Sandy Public Bridleway No.8. The Bridleway No.8 diversion is a Council generated scheme to correct an anomaly on the Definitive Map resulting from the demolition of the old pedestrian bridge across the Ivel River and the building of a new bridleway bridge at a different location. The location change was as a result of the new bridge dimensions being too large for the old route.

The diversion plan attached shows the east end of Bridleway No. 8 passing close No. 30 Ivel Rd, Sandy, meeting the highway where it terminates (A-B). I propose to correct this anomaly by diverting the same length of bridleway across the new bridge to meet the public highway on the line A-C.

In order to create and access the new Ivel River bridge, CBC and the landowners of the land south of the Ivel in the area of point A, have agreed to a minor land swop in that area. The land on the northern side of the Ivel, across which the new route progresses, is owned by CBC.

The proposed diverted length of Bridleway No. 8 will be metalled and is being used presently by the public with landowner consent. The width of the new bridleway section A-C will be 3.5metres.

I would be grateful if you could please look at the enclosed plan and let me know any comments you have by **Thursday 12th September, 2013**. If you have any questions please do not hesitate to contact me directly.

Yours sincerely

Andrew Gwillam Rights of Way officer – Central East Area

Direct telephone 0300 300 6544

Email andrew.gwillam@centralbedfordshire.gov.uk

Please reply to:

Andrew Gwillam

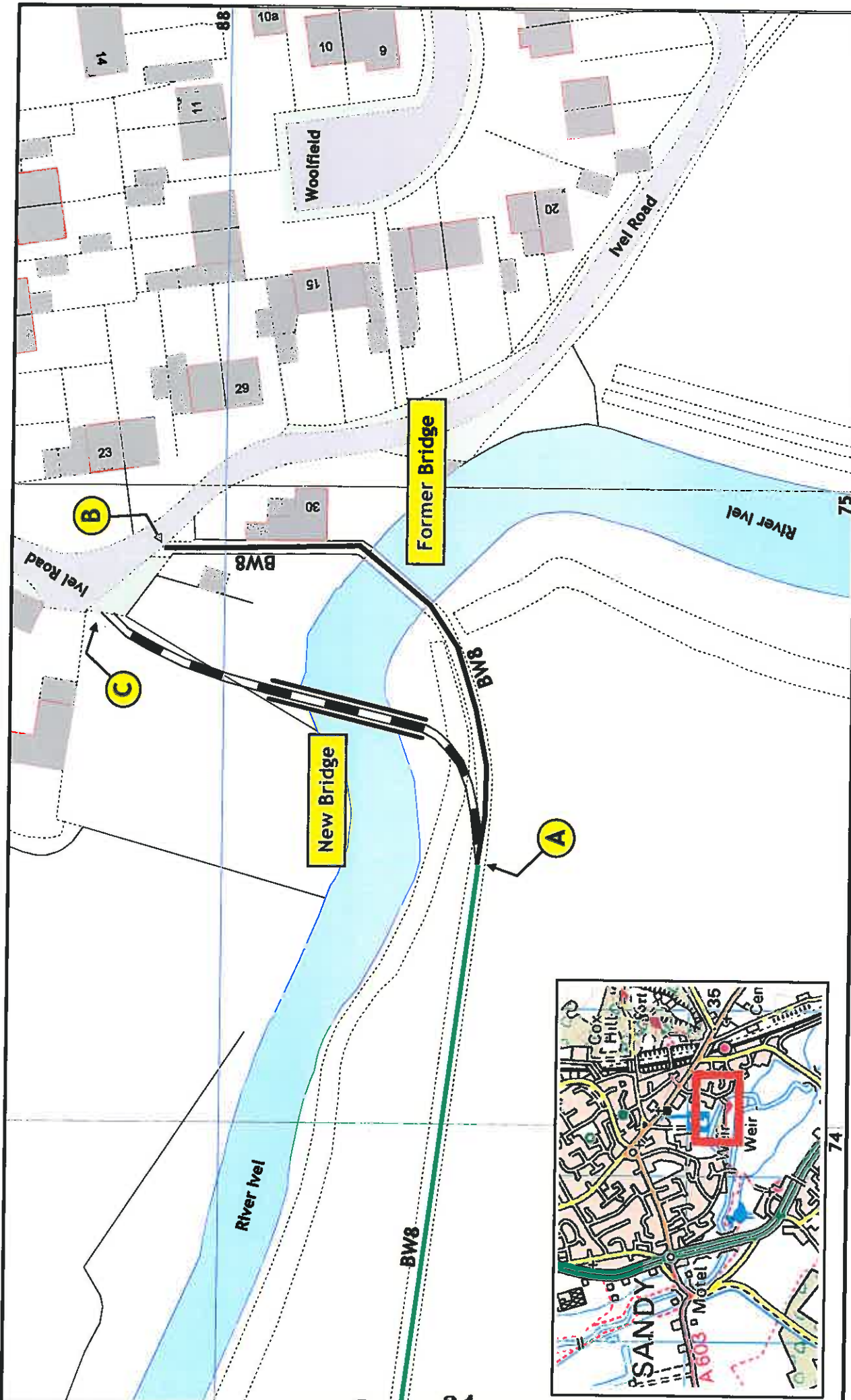
Countryside Access Service

Central Bedfordshire Council

239 Ampthill Rd

Bedford

MK42 9BD



DIVERSION OF PART OF SANDY BRIDLEWAY NO 8

Path to be stopped up A - B
 New Route A - C

Public Bridleway



Produced by Central Bedfordshire Council
 Based on Ordnance Survey Mapping
 Crown Copyright. All rights reserved
 OS Licence Number 100049029

Scale: 1:750 Date: 12/10/2010



Sandy Town Council

- 9 **Report on requests for permissions concerning Beeston Green**
Sandy Town Council has received three recent requests from residents for permission to make adjustments to their use of Beeston Green.

Background

Beeston Green is a registered village green. The freehold of most of the green is owned by Sandy Town Council and the green is subject to the legislation which applies to registered greens (the most important acts which create statutory protection are the Inclosure Act 1857 and the Commons Act 1876). The effect of village green status is that Beeston Green must be maintained as an open area for recreation.

It is an offence under the Inclosure Act 1857 to create a nuisance on a Village Green and the Commons Act 1876 generally deems encroachment, enclosure or the erection of a structure on a village green to be a public nuisance. However, structural works which "are for the better enjoyment of the green" may not be unlawful though they may still require planning permission. As a result of this it is unlikely that vehicular rights of way over a Village Green can be created by long use and it is also difficult for a landowner to give consent to such a right being created.

At present parking is not lawful. Driving across the green to properties which cannot be accessed any other way is only permitted by consent of the landowner and this does not confer a right of way.

Driving and Parking on Beeston Green

Section 34 of the Road Traffic Act 1988 makes it a criminal offence to drive over or park on land including a green not forming part of a road without lawful authority to do so (ie the lawful permission of the owner of the land or a private vehicular right, or because it is not an offence under the 1988 Act to drive on a green within 15 yards of a public road solely for the purposes of parking on the green if parking is permitted on the green). However, irrespective of whether an offence has been committed under the 1988 Act, driving over or parking on a green may still be an offence under section 12 of the 1857 Act or section 29 of the 1876 Act. A strict interpretation of section 12 of the 1857 Act implies that any interruption of the use or enjoyment of a green (ie any parking or driving) would be an offence. However advice from Defra in 2010 stated that *"occasional driving of private vehicles over a green in the exercise of a private right of way, for the purposes of parking on private land beyond the boundary of the green is unlikely to be viewed as giving rise to an offence if the interference with recreational enjoyment is very brief. In our view a court is more likely to find that vehicular use contravenes section 12 or section 29:*

Sandy Town Council

- *If use is very frequent*
- *If the use is by large or slow moving vehicles*
- *If the vehicle is parked on the green*
- *If damage is caused to the green by the vehicular use”.*

The advice goes on to state that a court would need to consider each case on its merits in order to decide whether vehicular use was an offence but in a case decided by the Court of Appeal it was observed there was “no sufficient reason to regard the existence and use of [an access track] as injuring the green or interrupting its use or enjoyment by others.”

The Town Council (and the principal authority then Mid Beds also owner of part of Beeson Green) has entered into some formal written agreements (authorised access agreements) with some property owners around the green to permit them to drive over the village green to access their properties which could otherwise not be accessed by vehicle. Informal access permissions may also be said to exist for other properties which cannot be accessed by any other means and where there is no written agreement. These permissions do not create a private right of way and do not entitle householders to park on the village green.

Scheme of Management

The current scheme of management of the green refers to the maintenance and construction of paths and roads and states:

“The Council shall have the power to repair and maintain the existing paths and roads on the common, other than highways maintainable at the public expense and to set out or construct and maintain or authorise the construction and maintenance of such new paths and roads on the common as appear to the Council to be necessary or expedient”.

The scheme also refers to parking and states that the Council may, with the consent of the persons entitled to the soil of the common and of the Secretary of State, temporarily set apart and fence such portion of the common as they may consider expedient for the parking of motor and other vehicles and may make necessary and reasonable charges for this provided any area set apart shall not be so near to any dwelling house as to create a nuisance or annoyance to the inhabitants.

The scheme of management allows the council to make, revoke or alter byelaws for specific purposes one of which is to prohibit the parking and driving of any vehicle on the green.

In practice cars park on the edges of the green daily. As has previously been reported Sandy Town Council is only able to take limited action to enforce the no parking rules and parts of Beeston Green are being damaged by vehicle movements and parking. Parking on the perimeter of the green is an increasing problem as residents acquire more cars.

Sandy Town Council

The Clerk has been advised that formal permission has been given for the resident at 6 Beeston Common to park on Beeston Green but no documentation is held at Sandy Town Council to support this.

Specific Requests for Permission

1 29 Orchard Road

The owners of 29 Orchard Road have submitted a request to the town council asking for construction of access to their property across Beeston Green as shown on the attached map. At present access to 29 Orchard Road is via Orchard Road itself but the residents are considering separation of their annexe from the main dwelling house and possible conversion into a separate dwelling for which access across the common would be more convenient. Members will note from the map that access to the annexe could also be via Orchard Road.

2 Magnolia Cottage (3-5 Beeston Green)

The owners of Magnolia Cottage are accessing their property by vehicle to one side of the house and also on foot via a now paved path which has been laid to the other side of their property where they have a legally established access for pedestrians and barrow. Both the driveway and the path are included in a written formal access arrangement entered into by this council and Mid Beds District Council in 2002. One of the residents is disabled and permission has been requested for construction of a permanent railing to assist with access to the property. Information about the type of railing proposed is attached.

3 12 Beeston Green

The owner of this property theoretically has vehicular access to her property at the back of her dwelling house. However, as the enclosed photograph (most recent available but not current) shows, in practice parking on this site would be extremely difficult. The owner seeks formal permission to park her cars immediately outside her property as shown on the map.

Clerk's Comments

- 1 The Town Council may give permission for vehicular access across the green and has done so previously on a formal and informal basis but this seems only to have been done for those inhabitants of properties with no other vehicular access. The Council cannot create a right of way across the green. If council is minded to create a new access the consent of Central Bedfordshire Council may also be needed in view of their ownership of part of the green. The case of 29 Orchard Road would set a precedent as there is already adequate access to the property via Orchard road.

Sandy Town Council

- 2 The erection of any structures on the Green must be considered carefully in the light of current legislation as must any permission to allow parking on the green. The Town Clerk strongly recommends that formal legal advice is obtained from the Council's solicitors before making a final decision in either case.
- 3 There is no doubt that members will want to assist a disabled member of the community to access their home. A disabled railing may fall into the category of a temporary structure and it is possible that a temporary permission would be appropriate but this needs further investigation.
- 4 Council has already resolved to undertake public consultation on the future management of the green as the problem of parking and increased encroachment on the green is well recognised. Only two members of council have volunteered for the working group to begin this piece of work which is considerable. An initial meeting has been scheduled but has not yet taken place. It may be unwise to take decisions at this stage which impact on future policies, however residents will naturally wish to have their requests considered in a timely way and in particular the occupant of 12 Beeston Green has been seeking a resolution for several years.

Members are asked to determine how to proceed.

Sandy CP
Beeston Green

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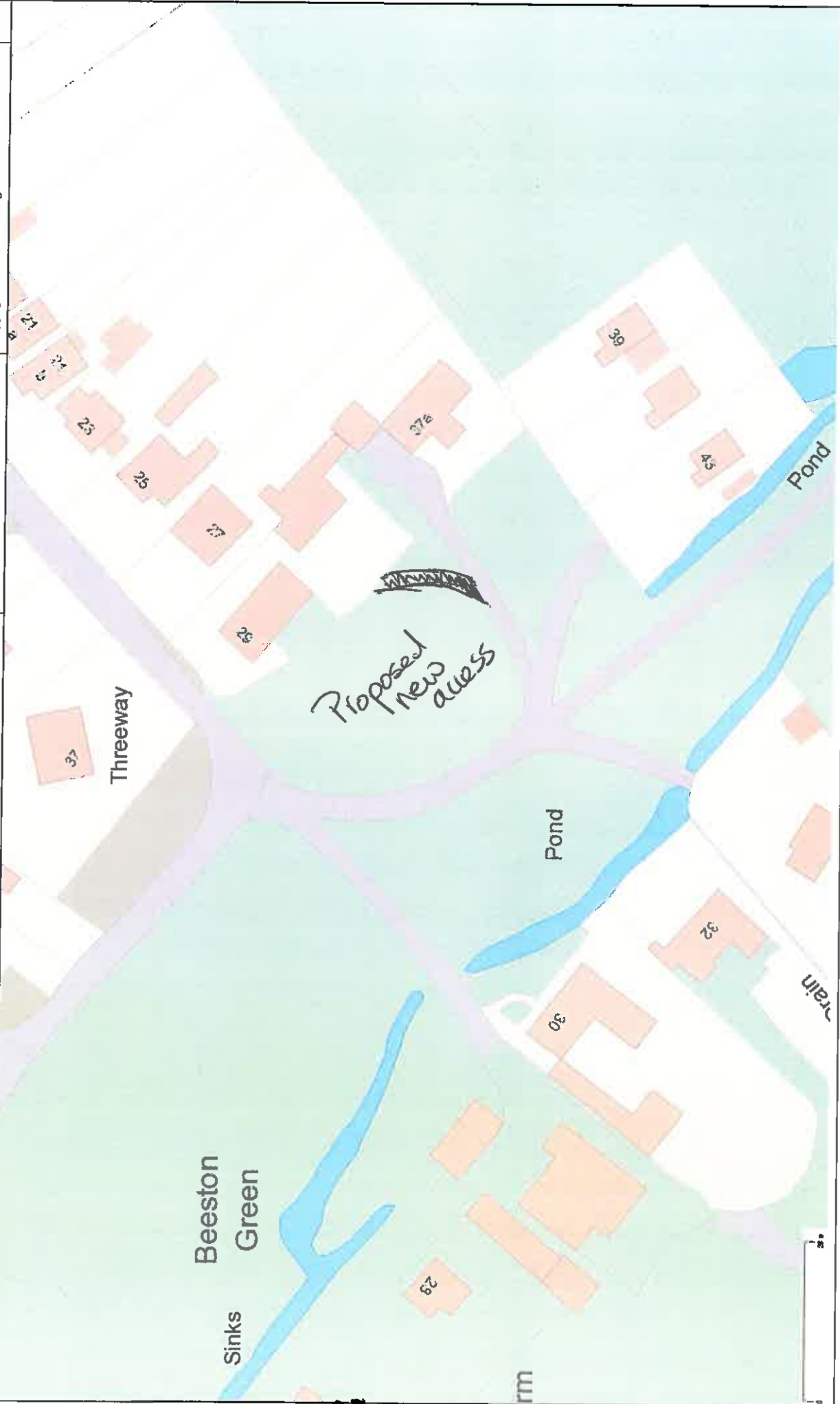
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517072 / 247973

Sandy CP

Beeston Green

Access to 29 Orchard Road



Sandy CP

Beeston Green
29 Orchard Road

Date: 30-8-2013

Scale: 1:455

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Sandy CP

Beeston Green
Access to Magnolia Cottage

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Sandy CP

Beeston Green
Magnolia Cottage

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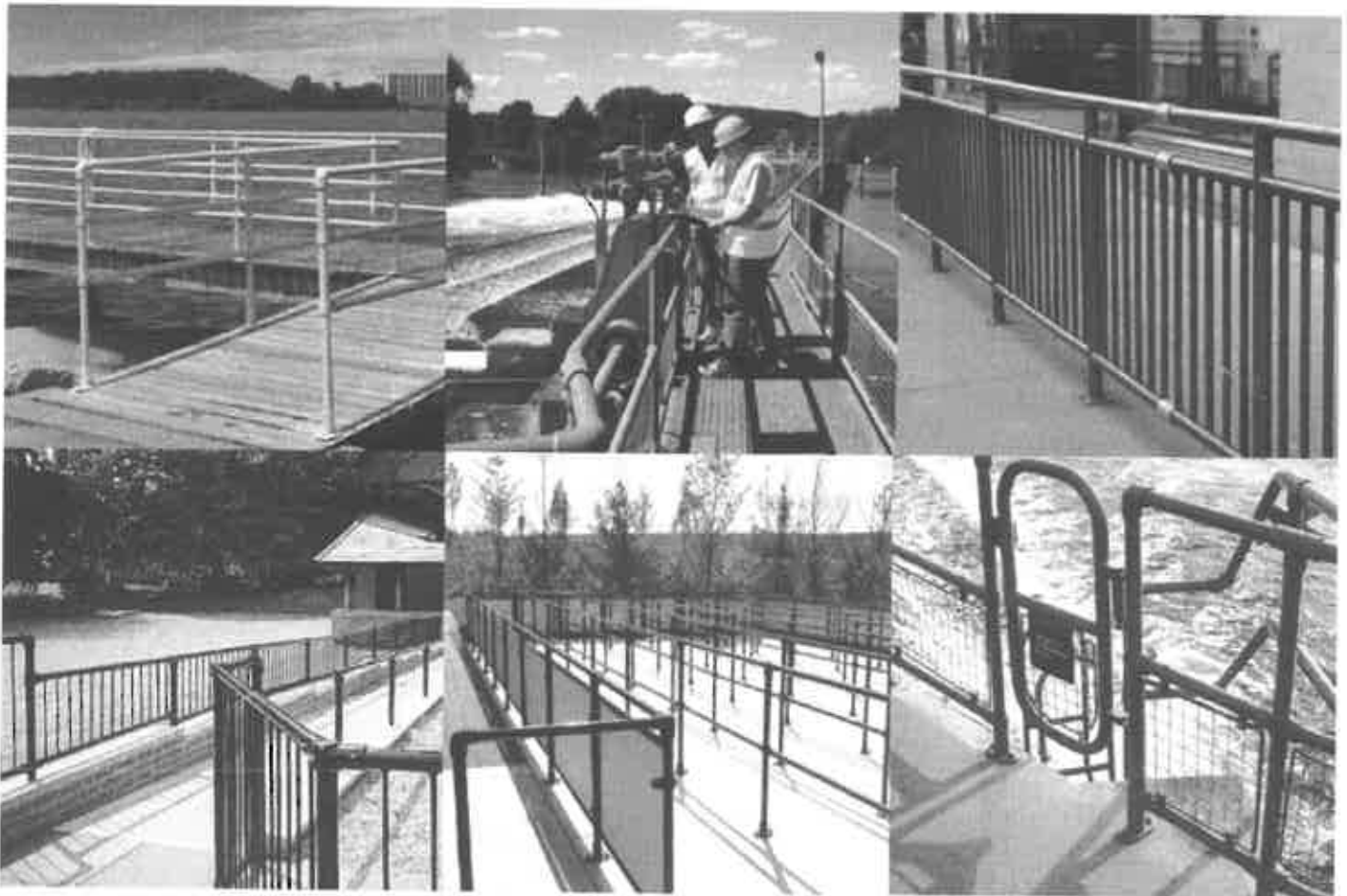


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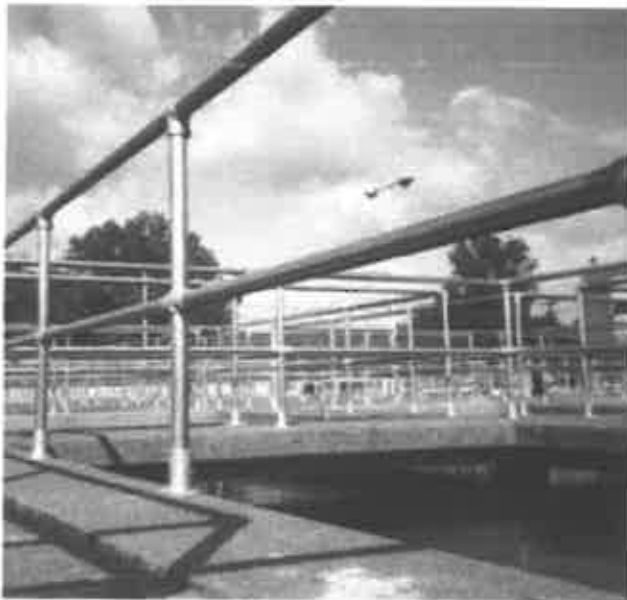
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Kee® Klamp

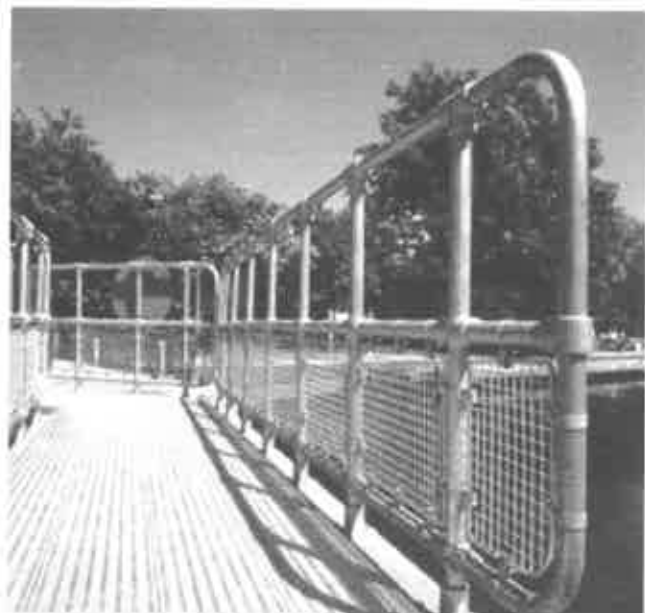
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Safety Components Guide



- DESIGNED TO SUIT BS EN 12813 (20-48) FT. 1.2" TUBES FROM SIZES 1.75MM TO 48.76MM
- CAN BE USED TO BRACE AND TIE OR AVAILABLE WITH POLYESTER COATING AT ANY PAL-COLOR
- FLEXIBLE SOLUTIONS FOR ALL TYPES OF SAFETY BARRIERS AND STRUCTURES
- WIDEST PRODUCT RANGE AVAILABLE



<p>DOUBLE SIDED CLAMP</p> <p>TYPE 100.1 100.2 100.3</p>	<p>PIN FITTING</p> <p>TYPE 101.1 101.2 101.3</p>	<p>MALLEABLE PLUG</p> <p>TYPE 102.1 102.2 102.3</p>	<p>ANGLE TEE</p> <p>TYPE 103.1 103.2 103.3</p>	<p>ANGLE ELBOW</p> <p>TYPE 104.1 104.2 104.3</p>
<p>THREE SOCKET ANGLE TEE</p> <p>TYPE 105.1 105.2 105.3</p>	<p>TWO SOCKET ANGLE CROSS</p> <p>TYPE 106.1 106.2 106.3</p>	<p>PGR TEE</p> <p>TYPE 107.1 107.2 107.3</p>	<p>PGR THREE SOCKET TEE</p> <p>TYPE 108.1 108.2 108.3</p>	<p>PGR TWO SOCKET CROSS</p> <p>TYPE 109.1 109.2 109.3</p>
<p>PGR TEE</p> <p>TYPE 110.1 110.2 110.3</p>	<p>PGR INTERNAL SPIGOT</p> <p>TYPE 111.1 111.2 111.3</p>	<p>ANTI-THEFT DEVICE</p> <p>TYPE 112.1 112.2 112.3</p>	<p>RATCHET</p> <p>TYPE 113.1 113.2 113.3</p>	<p>INDEX KEY</p> <p>TYPE 114.1 114.2 114.3</p>
<p>PLASTIC EXT SCREW CAPS</p> <p>TYPE 115.1 115.2 115.3</p>	<p>PROFILED OR FLAT SHEET CUT</p> <p>TYPE 116.1 116.2 116.3</p>	<p>SWIVEL TEE</p> <p>TYPE 117.1 117.2 117.3</p>	<p>HORIZONTAL WASE</p> <p>TYPE 118.1 118.2 118.3</p>	<p>PACKER PLATE FOR TEE</p> <p>TYPE 119.1 119.2 119.3</p>
<p>COVER FLANGE</p> <p>TYPE 120.1 120.2 120.3</p>	<p>CORNER CROSSER</p> <p>TYPE 121.1 121.2 121.3</p>	<p>CROSSOVER COUPLING</p> <p>TYPE 122.1 122.2 122.3</p>	<p>ROUND WASE FLANGE</p> <p>TYPE 123.1 123.2 123.3</p>	<p>OFFSET RAILING BASE</p> <p>TYPE 124.1 124.2 124.3</p>
<p>PARAPET FLANGE</p> <p>TYPE 125.1 125.2 125.3</p>	<p>FLAYER FITTING</p> <p>TYPE 126.1 126.2 126.3</p>	<p>RIDGE FITTING</p> <p>TYPE 127.1 127.2 127.3</p>	<p>Examples 10-8</p> <p>TYPE 128.1 128.2 128.3</p>	<p>Examples 45-70</p> <p>TYPE 129.1 129.2 129.3</p>

Keelamp® Size (mm)	Keelamp® Size (in)	Keelamp® Weight (kg)	Keelamp® Weight (lb)
3	1/8"	17.5	38.5
4	1/4"	21.3	47.0
5	3/8"	26.9	59.3
6	1"	33.7	74.3
7	1 1/4"	42.4	93.5
8	1 1/2"	48.3	106.5
8	2"	60.3	133.0

Specifying Kee Klamp® Components

Each fitting has a simple numerical code reference, which defines the type of fitting and the pipe size, or sizes, it is designed to receive. The first number, preceding the dash (-) identifies the type of Kee Klamp® fitting. A single digit, following the dash, defines tube size. Two single digits after the dash indicate that the fitting is designed to receive two sizes of tube.



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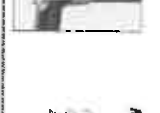




















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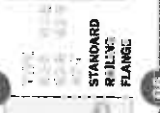



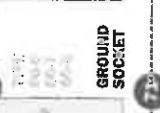



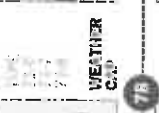




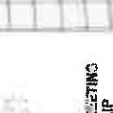
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Kee Klamp® Safety Components Guide

 A10 TYPE A10T A10A SPLIT TEE	 A12 TYPE A12T A12A 45° SPLIT TEE	 A21 TYPE A21T A21A SPLIT CORNER CROSS	 A28 TYPE A28T A28A SPLIT CROSS
 A35 TYPE A35T A35A SPLIT TEE CROSSOVER	 A40 TYPE A40T A40A SPLIT 4 SOCKET CROSS	 A45 TYPE A45T A45A SPLIT CROSSOVER	 A10 TYPE A10T A10A SINGLE SOCKET TEE
 A17 TYPE A17T A17A 45° SINGLE SOCKET TEE	 A18 TYPE A18T A18A STRAIGHT COUPLING	 A15 TYPE A15T A15A 90° ELBOW	 A20 TYPE A20T A20A CLAMP-ON TEE
 A23 TYPE A23T A23A CLAMP-ON CROSS OVER	 A27 TYPE A27T A27A ADJUSTABLE SIDE OUTLET TEE	 A20 TYPE A20T A20A SIDE OUTLET ELBOW	 A25 TYPE A25T A25A THREE POCKET TEE
 A26 TYPE A26T A26A TWO SOCKET CUSTOM CROSS	 A26 TYPE A26T A26A TWO POCKET CROSS	 A30 TYPE A30T A30A 90° ADJUSTABLE SOCKET TEE	 A31 TYPE A31T A31A PALLET FLANGE
 A35 TYPE A35T A35A TWO SOCKET CUSTOM CROSS	 A40 TYPE A40T A40A TWO SOCKET SINGLE SOCKET TEE	 A46 TYPE A46T A46A ADJUSTABLE SOCKET CROSSOVER	 A51 TYPE A51T A51A JOINT SOCKET TEE
 A50 TYPE A50T A50A THREE POCKET CROSS	 A51 TYPE A51T A51A FOUR SOCKET CROSS	 A57 TYPE A57T A57A MALE SINGLE SOCKET MEMBER	 A58 TYPE A58T A58A FEMALE SINGLE SOCKET MEMBER
 A57 TYPE A57T A57A MALE DOUBLE SOCKET MEMBER	 A57 TYPE A57T A57A MALE SINGLE SOCKET MEMBER	 A57 TYPE A57T A57A MALE CORNER SOCKET MEMBER	 A57 TYPE A57T A57A MALE DOUBLE SOCKET MEMBER

* Not available in Australia and New Zealand

Kee Klamp® Safety Components Guide

 A57 TYPE A57T A57A MALE DOUBLE SOCKET MEMBER	 A57 TYPE A57T A57A MALE DOUBLE HORIZONTAL SOCKET	 A51 TYPE A51T A51A TWO OFFSET FLANGES	 A59 TYPE A59T A59A CORNER SWIVEL SOCKET
 A56 TYPE A56T A56A SWIVEL ELBOW	 A53 TYPE A53T A53A ADJUSTABLE THREE WAY SWIVEL SOCKET	 A53 TYPE A53T A53A VARIABLE ANGLE DOUBLE SWIVEL SOCKET	 A59 TYPE A59T A59A ELONGATED CENTRAL FLANGE
 A55 TYPE A55T A55A ACUTE ANGLE ELBOW	 A56 TYPE A56T A56A CENTRAL FLANGE	 A56 TYPE A56T A56A DOUBLE CENTRAL FLANGE	 A59 TYPE A59T A59A SPIGOT FLANGE
 A58 TYPE A58T A58A SWIVEL FLANGE	 A56 TYPE A56T A56A BASE PLATE	 A62 TYPE A62T A62A STANDARD 8 JAWS FLANGE	 A58 TYPE A58T A58A 11.3° ANGLE BASE FLANGE
 A64 TYPE A64T A64A EXTRA HEAVY FLANGE	 A61 TYPE A61T A61A FLANGE	 A60 TYPE A60T A60A STANDARD HORIZONTAL RAILING BASE	 A66 TYPE A66T A66A GROUND SOCKET
 A64 TYPE A64T A64A VERTICAL RAILING BASE	 A68 TYPE A68T A68A RAIL SUPPORT	 A69 TYPE A69T A69A WEATHER CAP	 A70 TYPE A70T A70A STAIR TREAD SUPPORT
 A68 TYPE A68T A68A FLANGE WITH TREAD ADAPTER	 A77 TYPE A77T A77A PLASTIC PLUG	 A78 TYPE A78T A78A FIBRE FITTING	 A79 TYPE A79T A79A SINGLE SIDED CLIP
 A76 TYPE A76T A76A INCOCK	 A69 TYPE A69T A69A WEATHER CAP	 A69 TYPE A69T A69A WEATHER CAP	 A69 TYPE A69T A69A WEATHER CAP



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Sandy CP

Beeston Green
Access to 12 Beeston Green

Beeston Gre

Sinks

Preferred Parking Place

9

8

12

18





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Sandy CP
Beeston Green
12 Beeston Green



Sandy Town Council

10 New Road

Members have already been notified of proposed road closure of New Road for carriageway patching, surface dressing and lining works to be carried out during October.

The issues regarding the footway/cycleway and the raised table on New Road raised at the Town Council meeting on 29 July 2013 have been referred to Central Bedfordshire Council. Sandy Town Council has been notified that a raised table was not possible and we await confirmation whether all the remaining works are complete.

Central Bedfordshire Council has also noted concerns raised about the pinch point on the footway outside the Bell Public House and has been exploring widening of the footway with Greene King although the Clerk has been advised that the current tenant is reluctant to cede land for this purpose. Central Bedfordshire Council has requested that Sandy Town Council should make joint representations to Greene King in pursuit of the widening and provide evidence/local views about the need for this footpath to be widened.

Sandy Town Council

11 Mayoral Communications

- 31.7.13 Attended the Tesco Preview Evening with Mr Sutton at the new supermarket in Sandy. The Deputy Clerk and other Councillors also attended.
- 1.8.13 Officially opened the new Tesco Supermarket in Sandy and accepted the donation of £1,000 for the Christmas lights.
- 3.8.13 Attended a Charity Fete at Bedford Road Recreation Ground organised by National Citizen Service in aid of Junior Diabetes Research Foundation.
- 10.8.13 Opened All Seasons Boutique in Sandy.
- 11.8.13 Attended the RBL annual garden party.
- 17.8.13 Attended the official opening of the new Sandy Football Club pavilion at Bedford Road Recreation Ground.
- 23.8.13 Attended the Mayor of Houghton Regis' Charity Quiz evening at the Dunstablians Rugby Club at Houghton Regis.
- 1.9.13 Accompanied by Mr Sutton attended the Merchant Seaman day at Pathfinder House, Huntingdon.
- Accompanied by Mr Sutton attended Cllr Caroline Maudlin's Broom Quarry Sponsored Stroll in aid of Breakthrough Breast Cancer at Water Lane Farm, Upper Caldecote, Biggleswade, Beds.
- 3.9.13 Attended the presentation of changes to Black Cat roundabout at Great Barford Village Hall. Several Councillors also attended.

Letters to:

Mrs Sue Pelletier on her retirement from Sue Pelletier clothes shop.

Callum Taylor and Deacon Smith for earning their Chief Scout Bronze Awards at Swan Beaver