

Sandy Town Council

Minutes of a meeting of Sandy Town Council held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 15 December 2014 commencing at 7.30pm

Present: Cllr P N Aldis, Cllr J Ali, Cllr C Butterfield, Cllr A Jackson (Mayor), Cllr M Pettitt, Cllr M Runchman, Cllr M P Scott, Cllr D Sharman, Cllr P Sharman, Cllr S Sutton

Absent: Cllr C Osborne and Cllr R Smith

In attendance: Cllr C Maudlin of Central Bedfordshire Council. PCSO A Jeeves (for part of meeting). Mr J Smith and Ms B Ballinger of Cemetery Development Management LTD (CDML). Three members of the public (for part of meeting). The Town Clerk.

1 Apologies for Absence (103-2014/15)

Apologies for absence had been received from Cllr Osborne and Cllr Smith. The Chairman advised that Cllrs T Cole and M Groom had resigned from the council with immediate effect. The Town Clerk had also been notified of Cllr K Sharp's intention to resign for personal reasons.

Central Bedfordshire Cllr N Sheppard had also sent apologies for absence.

2 Declarations of interest and requests for dispensations (104-2014/15)

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

3 Public Participation Session(105-2014/15)

A member of the public addressed the council expressing concern about the resignations announced and asking the council to explain why members of the public were kept away from things. He was concerned about his complaints about the co-option held in September which had not been properly discussed. The member of the public went on to say that he understood the council was busy but he did not see democracy blossoming and the council needed to answer his questions. The Town Clerk confirmed that these issues had been raised previously and the Town Council had responded to them at the time they were made, there were no further responses to be made.

A second member of the public read a prepared statement asking two questions making allegations about the behaviour of an un-named member of the council and an unnamed employee of the council. A third question concerned a request for information about legal costs which had been requested by the HR Committee on 17 November 2014. A fourth question made reference to the minutes of a meeting of the Community Services and Environment Committee held on 8 December 2014 and asked for information about who had provided advice and why it had not been requested earlier.

The Mayor advised that a response to these questions would be

Action

Cllr
Sharp

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provided in writing.

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The Chairman of the SG19 Road Safety Group read a prepared statement welcoming a public meeting which had been held by Alistair Burt MP in the Town Council's premises on 12 December 2014 and thanking the Town Council for the use of its offices and the attendance of members. The statement noted that the Chairman "would be very pleased if the Town Clerk could confirm that the SG19 Road Safety Group will be placed on the Council's list of parties to notify or consult (as the issue dictates) on matters coming before it relating to highways or road safety in Sandy. The Mayor advised that a response to this request would be provided in writing.

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4 **Minutes of previous meeting (106-2014/15)**

RESOLVED to receive the minutes of a meeting of Sandy Town Council held at 7.30 pm on Monday 8 December 2014 and to approve them as a correct record of proceedings.

Admin

5 **Police Matters (107-2014/15)**

PCSO Ann Jeeves spoke to a report on reported crime in Sandy which had been circulated at the meeting. Members asked questions about the relationship between the figures provided and the actual police presence on the ground in Sandy and the number of prosecutions arising from the reported crimes.

The Mayor thanked PCSO Jeeves for her report and she then left the meeting.

6 **Cemetery Extension Presentation (108-2014/15)**

Mr Justin Smith and Ms Becky Ballinger of CDML gave a presentation on the ongoing project to extend Sandy Cemetery on to the former allotment site. Mr Smith explained progress and described the rationale for the current design. It was planned to submit a planning application to Central Bedfordshire Council in February 2015. Members had been provided with a combined planning and needs statement

Following extensive discussion it was **RESOLVED** to proceed with the planning application based on the landscape and building designs ready for submission in February 2014. CDML would prepare detailed costs for the construction of the current building design using different material types for review at a meeting of Town Council on 19 January 2015. Detailed costs for demolition of the existing depot building would also be prepared for the meeting on 19 January 2015 because members were concerned about the potential cost of the depot building and were anxious to ensure that it was large enough and fit for purpose.

It was agreed that CDML would also follow up:

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- what archaeological work would be required post planning and obtain indicative costs
- any concerns from Highways regarding current access for proposed cemetery extension and for the proposed additional maintenance access
- Environment Health requirements regarding the demolition of the existing maintenance building

The Town Clerk asked for confirmation from CDML that the sum of £240,000 currently included in the council's draft 2015/16 budget for this capital project was likely to be sufficient and this was agreed. Members requested additional information about CDML's project management fees and the Town Clerk was asked to obtain this.

Town Clerk

7 Minutes of committees and recommendations therein (109-2014/15)

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 note the minutes of meetings of the Development Scrutiny Committee held on 10 November 2014 and 24 November 2014
- ii) **RESOLVED** to note the minutes of a meeting of the HR Committee held on 17 November 2014
- iii) **RESOLVED** to note the minutes of a meeting of the Policy, Finance and Resources Committee held on 24 November 2014 and to approve the recommendations contained therein at item 6 as shown below:

RESOLVED that a new policy should be adopted to specify that the council would work towards maintaining a minimum general reserve (ie the working capital) equal to 3 months' net revenue expenditure. Therefore the budget should include a regular sum in each year for addition to the general reserve until the 3 month level was met.

Town Clerk

RESOLVED that a new policy of developing a rolling capital EMR for all capital projects in the future should be adopted and that a minimum sum of £15,000 per annum should be included in the revenue budget for transfer to this reserve.

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RESOLVED that the new cemetery extension/depot project should be funded by means of an internal loan of £240,000 from the Fallow Field EMR and paid back over a 20 year term with interest at an equivalent rate to the current PWLB interest rates.

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RESOLVED that a sum of £6,000 should be set aside to purchase expertise to produce a comprehensive business plan deriving from the current strategic plan which would incorporate the internal loan and provide a sound basis for financial planning over the next few years.

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- iv) **RESOLVED** to note the minutes of a meeting of the Community Services and Environment Committee held on 8 December 2014 and to approve the recommendation contained therein at item 8 as shown below:

RESOLVED that the costs detailed in the report on provision of a public access defibrillator - £150 for training and £126 per annum for service support should be approved.

The Town Clerk advised that since the meeting on 8 December a second defibrillator had become available for Sandy and it was **RESOLVED** to approve costs both this equipment also which was to be located at one of the following sites in order of preference the Co-op at Fallowfield, Quince Court, Engayne Avenue or at Jenkins Pavilion.

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Admin

8 Financial Matters (110-2014/15)

- i) **RESOLVED** to note a summary statement of income and expenditure against budget for the year to date as previously scrutinized by the Policy, Finance and Resources Committee
- ii) **RESOLVED** to note a list of payments made since the last Town Council meeting
- iii) A second draft of the council's proposed 2015/16 budget as agreed by the PF&R Committee on 24 November 2014 had been circulated in advance of the meeting. This was discussed in some detail and the Town Clerk was asked to obtain a survey of the cemetery chapel and costings for repairs to the paths. It was noted that this work should be included in the cemetery redevelopment. It was noted that some S106 funding for playground equipment replacement was held at CBC. Consideration was given to use of the container store in the car park should market stalls no longer be required.
- iv) **RESOLVED** to approve implementation of 2014-2016 national salary award as required under Sandy Town Council's contracts of employment

9 Formal Adoption of Sandy Green Wheel master plan (111-2014/15)

RESOLVED to formally adopt the plan which had already been adopted by CBC.

10 Tree Management Plan (112-2014/15)

RESOLVED to adopt a tree management policy and plan for Sandy Town Council which had been circulated in advance of the meeting.

Admin

11 Reports from Representatives (113-2014/15)

- i) CBC Ward members - Cllr Maudlin reported on the public meeting which had recently been held at Sandy Town Council and chaired by Alistair Burt MP with representatives of CBC,

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STC, the Highways Agency, the police and SG19 Road Safety Group. It was noted that the meeting had been informative for all parties and that lines of communication and constraints on different parties had been explained in detail. Cllr Maudlin reported on work on the dualling of the A428 to Cambridge and its link with the Black Cat and grade separation of the roundabout. Central government was also looking at the A1 going north but it was not clear what this would mean in real terms. Cllr Maudlin asked for volunteers to become Dementia Friends and explained that she was able to offer training in this role which was not onerous and did not involve large commitments of time.

The Town Clerk asked for advice on responding to SG19's request arising from the meeting about highways matters which had been made earlier that evening.

RESOLVED to advise the Town Clerk to confirm to the Chairman of SG19 that the group's input was welcomed and as usual highways matters which STC dealt with would be specified on public agendas as at present details of which would be on the website as at present.

- ii) A report from the Town Clerk had been circulated in advance of the meeting which noted the few written reports which had been provided by STC representatives on community bodies. Cllr Sutton confirmed that she had attended the AGM of SSLA but no written report had been given as correspondence had been sent direct to the Town Council. Cllr D Sharman confirmed that he had attended several meetings of the Sandy Charities trust but was unable to report any details as they were confidential.

12 News Release (114-2014/15)

RESOLVED to issue a news release confirming the council's regret at the immediate resignation of Michael Groom and Theresa Cole and to thank them for their work during their time as Town Councillors.

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