

Sandy Town Council

Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 22 July 2019 commencing at 7.30pm.

Present: Cllrs N Aldis, P Blaine, J Hewitt, W Jackson, C Osborne (Chair), M Pettitt, M Scott and P Sharman.

In attendance: Cllr S Doyle, Mr C Robson (Town Clerk), and 2 members of the public

	<i>Actions</i>
<p>1 Apologies for absence (21-2019/20) Apologies for absence had been received from Cllrs A M Hill, N Thompson and CBC Cllrs Ford, Maudlin and Stock. The Chairman welcomed Cllrs Hewitt and Doyle to their first meeting of this Committee.</p>	Admin
<p>2 Declarations of interest (22-2019/20) There were no declarations of interest.</p>	
<p>3 Public Participation Session (23-2019/20) The two members of the public present wished to speak on item 7 of the agenda.</p>	
<p>4 Minutes of previous meeting (24-2019/20) RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 10 June 2019 and to approve them as a correct record of proceedings.</p>	
<p>5 Financial Reports (25-2019/20)</p> <p>i) Members considered a balance sheet and detailed financial report showing income and expenditure against the revenue budget for June 2019. The Chairman went through each page of the budget report. A Member asked whether the £15,000 in EMR election costs still needed to be there given elections were just held. The Clerk explained that CBC had not yet issued the invoice for the recent election so this amount would be reduced. It was agreed that Full Council would consider the EMR following the payment of the 2019 Ivel Ward election invoice to CBC.</p> <p>ii) Members received a budget overview report for June 2019.</p> <p>The Chairman drew Members' attention to a couple of errors on page 13 of the report. The CBC invoice due date for grass cutting should read March 2020, not March 2018. In addition, the comment under 602 – 4033 referred to the previous month and this budget was now in line with anticipated expenditure.</p>	

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- iii) Members scrutinised a schedule of payments made since the previous meeting. It was **RESOLVED** to approve the Schedule.
- iv) It was **RESOLVED** that the Chair check and approve the bank reconciliations and statements.

6 Action List (26-2019/20)

Members received and noted a copy of the action list. The Clerk commented that tarmac work on the car park and entrance track to the new cemetery and depot site was being undertaken and that the contractors were working with UK Power to get the electricity connection completed.

7 Jenkins Pavilion Scoreboard (27-2019/20)

Members considered a request from the Sandy Cricket Club in relation to repair work to the scoreboard on the Jenkins Pavilion.

Mr Eplett spoke on behalf of Sandy Cricket Club to explain that the club had been approached by Cricket East, who have held some county youth games at Sandy. Cricket East have recognised Sandy as one of the better facilities in the area and are keen to engage with Sandy Cricket Club more ahead of the next cricket season. Greater engagement and involvement with Cricket East offer Sandy a strong development opportunity, especially around progression of youth cricket. In addition, it may provide Sandy Cricket Club with wider development and funding opportunities in the future. Two more Cricket East games are scheduled to take place at Sandy, but the lack of an electronic scoreboard is causing issues for the club. The club are asking if the Council will support the cost of a scoreboard while the refund due to the club is pursued. This could potentially be through some match funding. The price for the scoreboard has gone up in part due to the time lapse and in part due to approaching a bigger and knowingly reliable provider. The club are making investments elsewhere, such as in rolling covers as they engage with Cricket East to provide a facility that can be widely used.

A Member stated that it would be great to have a cricket club that have games at county level and that this would bring a good level of recognition and prestige. However, the benefit to the people of Sandy must be shown and it would be good to see wider involvement with local people. It was commented that cricket is struggling across the country, but the club is receiving more engagement and is holding stable. There is an upward curve and the club may be able to field three teams in the next season.

Cllr Pettitt declared a personal interest as a vice president of the club. He commented that it would be good to enter into talks with SCC about their

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wider ambitions for the club, however at this point the matter to be resolved is a replacement/refurbished scoreboard. The company to issue the refund is still functioning, so could a decision on this matter be postponed for 1-2 meeting cycles while matters go through the Small Claims Court.

A Member of SCC commented that there are two more county fixtures this season and that the focus was to ensure a board was in place for next season and in good enough time to give Cricket East the relevant assurances for their fixtures. It therefore could be left for a meeting cycle. The installation of the board could be done within two weeks.

The Chairman commented that the Council could look at working with the club to put a Section 106 application in for outdoor sport funding. This proposal gained support from Members. The Chairman informed Members that a report on unspent Section 106 funding would be coming to a future meeting.

Town Clerk

It was Proposed and Seconded that the Council agree in principle to secure funds from Section 106 for the refurbishment of the scoreboard.

RESOLVED to apply for a Section 106 grant to cover the £3,131.88 cost of a refurbished 15-digit scoreboard.

Town Clerk

RESOLVED to pursue the £2,936 refund due to the Council by the Small Claims Court and that when this money is received, the proportion of the funds paid by the Sandy Cricket Club be returned to the club.

Town Clerk

8 **2019/20 Car Park Line Marking (28-2019/20)**

Members received an update on the proposed car park line marking work and considered three quotations.

RESOLVED to accept Company A's quotation of £1,274.78 + VAT for line marking work in the car park and that work be completed overnight in August 2019.

Admin

It was agreed there will need to be as much advance notice as possible and the office will make leaflets/posters to publicise the overnight closure of the car park.

Admin

9 **Sandy Fireworks Display (29-2019/20)**

Members received a request from the Sandy Scouts for support holding the 2019 fireworks display.

It was Proposed and Seconded that the Council make a loan to the Scouts on the same terms and conditions as the previous three years.

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A Member proposed an amendment to the proposition that a grant of £500, to cover lighting towers and St John's Ambulance be awarded to the Scouts. The Member stated that grants were given to other big events in the town, such as the Sandy Show and the fireworks was an important event in the Sandy calendar. The Chairman pointed out that the Scouts do make profit from the event and that if a grant is to be given this should come from a formal grant application.

RESOLVED TO RECOMMEND that the Council support the 2019 Fireworks event via a loan of up to £4,000 for the cost of running the event and that the Council is repaid from ticket sales for the event.

Admin

10 Archaeological Invoice (30-2019/20)

Members received and considered a report from the Town Clerk on an outstanding excavation invoice and post excavation work. The final invoice for excavation work at the cemetery site brings the Council over the original quote for the work. This is due to a greater than anticipated number of funds and the length the excavation took. The Clerk has worked with the archaeological contractors to reduce costs where possible. The archaeological excavation was a planning condition which the Council had to carry out and take through to completion. It was **RESOLVED** to settle the final excavation invoice with the archaeological contractor.

Admin

It was agreed that the Clerk contact BATPC and other local councils to warn them of the risks associated with archaeological work and the potential unknown level of costs which can result in final costs higher than the original quote.

The Clerk informed Members that the archaeological contractor had sent through an inventory of finds which informed the level of post excavation analysis and the relevant costs. Each of the human remains discovered would need to be tested and examined by specialists, which was included in the initial tender at a cost of £600 per deposit. The archaeologists were estimating that the cost of completing post excavation work would be £19,000 in excess of the initial quote. The Clerk was working with the Planning Authority's archaeologist to address this and see where costs might be mitigated. A further report will be brought to the committee on the matter.

Town Clerk

11 Depot Alarm System (31-2019/20)

Members considered the cost of a new alarm system at the new Council Depot.

It was Proposed and Seconded to approve the recommendation for the

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installation of an alarm at the new depot site.

A Member queried the amount for the annual maintenance and service as this seemed high. He asked if this could not be reduced as the Council would have two alarms (10 Cambridge Road and the depot) with the same company and this should offer some cost savings.

RESOLVED to approve the installation of the proposed alarm at the new depot at a cost of £1,194.99 and that this be funded from the Council's Rolling Capital Fund.

Town Clerk

It was agreed that the Clerk negotiate the annual service and maintenance charge with the company before confirming the order.

Town Clerk

12 No Parking Signage for Beeston Green (32-2019/20)

Members considered the purchase and installation of 'No Parking' signage at Beeston Green from available Section 106 funds. A Member queried where the proposal to install these signs had come from and it was commented that the Beeston Green Working Group had considered this. The Beeston Green Working Group would agree the most appropriate and effective areas for the signs' installation.

Members queried how no parking would be enforced and how effective the signs might actually be. A Member of the Beeston Green Working Group informed Members that the Beeston Green lease referred to this matter and that this was the first step in trying to address problems with parking on the Green. The main area of concern was the verging, as opposed to the large area of the Green. It is possible that two signs may not be sufficient.

A Member asked where these cars could park instead. Members commented that they could park on the road and there would still be the width for other vehicles to pass. A Member acknowledged that this was part of the process to protect the Green but expressed concerns about how effective it will be.

RESOLVED to purchase two bespoke 'No Parking on the Village Green' large signs from Company A and that the Beeston Green Working Group agree the best locations for these.

Admin

RESOLVED to make an application to Central Bedfordshire Council for £310 from Section 106 funding to part cover the costs of the signs.

Town Clerk

13 Travelling Expenses Policy (33-2019/20)

Members received and considered the Council's Travelling Expenses Policy.

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RESOLVED to re-adopt the Travelling Expenses policy.

14 Drone Policy (34-2019/20)

Members received and considered the Council's Drone Policy.

RESOLVED to re-adopt the Drone policy.

15 Social Media Policy (35-2019/20)

Members received and considered the Council's Social Media Policy.

RESOLVED to re-adopt the Council's Social Media Policy.

16 Sandye Place (36-2019/20)

The Chairman reminded Members that Full Council had agreed to keep Sandye Place on each of the committee agendas to allow for updates to be communicated and discussed by Members, however it was not intended that a long discussion on Sandye Place would be entered into. The Community Plan Working Group would be meeting later in the week to discuss Sandye Place and the Council's vision and development of ideas within the Community Plan.

The Clerk informed Members that Cllr Lock had sought further assurance that tables and chairs would be left on site for use by the Sandy Show.

The Clerk gave Members a brief update on a meeting he had attended with CBC Assets to discuss the Town Council's proposal that STC take on some line marking and grass cutting work on the playing fields. The Assets team had agreed the idea is worth investigating further but they would require advice from their legal team. The Clerk is taking further steps to look at insurance liabilities should the Town Council be able to take on some grass cutting, line marking and control of access. A further update will be provided to Council.

17 Chairman's Items (37-2019/20)

There were no Chairman's Items.

18 Date of next meeting (38-2019/20)

It was noted that the next Policy, Finance and Resources Committee meeting will be on 2 September 2019.