

# Sandy Town Council

To: Cllrs N Aldis (Chairman), J Ali, C Butterfield, T Cole, C Osborne, M Runchman, M Scott, R Smith, S Sutton and S Walsh

cc: Cllr M Groom, A Jackson, M Pettitt, K Sharp and D Sharman

**You are hereby summoned to 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, Bedfordshire on Monday 23 June 2014 commencing at 7.30 pm**

Delia Shephard  
10 Cambridge Road  
Sandy, SG19 1JE  
01767 681491  
16 June 2014

## Reports

**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 other 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*

**3 Vice-chairman**

To elect a vice-chairman of the committee.

**4 Minutes of previous meeting**

To consider the minutes of the Community Services and Environment Committee held on Monday 14 April 2014 and to approve them as a correct record of proceedings.

Previously  
circulated

**5 Sandy Parish Schedule – CBC Leisure Strategy**

To identify and correct any errors or omissions in the Central Bedfordshire Council Leisure Strategy Parish Schedule for Sandy and to highlight local priorities for deliverable projects facilities.

✓

# Sandy Town Council

- 6 Sandy Cricket Club Licence**  
To note the position with regard to negotiation of a licence for use of Jenkins Pavilion and the cricket square and outfield at Sunderland Road Recreation Ground by Sandy Cricket Club. ✓
- 7 Skate Park Project**  
To consider options for improvement of the site partly occupied by skate park equipment leased from Sandy Skating Association 2000. ✓  
Further report to follow
- 8 Redevelopment of depot at Stratford Road**  
To receive a report from the members' working group on redevelopment of the depot at Potton Road and the implications for the storage of Town Council equipment, vehicles and location of mess room. ✓  
  
To determine next steps in developing this project.
- 9 Cemetery Extension**  
To receive an update report on progress with the cemetery extension project. ✓
- 10 Sandy Enhancement Group**  
To receive a report from Sandy Enhancement Group proposing the separation of the group from the Town Council and to consider referring a request for transfer of funds to the independent group to Policy Finance and Resources Committee and/or Sandy Town Council. (Cllr Aldis) ✓
- 11 Christmas Lights**  
To receive a report from the Friends of Sandy Christmas Lights. (Friends of Sandy Christmas Lights) ✓
- 12 Pavements**  
To consider a request from CBC for a list of pavements in Sandy most in need of repair. (Cllr Aldis) ✓
- 13 Workshop with Highways Agency**  
To note correspondence received from the Highways Agency and consider any relevant actions. ✓
- 14 Healthcare Review**  
To note correspondence received from Bedfordshire Clinical Commissioning Group requesting participation from councillors in healthcare review. ✓

# **Sandy Town Council**

**Community Services and Environment Committee  
Monday 23 June 2014**

## **Reports**

- <sup>5</sup> Sandy Parish Schedule – CBC Leisure Strategy**  
Correspondence attached.



**Town and Parish Clerk**

**Your ref:**

**Our ref:** Leisure Strategy

**Date:** 6 June 2014

**Dear Clerk**

### **Leisure Strategy – Parish Schedules**

The Leisure Strategy Technical Guidance was adopted by Executive on 18 March 2014 to inform the Council's emerging Development Strategy and be a material consideration in determining planning applications. The next stage in delivering the strategy's aims is the development of action plans for Chapters 2 and 3.

The strategy comprises four chapters, and the suite of Leisure Strategy documents is available on the Council's web site at [Leisure facilities in the future | Central Bedfordshire Council](#), but this consultation relates to the Recreation & Open Space Strategy and the Playing Pitch Strategy only.

- Chapter 2: Recreation and Open Space Strategy – a range of open spaces (excluding sports pitches)
- Chapter 3: Playing Pitch Strategy – outdoor sports playing pitches and courts

### **Parish Schedules**

To apply the standards and facility requirements that have been highlighted by the strategy, we have prepared a Parish Schedule for each settlement in Central Bedfordshire. Each schedule details the existing facilities falling into the nine open space types examined in Chapter 2, and the sporting facilities in Chapter 3. Each schedule also lists any current shortfalls in provision and identifies where new or improved facilities are required to meet the needs of the current and future population.

Once finalised, the Parish Schedules will be the key document used to identify local needs and priorities when planning applications are received. They will provide housing developers and the Planning Department with the facility audit evidence and the priorities for future provision/improvements. It is therefore essential that the schedules reflect local priorities for projects which are deliverable in terms of land, funding and stakeholder support.

### **Central Bedfordshire Council**

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Ultimately the agreed priorities will be used to target new on-site facilities required from new development or to secure and release developer contributions.

### Consultation

Town and parish councils have already contributed to the evidence base for the strategy and your input will be crucial in finalising the Parish Schedules and identifying priorities. The attached Parish Schedule for your settlement has been carefully prepared, however, inevitably there may be some errors or omissions. The purpose of this consultation is therefore, twofold:

1. To identify and correct any errors or omissions in the Leisure Strategy or Parish Schedules
2. To highlight local priorities for deliverable projects / facilities.

I would be grateful therefore, if you could:

1. Detail any errors, omissions or queries relating to your settlement found in Chapters 2 and 3, and the Parish Schedules.
2. List the town/parish council's priority projects – additional information on the progress / deliverability of the projects would be appreciated.
3. And respond to me by **21 July 2014**.

If it is helpful, meetings with town/parish councils can be arranged to discuss the matters arising from the Parish Schedules.

Consultation on the Parish Schedules will also be held with other key stakeholders to ensure local priorities align with wider priorities, where relevant, to maximise support for, and delivery of projects.

On completion the Schedules will be published on the Council's web site, providing developers with a detailed understanding of local needs. If you have any queries regarding the consultation or the strategy please do not hesitate to contact me.

Yours sincerely

*Lisa White*

**Lisa White**  
**Strategy & Policy Manager**

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Settlement Name	Sandy
Settlement Hierarchy	Major Service Centres
Placemaking Area	North
2013 Population	11700
2022 Population	11654

### Settlement Description

Sandy is a small market town which expanded extensively in the 1960's - 1970's as a result of G.L.C overspill. Substantial parts of the built up area comprise estate-scale development, much of which is high density. It is dominated by the nearby Sand Hills, which surround the settlement.

### Open Spaces within Town

Site Name	Typology	Site Size (Ha)	Site ID
Potton Road	<del>Allotments &amp; Community Gardens</del> Cemetery	0.7044	4046A
St Swithun C of E Church	Cemeteries & Burial Grounds	0.72615	4072
Ivel Park Play Area	Children's Play Space	0.01925	4029
Sunderland Road Play Area	Children's Play Space	0.03235	4033
Bickerdikes Gardens Play Area	Children's Play Space	0.03095	4043
ST Neots Road Play Area	Children's Play Space	0.0344	4047
The Limes Play Area	Children's Play Space	0.07045	4060
Bedford Road Recreation Ground Play Area	Children's Play Space	0.16445	4064
Beeston Green Play Area	Children's Play Space	0.0306	4071
Merlin Drive Play Area 2	Children's Play Space	0.03535	4192
Merlin Drive Play Area 1	Children's Play Space	0.06285	4191A
Goldfinch Drive/Crow Hill	Children's Play Space	0.03845	4023A
The Lodge	Countryside Recreation	134.8848	4069
Sunderland Road Skateboard Park	Facilities for Young People & Teenagers	0.05785	4191
The Pinnacle	Informal Recreation	5.82715	4054
Mill Meadows	Informal Recreation	1.7245	4057
The Riddy	Informal Recreation	7.0647	4058
Fallowfield Recreation Ground	Larger Recreation Spaces	1.85465	4024
Sunderland Road Recreation Ground	Larger Recreation Spaces	5.20365	4032
Bedford Road Recreation Ground	Larger Recreation Spaces	1.96	4063
Goldfinch Drive/Crow Hill	Small Amenity Spaces	0.5216	4023
Fallowfield Estate	Small Amenity Spaces	0.1177	4026
Fallowfield Estate	Small Amenity Spaces	0.0963	4027

STZ  
correction

Fallowfield Estate	Small Amenity Spaces	0.0921	4028
Engayne Avenue Estate	Small Amenity Spaces	0.18865	4034
Engayne Avenue Estate	Small Amenity Spaces	0.37835	4035
Engayne Avenue Estate	Small Amenity Spaces	0.68575	4036
Fallowfield Estate	Small Amenity Spaces	0.9843	4038
Balmoral Close	Small Amenity Spaces	0.17755	4040
on Engayne Avenue (between Waverley Avenue and Medusa Way)	Small Amenity Spaces	0.15915	4041
Engayne Avenue Estate	Small Amenity Spaces	0.1156	4042
Land between Winchester Road and Berwick Way	Small Amenity Spaces	0.8567	4044
Glebe Road/Churchill Way	Small Amenity Spaces	0.098	4046
Westfield Gardens	Small Amenity Spaces	0.05745	4048
Sunderland Road/Newton Way	Small Amenity Spaces	0.2757	4050
Land between Sunderland and railway line	Small Amenity Spaces	0.2702	4051
Dapifer Drive	Small Amenity Spaces	0.2753	4052
Friars Walk	Small Amenity Spaces	0.28285	4053
The Limes	Small Amenity Spaces	0.76705	4059
	Small Amenity Spaces	0.2511	4061
Bedford Road/Swan Lane	Small Amenity Spaces	0.1357	4062
Swansholme Gardens	Small Amenity Spaces	0.0478	4066
Swansholme Gardens	Small Amenity Spaces	0.06585	4067
Swansholme Gardens	Small Amenity Spaces	0.04755	4068
Beeston Green	Small Amenity Spaces ?	3.69825	4070

with play area

STZ  
CORRECTION

**Table 1 – Adequacy of Provision (balance between quantity / quality and accessibility)**

Type of Open Space	Current Provision	Standard	Current Surplus / Shortfall	Future Surplus / Shortfall	Accessibility	Quality Issues	Other Issues
Countryside Recreation Sites					Town located within 20 minute catchment of RSPB Lodge.	RSPB Lodge has restricted visitor capacity due to its environmental and conservational sensitivities. Site offers more limited recreational functions (children's play etc) than other countryside recreational sites.	Green infrastructure plan sets out the aspiration to create a green wheel around Sandy
Urban Parks	n/a	n/a	n/a	n/a	No existing provision and therefore residents outside of catchment to a formal urban park. Sunderland Road Recreation Ground does however fill role to an extent.	N/a	Sunderland Road Recreation Ground (Formal recreation ground) is often considered by residents as an urban park, but it does not provide the same setting or provide the facilities of a site in this category.
	0.00	0.22	-2.57	-2.56			



Large Recreation Areas	Formal	9.02	1.20	-5.02	-4.96	Good level of access to facilities, some small gaps in provision to the south (although residents are able to access informal open spaces and small amenity spaces)	Green Infrastructure Plan highlights aspiration for new landscaped green space for recreation
	Informal	14.62	2.60	-15.80	-15.68	Some access to informal recreation areas and small amenity spaces)	Green infrastructure plan identifies potential to create / improve public access to Cox Hill
Small Spaces	Amenity	10.12	0.55	3.69	3.71	Lack of small amenity spaces in the south east of the town, although to an extent demand negated by the presence of larger sites	Capacity of sites limited by environmental / conservation functions - all sites have dual function. All sites above target quality standard, but scope to increase the recreational functions of Mill Meadows
		0.52	0.11	-0.77	-0.76	Gaps in access to the east of the town	Sites in general above target quality standard, although space on Engayne Avenue and Swansholme Gardens of lower standard
Play Areas for Children						All sites just above target quality standard but opportunities to	Green Infrastructure plan indicates that there is demand for

								improve. Facilities at Bickerdike Gardens, St Neots, Sunderland Road and The Limes are the poorer facilities.	additional play space
Facilities for Young People	0.06	0.01	0.00	0.00		Limited access to facilities – almost all residents outside of target 10 minute catchment area	Range of facilities but site is relatively basic overall, particularly the skatepark where it appears that some equipment has been removed. Potential to improve functionality of facility	Green infrastructure plan indicates that there is demand for potential additional facilities for children and young people in particular adventure play (Sand Hills) and Moto / BMX tracks in the quarry.	
Allotments						Current allotment site at Staford Road (48 plots) to close November 2013 to accommodate cemetery extension.	Site to close and no new site yet secured	New site sought to accommodate existing and potential allotment holders. Green infrastructure study also highlights aspirations for new allotments.	
Cemeteries and Churchyards	0.70	0.37	-3.63	-3.61		Current site at Potton Road is nearing capacity. Allotments will close in November 2013 in order to facilitate extension to this site for burials. St Swithuns Churchyard is full and closed.			

**Table 2 – Sports Facilities Available and Adequacy of Provision**

Sport / Facility	Site and Comments
AGP	Sandy Sports and Recreation Centre – important site for hockey
Football	Sunderland Road – new pavilion and issues with parking, but scope to increase use  Bedford Rd, Sandy – some availability at peak time, poor parking  Sandy Recreation Ground – capacity as pitches not used for formal play
Cricket	Sandy CC – suffers from poor drainage
Rugby	n/a served by Ampthill RUFC
Hockey	Sandy and Shefford HC – important facility at Sandy and Shefford Sports and Recreation Centre
Tennis	Sandy Sports Centre, no club
Bowls	Sandy Conservatives BC, Sandy Town BC

**Table 3 - Key Issues and Priorities**

Type of Open Space	Key Issues	Typology Specific Priorities	Key Priorities
Countryside Recreation Sites	Town located within 20 minute catchment of RSPB Lodge. This site however has restricted visitor capacity due to its conservational functions and is unable to accommodate the high levels of demand that are evident	Investment into RSPB Lodge	<ol style="list-style-type: none"> <li>1.Replacement allotment provision</li> <li>2.New cemetery</li> <li>3. New facilities for young people</li> <li>4.New destination play area and new play facilities in areas of deficiency</li> <li>5.New park / large recreation area</li> <li>6. improvements to quality of football and cricket facilities</li> </ol>
Urban Parks	No existing urban park, although Sunderland Road Recreation Ground to an extent fulfils this	Creation of an urban park, either by upgrading Sunderland Road Recreation Ground (and creating new	

		requirement.	formal recreation areas) or new provision.	
Large Recreation Areas	Formal	Good level of access to facilities, some small gaps in provision to the south. Significant quantitative deficiencies and identified aspirations for additional landscaped green space.	Enhancement of existing sites Creation of new sites in areas where provision is limited – particularly the south of the town	
	Informal	Some access to informal spaces but capacity of sites limited by dual function between recreation and conservation. Large quantitative deficiencies.	Creation of new sites (or improved access to existing sites)	
Small Amenity Spaces		Some small deficiencies, quality above target levels although scope to improve functionality. Sufficient provision in quantitative terms	Priority on enhancing existing spaces.	
Play Areas for Children		Limited access for residents in the east of the town. Requirement for additional provision also identified in Green Infrastructure plan and through Town Council consultation. Quantitative deficiencies, some play facilities require improvement	New provision required in the east of the town. Strategy also indicates that a destination facility is also required– ie. higher calibre conveniently located facility which attracts users from across the town	
Facilities for Young People		Limited access to facilities for young people for almost all residents with large quantitative deficiencies. Existing provision relatively	New provision identified as a key priority	

	basic		
Allotments	Existing allotments to be closed. Current capacity is 48. No replacement provision yet found but loss of site will create unmet demand. Future population growth will enhance this	New site required	
Cemeteries and Churchyards	One existing cemetery is full and other is nearing capacity	Requirement for additional provision - Extension to existing cemetery scheduled which will address the issue	
Connectivity	Connectivity is one of the key principles of the Sandy Green Infrastructure plan, with the majority of actions relating to the improvement of existing and / or creation of new footpaths. In particular there are aspirations for links to Potton and Biggleswade.		
Outdoor Sports	<p>Important site for hockey, some quality issues for both football and cricket. Sufficient capacity overall</p> <p>Key Priorities</p> <p>Football pitch quality</p> <p>Sandy CC – requires improvement (drainage)</p> <p>Sandy Sports Centre AGP to be retained as sand based</p>		



# Sandy Town Council

## 6 **Sandy Cricket Club Clerk's Report**

Following the Council's letter of 15 April 2014 (and subsequent correspondence) requesting a meeting on 11 June the Cricket Club offered one time slot for a meeting with the Town Council's representatives regarding the lease/licence issue ie after 2 pm on 27 June stating that if this was not convenient then the meeting must take place in July. The Town Mayor and Clerk have been able to make themselves available at this time in order to avoid further delay. On several occasions the Town Clerk has requested a list of issues which concern the Club and did so again on 11 June 2014 so as to prepare for the meeting but none has been provided at the time of writing and it seems unlikely to be available in advance.

As the terms on which the Cricket club is using the Jenkins Pavilion and the Cricket pitch are not confirmed the Clerk has not invoiced the Club for rent for the year 2014/15. However the Clerk has continued to authorise purchases by the Club for maintenance of the square and the Clerk asks the committee whether it will give formal approval of this arrangement until the lease/licence discussions are concluded.

The Clerk is engaged in regular and constructive correspondence with the Secretary of the Cricket Club and has reached agreement for part of the cricket outfield to be prepared as strips so that young players can practice bowling outside the school nets (with appropriate supervision and regard for the other users of the recreation ground). A risk assessment is attached and the committee is asked to confirm the clerk's actions.

The Clerk and Head Groundsman recently spent 3-4 hours with the regional pitch adviser from the Institute of Groundsman (IoG) inspecting all sports pitches in the council's ownership. This was a helpful meeting, including several practical suggestions about our pitch care and the use of existing machinery. It was also reassuring to receive a positive report about the current state of football pitches and cricket outfield.

**Members are asked to note the position.**





# Sandy Town Council

## 7 Skate Park Project

### Clerk's notes

Although the remaining skate park equipment leased from the Skating Association is safe and in use, further maintenance work is needed to ventilate the remaining ramp to prevent further damage and this will be undertaken as soon as workloads allow. A larger concern is the condition of the surfacing where the previous equipment was removed which is uneven and deteriorating. This matter was not addressed as soon as the equipment was removed as it was hoped that the skate park association would consider raising funds for new kit but progress has been limited. The council will need to make a decision about this area in the near future and with this in mind the Clerk has met with Groundworks to explore the feasibility of replacing the skate park equipment via grant funding and a community project involving young people in Sandy.

A report is awaited from Groundworks, Bedford and Luton, and will follow no later than 19 June 2014.

**Members are asked to consider next steps.**



## Sandy Town Council

Community Services & Environment Committee – 23<sup>rd</sup> June 2014

### Report on Stratford Road Depot and Future Storage

#### Current Situation



The depot at Stratford Road has a large storage building with a mobile cabin attached as a rest room for the outdoor staff. There are two garages one of which is made of concrete blocks with an asbestos roof and the other of concrete slabs, a composting area, parking for staff cars, a pile of excavated soil from the graves, tree & hedge clippings awaiting disposal and a large skip. The surface of the compound is very uneven.

The land outside the buildings is used for vehicle maintenance and cleaning, connecting equipment to vehicles, mixing chemicals, doing repair jobs and space is needed for these tasks and many similar ones.



Appropriate space is needed for a fuel store for red diesel, the storage of chemicals and the use of grinding equipment for sharpening tools. Appropriate space is needed for these tasks with health and safety implications to be taken into account.

At the moment the public use the depot which is unsatisfactory for H&S reasons, it is an unsecured compound and it would be much better if there was a secured space in which to work to prevent contact between the public and vehicles movements and dangerous work tasks etc. There is a need to store equipment outside but this cannot be done at Stratford Road as anything left out would be stolen.

In one corner there is an entrance through to the cemetery where there is a small shed used for the storage of rarely used items. It is not weatherproof and some work is needed on it.





There is also the cemetery chapel which is used for additional storage purposes (including the water bowser) when there are no funerals planned.

The smaller of the two vehicles is kept in one of the garages but the latter is not large enough for a replacement vehicle which is now overdue.

Many hours are spent on the cemetery keeping it in good condition so that there is a need for the storage of appropriate equipment.

### **Locations of Work**

- Cemetery
- Closed Church Yard
- Beeston Green
- The Limes Play Area, Beeston
- Fallowfield Estate
- Sunderland Road Recreation Ground
- Bedford Road Recreation Area
- Town Centre Roundabout
- Faynes Comer
- Watering of Bedding Plants (various locations around the Town)
- Town Centre Car Park

### **What is needed?**

- ✓ A large storage building for big equipment like the tractor, ride on mower, spiker and valuable items which is secure and alarm protected. It should be as large as possible to meet current and future needs.
- ✓ Suitable storage areas for fuel and chemicals
- ✓ A secure outdoor working area for dangerous or hazardous tasks where there is no public access creating unacceptable H & S issue.
- ✓ A rest room for the outdoor staff including toilet, meal preparation area, document storage, lockers.
- ✓ Garage(s) for internal storage of vehicles (2)
- ✓ A composting area
- ✓ An area to store the skip for non-compostable material
- ✓ An area for storage of top soil for goal mouth restoration
- ✓ Storage space for gazebos and other event related items like crash barriers.
- ✓ Storage area for tree / hedging materials awaiting chipping or burning
- ✓ Storage area for plants

**This report outlines four options for Members to consider:**

### **Option 1**

Stay as at present using the depot buildings off Stratford Road but replacing the asbestos roofed garage with a larger more suitable building big enough for the replacement vehicle.

Use the cemetery chapel as a storage building which would mean that it was not available for services. It would also need remodelling.

This option is impracticable as the area of the depot is required as a new access for the cemetery extension as the current access off Potton Road is unlikely to be acceptable to Highways.

### **Option 2**

Provide an environmentally friendly storage building at the cemetery in the area next to the hedge between the existing cemetery and the depot area which is large enough to incorporate the mess room.

Provide a toilet which is suitable for the outdoor staff and visitors to the cemetery during working hours. (There is no obligation to provide a convenience for visitors to the cemetery but it is a much requested facility.)

Provide suitable bins for composting materials, top soil, grave soil and other items which are constructed of an aesthetic material and screened as far as possible from the cemetery by hedging.

Refurbish the cemetery shed to store some tools. A structural survey would be necessary to ascertain how much needs to be done to make it a viable store.

Use the cemetery chapel solely for services providing electricity with a wind generator or fuel driven generator. It may also be possible / desirable to use the chapel for memorial purposes.

Give notice to the Sandy Historical Research Group to relocate their stored items in the chapel by the end of August 2014.

### **Option 3**

As option 2 but relocate the large depot building and the mess room to the town centre car park in the lorry parking area by Belfry Court. This is a more central location and the building would be less intrusive and more easily accessible to a range of vehicle types. There is also currently camera surveillance of the car park, space for staff cars and close to the Town Council offices for supervision purposes.

All services are located nearby but a planning would be needed.

## Option 4



As Option 2 above, but relocate large building to Sunderland Road near the Jenkins Pavilion to store the items of equipment used on the playing areas.

Relocate mess room to Sunderland Road near the Jenkins Pavilion using the pavilion's facilities as appropriate. There is a 7 year contract in place with SLA so some negotiation to use the building may be necessary.

There would be a need to construct a roadway down the bridleway which is on STC land to access Sunderland Road to allow the tractor and other equipment to access Fallowfield and other areas of the Town.

In summary the choices are:

- Use the cemetery chapel for storage or services. If the latter is chosen provide an electricity supply.
- Relocate large storage building to Sunderland Road or the Town centre car park.
- Enquiries have been made to use a building on the industrial estate but Central Bedfordshire Council has responded that there is no suitable facility of the size required. Other options could be explored like the former Morgan Matroc site off Sand Lane.
- Provide a mess room for the outdoor staff in either the new building at the cemetery, as part of the large storage facility on the car park at Sunderland Road utilising the Jenkins Pavilion facilities or within 10, Cambridge Road building.



## Project Costs

There are no costs available for any of the options at the present time but it has been suggested that buildings of the nature required would be in the order of £1,000 per square metre.

Planning application(s) for the building(s) will be required so this will also be a cost.

**Members are asked to decide which of the options above they are in favour of and recommend to Council the steps needed to take the project forward.**

# Sandy Town Council

## 9 Cemetery Extension

### Summary Report from Clerk

- Report on progress with planning elements of project is attached.
- Site visit was held on Monday 9 June 2014 and a revised design was considered. This is to be further revised and will be provided for members as soon as available.
- Financial implications of the project now need to be considered in more detail.
- Public consultation plan will need to be prepared soon in conjunction with CDS
- It may now be appropriate to set up a working group including members from PF&R Committee to undertake more detailed work.

**Members requested to note report.**

**SANDY - Documents to be provided for planning**

**Updated: 9/6/14**

Title	Action	Date of completion	Estimated fee	Invoiced Amt.	Invoice No.	Additional Comments
<b>ENVIRONMENTAL</b>						
Environment Agency T2 Groundwater Audit	COMPLETED	-	1,400	1,400	71154	
Review of groundwater depth & site fill model	Condition of planning	-	£3,000			
Installation of boreholes & 6 months monitoring	Required due to asbestos on site		£3,000			
CLR11 Testing or alternative	COMPLETED	-	-			
Environment Agency Flux modelling						
Flood Risk Assessment		JULY				
SUD's Policy and Design		JULY	£2,400			
Ecology Survey Phase 1	COMPLETED	-	£1,100	£1,100	71359	
Newt Survey	NOT REQUIRED	-	-			
Tree Officers Consultation		JULY				
Tree Survey		JULY	£1,200			
<b>POLICY</b>						
Archaeology Pre-Determination Survey	COMPLETED	-	£600	£1,100	71359	+ £500 HER visit
Add. Archaeological work & Recording Report	COMPLETED	-	£2,898	£2,898	71360	
Needs Statement		AUGUST				
Design and Access Statement			£2,400			
Highways Consultation		JULY				
Traffic Survey		JULY	£800 to			
Public Rights of Access Statement		JULY	£3,000			
Visual Appraisal/LVIA	Awaiting pre-app advice	JULY	£1,000 to			
Pre-App Meetings: Includes presentation to planners, does not include council app. fees	Awaiting date for pre-app	JULY	£2,000			
<b>DESIGN</b>						
General Layout Plan	For review at meeting 9/6	-	£500			
Location Plan	For review at meeting 9/6	-	£200			
Drainage Plan	For review at meeting 9/6	-	£400			
Burial Layout Plan	For review at meeting 9/6	-	£600			
Landscape planting Plan	For review at meeting 9/6	-	£500			
Site Topographical	COMPLETED	-	1,400	1,400	71324	



# Sandy Town Council

## **10 Report on the Future of S.E.G. (Sandy Enhancement Group)**

S.E.G. is an anomaly as it is hosted by the Town Council getting the services of a paid member of staff to clerk the meeting, has the use of the Council Chamber at no charge and gets an annual grant in the budget process.

The Council nominates four councillors to be on the body and the remainder of its membership are residents or representatives of other community groups like the Town Team, the Beeston Wildlife Group and the Sandy & District Horticultural Association. Membership has dwindled in recent years and several members are dual-hatted.

In past years the Group has entered the Anglia in Bloom competition achieving Silver Gilt in the last year that it entered. The entry meant a considerable amount of work by members of the group with little support from the District Council at the time to ensure that the Town looked its best by weed-spraying or litter picks.

The Group has continued to organise, judge and present prizes for the Best Kept Competitions. With the demise of the council run allotment site, the best garden competition run by Frosts and the Biggleswade Chronicle has reduced the interest in the competitions run by S.E.G. so it has been decided to discontinue these competitions this year along with Best Street and School Environment Award. The Chamber of Trade has been asked to take on the Best Pub / Restaurant competition.

In previous years the Group has created focal points in the Ton including the SANDY sign and planting at the station, Faynes Corner, the drought garden in Bedford Road, the Railway feature at the station and the Jubilee arbour on the Potton Road entrance to the Town.

The Group has taken the decision to seek approval to become a completely independent organisation from the Town Council saving the council money and resources but making it eligible for grant funding from appropriate funders.

It would seek to take the remaining balance in the bank account to pump prime future activities which would centre on litter picks, one-off environmentally focused activities and the continued maintenance of some of the enhancements provided around the Town. The presence of a representative from the Council like other organisations would be sought.

**Members are asked to consent to S.E.G. becoming an independent organisation but to retain control of the existing balance in the bank account.**

**Cllr Nigel Aldis**



# Sandy Town Council

## 11 REPORT TO COMMUNITY SERVICES AND ENVIRONMENT COMMITTEE – 23RD JUNE 2014

### INTRODUCTION

The Friends of Sandy Christmas Lights group have met monthly since January 2014 to plan this years' event which is being held on Sunday 30th November. We are planning a similar event to the previous 2 years with alterations made in the light of experience gained.

### STREET ILLUMINATIONS AND CHRISTMAS TREE

The illuminations and tree have been ordered. A further three lamp column lights have been added without exceeding the budget.

### COMMUNITY EVENT

Sandy Town Council has a collective responsibility to ensure its events are run in a safe and proper manner. This event MUST be organised professionally, safely and legally or not at all.

It is proving difficult to get evidence from the funfair operator to confirm that he is meeting the new Health & Safety regulations. If they cannot or will not comply we will not be able to have the funfair this year.

Staff changes together with new councillors who have no previous experience of the Sandy Christmas event will stretch resources to the limit. The office staff are under enormous pressure at the moment with their existing workload and will not be able to offer the same level of support to this event as in previous years.

With less input this year from council staff the Friends of Sandy Christmas Lights committee will not be able to organise the event unless all councillors take an active role.

### CONCLUSION

We will shortly be circulating a list of tasks and ask that you and anyone you know volunteer your services wherever possible.

The next of meeting of the Friends of Sandy Christmas Lights group is on Tuesday 24th June at 10am and we hope that all members of Council will make every

# Sandy Town Council

effort to attend and help.

---

## KEY ROLES on the day (minimum)

Health & Safety Officer x 1 (qualified)

Event Manager x1

Stall Manager x 1

MC x 1

Entertainment Manager x 1

Sandy Town Council Stall x 2

Father Christmas x 2

Santa's Helpers x 4

Banks men and road marshals x 8

Mulled wine & chestnut sellers x 4

Site construction and dismantling x 20

Sleigh Driver x 1

Cash handlers x 2

At time of writing the Friends Group has definite offers of help from less than 10 people to fill these roles.

FRIENDS OF SANDY CHRISTMAS LIGHTS GROUP

# Sandy Town Council

## 12 Pavements Report

### Top 10 Worst Paths in Sandy - in dry conditions

**NB it is essential to evaluate in wet weather too**

Thanks to Cllr Michael Groom who has taken time to look survey the many paths

On looking at the different path surfaces Cllr Aldis and I saw many paths with no real technical problems although looked unsightly – to list these paths to the lists it would depend on foot fall.

#### 1. East Road – this road is down to be resurfaced, are the paths too?



#### 2. Cottage Road, off Pyms Way

This path is used by pedestrians to get to & fro school and the Fallowfield shop. Very uneven and broken up. Residents gravel has spilled over onto it & needs sweeping back.



# Sandy Town Council

## 3. St Neots Road (no photos)

Various sections along the route from the A1 to the town are uneven, especially areas with drop kerbs. Unable to properly identify the problem areas that puddles collect in the rain and cause pedestrians problems – need to re-evaluate in wet weather to know exact areas.

## 4. Winchester Road

Around the paths in the front of the houses need attention, soil that has gradually sloped onto the path needs digging away as shown below with the path below showing. Other sections need renewing/patching.



Outside 102 and 110 relignment of small paving slabs around water meter on cycle track.

## 5. Belam Way

Many elderly residents live along here and a lot of the paths are concrete which has a rougher surface. Some patching looks untidy and may cause problems of puddles in wet weather.

## 6. Pyms Way

Unightly surface, loose surfaces on some drive ways with drop downs

7. Leeds Smith Drive, leading to Alfred Cope Road – unsightly surfaces, some drives that cross paths and drop down need attention.

# Sandy Town Council

**8. East Road through to Midland Road – roots have caused some raises in the surface**

**9. Friars Walk – work has started**

**10. Dapifer Drive – work has started**

**11. Abbey Grove – work has started**

Cllr Groom, surveyed Swansholme Gardens, Spring Grove, Willow Rise and Alfred Cope Road – all appear to be in perfectly acceptable condition

**Cllr Nigel Aldis**





# Sandy Town Council

- 13 Workshop with Highways Agency**  
Correspondence attached.

Our ref:  
Your ref:

Jenny Volp  
Asset Manager - Area 8

Cllr Susan Sutton  
Mayor of Sandy Town Council

Woodlands  
Manton Lane  
Bedford MK41 7LW

Sent via email: [clerk@sandytowncouncil.gov.uk](mailto:clerk@sandytowncouncil.gov.uk)

Direct Line: 01234 796590

4 June 2014

Dear Cllr Sutton

Following our meeting on 19 March, I promised to come back to you regarding the discussions we had about the A1.

We talked about the various options for the New Road Junction and in particular a roundabout. I mentioned that this had already been looked at and I would come back to you with the outcome. Having looked at the review that was carried out a few years ago, the conclusion was that a Roundabout at this location would not be beneficial as the delay to the traffic travelling along the A1 would be too great and meant that it would not be economically viable. I also feel that as the local community have been concerned about the number of roundabouts on the A1 through Bedfordshire, adding another roundabout would not support the overall aim of the town Council to realise a Sandy Bypass (as you know this has been mentioned a number of times in the past, but funding priorities changed with different Governments and it was never progressed through the Roads Programme).

Having spoken to Cllr Maudlin a few days ago regarding another matter, she mentioned the wish of some members of the community to close the gap at New Road – we also discussed this at the meeting on 19 March. Whilst I do not feel that this would be possible at this time, it may be something to consider in future years. However I would be interested to know whether the gap at Orchard Road is well-used or would benefit from being closed. Cllr Maudlin mentioned that she had heard from a number of residents that they would like to see it closed for safety reasons – if you agree that this is the case, I will speak to Amey (our new contractor and ask them to investigate whether this is viable or not.

At the meeting on 19 March, we also discussed the recent addition of average safety cameras further north up the A1 at Southoe. I have now instructed Amey (our new contractor) to investigate the potential of average speed cameras through Beeston and Sandy. They should report back to me shortly and I will let you know the outcome.


Following the meeting, my telephone call with Cllr Maudlin and my meeting with the SG19 safety group, I have also instructed Arney to investigate the use of pedestrian barriers along the footpath at Beeston, however having had a brief look at the location, I am unsure whether there is room for them to be installed. Again, I will let you know the outcome of this.

I have also recently been asked to review the need to formalise the footpath between the Bus Stop on the south bound A1 and New Road. Having discussed this with Ben King at CBC and also a brief chat with Cllr Maudlin, this is not a scheme I will pursue (however I thought you would like to be aware of this in case it comes up in discussions at the Town Council). The reasons for my decision is that the bus stop is linked to the footpath that crosses the meadow to the Baulk. I understand from CBC that this footpath is likely to be improved in the future to provide a safer access to ultimately Sandy train station. I also feel that improving the footpath, may lead to an increase of pedestrian movements alongside the A1 to New Road sandy which is not something either myself or CBC would support on the grounds of safety. One further reason for not improving the footpath is that there is no footpath along New Road for it to link to. I understand from CBC that there are no plans to create one.

One further piece of information that will be of interest to you is that following my meeting CBC, I understand they will be signing the Town Centre from the London Road junction with the A1. As you will be aware, the HA has a sign on the A1 which tells motorists to travel down London Road to access Sandy, however when you are on London Road there is no further signage to inform you which way to go. CBC are planning to install a sign to direct motorists to the Town Centre. However I am unclear on timescales for this, but if you need further information then please speak to Ben King.

Finally, I would like to thank you for inviting me to your meeting and would welcome the continued dialogue between us to ensure that the Highways Agency supports you in making the A1 as safe as possible for your community. I also should apologise for Eric Cooper who was unable to attend the meeting on the 12 May, however if you would like to meet up again to discuss any of the issues I have raised, then please feel free to give me a call.

Yours sincerely



Jenny Volp  
ADT - Area 8  
Email: [jenny.volp@highways.gsi.gov.uk](mailto:jenny.volp@highways.gsi.gov.uk)

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# Sandy Town Council

- 14 Healthcare Review**  
Correspondence attached.



**Councillor Shephard**  
**Sandy Town Council**

RECEIVED  
- 4 JUN 2014

June 2014

Dear Councillor Shephard

## **Bedfordshire and Milton Keynes Healthcare Review**

As you may be aware, Bedfordshire Clinical Commissioning Group (BCCG) is currently leading a wide ranging review of healthcare in the county. As part of the review, we are looking to take in the thoughts and concerns of as many local residents as possible to help us decide how health services can be developed and improved in the future.

The reason for writing to you today is to give you an update on the discussions and liaison we've had on the Healthcare Review over the past few months, and also to ask for your help in spreading the word even further, particularly with some of the harder to reach groups that you may have within your community.

Over the past few months, we've met with hundreds of people of all ages in many locations across Bedfordshire.

- We've held public meetings in Leighton Buzzard, Bedford, Shefford, Flitwick, Biggleswade and Dunstable. These meetings were promoted by email to all our 600+ stakeholders and by sending 25,000 leaflets and posters to GP practices, pharmacies, opticians, dentists, libraries and children's centres. We also placed articles and adverts in the local media.
- We've spoken to and surveyed local people at supermarkets across Central Beds. We've also spoken to patients and staff at Bedford Hospital and are holding some drop-in sessions at Luton and Dunstable Hospital over the next few weeks.
- We've taken to the road on the RAVE bus (a mobile venue run by Bedfordshire Rural Communities Charity across Bedford Borough and Central Beds) to spread the word, particularly with elderly people and young mums in our rural communities.
- We've run workshop sessions and presented to a range of groups and organisations across Central Beds.



Our midway report, *A case for change*, has been sent out to over 1,000 stakeholders and we're also keeping people informed in the following ways:

- Through our fortnightly e-newsletter, emailed to more than 600 contacts – the last newsletter has already been viewed 650 times.
- To our 1,196 Twitter followers and through Facebook
- Through our regularly updated website, [www.yourhealthinbedfordshire.co.uk](http://www.yourhealthinbedfordshire.co.uk). At the last count, we've had nearly 10,000 hits from all over the county, with the 'news updates' and 'how to get involved' pages proving the most popular.

We're actively getting in touch and going out to meet with harder to reach organisations like disabled groups, mature citizens, parent and toddler groups and young people, but we can always do more. And that's where we hope you can help us. If there are any groups in your area who you feel may like to find out more about the Healthcare Review, please let us have their contact details and we will arrange to go and see them.

If you have any meetings, surgeries or other events coming up, we'd also be happy to come along and talk to you. All you need to do is get in touch with us by emailing [communications@bedfordshireccg.nhs.uk](mailto:communications@bedfordshireccg.nhs.uk) or calling us on **01525 864406**.

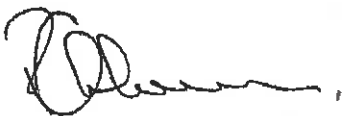
You can keep up to date with what's happening through our website [www.yourhealthinbedfordshire.co.uk](http://www.yourhealthinbedfordshire.co.uk) and, if you're not already receiving it, sign up for our fortnightly e-newsletter.

As a local councillor, we want to involve you and the community you represent as much as possible in this important process – it will affect everyone in Central Bedfordshire, so we need to make sure we get as much feedback and opinion as we can, to help us make the right decisions for the future of our local healthcare.

We've enclosed for you a copy of the summary of *A Case for Change*. You can read the full report on our website [www.yourhealthinbedfordshire.co.uk](http://www.yourhealthinbedfordshire.co.uk). We have also enclosed some FAQs that you may find useful. You can also find these FAQs on our website and we will be keeping these regularly updated.

Thanks for taking the time to read this letter. We look forward to hearing from you soon.

Yours sincerely,



Dr Paul Hassan

Chief Clinical Officer

Bedfordshire Clinical Commissioning Group