


# Sandy Town Council

To: Cllrs P N Aldis, P Blaine, J Hewitt, L Ivanciu-Wilkinson, W Jackson, T Knagg, R Lock, C Osborne, M Pettitt(Chair), M Scott, P Sharman, S Sutton and N Thompson.

You are hereby summoned to attend a meeting of Sandy Town Council to be held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 11<sup>th</sup> July 2022 commencing at 7.30pm for the purpose of transacting the items of business below



Nicola Sewell  
Town Clerk  
10 Cambridge Road  
Sandy  
SG19 1JE  
01767 681491  
Date 6<sup>th</sup> July 2022

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THIS MEETING**

## **A G E N D A**

### **1 Apologies for Absence**

To receive any apologies for absence

### **2 Declarations of interest and requests for dispensations**

*Under the Localism Act 2011 members of Council are not required to make oral declarations of interest at meetings but may not participate in discussion or voting on any items of business in which they have a Declarable Pecuniary Interest (DPI) and under Sandy Town Council's Standing Orders must leave the room for the duration of all discussion on such items. (All members' register of interests are available on the Sandy Town Council website or on application to the Clerk.)*

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs and also any non-declarable personal interests which they have declared under Sandy Town Council's adopted Code of Conduct and which may be relevant to items on the agenda.*

- i) Disclosable Pecuniary Interests*
- ii) Non Pecuniary Interests*
- iii) Dispensations*

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## **3 Public Participation Session**

To receive questions and representations from members of the public.

i) A request has been received to provide an accessible entrance to Sunderland Road Park from the Bridleway at the north corner (Sunderland Road) of the recreation ground onto grassed area.

## **4 Mayor's Awards**

To present Award to Patricia Whiteaker recipient of the Mayor's Award for Services to the Community.

## **5 Co-option for Vacancy of Ivel Ward**

Members are asked to consider applications for co-option to Town Council to fill the one vacant seat for Ivel Ward. Each candidate will give a brief presentation on why they have applied for co-option. Members will be given the opportunity to ask questions of the candidates following their presentations. One application has been received:

1) Jennifer Ivanciu-Wilkinson

## **6 Minutes of previous Town Council meetings**

To consider the Minutes of the Special meeting of Sandy Town Council held at 7.30pm on Monday 20<sup>th</sup> June 2022 and to approve them as a correct record of proceedings.

## **7 Minutes of committees and recommendations therein**

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) Development Scrutiny Committees held on 25<sup>th</sup> June, 13<sup>th</sup> June and 4<sup>th</sup> July 2022
- ii) Policy, Finance and Resource Committee held on 20<sup>th</sup> June 2022
- iii) Community Services & Environment Committee held on 13<sup>th</sup> June 2022.
- iv) Human Resources Committee held on 4<sup>th</sup> July 2022.

## **8 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**EXCLUSION OF THE PRESS AND THE PUBLIC** To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

Confidential

Confidential

# Sandy Town Council

- 8.1** To receive the following recommendation from HR Committee held on 4<sup>th</sup> July 2022. Staffing:
- To agree to the creation of a new Deputy Clerk role.
  - To agree to the request to reduce the hours of the Admin Team Leader
  - To consider recruitment of an admin assistant role on an annualized hours contract.

- 8.2** PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

## **9 Reports from Central Bedfordshire Councillors**

- i) To receive reports from Sandy's Central Bedfordshire Councillors.
- ii) To note the first quarterly meeting between CBC Ward Members and the Mayor and Deputy Mayor of Sandy will take place on Tuesday 26<sup>th</sup> July 2022

## **10 Planning Application**

To consider the following applications submitted for comment by Central Bedfordshire Council

CB/22/01964/REG3 Land Adjacent To 17, The Green, Beeston	Erection of six affordable dwellings including access and parking  <b>Near neighbours</b> <b>22,24,26,26a,26b,28,30,32,34,36 High Road,</b> <b>Flats 1,2,3,4,5, 34a High Road</b> <b>14,16,17,18,19,21,23,24,25,26a,26b The Green</b> <b>2,4,6 Hillview</b> <b>14a,14, 15,16, 17, 18,19,20, 21, 22,23,24 The Crescent</b> <b>1,3,5 Whitestones,</b> <b>Beeston notified.</b>
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## **11 Council Insurance**

To receive a report on changing the Council's insurance provider for the forthcoming year.

Appendix III

## **12 Sandy Railway Station**

Members are asked to consider the following motion, raised by Cllr Aldis and seconded by Cllr Lock.

This Council deplores the possible closure of the ticket office at Sandy Railway Station which will make buying a ticket much harder for those travellers unable to use the ticket machines. It will also

# Sandy Town Council

make the purchase of the best value ticket more difficult without the help of an experienced ticket clerk.

Council instructs the Clerk to contact Great Northern to declare the Council's concerns about this proposal and to copy in Richard Fuller our local Member of Parliament

## **13 Annual Report 2021/22**

To consider a draft Annual Report for the year 2021/22.

Appendix IV

## **14 Action List**

To receive Action List and note any updates.

Appendix V

## **15 Neighbourhood Plan**

To receive a verbal report from Cllr Hewitt on the Neighbourhood Plan and consider costs for consultation works.

## **16 Reports from Councillors on Outside Bodies**

To receive the following reports from Council representatives on outside bodies;

Cllr M Pettitt – Sandy Twinning Association

Cllr M Pettitt – SSLA

Appendix VI  
Appendix VII

## **17 Minutes of SSLA AGM**

As Trustee of the Sandy Sports and Leisure Association (SSLA) to receive and note the Minutes of the SSLA AGM held on 16<sup>th</sup> June 2022

Appendix VIII

## **18 Report from Councillor Surgery**

To receive a report from Cllr Aldis from Councillor Surgery held on Thursday 24<sup>th</sup> June.

Appendix IX

## **19 Mayoral Engagements**

To note engagements undertaken by the Mayor and/or Deputy Mayor;

Wednesday evening 27 April 2022, accepted an invitation to attend Sandy Beavers to present a Chief Scout Bronze Award Certificate to Jack Moutrey.

Friday evening 6 May 2022 with the Mayoress we attended a concert given by Sandy Ukulele Group at Sandy Baptist Church Hall organised by Cllr Osborne in aid of The Leprosy Mission. Cllr Sutton also attended and the event raised a little over £500.00

Sunday 8 May 2022 with the Mayoress we attended a Civic Service in celebration of HM The Queen's Platinum Jubilee hosted by Cllr

# Sandy Town Council

Brian Saunders, Chairman of Central Beds Council at St Mary's Church, Woburn.

Sunday 15 May 2022 with the Mayoress we attended the Leighton-Linslade Town Mayor's Civic Service held at All Saints Church, Church Street, Leighton Buzzard.

Wednesday 18 May 2022 hosted the Annual Town Meeting held at 7pm in the Theatre Hall, Sandy Secondary School by kind agreement of the School Principal.

Friday 20 May accompanied by the Deputy Mayor and CBC Ward Cllr Maudlin we attended a meeting to view the new 189 space 24 hour car park at Sandy Railway Station and to meet the owner and CEO of UK Land, Mr Kevin Heaney and his daughter Zoe Chernewski, Land & Estates Manager.

Sunday 22 May 2022 with the Mayoress we attended a Service of Thanksgiving celebrating HM The Queen's Platinum Jubilee with Rededication of the Voluntary Organisations in Bedfordshire held at St Mary's Church, Church Street, Luton at the invitation of HM Lord-Lieutenant of Bedfordshire, Helen Nellis. Cllr Colin Osborne and Mrs Diane Osborne were also among the invited congregation.

Thursday 2 June 2022. accompanied by the Mayoress we attended the Platinum Jubilee Event held in the grounds of the former Sandye Place School. During the day the Mayor's Community Awards were presented and at 9-45pm lit the beacon which formed a part of the National Chain of Beacons to mark this very special occasion in our Nation's History.

Saturday 4 June 2022. I attended 42 Engineers GEO Regiment Freedom Parade in St Ives.

Wednesday 8 June 2022. I attended Sandy Fire Station to formally welcome to Sandy, HM Lord-Lieutenant of Bedfordshire Helen Nellis and the Chief Fire Officer, Andrew Hopkinson for a joint parade by Sandy Fire Cadets, Army Cadets and Air Training Corp Cadets. The Deputy Mayor along with Cllrs Sutton, Sharman, Lock and Mrs Diane Osborne also attended.

Saturday 11 June 2022. With the Mayoress we assisted with judging the walking floats which entered Sandy Carnival and then took part in the parade itself to the grounds of the former Sandye Place School where we spent an extremely enjoyable afternoon.

Wednesday 15 June 2022. In the evening was invited to attend the Scout HQ to present Chief Scout Awards to 3 Swan Beavers, Max Offord, Max Gaskin and Ellis Whitehead.

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Wednesday 29 June. In the afternoon attended the gathering in the Council Chamber to mark the retirement of Colin Eaton after 14 years service as part of the Outdoor Team. Those who spoke paid tribute to Colin's hard work and diligence and emphasised how Colin was held in high esteem by not only his colleagues and Council members but by the residents of Sandy as a whole. Colin thanked those present and said how much he had enjoyed his time working for the Council and would keep in touch with everyone.

Saturday 2 July 2022. Attended the St Neots Armed Forces Weekend Opening Ceremony which took place in Regatta Meadow, hosted by the Mayor of St Neots, Cllr Ben Pitt.

Sunday 3 July 2022. Attended the, "Meet the Cows" event which took place in The Riddy, organised by farmers, Nick and Guy Kiddy. This very worthwhile event was well attended with around 25 present including half a dozen very inquisitive school children. The Deputy Mayor, the Clerk, Katie and Cllr Scott also attended.

Sunday afternoon, 3 July. I accepted an invitation received from Mr Rob Lacey and his wife to attend a BBQ at their home in Beeston. Mr & Mrs Lacey are hosting 2 Ukrainian refugees under the government scheme and have established a network of contacts in and around Sandy which now include around 20 refugees 15 of whom were present along with a sizeable number of their hosts. This is I believe an important and expanding element in the life of our community and one which we as a Council need to consider urgently to decide if and how we can help and support all concerned.

Tuesday 5 July 2022. Accompanied by the Mayoress we attended the Bedford Games at the Bedford Athletics Stadium and along with others presented winners and runners up with their medals.

- 20 News Release**
- 21 Chairman's Items**
- 22 Date of next meeting: 22<sup>nd</sup> August 2022**

**Sandy Town Council**

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<b>Date:</b>	<b>11<sup>th</sup> July 2022</b>
<b>Title:</b>	<b>Council Insurance Policy</b>
<b>Contact Officer:</b>	<b>Town Clerk</b>

**Purpose of the Report**

1. To receive an update on the Council's insurance renewal and change of Insurance provider for the forthcoming year.

**Recommendation**

2. That the Council note a new agreement with AVIVA as per the recommendation of its independent insurance broker, WPS, following the Council's incumbent insure, TMM, pulling out of the Local Authority Sector and renewal date of 1<sup>st</sup> July 2022.

**Background**

3. The Council uses WPS to source its insurance cover. WPS is an independent council insurance broker which acts for Councils across the country. They tender and broker for an agreement with an insurer for all the Councils they represent. WPS carry out administration related to the insurance policy and any updates, claims or insurance advice. They act as the Council's point of contact on insurance matters and ensure the Council is adequately covered.
4. TTM has informed WPS that they will not continue with providing insurance to the Councils and as such any cover with them ends with our renewal due on 1<sup>st</sup> July 2022. As such, WPS has gone out to tender for an alternative insurer to provide councils in the insurance group with cover. Following a tendering process, WPS have appointed AVIVA as the best value insurance provider following the end of the TMM cover.
5. The new agreement would be from 1<sup>st</sup> July 2022 until 30<sup>th</sup> June 2023.
6. Members should note that vehicle insurance is dealt with separately and cover is in place.
7. WPS Independent Insurance recommendation;

*We mentioned that your incumbent insure, TMM, have pulled away from the local authority sector. We therefore had the need to seek an alternative insurer and scheme provider.*

*Our involvement in your sector goes back over 20 years and we are proud not only to be a top10 UK independent broker but also the largest broker of town councils in England and Wales.*

*We used this leverage in a very challenging marketplace to seek scheme alternatives. Your council can be reassured that we presented to an extremely wide and extensive number of insurers, including recognised insurers such as Axa, Allianz, Zurich, Hiscox and Ecclesiastical to name but a few.*

*Aviva have provided best value and are recommended in accordance with their quote summaries attached. The Personal accident covers (previously part of the main combined package) are shown separately as at present Aviva cannot include it under the combined contract.*

8. The Council has a budget of £18,600.00 plus £3,000 for fleet cover. The new policy's total premiums come to £19,511.00 including fleet cover. There are sufficient funds in the budget to cover the new insurance and while the costs are £1,085.93 more expensive than the original forecast, the costs are still cheaper than the insurance held by the Council prior to changing to TMM.

**Policy Implications**

9. The Council's adopted Council Risk Assessment sets out the Council responsibility to ensure it has sufficient insurance in place to cover all its activities, assets and risks. The Council's risk assessment and audit documents will need to be amended to correctly reflect a changed insurance provider and the relevant cover.

**Legal Powers**

10. The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which Sandy Town Council is eligible and is a power of first resort, allowing the Council to do anything an individual can do.
11. The Council has a legal requirement to provide "best value" when it comes to insurance. WPS have conducted a review of provision and providers, including 17 UK insurance providers. As a result of this, Military Mutual were found to offer the best value and cover for the councils WPS represents.



# Sandy Town Council

2021/22

## Annual Report



## Mayor's Report



It was a great privilege to be invited to take on the position of Town Mayor in May 2021. The event itself, which involved taking the oath at the Annual Meeting of Council, was held remotely via a Zoom link from my office at home, "accompanied" by colleagues also in various parts of their respective homes, was a somewhat surreal experience. That of course was the necessity forced upon members and officers of Sandy Town Council and indeed every other Town and Parish Council in the midst of the Covid-19 pandemic restrictions. It was also indicative of the changes and adaptations which had been required to keep local government functioning during what had been for more than twelve months and continues to be this country's and the world's greatest peace time crisis for many decades.

I succeeded Cllr Michael Scott whose own term as Town Mayor had been extended to 3 years when, following the initial outbreak of the pandemic in March 2020, it had been impossible to hold an Annual Meeting of Council at all. Hence, in May that year Cllr. Scott, myself his Deputy and the Chairs of the standing committees remained in post for a third year. I wish to place on record my thanks and acknowledgement to Cllr. Scott for his diligence and commitment during what everyone found a difficult and unprecedented period of our lives!

At the same virtual Annual Meeting held on 6 May 2021 Cllr. Joanna Hewitt was appointed Deputy Mayor. Joanna, a comparative newcomer to Sandy but someone with bags of enthusiasm and great ideas has already brought a fresh and dynamic perspective to many discussions and debates on a wide range of issues.

It was not until late in June 2021 that members were permitted to return for a one off in person meeting in the Council Chamber to enable Year End Accounts, the Annual Internal Audit Report, Governance & Accounting Statements to be considered and approved. So, wearing face coverings and socially distanced, a sufficient number of members to ensure we were quorate ran the gauntlet of Covid-19 after which it was back to remote meetings until later in the summer when the pandemic along with Government regulations began to ease. Nevertheless, the use of virtual or remote meetings continued and is now a common and often preferred choice for the likes of working groups, sub committees and indeed meetings with partners and stakeholders within the town and beyond. It saves time, can be organised at short notice and vastly reduces car use and with it the level of harmful CO2 emissions.

Members of both the Administration and Outdoor Teams, under the former Clerk's steadfast leadership deserve everyone's thanks for also showing a willingness to be adaptable; for undergoing training to equip them in different ways to cope with the demands and constraints forced upon them by the pandemic and resultant rules and regulations.

Around the turn of the year Cllr. Stuart Patterson gave notice that for personal reasons he had decided to resign from the Town Council. Stuart was thanked for his service and in early March Lorraine Ivanciu-Wilkinson was co-opted to replace Stuart

as member for Fallowfield Ward.

At our meeting held on 10 January 2021 we remembered and paid tribute to former Member Cllr. Peter Stainton and also to Mrs Rosemary Sharman, wife of former Cllr. David Sharman and mother to current member Cllr. Paul Sharman, who had both recently passed away.

Also in January our Town Clerk for the previous 7 years Mr Chris Robson made us aware that for entirely personal and career based reasons he had decided to move on. It is difficult to sum up just how much Chris contributed not only to the Council but to the Town of Sandy and it's residents as a whole during his time in post. We are grateful to Chris for his hard work, commitment and dedication and the role he played in the life of the Town during his time with us here in Sandy.

Chris left on 11 March three days after his successor, our new Town Clerk Mrs Nicola Sewell joined the Council. We warmly welcome Nicola to Sandy and I am confident that over the coming weeks and months she will become known to many in the town.

As Covid-19 restrictions eased Jackie and I were at last able to get out and about in the town and beyond and I would like to express our thanks and appreciation to all those who extended invitations to us and for the courtesy and kindness shown wherever we went. The Remembrance Parade and outdoor service, the Christmas Lights Switch-on event and the Carol Service in St Swithun's Church returned us to a semblance of normality.

I want to go on and summarise where we are in respect of a whole range of projects, events and activities in Sandy as we move into the fourth and final year of this Council. Before doing so however, the saddest event I have to report was the passing on 1 April 2022 of Cllr. Max Hill. Max had been a member of Town Council since 2015 and while he had lived in Beeston with his wife Ros for more than 30 years he represented Ivel Ward. Until he retired, Max had been Head Teacher at what was then known as Sandy Upper School. I will not repeat here everything that has already been written elsewhere about Max save that in everything Max did, and he did a very great deal, he did it with gusto, enthusiasm and total commitment. Whether it was everything he contributed to the Town Council from being Chair of HR to MC'ing the Christmas Lights Event, to supporting the endeavours of the Sandy Sports & Leisure Association, to guiding and organising both elements of the Twinning Association including the Summer Schools in Poland, not to mention his own interest in Angling and Cricket he gave it 100%. As I said in my tribute to Max at the Town Council meeting on 11 April I will miss him, Sandy Town Council will miss him and Sandy as a whole will miss him. All of our sympathies at this time go to Ros, daughters Natalie and Lizzie and to the extended family.

As I set out to draft this report I was determined to be as optimistic and upbeat as possible. However, while the past year has been a broadly positive and successful period in which there have been achievements and progress on many fronts there have in equal measure been setbacks, disappointments and yes, frustrations, caused for the most part by reasons beyond our immediate control or direct influence.

It would be almost impossible to encapsulate here everything dealt with by the Town Council during this period. That is why I will remind everyone that the business transacted by the Town Council at every meeting including its standing committees is set out in an Agenda with reports etc. and followed by detailed Minutes all of which are posted and available for scrutiny within prescribed periods on the Town Council web site.

In line with the Council's Environment Policy the decision was taken to replace the oldest of the Council's two diesel trucks with an all-Electric Utility Vehicle and delivery of this is expected during the Autumn. This will be a versatile piece of equipment which will itself be capable of recharging smaller portable electric tools like strimmers, sprayers and so and with an off-road capability will make the outdoor team more flexible as they go about the wide range of work they carry out daily around Sandy and Beeston.

The project to provide a new Skatepark on Sunderland Road Playing fields should now come to fruition during the summer with all the necessary funding in place.

Close by and although not directly a Town Council project the Sandy Sports & Leisure Association were able to successfully complete a major refurbishment of the All-Weather Sports Pitch between early July and late September with the £200k of funding coming from SSLA's accumulated reserves and a Sport England Grant. The Town Council is the sole trustee of SSLA.

Also, many hours of discussion and consultation have taken place between Sandy Town Council and Central Beds Council but also involving multiple user groups and others around developing the existing Jenkins Pavilion to provide a CBC Sports Hub. This will involve the creation and provision of extended indoor facilities including gymnasium and dance and fitness studios. Subject to planning permission this work, which will also include additional car parking is due to begin later in the year.

Under the Chairmanship of former Cllr. Amanda Gibson the Neighbourhood Plan Steering Group, which vitally includes a good number of enthusiastic residents, met on numerous occasions, and reported regularly to Town Council. In March 2022 the Steering Group provided Working Timelines aimed at getting a Neighbourhood Plan adopted in July 2023.

With a number of last-minute problems now resolved it's hopefully full steam ahead in preparing for the Queens Platinum Jubilee event to be held in the grounds of the former Sandye Place Academy on Thursday 2 June. That is when this year the Town Mayor's Awards for Services to the Community will be announced and awarded. Nine days later, on Saturday 11 June the Sandy Carnival Committee will be staging the Annual Carnival which will return after the enforced break caused by the pandemic with the procession also ending in the former Sandye Place Academy grounds.

I am delighted the Events Working Group have so much scheduled for 2022 including welcome return visits to Beeston by The Pantaloons Outdoor Theatre Group in July and August.

I am optimistic that with the new Depot building and car park in Stratford Road complete that in the next few months more progress will be possible in terms of laying out the new cemetery with the pathways and the line of the planned remembrance arbour along the line of the buried Roman Town Wall finally determined and hopefully created. This is a task which members of our Cemetery Working Group will be getting to grips with shortly.

I must record thanks to our CBC Ward members for the input and support which they have provided on a number of fronts during the past year. Their willingness to engage with and support members and the Town Clerk(s) has been greatly appreciated.

The Deputy Mayor and I have had meetings together during the year with representatives of neighbouring towns and parishes to discuss a range of issues where we have common interests and matters of mutual concern. Notable among these are the issues of air pollution and highways safety along the A1, including gap closures and its overall impact on our communities and individual residents and families who live close to the carriageways. Also the likely impact on Sandy and neighbouring parishes of the latest Black Cat realignment which it is predicated will result in a significant increase in the number of vehicles using the A1 between the Black Cat and south of Sandy and Biggleswade. These discussions have involved our member of Parliament and representatives of Highways England. There have also been meetings with and visits to Sandy by The Police and Crime Commissioner to make him very well aware of the matters of greatest concern to residents but it is impossible really to judge to what extent if any such meetings influence thinking or bring benefit.

I referred above to feelings of frustration; frustration that the project to bring some small-scale affordable housing plus allotments and a community orchard to Beeston seems forever mired in process and bureaucracy, that it is taking too long to get the new crossing installed in the High Street and the traffic calming measures in Station Road and that improved disability access to areas of the town seems so difficult to achieve. Finally, frustration tinged with anger that all too often we wake up to wanton damage having been caused to play equipment, newly planted trees ripped out of the ground and bottles smashed and footpaths left strewn with broken glass and it's usually the Town Council's staff who are out the next day clearing up!

My Very Best Wishes to you all.

Councillor Martin Pettitt

**Mayor of Sandy Town Council (2021-2022)**

## The Council

During the Civic year, May 2021 to May 2022, where Covid restrictions allowed, meetings were held in the Council chamber. However, a few were held remotely to transact council business to ensure the effective running of the council.

**15 Full Council Meetings**

**17 Development Scrutiny Committee Meetings**

**10 Policy, Finance and Resources Committee Meetings**

**10 Community Services and Environment Committee Meetings**

**5 Human Resources Committee Meetings**

The Council also operated a number of Working Groups during the year, which met to progress specific Council activities and projects.

Members have served as representatives on a number of outside bodies:

***Talk of the Town Transport Committee***

***Sandy Carnival Committee***

***Sandy Village Hall Management Committee***

***Friends of Sandy Christmas Lights***

***Sandy Twinning Association***

***Sandy Town Centre Group***

***Sandy Sports and Leisure Association***

***SG19 Road Safety Group***

***Sandy Green Wheel Group***

***22 Squadron Air Training Corps Civilian Committee***

***Sandy Community Children's Centre***

***Sandy Charities***

***CBC Community Safety Action Plan Group***

***Winchester Road Regeneration Board***

***BLEVEC – Bedfordshire Local Emergency Volunteers Executive Committee***

***Rural Market Town's Group***

***Police Priority Setting***

***Black Cat to Caxton Gibbet Improvements Group***

## Highlights from the Council year 2021-22

Below are just a few of the highlights from the Council's activities during 2021-22 Council year.



To help welcome the community back to our High Street and support local small businesses, we held a Sandy Spring Craft Market in May 2021, showcasing many of our brilliant local artisans, crafters, artists, bakers and small-business makers of all kinds, as part of the Greensand Country Festival.

Sandy Town Council, as part of its Green Plan, is replacing its old concrete bins with newer, larger bins around the town. The Council ran a design a poster competition to encourage residents to use the litter bins. The quality of the poster designs submitted made it hard to choose a single winner so both Jessy Alexander, age 10 and Lois Wheeler, age 8 were declared joint winners.



To welcome the community back into Sandy High Street after restrictions were lifted, the Town Council and Sandy Centre Group, in partnership with our brilliant local businesses, have produced a 'Shop Sandy' leaflet, which is jam-packed with vouchers and great offers for local residents

Sandy town centre was brightened in August by the installation of new lamppost banners on some of the columns along the High Street. The banners all celebrate different features of Sandy, encouraging the community to enjoy our lovely greenspaces and support our High Street.



The Market Square buzzed with activity on Sunday 22<sup>nd</sup> August, as visitors explored a wealth of artisan products, gifts, art pieces and tasty treats from 22 small businesses. Traders reported a great day of sales and received lots of interest from the community, with a number of stalls selling out completely before the end of the day.

In October, the Mayor of Sandy, Councillor Martin Pettitt, joined the Sandy Royal British Legion's Poppy Appeal Organiser, Cheryl Watkins for the unveiling of a new memorial bench, which marked the start of Remembrancetide in the Royal British Legion's centenary year.



In November the residents of Sandy turned out in large numbers to remember and pay their respects to those who made the ultimate sacrifice in the two World Wars and conflicts in between and since. In this, the Centenary year of The Royal British Legion and following a year when such public gatherings were not possible due to the pandemic, there seemed a greater appetite than ever to demonstrate that, "We Will Remember Them".



In December people from across the community braved the crisp wintery weather in Sandy Market Square to explore a large market offering a range of seasonal delights; enjoy a great line-up of live music performed by local artists and schools; take a spin on some funfair rides and visit Santa at his grotto.

Following a good amount of engagement from our roller sport community a final design for Sandy's new skatepark was agreed. The design, developed by listening to feedback from residents through online and in-person consultations, combines 18 features to create an interesting and varied facility, with opportunities and challenges for people of all abilities.





## Policy, Finance and Resources Committee

Chaired by Councillor C Osborne



The Town Council's Policy, Finance and Resources Committee, which is made up of ten councillors, is authorised by the Full Council to take responsibility for the preparation of the Council's annual budget and precept, ensuring the Council has sufficiently budgeted for its operations, the implementation of an annual grants system, review of the longer-term financial strategy of the Council, the review and approval of Council policy and procedures, and monitoring and scrutinising of the budget.

## Policy, Finance and Resources Chairman's Report

### Budget and Precept

At a meeting of Sandy Town Council on 24 January 2022 the Council agreed its budget and precept for the year ending 31 March 2023.

I am pleased to report that the committee's continuing work in reviewing all cost centres and seeking best value meant that the Council was able to set a budget that resulted in a small annual increase of £5.62 on the Sandy council tax charge. This agreed 2022/23 budget and precept request equates to an increase of 10.78 pence a week for the average Band D taxpayer in Sandy. Residents will pay £154.86 in 2022/23 for all the services Sandy Town Council provides.

The budget setting process takes place over a number of committee meetings – starting in the autumn -- with involvement by all Councillors. As with other financial years all aspects of the Council's budget were scrutinised and evaluated to reduce costs and make efficiency savings where possible while ensuring that its core functions are adequately resourced. This included re-negotiating service contracts and looking at new suppliers where possible to achieve cost savings. In total the Council made £7,800 in budget reductions and £1,450 in increased income set against required budget increases of approximately £39,472.

The areas that accounted for the growth in the budget included increased costs for business rates, national insurance and pension contributions, utilities (gas, electricity and water), fuel and agreements to which the Council is obligated. More funds have also been made available for Christmas lighting, Remembrance Sunday Parade, Lamppost Banners and the planned Platinum Jubilee Event.

The Town Council recognises the importance of providing a best value service and keeping costs down. As such, service providers and contracts are continually reviewed to ensure best value and the Council has successfully renegotiated its insurance, printing, copying, CCTV and service agreements and contracts.

### **Grants and Donations**

The Council has maintained its community grants budget and during the 2021/22 financial year the Committee approved grants totalling £3,755 to a variety of worthwhile organisations and community groups, all of which carry out valuable and important work within and around Sandy. A list of those bodies who received grants or donations can be found on page 17 of the Annual Report. In addition, the Council also supported various community events by £4,510 including a recent donation towards the Sandy 2022 Carnival.

Due to the impact of the Covid19 pandemic the Council did not incur, in the past year, the level of expenditure it would otherwise, but did look at other ways of engaging with the Community. The lack of planned expenditure in some areas allowed the Council to absorb reduced income received and provide funding for a number of capital projects approved in 2022/23, including replacement of children's play equipment, increased provision for tree planting and being one of the first councils in the region to replace one of its' trucks by an electric vehicle.

### **Section 106**

Each year the Council continues to ensure Section 106 funds are invested back into Sandy and its community. Section 106 (S106) is a planning obligation, a legal agreement between the planning authority, the developer and other interested parties. By law they must be: necessary to make the development acceptable in planning terms, directly related to the development, fairly and reasonably related in scale and kind to the development. The agreement can include the contribution of funds for use within the community. During 2021/22 the Council secured £34,517 in this way towards a new skatepark at the Sunderland Road recreation ground, and received funding of £67,615 from a number of other sources towards this project.

Also during the 2021/22 financial year £19,452 from S106 funding and the 'Welcome Back' fund was secured towards new items of play equipment, improved paving at the Village Hall and improvements in the High Street and Market Square with planters, banners, etc.

### **Policies and Procedures**

The Committee has continued to review its policies and procedures to ensure they are effective and up to date. This year the Council adopted a new policy for volunteers and reviewed fourteen others. The Council's policies are available to view on the Town Council website.

The Committee oversaw a number of legal matters, including lease renewals, and reviewed the Council's Risk Register.

In addition, we completed and received clean external and internal audits.

## Community Services and Environment Committee

Chaired by Councillor S Sutton



The Community Services and Environment Committee has a wide remit to discuss issues related to open spaces, allotments, and the cemetery. The committee also reviews work required to footpaths, pavements, cycle-ways, roads, waterways, horticultural and arboriculture works, street furniture (seats, planters, waste bins), play areas, and play equipment.

At the beginning of the year the committee updated the Action Plan which detailed our aims and objectives for 2021/22. This report is available on the website and shows the results in meeting those objectives.

### Community Services and Environment Chairman's Report Town Centre

- Work progressed on the new town entrance signs and these should be installed in 2022 with agreement from the partners in the project.
- We continue to work with the Town Centre Group to access grant funding of £15,000 for projects within the market square area. Lamppost banners, high street leaflets and shop vouchers, additional tree lighting and planters have all been installed. The town centre directories will be installed in 2022.

### Sport, Leisure and Wellbeing

- Great progress has been made on the new skatepark for Sunderland Road recreation ground. The tender process was successful and plans were produced for public consultation. Final plans have been agreed and funding is in place for the project to start in 2022/23.
- It is with regret that we are no closer to obtaining the Beeston Community Land from CBC. It has been another year without any sign of the lease from their solicitors and for CBC to publish the notice to dispose of the land to Sandy Town Council. This land is to be used for allotments and a community orchard.

### Environment

- Continued Support for Sandy Green Wheel, including a number of regular walks.
- Supported litter picking areas of the town as part of the Great British Spring Clean. We have litter pickers and collecting waste bags that can be loaned to any groups wishing to clean their own areas.
- We have been upgrading our litter bins and removing concrete versions. This will continue during 2022/23.

### Public Safety

- Following concerns raised by residents about speeding in the town which seems to have increased during Covid we have been investigating the installation of SID signs in Bedford and Sunderland Roads. Discussions are continuing with CBC to hopefully bring a resolution to this problem.

### Engaging with Young People

- We are still keen to progress a youth engagement action plan. We will re-engage with schools and youth groups when appropriate.

### Public Engagement

- We organised and held two successful craft markets in the Town Centre which supported more than 20 local independent traders. These are planned to continue in 2022. We also financially supported the return of the Christmas Lights event and submitted a tree for the St Swithun's outdoor Christmas tree event.
- We were pleased that we were able to host the return of the Circus, fairground and the Pantaloons Theatre Group.
- The Events Working Group worked with the Sandy Branch of the Royal British Legion and St Swithun's Church to stage the annual Remembrance Day parade and service. To avoid the risk of cancelling an indoor service at last minute the decision was taken to use the market square for an outdoor service. We are grateful for those volunteers who set up the sound system at the war memorial, the community stand stage and sound system. Hymns and prayers were said and standards displayed.

*One of Sandy's new 'Shop Sandy' banners*



## Development Scrutiny Committee

Chaired by Councillor P Sharman



This committee has three key roles: it reviews every planning application, considers tree applications, and takes part in various district and regional consultations where they may impact on Sandy. The Town Council is a statutory consultee and reviews all planning applications and advises CBC should they not meet local requirements and aspirations. However, it should be noted that Central Bedfordshire Council makes the final decision on all planning applications and does not always agree with the Town Council's comments.

## Development Scrutiny Committee Report

### Sandy Town Council Planning Process

Sandy Town Council (STC) is not a planning authority and has no direct powers to control the development of the town. Planning applications in Sandy are decided by Central Bedfordshire Council (CBC) which is the local authority empowered by law to exercise statutory town planning functions as well as the Local Development Framework and the key local planning policy documents which affect Sandy.

STC is entitled to see almost all planning applications received by CBC which pertain to Sandy Parish and to make comments on them which CBC should take into consideration when deciding whether to grant planning permission. There are a very few exceptions to this including for example applications which relate to agricultural buildings. This role is the responsibility of the Development Scrutiny (DS) Committee which consists of 10 members appointed annually at the Sandy Town Council Annual Meeting held each May. The Committee has met on 16 occasions in the past year to respond to and comment upon around 75 planning applications. To effectively fulfil their role, to assist their understanding of particular applications and to aid decision making, members have also attended covid safe site visits on occasions during the year.

Members of the public with an interest in a particular application are encouraged to contact the Town Council to make their views known either in writing or to attend the DS Committee meeting when the matter is on the agenda to express them in person. In advance of any meeting of the DS Committee, both members and interested members of the public can and should try to make use of the wealth of information which can be accessed on the Planning section of the CBC website starting at [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk) and then following the links.

The members of DS also rely to a considerable extent on the background work undertaken by the administration team at STC in advance of each meeting of the committee for which they are always extremely grateful.

### **Working with other agencies**

We continue to work with other organisations, local councils and the Local Planning Authority where we can understand and influence planning decisions in our area.

### **Applications of Significance**

The DS committee have seen an increase in the number of small extension applications which is thought to be a result of the lockdowns as residents seek to improve their homes.

They have supported schools with applications to improve and increase their provision.

### **Strategic Development**

There continue to be several important and significant broader strategic issues which members of the DS Committee and the Council have continued to consider during the past year. At times, the lack of progress by organisations involved in wider strategic issues, such as the A1 and East West Rail line can be frustrating. The Council will continue to engage with the East West Rail Company to understand potential for impact on Sandy or benefits that could be brought to our area.

We await to see how the changes to the Black Cat roundabout will impact on the town.



## Human Resources Committee

**Chaired by Councillor W Jackson**



The Human Resources committee, which meets about four times a year, has the responsibility of ensuring the smooth and effective running of the Council through its paid staff, who operate as the office and outdoor teams. The committee is responsible for performance management, staff welfare, team building and training as well as opening hours and work schedules. In addition, the committee covers support, guidance and training for Councillors

## Human Resources Committee Report

Cllr Max Hill served as the Chair of the Human Resources committee throughout 2020/21 and it is with great sadness that I have to report his passing in April 2022.

Max had previously served as Chairman of Human Resources since 2015 and he will be greatly missed by all colleagues of the council and staff.

The committee continues to meet four times a year, and unlike last year, it now meets face to face in the council chambers.

The outdoor team has continued to work through the pandemic from an operational point of view but have worked hard through the last year to ensure the Council services run to a standard we are used to.

One of the members of the outdoor team retires in June after more than 14 years of faithful service. We thank Colin for his hard work and dedication over that time and wish him a happy retirement.

The Administration team remain strong and flexible despite the rising workload and changing requirements – we thank them for all their efforts.

In March 2022 we said goodbye to Chris Robson who had served on the Council as Clerk for almost 7 years. His loyalty and leadership will be much missed and we wish him well as he leaves to further his career at a larger council. With Chris's departure we welcomed our new Clerk, Mrs Nicola Sewell. Nicola joined the team during a difficult period of change and we hope 2022/23 proves to be a less tumultuous time for settling into the role.

## Sandy Information Point



Sandy Town Council's reception and information point re-opened when government guidance allowed it to do so.

The Council remains agents for Safford's Coaches, thus allowing local people to book day excursions within the office. The information point holds a supply of Central Bedfordshire Council's green garden bags, orange recycling bags, food bins and food waste bags for household waste, thus allowing residents to collect these locally. Recent figures show that this continues to be our most popular enquiry at the information point.

The information point and council reception is open to the public on Mondays and Wednesdays from 9am to 4pm and Fridays from 9am to 2pm.

## Town Council Services

Cemetery Management

Church Yard Maintenance

Jenkins Pavilion & Sports Pitches

Floral Displays

War Memorial

Beeston Green

Some Street Lighting and Furniture

Christmas Lights

CCTV

Town Centre Car Park

Town Centre & Bedford Road Public Conveniences

The Riddy Nature Reserve

The Pinnacle Hill & Field

Local Information Point

Roman Sandy Exhibition

Public Open Spaces

Play Areas, including Fallowfield, Bedford Road, Sunderland Road, Beeston and the Limes





## Community Grants and Donations

Every year the Town Council provides some funding for community groups and projects in the town. The Council has adopted a set of criteria which successful applications must meet and aims to support sustainable local projects that improve the quality of life for the residents of Sandy. The Council also makes donations to groups where appropriate.

In the financial year 2021/22 Sandy Town Council awarded grants or donations to:

Sandy Helping Hands	£500.00
Keech Hospice	£200.00
Magpas Air Ambulance	£600.00
Il Pecoro Ltd	£400.00
Lets Get Going CIC	£1,000.00
Biggles FM	£600.00
Sandy Good Neighbours	£100.00
Sandy Carnival	£522.00
Sandy Secondary School – Eco Committee	£96.00
Total	<b>£4018.00</b>
<b>General Grant</b>	
Sandy Secondary School	£35.00
Total	<b>£35.00</b>
<b>Event Grant</b>	
Sandy Guild	£70.00
Total	<b>£70.00</b>

**If you are a community organisation or charity  
looking for support in providing activities or services  
in Sandy, you can find a community grant application  
form on our website;  
[www.sandytowncouncil.gov.uk](http://www.sandytowncouncil.gov.uk)**

## Financial Statements

*Financial Summary 31 March 2022*

31 March 2021	Income Summary	31 March 2022
594,768	Precept on Principal Authority	599,356
36,340	Capital Grants and Sale of Assets	20,772
1,343	Interest and Investment Income	215
5,811	Recreation Grounds and Open Spaces	6,378
32,334	Cemetery	23,966
-	- Tourist Information Centre	338
171	Car Park	354
909	Establishment/General Administration	815
1,504	Civic and Democratic	1,259
25	Christmas Lights	1,172
1,700	Highways – Footpaths and Lighting	-
<b>674,905</b>	<b>Total Income</b>	<b>654,625</b>
	<b>Expenditure</b>	
351,687	Establishment/General Administration	375,114
46,849	Capital Expenditure	92,539
608	Loan Interest and Capital Repayments	609
	Operational Expenditure:	
56,807	Recreation Grounds and Open Spaces	76,545
15,303	Cemetery	9,587
-	- Tourist Information	344
3,726	Public Toilets	919
13,461	Car Park and Market	15,602
17,166	Lighting and Street Furniture	35,387
188	Civic and Democratic Costs	2,991
5,269	Grants and Donations	12,483
14,173	Christmas Lights	16,058
1,976	CCTV Fees	1,832
37,500	Outside Services	33,922
<b>564,713</b>	<b>Total Expenditure</b>	<b>673,932</b>

## Financial Statements






Financial Summary 31 March 2022

31 March 2021




31 March 2022

<b>General Fund</b>		
234,042	Balance at 01 April 2020	234,042
<u>674,905</u>	Add: Total Income	<u>654,625</u>
<b>908,947</b>		<b>888,667</b>
<u>564,713</u>	Deduct: Total Expenditure	<u>673,932</u>
<b>344,234</b>		<b>214,735</b>
-	Transfer (to)/from Capital Receipts Reserve	
(110,192)	Transfer from/(to) Earmarked Reserves	19,307
<u><b>234,042</b></u>	General Reserve Balance at 31 March 22	<u><b>234,042</b></u>
<b>Current Assets</b>		
14,911	Debtors and prepayments	29,341
<u>618,903</u>	Cash at bank and in hand	<u>607,496</u>
<b>633,814</b>		<b>636,837</b>
<b>Current Liabilities</b>		
(51,326)	Creditors and income in advance	(73,656)
582,488	<b>Net Current Assets</b>	563,181
582,488	<b>Total Assets Less Current Liabilities</b>	563,181
<u>582,488</u>	<b>Total Assets Less Liabilities</b>	<u>563,181</u>
<b>Capital and Reserves</b>		
348,446	Earmarked Reserves	329,139
<u>234,042</u>	General Reserve	<u>234,042</u>
<b>582,488</b>		<b>563,181</b>

## Sandy Town Councillors

<b>Beeston Ward</b>		
<p>Cllr M P Scott                      "The Gowans"                      Seddington Nursery                      Great North Road                      Seddington                      Sandy                      SG19 1NZ</p>	<p>Home 01767 681457  <a href="mailto:scott729@btinternet.com">scott729@btinternet.com</a></p>	
<b>Ivel Ward</b>		
<p>Cllr P Blaine                      19 Poplar Close                      Sandy                      SG19 1HH</p>	<p>07973 255676  <a href="mailto:peterblaine.blaine@gmail.com">peterblaine.blaine@gmail.com</a></p>	
<p>Cllr W Jackson                      14 Westfield Gardens                      Sandy                      SG19 1HF</p>	<p>01767 682549  <a href="mailto:will.jackson662@btinternet.com">will.jackson662@btinternet.com</a></p>	
<p>Cllr M J Pettitt                      42 Swansholme Gardens                      Sandy                      SG19 1HL</p>	<p>01767 680082  <a href="mailto:martin.pettitt@virginmedia.com">martin.pettitt@virginmedia.com</a></p>	
<p>Cllr S J Sutton                      156b St Neots Road                      Sandy                      SG19 1BS</p>	<p>01767 227589  <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a></p>	

## Sandy Town Councillors

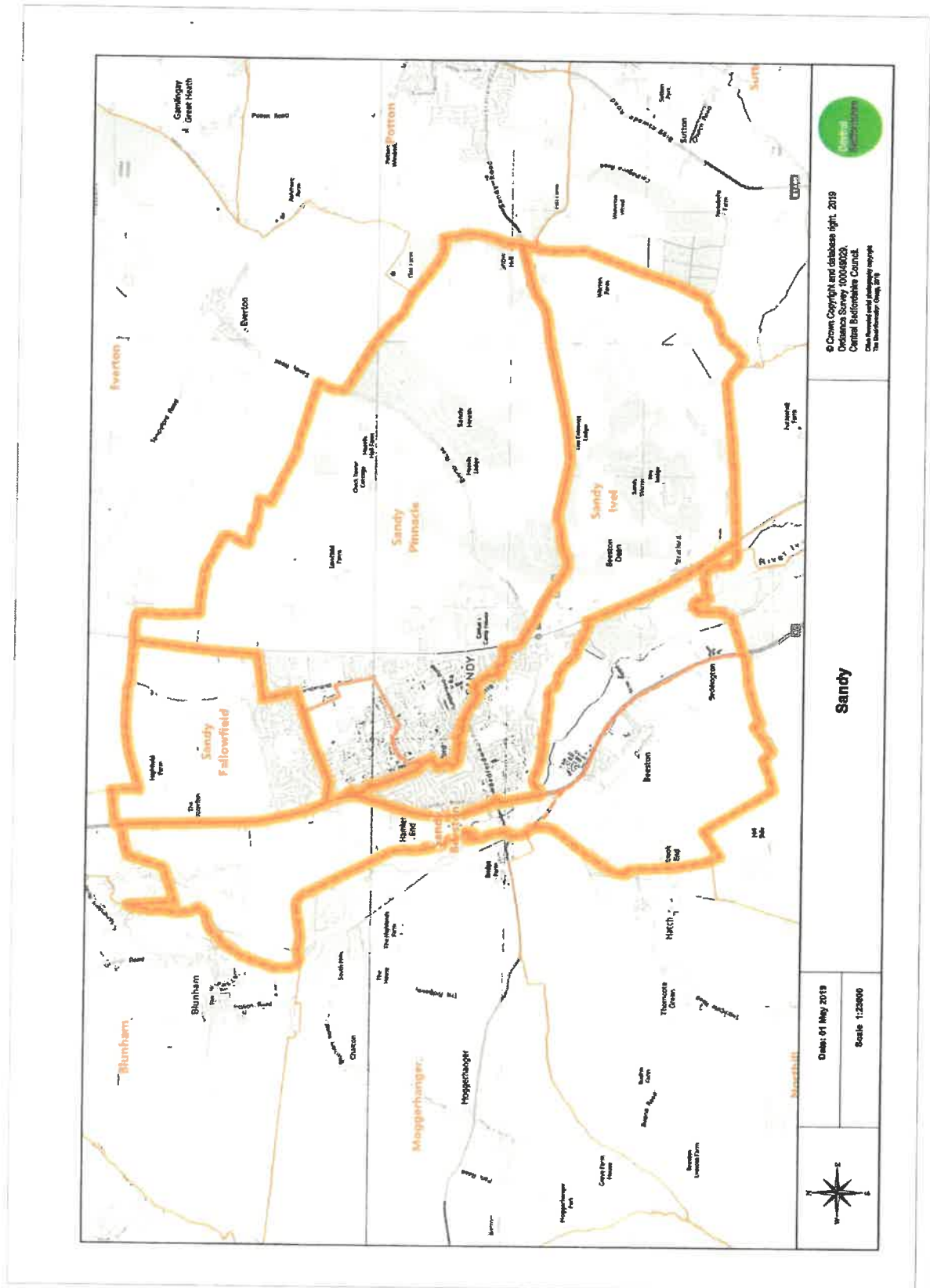
<b>Fallowfield Ward</b>		
Cllr L Ivanciu-Wilkinson 26 Banks Drive Sandy SG19 1AE	07525 44926 <a href="mailto:lorraineiwsandytc@gmail.com">lorraineiwsandytc@gmail.com</a>	
Cllr P Sharman 3 Swallow Crest Sandy SG19 2SN	07889 599556 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a>	
Cllr Dr N Thompson 46 Kestrel Way Sandy SG19 2TE	01767 683137 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a>	

<b>Pinnacle Ward</b>		
Cllr P N Aldis 7 Mayfield Court Sandy SG19 1NF	01767 691333 <a href="mailto:nigel.aldis1@gmail.com">nigel.aldis1@gmail.com</a>	
Cllr J Hewitt Clock Tower Cottage Everton Road Sandy SG19 2DD	01767 512002 <a href="mailto:cllr@hewitt10.co.uk">cllr@hewitt10.co.uk</a>	
Cllr T Knagg 3 Jubilee Close Sandy SG19 1RR	01767 223165 <a href="mailto:b.knagg2584@outlook.com">b.knagg2584@outlook.com</a>	

<p>Cllr R Lock 2 Havelock Close Sandy SG19 1TE</p>	<p>01767 681491 <a href="mailto:sandve.lock767@googlemail.com">sandve.lock767@googlemail.com</a></p>	
<p>Cllr C Osborne Summercourt 2 Leeds Smith Drive Sandy SG19 1LU</p>	<p>01767 682032 <a href="mailto:admin@sandytowncouncil.gov.uk">admin@sandytowncouncil.gov.uk</a></p>	



# Electoral Wards



## Members Meeting Attendance 2021/22

Town Council			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	14	15	93%
Cllr Blaine	14	15	93%
Cllr Gibson	14	15	93%
Cllr Hewitt	15	15	100%
Cllr Hill <sup>1</sup>	10	14	67%
Cllr Ivanciu - Wilkinson <sup>2</sup>	2	2	100%
Cllr Jackson	8	15	53%
Cllr Knagg	15	15	100%
Cllr Lock	12	15	80%
Cllr Osborne	11	15	73%
Cllr Paterson <sup>3</sup>	5	9	56%
Cllr Pettitt	14	15	93%
Cllr Scott	9	15	60%
Cllr Sharman	13	15	87%
Cllr Sutton	10	15	67%
Cllr Thompson	2	15	13%
Development Scrutiny Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Blaine	15	17	88%
Cllr Gibson	15	16	94%
Cllr Hewitt	17	17	100%
Cllr Ivanciu-Wilkinson	4	4	100%
Cllr Jackson	11	17	65%
Cllr Knagg	13	17	76%
Cllr Paterson	3	9	33%
Cllr Pettitt	14	17	82%
Cllr Sharman	17	17	100%
Cllr Sutton	13	17	76%
Cllr Thompson	1	17	6%

<sup>1</sup> Cllr Hill died 01.04.22

<sup>2</sup> Cllr Ivanciu-Wilkinson Co-opted 07.03.22

<sup>3</sup> Cllr Paterson resigned 10.12.22



## Members Meeting Attendance 2021/22

Policy, Finance & Resources Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	9	10	90%
Cllr Blaine	9	10	90%
Cllr Hewitt	10	10	100%
Cllr Hill	4	9	44%
Cllr Jackson	6	10	60%
Cllr Lock	9	10	90%
Cllr Osborne	9	10	90%
Cllr Pettitt	9	10	90%
Cllr Scott	7	10	70%
Cllr Sharman	10	10	100%
Community Services & Environment Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	9	10	90%
Cllr Gibson	8	10	80%
Cllr Hill	6	9	67%
Cllr Ivanciu-Wilkinson	2	3	67%
Cllr Knagg	7	10	70%
Cllr Lock	8	10	80%
Cllr Osborne	7	10	70%
Cllr Paterson	3	5	60%
Cllr Scott	8	10	80%
Cllr Sutton	7	10	70%
Cllr Thompson	3	10	30%
Human Resources Committee			
Councillor	Total No. Attended	Total No. of Meetings	% Attendance
Cllr Aldis	5	5	100%
Cllr Blaine	3	5	60%
Cllr Hewitt <sup>4</sup>	2	2	100%
Cllr Hill	4	4	100%
Cllr Jackson	4	5	80%
Cllr Paterson	2	2	100%
Cllr Sutton	3	5	60%

<sup>4</sup> Cllr Hewitt joined Committee after Cllr Paterson resigned

## Council Contact Details and Addresses

### Town Council and Information Office

10 Cambridge Road, Sandy SG19 1JE

Tel: 01767 681491

General Email: [admin@sandytowncouncil.gov.uk](mailto:admin@sandytowncouncil.gov.uk)

### Town Council Staff:

#### Town Clerk

Chris Robson – left Sandy Town Council on 11 March 2022

Nicola Sewell – joined Sandy Town Council on 7 March 2022

### Administration Team

Carol Baker-Smith – Administration Team Leader

Katie Barker – Administrator

Sam Coburn – Office Cleaner

Anne Elliott-Flockhart - Administrator

Brian Leonard - Caretaker

Val McFarlane - Administrator

### Grounds Team

Richard Gilbert – Grounds Team Leader

Chris Dainton - Groundsman

Colin Eaton - Groundsman

Wayne Harvey – Groundsman

### Stratford Road Depot

Stratford Road, Sandy SG19 2DH

### Cemetery and Former Allotment Site

Potton Road, Sandy SG19 2DH

Sandy Churchyard, High Street, Sandy, SG19 1AQ

### Play Areas

Bedford Road Recreation Ground, Bedford Road, Sandy SG19 1EY

Beeston Green, The Green, Beeston, Sandy SG19 1PY

Sunderland Road Recreation Ground, Sunderland Road, Sandy SG19 1RQ

The Limes, Elder Close, Beeston, Sandy SG19 1GF

Merlin Drive, Fallowfield, Sandy SG19 2UN

### Jenkins Pavilion

Sunderland Road Recreation Ground, Off Medusa Way, Sandy SG19 1BN

### Public Conveniences

Bedford Road Recreation Ground, Bedford Road, Sandy SG19 1EY

Town Centre Car Park, High Street, Sandy SG19 1AG

### Open Spaces

The Riddy, Mill Lane, Sandy, SG19 1NL

The Pinnacle, Sand Lane, Sandy, SG19 2AD

**AGENDA ITEM 14**

**APPENDIX V**

**Town Council - Action list**

Subject	Action to be taken		Response/ Agenda no.
	Minute	Action	
<b>Meeting 9/11/15</b>			
East West Rail Link	(89-15/16)	Town Council strongly support the East West rail link coming through Sandy and to lobby the relevant authorities.	The Council submitted a response to the most recent EWR consultation on 9th June 2021. Letter issued to MP's office reaffirming Council's view. Cllr Blaine attended a stakeholder meeting and is due to report back to the Council. Cllr Blaine attended a meeting on 10 <sup>th</sup> Feb 2022 and circulated links to Consultation Summary and Consultation Documents on 21 <sup>st</sup> April 2022. <a href="#">No further updates.</a>
<b>Meeting 21/5/18</b>			
A1 – Local Issues	(19-18/19)	To push for decisions on the future of the A1 and action on safety and environmental issues.	<p>Representatives of STC previously joined a meeting with a representative from Highways England, facilitated by local MP Richard Fuller. Working Group response to Highways England consultation on agenda for consideration.</p> <p>Mayor chaired meeting in January with representatives of neighbouring authorities to discuss shared concerns and priorities in relation to the A1 and further work undertaken with Biggleswade TC reps on developing a proposed joined up approach to take forward.</p> <p>R.Fuller's office has contacted the Mayor to arrange a follow up meeting.</p> <p>Cllrs Pettitt and Hewitt met with Mr Fuller MP on 6.04.2022.</p> <p>Cllr Pettitt wrote to the Mayor of Biggleswade on 01.07.2022 to facilitate further dialogue with Richard Fuller MP and move this issue along.</p>

**AGENDA ITEM 14**

**APPENDIX V**

<b>Meeting 17/12/18</b>			
Sandye Place Academy	(142-18/19)	That the Town Council place on record its opposition to any future residential development on the site and all other aspects the site could be used for as highlighted in the Council's Community Plan and that CBC Ward Councillors support the Council's position.	Extraordinary meeting of Council considered the CBC public consultation on SPA. Response sent restating Council's previous position and emphasising value of site as a community asset. CBC stated that they should know the outcome of their application to have the site released from its DfE status in June 2022. No further updates.

## Sandy Town Council

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**Date:** 11<sup>th</sup> July 2022

**Title:** Sandy Twinning Association

**Contact Officer:** Cllr M Pettitt

### Purpose of the Report

1. To provide an update on Sandy Twinning Association (STA).

### Summary & Key Bullet Points

- There have now been no exchanges between Sandy and either Malaunay or Skarszewy since 2019, i.e. pre pandemic.
- In early 2022 reference is made to the report which Cllr Hill provided for the full council meeting on 24 January 2022 in the light of a Zoom meeting held between members of the Association on 12 January.
- During the week or so that followed 24 January Cllr Hill notified the Comite in Malaunay that it seemed to us quite unlikely that any exchange in either direction was a realistic possibility in this calendar year and we ought to be looking at sometime during 2023 as the earliest feasible time for a visit, most likely from Malaunay to Sandy.
- The active members of STA agreed very soon after Cllr Hill's death on 1 April that really out of respect we would apply a moratorium of around 3 months before beginning to take stock and looking to the future. At such a time as seemed appropriate we would then convene an open meeting to provide everyone who was interested or even concerned to contribute to a discussion around the future and direction of the association.
- Cllr Hill had previously agreed with his counterparts in Skarszewy and with his contacts at Stratton School in Biggleswade that the annual Summer School in Poland would not take place in 2022.
- During late May a communication was received from or rather on behalf of the Mayor of Skarszewy inviting a delegation from Sandy to Poland to attend their annual Sabotki (Town Festival) in mid June. It was clearly very short notice and with existing commitments notably around the Jubilee and Sandy Carnival I was unable to consider it and while Cllr Scott looked into the possibility of going he too was forced to decline the invitation.
- In the meantime there has been some pressure from the French Comite to begin to plan for 2023 but they have been told they must bide their time and wait at least until after a meeting which is now scheduled to take place in the Council Chamber on Wednesday 13 July 2022. Any members of Council interested are invited to attend.
- Pressure may also come soon from Poland since a Civic delegation visited regularly prior to the pandemic at Remembrancetide. With 6 visitors, who were met at, and returned to, the airport by Cllr Hill and others and were either hosted by local families or accommodated in a hotel during their stay at their own expense. There was a 3 or 4 day programme of events planned which included sightseeing and wreath laying.

- There are likely to be future visits between Sandy and Skarszewy by the respective Angling Clubs but those involved will undoubtedly organise themselves and provide mutual support, accommodation etc. without too much need for outside assistance.

## **SANDY SPORTS & LEISURE ASSOCIATION**

### **ANNUAL GENERAL MEETING – 16 June 2022**

#### **Chairman / Acting Secretary's Report.**

##### **Part 1. Current o/s Items etc.**

As I am certain every member will agree I have written far too much already over the past 12 + months but will endeavour in the first part of my report to draw a line under as much as possible almost all of it a legacy of the major refurbishment carried out in 2021.

There remain unfortunately a few rather annoying loose ends which need to be sorted out:-

- Despite numerous attempts to arrange for Highlights Floodlighting Ltd to come and carry out the agreed integrity checks on the floodlight pylons / bases these have yet to be carried out. I would much prefer that this firm does undertake this work since they are local and have previously worked on site on behalf of SLL. I will renew my efforts to make contact with Mark Peckham and get them on site asap.
- I have not seen an invoice from Terry Seymour of TCE Electricals for work he carried out, I believe during February on the lighting in the SSLA car park nor to the best of my recollection countersigned a cheque for payment. Might this have been paid by SLL in error?
- The Hockey Club still have to carry out promised refurbishment work to the 2 older shelters.
- Thanks go again to Brian for his work on the rebound boards but we are no further forward in having these treated with a good preservative and suggestions are invited.
- A very recent problem has cropped up involving one of the newly installed Harrod Sports shelters. A length of metal trim was noted to have come adrift from the top rear of one shelter which had in turn permitted one of the back sheets of polycarbonate to work loose. Ross Rhodes (SLL - thank you Ross) and I made an unsuccessful effort to repair the shelter on Friday 10 June and the following day I emailed SIS with photographs asking to be put in touch with Harrod Sports and am awaiting a response.

Rightly or wrongly, I suggest we presently draw a line under issues relating to the pitch division net and the cable winch mechanism. Some adaptations have recently been made by SIS which involved SSLA contributing some of the cost for which an invoice is currently awaited. Discussions with Ross last week (see bullet point 3 above) suggest there is some improvement in operational terms with deploying the division net as a result of the changes but the system remains far from being user friendly and is certainly something which the SSS / commercial users should be deterred from operating routinely.

##### **Part 2. The Future & Succession Planning**

I hope members will recall the Paper which accompanied Agenda Item 8 at our meeting held on 22 February this year and referred to in the penultimate bullet point in the Minutes / Update above.

- Issues and shortcomings which in the main were brought to the fore during the refurbishment period by Sport England and The Charity Commission around Governance and Reporting all remain to be addressed.
- SSLA's relationship with CBC in the changed circumstances brought on by the imminent Jenkins Pavilion project, notably extension of the car park but also relocation of the tractor garage and extensive work around repositioning electrical infrastructure into the extended

building will inevitably I believe impact SSLA in the coming 12+ months. To date, a letter by way of a legally binding agreement replacing a renewed Lease / Licence entitling SSLA to have unrestricted access into and from the car park and too and from the AWP has not been received and will be chased.

- Initial discussions have taken place with SSS around a willingness to contribute to the cost of the facility to replace the original quid pro quo arrangement and I will provide a verbal report at this meeting.
- Finally, there is the question around the long term future of the SSLA itself and which again was touched upon briefly at the February 22 meeting referred to above. I strongly urge we do begin to give urgent consideration of all the possible options now while we are able. I cannot of course speak for others, including those who have been involved in this project for a similar period but I feel it unlikely that I will wish to remain as closely involved, if at all beyond a maximum of a further 2 years.

Martin Pettitt  
Chair and Acting Secretary  
16 June 2022



## Sandy Sports & Leisure Association

Minutes of the Annual General Meeting of Sandy Sports & Leisure Association held at 7pm on Thursday 16 June 2022 at 10 Cambridge Road, Sandy.

### PRESENT

Cllr Martin Pettitt, Chairman & Acting Secretary, Phil Wood, Treasurer, Mrs Heather Piper, Regional Contracts Manager SLL, Phillip Rose, SLL Centre Manager Sandy Leisure Centre, Mike Tipper, Brian Page, Tony Payne (apologies for late attendance) and Cllr Nigel Aldis.

Before the meeting commenced the Chair reminded members that this was the first meeting since the sad death of Cllr Max Hill on 1 April. Max had been a fervent supporter of the Association right from its formation and indeed the creation of the SSHI a few years earlier at which time Max was the Headteacher at Sandy Upper School. The Chair invited those present to be upstanding for a minute in memory of and as a mark of respect for Max.

1. **APOLOGIES** . Apologies for absence had been received from Miss Karen Hayward, Cllrs Mike Scott and Terry Knagg
2. **MINUTES**. The 4 sets of Minutes listed on the agenda for this meeting for meetings which took place on 8 April, 13 September and 9 November 2021 (all by Zoom) and 22 February at 10 Cambridge Road were received and approved en bloc.
3. **MATTERS ARISING**. There were none which members believed would not arise for discussion later on the agenda.
4. **SECRETARY'S REPORT**. To be incorporated with Agenda Item 7 below.
5. **TREASURER'S REPORT**. The treasurer informed those present that due to a recent outbreak of Covid-19 in their offices our accountants had been unable to complete preparation of our Annual Accounts and Financial Statement. He was confident these would be available shortly but was unable to estimate when or provide an assurance that, unlike in previous years and to comply more fully with the format now required by the Charity Commission especially that when received they would contain a clear schedule of income and expenditure over the previous 12 months. A discussion ensued at which all present seemed to agree that it should not be a difficult task for the accountants to suitably amend the content and format of their reports even if they continued past practice and simply added an appendix showing all payments and receipts for the year concerned (2021-22) and in due course (2022-23) to reflect the unusually high payments received and made in connection with the refurbishment. These would include professional fees, as well as several stage payments, receipt of grants totalling £175,000.00, and insurance claim, £5k, the cost of the new the electric utility vehicle and ancillary works to the perimeter fence, equipment etc. and so on. All this will be in contrast to previous years when our income has really only amounted to the Management Fee paid by SLL, circa £13k and payments of usually around 2k average.

It was agreed that since the Treasurer only anticipated a delay of a fortnight before the Accounts etc. would be received that they would immediately be scanned and emailed to all members. If the Accounts do contain a detailed schedule of income and expenditure then all well and good. If they don't then the Treasurer will go back to them and ask for that schedule to be provided as a addition which would in turn be circulated to members for scrutiny and approval and in due course will form the basis of the next Annual Return to the Charity Commission due by the end of January 2023. In the meantime the Treasurer advised members that at present here are the following balances in our 2 accounts:-

- Community Account £97,262.84
- Business Account £1,978.18
- Total £99,241.02

6. **MANAGEMENT REPORT.** In advance of the meeting Phillip and Heather had circulated a Management Report covering the period February to May 2022. It was proposed that a new large mat should be purchased to be placed inside the player entrance to the pitch which together with the brushes would further reduce the amount of dirt and small stones etc. which are currently carried in on the soles of shoes and onto the carpet. Also a special rubber mat with black and yellow hazard tape will be provided to lay on the north perimeter path across the lower division net cable to further reduce the risk of tripping.

Hiring charges for the pitch were increased with effect from 1 April 2022 by around 3% in line with the Management Agreement and this will be reflected in the Management Fee charged to SLL.

A pro rata reduction to the Management Fee charged was made to take account firstly of the period when the pitch was out of use for the pandemic and then when it was closed for the refurbishment.

SLL team members are enjoying using the electric utility vehicle to maintain the carpet and the Hockey Club is very satisfied with the condition and maintenance of the carpet which is frequently complimented upon by members of visiting teams.

The Charman thanked Heather and Phillip and asked for thanks to be passed on to all their team leaders and team members for their very willing and co-operative attitude when ever approached for assistance and support.

7. **CHAIRMAN'S REPORT.** The Chairman/Acting Secretary circulated a written report. This was in 2 parts, the first dealing with Current and o/s items mainly but not exclusively relating to the refurbishment and provided some further updates.

- Bullet Point 3. The Hockey Club plan to carry out the long awaited repairs and refurbishment to the 2 older shelters on Saturday 9 July.
- Bullet Point 5. Harrod Sports will be attending the site on Tuesday 21 June to carry out all necessary work.

It was agreed by members present to take no further action regarding issues around the pitch division net, cable and winch mechanism and accept the present position as final, for the time being!

Part 2 of the report dealt with, The Future and Succession Planning and resulted in a lengthy discussion around the issues raised in the 4 sections:-

- It was generally agreed that efforts should be made to engage with and convene a meeting, preferably in person or if not remotely with The Charity Commission.

- That there needs to be further contact with CBC in the period leading up to work commencing on the Jenkins Pavilion and to extend the car park to ensure SSLA's interests are protected and to obtain the promised written agreement to replace / succeed the former lease and licence re the car park, access and rights across the bridleway.
- That arising from the first meeting with SSS that SLL would put together a cost analysis based upon the school's annual hourly curriculum use of the pitch and based on the present off peak charge for use of the pitch.
- Medium to long term options were discussed and having sown the seed it was agreed to carry this forward to the next meeting.

#### **8. ELECTION OF VOTING MEMBERS FOR 2022/2023.**

- Mr Phil Wood,
- Mr Mike Tipper,
- Mr Brian Page and
- Mr Tony Payne were proposed, seconded and re-elected en bloc.

#### **9. APPOINTMENT OF OFFICERS.**

- Treasurer. Mr Phil Wood was proposed, seconded and re-elected
- Acting Secretary. Cllr Martin Pettitt was proposed, seconded and re-elected.

#### **10. SANDY TOWN COUNCIL. Trustees Representatives for 2022/ 2023 appointed at STC Annual Meeting held on 23 May 2022.**

- Cllr Michael Scott and
- Cllr Terry Knagg.

#### **11. APPOINTMENT OF AUDITOR.** While taking account of the discussion under Item 5 above the Treasurer, Mr Philip Wood proposed that Excel Accountants (Beds) Ltd be reappointed. It was seconded and Excel were duly reappointed.

#### **12. ANY OTHER BUSINESS.** The Chairman raised 2 matters:-

- Correspondence recently received from Woodfines Solicitors arising from the new lease with Sandy Town Council signed in July 2020. The Land Registry had belatedly informed us and Town Council the lease requires prescribed clauses which the Chairman set out. Members resolved to confirm that Woodfines be instructed to submit them as acceptable to the Land registry in response to their requisition.
- SSLA had been invited to apply for a £300.00 grant towards the supply and installation of a Defibrillator and appropriate training (total cost circa £1500.00) Phillip and Heather on behalf of SLL advised that there are already 2 defibrillators in the near location of the AWP and Jenkins Pavilion and SLL team members are trained in their use. Members resolved that while the value of defibrillators is undeniable the location is already well provided for and accordingly not to proceed with a grant application

#### **13. DATE OF NEXT MEETING** No date was fixed.



**Full Council**

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<b>Date:</b>	<b>11<sup>th</sup> July 2022</b>
<b>Title:</b>	<b>Councillor Surgery</b>
<b>Contact Officer:</b>	<b>Cllr Nigel Aldis</b>

**Purpose of the Report**

1. For Members to note the issues raised in the Councillor Surgery on Friday 24 June 2022, attended by Cllr N Aldis.

**Background**

2. This surgery was in addition to the normal round of STC surgeries. It was part of the Community Action Day (CAD) organised by Central Bedfordshire Council (CBC).

**Issues Raised and any Actions to be taken**

3. There was one matter which was raised by three residents at different times during the morning. They were all concerned about the planning application to build another floor on top of the offices over the post office. They had been told in a letter from CBC that the Planning Officer was recommending that the application be approved.

The residents expressed their concerns about the loss of light, the over-bearing nature of the development and the lack of parking. They all feared that the lack of parking would impact on their current lifestyle. There was also trepidation about how the floor would actually be added in such a tight location.

**Action**

The residents were advised that a Planning Officer's recommendation could be overturned by members of the CBC Planning Committee if they agreed with the objections raised. They were encouraged to get together and get one resident to register to speak at the meeting on the 6<sup>th</sup> July 2022.

4. A resident of Glebe Road asked if a section of the knee rail at the Sunderland Road recreation ground could be removed to facilitate access by a wheelchair or mobility scooter user. The alternative was a long detour via the bridleway past the all-weather pitch to the Village Hall car park.

**Action**

This matter is to be raised by the Clerk at the Council meeting on 11<sup>th</sup> July 2022.

5. Fly-tipping by a maintenance team from Grand Union (GUHG) on the amenity land off Glebe Road was reported by a resident.

**Action**

The matter was reported to the GUHG representative at the CAD.

6. A resident of Westfield Gardens complained about the untidy path around the perimeter of the area.

**Action**

Matter reported to the GUHG representative at the CAD.

7. A resident of St Neots Road asked when the Tuesday morning session in the library for lonely people would re-open like other activities in the library.

**Action**

The matter was raised with the library staff as the manager was unavailable. Covid rules prohibit them from serving tea / coffee.

8. A resident of Mayfield Court raised the issue of basalt growth and overhanging branches on the path into the area from Bedford Road.

**Action**

The matter was reported to Highways via the Sandy CBC members.

9. A resident of Faynes Court raised a number of issues. He was concerned about speeding in the High Street, Bedford Road and Sunderland Road. He was also concerned about drug dealing in the car park behind his property and the overgrown graves in front of the chapel in Pleasant Place.

**Actions**

The resident was informed that speed checks were being carried out as part of the CAD and that the Town Council had raised similar concerns many times. The problems with installing SIDs was explained to him.

The resident was advised to contact the Police via 101 to raise the concern over drug dealing in his area.

Clerk asked to find out if the graves should be maintained by the tenants of the chapel in Pleasant Place.

10. An elderly resident of Glebe Close expressed her disappointment that the Platinum Jubilee event and the Carnival were not accessible to her because of the long grass.

**Action**

To be reported to the Events Committee.

11. A resident of St Swithuns Way reported tree branches which had come down in the last strong winds.

**Action**

This was reported to the Waste Team at CBC who will remove.

12. A resident of Belfry Court was concerned about the very untidy area in the car park next to the Council's storage container.

**Action**

Matter was raised with the Outdoor Team Leader via the office.

13. A resident of Birch Close raised the issue of an overgrown path through the Sandcast area between Mill Lane and Ivel Road. Tall nettles were a particular problem.

**Action**

Matter reported to the RoW Officer at CBC.