

Sandy Town Council

Minutes of the meeting of Community Services and Environment Committee of Sandy Town Council held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 31st January 2022 at 7.30pm

Present: Cllrs P N Aldis, A Gibson, T Knagg, R Lock, C Osborne, M Scott and S Sutton.

Absent: Cllrs M Hill and N Thompson.

In attendance: Mr C Robson (Clerk), Miss K Barker (Administrator), Cllrs J Hewitt, M Pettitt and P Sharman.

- | | Action |
|--|---------------|
| 1 Apologies for Absence (83-2021/2022)
Apologies were received from Cllr M Hill. | Admin |
| 2 Declaration of Interest and requests for dispensations (84-2021/22)
i) <i>Disclosable Pecuniary Interests</i> – None.
ii) <i>Non-Pecuniary Interests</i> – None.
iii) <i>Dispensations</i> – None. | |
| 3 Minutes of previous Meeting (85-2021/22)
RESOLVED to receive the minutes of the meeting of the Community Services & Environment Committee held on Monday 20 th December 2021 and to approve them as a correct record of proceedings. | |
| 4 Public Participation Session (86-2021/22)
There were no questions. | |
| 5 Action List (87-2021/22)
Members received and noted the action list. | |

Allotments & Community Orchard at Beeston:

It was noted that CBC's solicitor had still not progressed with the required public notice on disposal of the land to STC. It was agreed that the Town Council would not progress with any legal work on the lease due to the risk this posed. Should any issues arise with CBC's public notice or should they change their mind, the Town Council would have incurred irrecoverable legal costs. Once a lease was received, the Council would ask its solicitor to review and start work.

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Use of Former Days Inn Conference Site:

The Clerk informed Members that the Mayor, Deputy and Clerk met with Mr T Keaveney to discuss The Meadows and former Days Inn conference centre. Mr Keaveney confirmed that there were still no plans for the conference centre at present and although there had been commercial interest in the site, this had not been taken forward as it would not have provided benefit to the community. Mr Keaveney confirmed he would come back to the Town Council to update them before any plans came forward for use of the site.

It was also confirmed that CBC would be working to meet a number of planning conditions on the site over the next few months, this included fencing and gates which the Town Council had previously raised concerns over.

SID Signs:

Members **RESOLVED to RECOMMEND** that CBC are asked to undertake a traffic flow and volume study be undertaken on Sunderland Road at a cost of £300.

Town
Clerk

It was hoped that this would help provide evidence for the need of a SID.

EV Charging Points:

Members noted the update, and that further information was awaited from CBC.

6 Welcome Back Fund (88-2021/22)

i) Members received an update on the town directory/map which is to be produced as part of the Welcome Back Funding. A Member asked how a directory was to link into the map. The Clerk explained that a directory of all businesses will sit alongside the map with businesses listed under their location, ie. Market Square. The businesses will then have a symbol next to them indicating what they do, ie., a coffee cup. This would allow the Council to update the directory far more easily and cheaply than having the map altered when updates are needed.

RESOLVED to note the update.

ii) Members received a report from the Clerk on additional items to be put forward for remaining Welcome Back Funds.

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A Member proposed that the committee approve the suggestions set out in the report, but also add an additional display case for the town centre map/directory if funding allowed.

A Member commented that the Council should consider using such funding to take on a vacant unit and create a community café. It was confirmed by the Clerk that the additional funding provided would be limited and quotes and purchase orders must all be agreed before the end of February.

It was proposed, seconded and **RESOLVED** that the Council submit the suggested additional Welcome Back Funding ideas, with the addition of another display case for the town centre map/directory.

7 **Queen's Jubilee (89-2021/22)**

Members received an update report on the proposed creation and installation of a beacon at the Pinnacle as part of the Council's plans to celebrate the Queen's Platinum Jubilee. It was recommended and seconded that the Council progress with the creation and installation of a beacon and that quote 2 be approved as the preferred option, with the costs going to the PFR committee for approval.

Members raised a query over the fuel to be used in the beacon, the previous mobile beacon was gas and using wood and other fuel creates a different risk which will need to be assessed. Provision must be made to make it safe.

A Member asked if the landowner had approved the beacon. The Clerk commented that the landowner had approved in principle, but that a final design and proposal would need to be run by them.

A Member queried when the beacon would be used again. Other Members commented that it could be used on national or local occasions of significance or events. Other areas have similar beacons to mark significant occasions.

RESOLVED to RECOMMEND to the Policy, Finance and Resources committee that the Council commission the design, creation and installation of a beacon to mark the Queen's Jubilee and that quotation 2 is approved. That the Policy, Finance and Resources committee consider and approve costs which exceed the funds available in Section 106 funding.

Town
Clerk

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8 Skatepark Project (89-2021/22)

Members received and noted an update on the Skatepark Project.

It was proposed and seconded that the committee recommend to Full Council that the Council apply to Central Bedfordshire Council to commit uncommitted section 106 funding of an estimated £43,156 to the skateboard project.

Members commented that it was critical that the project progresses to completion in the timeframe set by funding deadlines. The £150,000 target is a minimum target, other funding may still be sourced from Sports England or other funders.

RESOLVED to RECOMMEND that the Council apply for £43,156 in uncommitted section 106 funding which would be eligible for allocation towards the Skatepark project, thereby reaching and exceeding the target funding rate of £150,000.

Town
Clerk

9 Town Entrance Signage (90-2021/22)

Members received a report from the Town Clerk on proposed new town entrance signage.

It was proposed, seconded and **RESOLVED** that;

- The committee approve the sign design and the signage is progressed when the outstanding partner logo is available for inclusion.
- The final costs of the sign are approved by the PFR committee prior to work commencing.
- The three proposed locations are approved, subject to final agreement needed from CBC.

Town
Clerk

Members commented that it will be important to ensure the grass below and around the signs is cut regularly during the spring and summer to ensure the entrance points to our town are well presented.

10 Car Park Raised Kerbing (91-2021/2022)

Members received and considered a report from the Town Clerk on a raised concrete divider in the Council car park which has received complaints due to concerns over trips/falls.

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Members raised concerns over whether doing nothing when a trip hazard had been highlighted put the Council at risk. Other Members commented that the kerbing had been in place for a long time and that it was similar to other car parks. The kerbing plays a role in showing division of the area and keeping cars to more orderly movement around the car park. A greater hazard to pedestrians may be created by removing the kerbing and allowing free movement of vehicles.

Other Members felt that the kerbing was a risk and should be removed. A Member commented that some drainage gullies also present trip hazards and at some point, it would all need to be looked at and removed. Painting it would make it visible.

It was proposed and seconded that the Council highlight the kerbing by painting it with luminous paint, but that the kerbing is not removed at this time.

It was proposed, seconded and **RESOLVED** that the Council's outdoor team undertake painting work to highlight the raised kerbing and that it is not removed at this time.

Town
Clerk/
Outdoor
team

11 Youth Engagement (92-2021/22)

Members considered a previously agreed set of actions around youth engagement. Councillors agreed that the Council should look to undertake actions which were set out in the action plan. It was acknowledged though that interactions with schools would still be difficult at present due to restrictions on visitors going into schools as part of COVID safety measures.

It was felt that the school term in September would be the best time to start with engagement and that due to COVID19, it might mean the Council needs to wait longer before undertaking engagement actions.

Cllr Lock commented on her support for progressing with the plan and including linking in with the Secondary School to provide students with an opportunity to practice public speaking, something which forms part of their exams.

It was agreed that a positive initial step would be for the Mayor to write to all schools to find out if they would welcome engagement between the Council and students, and if so, when this might be best timed. The Mayor confirmed he was happy to make such an approach.

Town
Mayor

Sandy Town Council

Cllr Hewitt commented that she was happy to continue working with the Sandy Youth Central group, who have been meeting with young people in the Council chamber once a fortnight.

Cllr
Hewitt

12 **Queen's Green Canopy (93-2021/22)**

Members received and noted a report on the Queen's Green Canopy scheme. It was agreed that the Council would advertise the opportunity for people to plant trees as part of the scheme on its website and social media.

Admin –
K Barker

The Environmental Working Group would continue to work on locations for tree planting.

A request from the Sandy WI to plant a tree was discussed. **RESOLVED** that if the WI wish to plant a tree on Town Council owned land that Beeston Green or The Limes would be the best locations. As the tree was on Council land it would need to be maintained by the Council. A location will be identified by the Outdoor Team Leader and species of trees provided to the WI, with a recommended nursery for the purchase of the tree.

Town
Clerk/
Outdoor
Team
Leader

13 **Committee Action List (94-2021/22)**

Members received and reviewed the committee action list for the remainder of 2021/22. The Chair took Members through each item of the Action Plan. A Member commented that it was pleasing to see what had been achieved and it was good that a number of items were completed, or about to be completed. Another Member commented that it does set out that there is still a lot to be done between now and the election and it will be necessary for all Councillors to work together and commit to progressing actions.

It was noted that the Chair and Clerk were recommending that the Jenkins extension project be re-allocated to the Full Council Action Plan, as the CSE committee does not have the delegated authority to make decisions on the project.

RESOLVED to note the updated action list and that the Jenkins Pavilion Extension action be moved to the Full Council.

Town
Clerk

14 **Events Working Group (95-2021/22)**

Members received notes from a meeting of the Events Working Group held on 27th January 2022. As the notes had only just been received, the Clerk went through some of the key points. Members received the notes and Cllr Gibson commented that the Let's Get Going community interest group had confirmed that they would run

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a small family and wellbeing stall/activities as part of the Jubilee event.

Cllr Sutton, Chairman of the Events Working Group asked that as many Councillors as possible support the event on the day and during its organisation. Support is needed to ensure that the event is successful.

15 Chairman's Items (96-2021/22)

There were no Chairman's items, but the Chairmen reiterated the call for volunteers to support the Jubilee event.

16 Date of Next Meeting (97-2021/22)

Monday 14th March 2022.