

# Sandy Town Council

To: Cllrs N Aldis, B Blackley, A Effiong, R Lacey, A Lock, R Lock, C Osborne, M Scott, S Sutton (Chairman) and N Thompson  
c.c. Cllrs S Baker, J Hewitt, M Pettitt and P Sharman

You are hereby summoned to attend a meeting of the Community Services and Environment Committee of Sandy Town Council to be held in the Council Chamber at 10 Cambridge Road, Sandy SG19 1JE on Monday 2<sup>nd</sup> October 2023 commencing at 7.30pm.



Nicola Sewell  
Town Clerk  
10 Cambridge Road  
Sandy, SG19 1JE  
01767 681491  
27<sup>th</sup> October 2023

## A G E N D A

### 1 Apologies for absence

### 2 Declarations of interest

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

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs and also any non-declarable 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-disclosable Interests*
- iii) Dispensations*

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## **3 Minutes of Previous Meeting**

To consider the minutes of the Community, Services and Environment Committee held on Monday 21<sup>st</sup> August 2023 and to approve them as a correct record of proceedings.

## **4 Public Participation Session**

Members of the public may ask questions or make representations to the committee about items of business which are on the agenda.

## **5 Action List**

To receive the Action List and any updates.

Appendix i

## **6 Former Sandy Enhancement Group (SEG) – Update Report**

To consider a report on proposals to maintain the planting schemes undertaken by SEG.

Appendix ii

## **7 Playground Equipment Repairs Report**

To consider a report on proposed repairs to play equipment.

Appendix iii

## **8 Proposed Soil Testing at Site of Potential Allotment, Beeston**

To receive a report on the action the Town Council could take to carry out soil samples at the site.

Appendix iv

## **9 Tree Issues**

### **(a) Tree Survey**

Further to the last meeting of the Committee (Minute 39 - 2023/24 Refers) it was determined that a Tree Survey be undertaken subject to two additional quotes being sought. The Deputy Clerk now asks that the Committee agrees that the current contractor be allowed to undertake the survey because of the urgency to carry out the surveys as the trees have not been surveyed in the last 3-5 years. Also, with the continued absence of the Admin Team Leader it is anticipated there would be delays in the procurement process. The Deputy Clerk believes it is in the Town Council's best interests on the grounds of safety to allow the current contractor to carry out the survey work as soon as possible this Autumn. For the next survey three quotations would be sought in accordance with Financial Regulations.

**RECOMMENDED** that the Committee accepts the quote for a total of £1,750 excluding VAT from Steve Dear Tree Services for tree surveys.

### **b) Tree Planting Scheme – Central Bedfordshire Council**

Central Bedfordshire Council (CBC) has a track record in promoting sustainability and tree planting projects that benefit

Appendix v

# Sandy Town Council

whole communities. Since it made a commitment to support the planting of 1 million trees across Central Bedfordshire 67,000 trees and more than 5km of new hedgerow have been planted. CBC continues to offer Community Tree Planting and Hedgerow Grants and will continue schemes introduced last year such as Tiny Forests and the Tree Giveaways. Town and Parish Councils are encouraged to apply. In addition to these opportunities, information is now available about a new Woodland Creation offer to all public and private landowners, schools, community groups and organisations. The latest information sheet is attached to the agenda.

CBC's Sustainability Team will be presenting at the upcoming Topic Session online (Teams link can be sent) on **Wednesday 4th October, 6pm – 7pm**. The session will cover projects including tree planting opportunities, other subject matters covered will be a sustainability update, the Community Energy Pathways Programme, and Carbon Literacy. **Please advise the Deputy Clerk if you wish to attend.**

**RECOMMENDED** that if the Committee wishes to go forward with any tree planting trees, it seeks funding from the budget review 2024/25 to fully support schemes including aftercare to ensure the planting schemes are successful.

## 10 Chairmans' Items

**11 Date of Next Meeting:** Monday 6<sup>th</sup> November 2023

## Agenda Item 5

Agenda Item 5- Community Services and Environment Committee - Action list

Subject	Action to be taken Action	Response /Status
<b>Full Council Meeting 20/04/16</b>		
Allotments and Community Orchard At Beeston  (CBC owned land)  <b>Min (22-16/17)</b>	Progress and update reports to go to the Community Services and Environment Committee	Refer to CS&E Agenda March 2023 for previous text.  Clerk has spoken to Lee Newton who has suggested that the Council apply for a licence to allow them to access the site and undertake any preliminary works/surveys to assess the site. STC to draft a request outlining what works they wish to carry out and when. The licence has no cost implication and is simply needed to ensure that STC takes on any liability for accidents/issues caused to contractors or staff during these works on site. See agenda item 8
<b>CSE Meeting 23/08/2021</b>		
<b>Min (33-21/22)</b>  EV Charging Points	<b>RESOLVED</b> that the Clerk submit a list of STC owned sites for consideration as part of CBC's EV Charge Point Scheme	Refer to CS&E Agenda March 2023 for previous text.  Tom Price, Senior Sustainable Transport Officer for CBC attended March meeting to give update, including reapplying for grant for Sandy to be included in 2023 plans.  A Working Group was set up to consider siting of EV points and impact on capacity of car park.  CS&E Recommendations for option 1 agreed at Full Council on 7 <sup>th</sup> August 2023. However, Option 1 now includes 3 rapid charging points <i>OPTION 1</i> <i>3 x 50kW rapid charge points over 6 bays (wholly BP Pulse funded)</i> <i>4 x 7kW standard charge points over 8 bays (50% grant funding/50% BP Pulse, with some revenue share to Sandy TC)</i>  Waiting for an update from Tom Price – to be reported at the meeting
<b>CSE Meeting 21/03/2022</b>		

**APPENDIX I**

<b>Min (118-2021/22)</b>  Queen's Jubilee	<b>RESOLVED:</b> that S106 and CBC councillor grant monies be used to supply an additional mosaic for the town.	Refer to CS&E Agenda March 2023 for previous text.  STC to remain in contact with Carolyn Blake in 2023 in the anticipation that the project can get back on track for 2024.
<b>CSE Meeting 09.05.2022</b>		
<b>Min (134-2021/2022)</b>  Beeston Green Drainage <b>Minute(40 – 2023/24 refers)</b>	Meeting between Philip Lovesey, Operations Manager at Bedford Group of the Drainage Board took place.	Refer to CS&E Agenda March 2023 for previous text.  <a href="#">The majority of this work has been completed</a>  A meeting is being arranged between Beeston Working Group and Philip Lovesey – dates have been sent to the Working Group

**Community Services and Environment Committee**

<b>Date:</b>	<b>2<sup>nd</sup> October 2023</b>
<b>Title:</b>	<b>Former Sandy Enhancement Group (SEG) - Update Report</b>
<b>Contact:</b>	<b>Ian Reed, Deputy Town Clerk</b>

**Purpose of the Report**

1. To receive and consider a report on the SEG planting schemes that now require regular attention/ maintenance in a recognisable and acceptable way if they are to continue.

**Recommendation**

2. That the Council be asked to approve a budget line in the 2024/25 budget setting of £2,500 for the maintenance and improvements to the current SEG.

**Background**

3.0 The Sandy Enhancement Group worked effectively for a number of years. Its terms of reference are set out below;

- To provide a forum to discuss issues of concern about the appearance of the Town.
- To organise initiatives to physically improve the appearance of the Town in both specific locations and in general.
- To apply for grants from outside bodies.
- Promoting competitions within the Town which enthuse and motivate its residents and enhance their section of the community.
- Advising the Town Council on the annual bedding plant programme colour scheme.
- To undertake and maintain schemes to enhance the appearance of the Town with the approval and support of the Town Council.
- To sponsor a photographic competition at the annual Horticultural Show on the theme of Present Day, Sandy.
- To lobby the Town Council about improvements that could be made to the appearance of the Town.

- To enter regional competitions like Anglia in Bloom if the current group feels it is desirable.

The SEG disbanded some years ago. Since then, the future of the projects have not been addressed or supported by the Town Council.

3.1 A major scheme at Station Road was effectively destroyed by a vehicle recently. The railway sleepers have been collected and stored by the Town Council. Other SEG projects are the small garden entrance to Stratford Road and dry garden Bedford Road Recreation Ground as well as a project behind the Bell Public House raised bed plus the plant beds outside the Royal Mail Offices Mail Offices, High Street, Sandy.

### **Proposals/Information**

4.0 The SEG schemes are still part of the fabric of the town but are not all looked after in a satisfactory way. The Committee is asked to consider whether it wishes to put in a budget line for next year for their care and maintenance.

4.1 The Council is looking to recruit volunteers to cover services of the Council. The Officers are looking to set up 'Friends of' Groups and projects such as Incredible Edible <https://www.incredibleedible.org.uk/> (probably with the assistance of Bedfordshire Rural Community Council) (BRCC).

4.2 The look of the town is important to the Town Council hence the creation of SEG, in the first place. The Grounds Staff do not have the capacity to take this on completely but would play a role in supporting voluntary groups or individuals.

4.3 Without the Council stepping in these schemes will not continue long term. The Council is looking at a way of these schemes continuing while encouraging volunteers to become involved in horticulture for their benefit and the benefit of the community.

### **Financial Implications**

5.0 The Council is asked to support a budget line of £2,000 being put in the 2024/25 budget to support and enhance local schemes promoting the growing of vegetables, herbs, and flowers in community spaces.

### **Legal Powers**

6.0 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.

<b>Date:</b>	<b>2<sup>nd</sup> October 2023</b>
<b>Title:</b>	<b>Playground Equipment Repairs Report</b>
<b>Contact:</b>	<b>Ian Reed, Deputy Town Clerk</b>

### **Purpose of the Report**

1. To receive and consider the costs for replacing play equipment and play surfaces at certain areas of the Council's playgrounds and the skatepark at Sunderland Road.

### **Recommendation**

2. That the Council approves the quotations that provide the best quality product while considering value for money. The resurfacing at Fallowfield can be funded from the existing budget. The 2023/24 budget for the other play areas has only allowed a maximum £1,000 spend on recreation grounds so funding would need to come from Capital.

### **Background**

3.0 The Council has received the annual safety inspection reports from its consultant The Play Inspection Company.

3.1 The Deputy Town Clerk and the Grounds Team Leader have had meetings to address High Risk and Medium Risk issues highlighted by the consultant. Also, Maverick the creators of the Skatepark have held the snagging inspection. This has highlighted several issues including the erosion of the top of the bunds supporting the structure and a number of desire lines around the skate park that will be difficult to maintain as grassed and are likely to be slippery.

### **Proposals/Information**

4.0 The consultant is concerned about the Cable Runway at Bedford Road Recreation Ground. The Council has taken the ride down until the chain links are renewed and the surface is replaced. At the moment, the safety matting is silted up and has an effect on the impact absorption. Fixings are corroded and the seat suspension does not meet the requirements of BS EN 1176 part 4. This is a very popular ride but unfortunately it cannot be used until significant remedial work is undertaken on the swing and the runway. For the maintenance of the swing the manufacturer has been contacted.

4.2 A number of play areas have areas that are heavily eroded and provide little impact absorption. This is due to the rubber matting not being able to provide a safe surface. The matting has been secured with plastic holding pins that are seen in the inspection as not providing a safe surface.

4.2 The Committees' attention is brought to the adult exercise equipment at Sunderland Road Recreation Ground by the Jenkins Pavilion. Although it is estimated the equipment is only 4-5 years old it is of poor quality and the annual safety report highlights issues caused by poor build and finish relating to rust on equipment and poor paint finish. One piece of the equipment is



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marked as moderate risk because it is loose in its foundations. This is a common problem with this type of equipment.

4.3 The following quotes were received for works identified:

<b>Description</b>	<b>Company</b>	<b>Price</b>
Skate park surfacing of surrounding areas with soft pour type surfacing – excavation of soil to depth of 90 mm and dispose of soil install Type 1 stone and supply and install 172m <sup>2</sup> x40mm thick soft pour type material (This is a large sum of money but leaving the bunds to earth and sow seed will always leave bare areas that will go to mud in the winter)	A	£19,426.00 plus VAT
Skate park surfacing of surrounding areas with soft pour type surfacing Invited but did not submit	B	
Skate park surfacing of surrounding areas with soft pour type surfacing	C	
Surfacing under 3 bay swings, Sunderland Road	A	£3,378.00
Surfacing under 3 bay swings, Sunderland Road No quotes received	B	
Surfacing under 3 bay swings, Sunderland Road	C	
Resurfacing surface below swings at Fallowfield Park to replace grass matrix tiles	A	£4,437.00 plus VAT
Resurfacing surface below swings at Fallowfield Park to replace grass matrix tiles No quotes received	B	
Resurfacing surface below swings at Fallowfield Park to replace grass matrix tiles No quotes received	C	

**Financial Implications**

5.0 The 2023/24 budget cannot meet the costs required. The funding of the works would have to come from capital or be taken forward for consideration in next year's budget. The time lapse between then and now may see costs rise further.

**Legal Powers**

6.0 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.

**Sandy Town Council**

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<b>Date:</b>	<b>2<sup>nd</sup> October 2023</b>
<b>Title:</b>	<b>Beeston Village Proposed Allotment Site Soil Sampling</b>
<b>Contact Officer:</b>	<b>Deputy Town Clerk</b>

**Purpose of the Report**

1.0 To consider a report on the use of soil sampling at the proposed allotment site, Beeston.

1.1 In order to move forward on the development of the proposed allotment site the Council needs secure soil testing carried out to a satisfactory level to prove that the soils are at a safe level for allotment growing.

1.2 Following the receipt of the test results the Council will have evidence to show allotment growers and potentially an allotment association that the soils are safe. If the tests show there are problems with the site, the Council could consider remedial work such as topsoil replacement. Otherwise, if the soils will not support horticultural use, the Council would have to release its interest in the site.

**Recommendation**

2.0 That the Committee considers the two quotations received.

2.1 That company A be selected to carry out six soil tests at the site at an appropriate cost of £1,563 will need to come from the Rolling Capital Fund as there is no budget line attributed to this project.

**Background**

3.0 The Council has approached soil testing companies that have significant experience working with principal and local councils on testing land for potential allotment sites.

3.1 In commissioning a company to assess contaminant levels in the soil directly in context with the proposed allotment land use, it allows the Council to demonstrate due diligence on the site prior to its use and provides re-assurance in future to show allotment users that the site has been tested and analysed, and if appropriate, confirm it is safe for allotment use.

3.2 It is also suggested that the Town Council works with a local expert who is very knowledgeable about the soils of Sandy and is willing to work with the Town Council on the design and potential development of the allotment site. He is supportive of the Town Councils' suggested approach in checking the soils for suitability to support a healthy allotment. He agrees with the Deputy Clerk that six tests may be sufficient rather than ten. At the appropriate time he is happy to work with the Council on allotment design and soil preparation for the allotment site being discussed at the meeting.

## Quotations

Description	Company	Price
Identify contamination of sampled soil from Heavy Metals, Hydrocarbons and Asbestos Assess the risk to human health for allotment land use. 10 samples to be taken down to a maximum depth of – 0.6m and analysed for metals (As, Be,Cd,Pb,Hg,Ni,Se,V,Zn), Chromium (iii &vi), Phenols, PAHs, BTEX and MTBE, TPH CWG (aliphatic/Aromatic), pH, organic matter and Asbestos (Qualitative) in a UKAS accredited laboratory Ground Conditions Results of laboratory testing will be assessed for risks to human health for allotment land use ( 10 samples have been quoted for – the Officers suggest reducing the number of tests to 6 which would reduce the costs)	A	£ 1,945 exc VAT (10 samples) £1,563, exc VAT for 6 samples)
To provide a Topsoil Quality BS3882 Test on specified areas Asbestos can be also tested for	B	£385.00 exc VAT

## Financial Implications

5.0 The work is required to show due diligence. This has to be done before the Town Council moves forward on the development of the proposed allotment land. The costs would have to come from Capital.

## Legal Powers

6.0 The actions undertaken are 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.



# Tree Planting support

Your opportunity to get involved!

Central Bedfordshire Council is deeply committed to sustainability and fostering projects that benefit our communities. Since making our commitment to support the planting of 1 million trees across Central Bedfordshire we have planted over 67,000 trees and more than 5km of new hedgerow. We are pleased to continue offering our Community Tree Planting and Hedgerow Grant and continue schemes we introduced last year such as Tiny Forests and the Tree Giveaways. We actively encourage Town and Parish Councils to apply. In addition to these opportunities, we are also able give more details of our new Woodland Creation offer to all public and private landowners, schools, community groups and organisations.

## Community Tree Planting and Hedgerow Grant

Our Tree Planting Grant remains open and will continue to help local voluntary and community organisations to deliver small scale tree and hedge planting schemes. We can provide funding (or match funding) to Town and Parish Councils, schools, community groups and organisations, to support projects that are looking to plant at least 5 trees, up to small areas of new woodland, orchards and hedgerow. Deadlines for applications this planting season are 31<sup>st</sup> January 2024. Guidance and the application form can be found at [www.centralbedfordshire.gov.uk/tree-planting](http://www.centralbedfordshire.gov.uk/tree-planting).



## Tiny Forests

Tiny Forests are small areas of fast-growing, dense woodlands planted in urban areas with a mix of native tree species. They occupy no more than 200m<sup>2</sup> (roughly the equivalent size of a tennis court) and contain approximately 600 trees. Tiny Forests can be planted in almost any shape to fit the space available and make a fantastic addition to the local landscape.

Last year the Council partnered with Tiny Forest experts, Earthwatch, to plant the first four Tiny Forests. Over 2,400 trees and shrubs were planted at local schools and a recreation ground, located in Cranfield, Leighton Buzzard, Biggleswade, and Dunstable.



#BeGreen

To support planning of Tiny Forest planting this coming winter (the best time to plant trees) which runs from October 2023 to March 2024, the Council welcome new site suggestions from Town and Parish Councils. We would like to hear from potential sites now, with a deadline of 1<sup>st</sup> November 2023. Please email your expression of interest to [BeGreen@centralbedfordshire.gov.uk](mailto:BeGreen@centralbedfordshire.gov.uk).

### **Tree Giveaways**

This scheme is available for organisations to set up their own tree giveaways in their community, to allow residents to access garden trees for their private land. Please use the Community Tree Planting Grant process to draw down funding to carry out your own tree giveaways. We have produced a toolkit to support any giveaway events. The application form can be found at [www.centralbedfordshire.gov.uk/tree-planting](http://www.centralbedfordshire.gov.uk/tree-planting).

### **Woodland Creation and Hedgerows**

We are pleased to give more details of our new woodland creation and hedgerow planting initiative. Thanks to a successful bid to DEFRA's Woodland Creation Accelerator Fund, a two-year programme designed to rapidly increase tree and woodland cover across the country, we can offer financial support and tailored advice for woodland creation projects of any scale.

We welcome expressions of interest throughout the year and are on hand to provide comprehensive support regarding sources of funding, submission of grant applications, technical guidance, woodland and hedgerow design, project delivery and aftercare. If your Town or Parish Council, or landowners within your area are considering small or large-scale woodland creation or hedgerow planting, please email [BeGreen@centralbedfordshire.gov.uk](mailto:BeGreen@centralbedfordshire.gov.uk).

### **Further information – your invite to a Topic Session on Wednesday 4<sup>th</sup> October 2023**

The Council's Sustainability Team will be presenting at the upcoming Topic Session at on Wednesday 4<sup>th</sup> October, 6pm – 7pm. We would be delighted to discuss our projects and how we may support you in more detail, including tree planting opportunities, other subject matters covered will be a sustainability update, the Community Energy Pathways Programme, and Carbon Literacy. To register your attendance, please email [Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk](mailto:Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk).

For any further information regarding our tree planting schemes, please do contact our dedicated New Woodland Development Officer by emailing [BeGreen@centralbedfordshire.gov.uk](mailto:BeGreen@centralbedfordshire.gov.uk) or calling 0300 300 6407.

Central Bedfordshire Council's Sustainability Plan, adopted in 2020, sets out a clear 'road map' of commitments and projects to work towards supporting the Central Bedfordshire area to be net zero carbon by 2030. These projects are a key factor in helping us achieve that aim. The Sustainability Plan and our annual progress reports can be found at [www.centralbedfordshire.gov.uk/be-green](http://www.centralbedfordshire.gov.uk/be-green).

