

Sandy Town Council

To: Cllrs N Aldis, T Cole, A M Hill, T Knagg, G Leach, C Osborne, M Scott,
J Sparrow, S Sutton (Chairman)
c.c. Cllrs P Blaine, W Jackson, M Pettitt, D Sharman, 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, Bedfordshire on Monday 17 July 2017 commencing at 7.30pm.

Chris Robson
Chris Robson
Town Clerk
10 Cambridge Road
Sandy, SG19 1JE
01767 681491
11 July 2017

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*

3 Minutes of Previous Meeting

To consider the minutes of the Community Services and Environment Committee held on Monday 5 June 2017 and to approve them as a correct record of proceedings.

Previously
circulated

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.

Sandy Town Council

- 5 **Action List**
To receive Action Report and any updates. Appendix I
- 6 **Playground Improvements**
To receive a progress report from the Town Clerk on improvement work to Sandy's play parks. Appendix II
- 7 **Sandy Skate Park**
To receive and consider report from the Town Clerk. Appendix III
- 8 **Rededication of the Sandy War Memorial**
To note that following recent refurbishment works the Royal British Legion will be holding a rededication ceremony for the War Memorial on 13th August 2017 at 6:00pm.
- 9 **Installation of Double Yellow Lines at Darlington Road**
To consider a request for the creation of double yellow lines via Central Bedfordshire Council's Rural Match Fund. Appendix IV
- 10 **Bedfordshire Day**
To receive correspondence from the Friends of Bedfordshire Appendix V
- 11 **Chairman's Items**
- 12 **Date of Next meeting: 4 September 2017**

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

Subject	Action to be taken		Response /Status
	Minute	Action	
Meeting 1/6/15			
Engayne Avenue Estate	(6-15/16)	Cllrs Aldis and Ali research and gather information about the area and report back to the Council in six to nine months' time.	CBC confirmed funding agreed to carryout improvement works.
Bus Shelter in Fallowfield	(15-15/16)	Defer this item until the bus route is decided.	Ongoing. Order made by CBC to Ringway Jacobs. Expected late summer 2017. Realtime Screen installation at Market Square, Tesco, Rail Station & Engayne now completed.
Meeting 5/10/15			
Beeston Green	(44-15/16)	The Town Clerk prepare a draft Management Plan. The Town Clerk to contact CBC about the possibility of a Community Orchard project.	Ongoing. Plan to be consulted on with residents of Beeston following approval of affordable housing application. Awaiting outcome of CBC planning application for affordable housing. Outcome expected by 17 th July. Clerk to liaise with BRCC over management plan and CBC over land transfer once outline application approved.
Meeting 22/2/16			
Fingerpost Signs	(89-15/16)	Investigations proceed to have a finger post in the Town Centre and that this could be included in the bid for Market Town Regeneration funding.	On going To form part of CBC Match funding project. Awaiting plan and costing report from Ringway Jacobs. Electrical tests were complete week of 30 May 2017.

			Report delayed due to further investigation of underground services. Anticipated report will be received in July.
Full Council Meeting 20/4/16			
Allotments	(22-2016/17)	Progress and update reports to go to the Community Services and Environment Committee	Clerk to liaise with BRCC and allotment association over management plan and CBC over land transfer once outline application approved.
Meeting 19/12/16			
Parking Restrictions	(77-2016/17)	Clerk contact Central Bedfordshire Council to request that a parking study be carried out for Sandy Town Council and that the 1 hour parking restriction be considered within this study.	<p>Clerk contacted CBC and requested a parking review.</p> <p>CBC have commissioned some parking studies for certain areas of Sandy. Awaiting results/update from CBC.</p> <p>No response to chaser sent on 2/5/2017.</p> <p>No response to chaser sent on 5/7/2017.</p>
Meeting 5/6/17			
Community Plan			Town Clerk completion of write up of work to date. Meeting of working group to review document and agree continued process forward.
Emergency Plan	(9-2017/18)		<p>Reminder issued to all groups/organisations to provide contact details.</p> <p>£2,000 for emergency flood equipment secured from CBC.</p>

AGENDA ITEM 6**SANDY TOWN COUNCIL****COMMITTEE:** Community Services and Environment**DATE:** 17 July 2017**AUTHOR:** Town Clerk**SUBJECT:** Playground Improvements**1. Summary**

- 1.1 The following report is intended as an update for Councillors on progress towards the improvement of Town Council play areas via Sc106 investment.
- 1.2 At a meeting of the CSE Committee on 13 March 2017 it was agreed that Cllrs Cole, Hill and Sutton would sit on the playpark tender review panel and work with the Town Clerk to review initial consultation feedback on improvements.
- 1.3 The group met on 1 June 2017 to review the consultation results and establish the improvements for each play area which would form the basis of the tender documents. On 29 June 2017 to review the draft tender documents and finalise ready for issue to play providers.

2. Consultation Feedback

The consultation feedback can be briefly summarised as follows;

Responses: 181

Closest Play Area of Respondents;

Bedford Road:	51
Beeston Green:	18
Fallowfield:	50
Sunderland Road:	55
The Limes:	7

How often respondents are using Sandy's play parks;				
Bedford Road				
Daily	Weekly	Monthly	Occasional	Never
1.83%	29.27%	25.61%	31.71%	11.59%
Beeston Green				
Daily	Weekly	Monthly	Occasional	Never
1.12%	4.49%	7.87%	22.47%	64.04%
Fallowfield				
Daily	Weekly	Monthly	Occasional	Never
13.25%	21.08%	11.45%	23.49%	30.72%

Sunderland Road				
Daily	Weekly	Monthly	Occasional	Never
6.71%	24.39%	17.68%	29.27%	21.95%
The Limes				
Daily	Weekly	Monthly	Occasional	Never
1.21%	3.03%	3.03%	14.55%	78.18%

Age of Children Using Parks		
Age Bracket	Responses	Percentage
4 years and younger	107	39.92 %
5 – 7 years	77	28.72 %
8 – 11 Years	60	22.37 %
12 years and older	24	8.99 %

Do Play Parks Offer Exciting Play Opportunities			
Park	Yes	No	Don't Know
Bedford Road	69.51%	18.29%	12.20%
Beeston Green	9.6%	26.9%	63.47%
Fallowfield	35.40%	32.92%	31.58%
Sunderland Road	19.88%	59.01%	21.12%
The Limes	2.54%	17.83%	79.61%

What Play Opportunities would you like to see installed into the Play Areas?					
	Bedford Road	Beeston Green	Fallowfield	Sunderland Road	The Limes
Swinging	62	26	82	73	17
Sliding	55	34	78	76	15
Rotating	66	31	54	77	22
Rocking	66	32	59	71	19
Climbing/Crawling	87	34	77	86	23
Imaginative Play	86	38	84	89	27

3. Summary of comments

3.1 The following table summarises the most common comments expressed during the consultation.

Park	Comment
Bedford Road	Break up into fenced manageable sections
	Replace concrete flooring
Beeston Green	Population is growing and both parks need more equipment
	Trees around play area for natural shade
Fallowfield	Needs traditional swings
	Toddler slide and tunnel needed
	Fencing around recreation ground and CCTV installation
	Increase seating/benches
Sunderland Road –	Poor condition. Needs a lot of work
	Worries over drug use/antisocial behaviour

	Keep current climbing frames
	Make bigger
	Gates don't close
The Limes	Limited equipment – needs equipment for older children
	Style of equipment is preferred to that of Fallowfield park
	More up to date see saw needed
	Increased seating benches
Other	Roundabouts with seating are good
	Adult equipment should be considered
	Consideration of a climbing wall
	Include seating/benches for children
	Tree planting for shade
	Splash Park needed
	Sand pit needed
	Skate Park/ BMX park needed
	Skate Park Hut is creating anti social behaviour
	Drug use at Sunderland Road especially bad
	Dog waste complaints at Fallowfield and Sunderland Road
	Landscape grass in Fallowfield to create mounds for children to play on

4. Improvements to Play Parks

4.1 Following a review of the consultation feedback the improvements agreed to each of the playparks is summarised as follows;

	Phase 1	Phase 2
Bedford Road	<ul style="list-style-type: none"> • Replacement of two aged rockers. • Replacement of multi-unit to include as many play elements as possible. • Style to match other equipment. • Repair of existing wet pour surfacing. 	
Beeston Green	<ul style="list-style-type: none"> • Installation of a timber frame slide to be sympathetic to surroundings. To include additional play elements if possible. • Use of grasscrete surfacing. 	Installation of tunnel/crawling
Fallowfield	<ul style="list-style-type: none"> • Creation of a new play fenced in play area opposite MUGA. Area to include flat seat and basket swings, tunnel and toddler slide. • New wet pour surfacing to be applied straight to grass. • Repair of existing surfacing. 	Replacement of limited play value multi use unit
Sunderland Road	<ul style="list-style-type: none"> • Complete refurbishment to include all play elements for up to 14 yrs of age. 	

	<ul style="list-style-type: none"> • To be divided into two sections (up to 9 yrs & up to 14 yrs) • New wet pour surfacing to be applied straight to grass. 	
The Limes	<ul style="list-style-type: none"> • Installation of rotating play pieces, which are currently missing. • To fit in with existing play equip. style. • Repair of wetpour surfacing. 	

5. Tender Process

- 5.1 Sandy Town Council is working with Central Bedfordshire Council to finalise the tender documents. It is anticipated these will be completed by 21st July and issued to play providers the week of 24th July. There will be a five-week period for tenders to be submitted.
- 5.2 Each park will be tendered for separately and play providers may submit more than one design/quote per park.
- 5.3 Once tenders are received there will be a shortlist process based on an agreed point based assessment. A second round of public consultation will then be held on the shortlisted designs where appropriate (Bedford Road, Fallowfield, & Sunderland Road). Shortlisted providers will be given an opportunity to meet with the public, this will be managed by the town council.

AGENDA ITEM 7

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 17 July 2017

SUBJECT: Sandy Skate Park

1. Summary

- 1.1 In 2010 Sandy Town Council (the Landlord) agreed a lease with the trustees of the Sandy Skating Association (the Tenant) for the lease of land at Sunderland Road. The land agreed within the lease is on a peppercorn rent and is to be used for the purpose of a skate park only.
- 1.2 The lease between the Town Council and the Sandy Skating Association has now come to an end. The Town Clerk met with representatives of the Sandy Skating Association who have asked that the Council consider taking over the responsibility for the skate park rather than negotiate a new lease for the land.

2. Information

- 2.1 The Sandy Skating Association confirm they have funds available to carry out resurfacing work to areas of the skate park which are uneven and propose that this work would be done prior to handing over responsibility.
- 2.2 As stipulated by the 2010 lease the landlord (the Council) maintains public liability insurance for the site and insures the youth shelter against loss or damage by fire and other such risk. The Council currently carries out regular checks on the equipment and arranges an annual inspection report by the Royal Society for the Prevention of Accidents. Under the lease the Tenant keeps the Landlord indemnified against all expenses, costs, claims, damage and loss as a result of any breach within the lease.
- 2.3 The tenant must keep the land in good condition and will not erect any buildings on that land apart from the youth shelter. If the land is returned to the landlord it must be in the repair and condition required by the lease.

3. Consideration

- 3.1 Members are asked to consider the Sandy Skating Association's request and agree whether;
 - the committee recommend that the Council take over the responsibility of the skate park and any decisions on its future or;
 - the committee recommend agreeing a new lease for the use of land with the Sandy Skating Association.

AGENDA ITEM 9

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 17 July 2017

SUBJECT: Installation of Double Yellow Lines – Darlington Close

1. Summary

- 1.1 Central Bedfordshire Council have approached Sandy Town Council regarding a request by a member of the public for the installation of double yellow lines. Central Bedfordshire Council are reviewing the request and have asked whether Sandy Town Council would consider this request using rural match funds.
- 1.2 Central Bedfordshire Council's rural match fund helps local town and parish councils fund transport infrastructure schemes in their area with matched funding from Central Bedfordshire Council. This allows town and parish councils to focus on local infrastructure improvements which are not prioritised as part of the Local Area Transport Plan process.

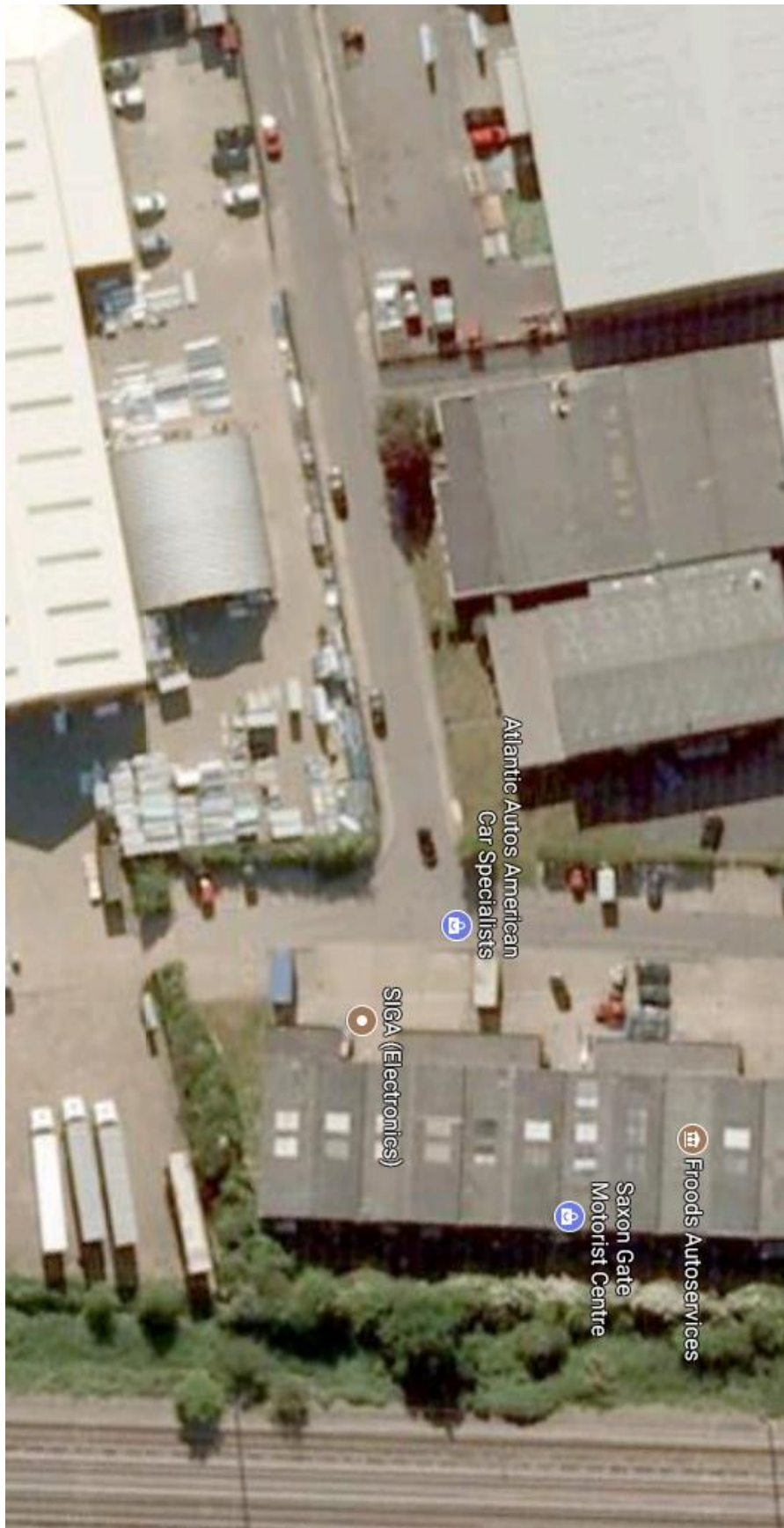
2. Information

- 2.1 A member of the public has raised concerns about road safety on Darlington Close, off Sunderland Road, Sandy. A request for double yellow lines or something similar has been made.
- 2.2 A resident is concerned that when deliveries and collections are made from a business known as Siga Transformations the road gets blocked for the duration of the delivery/collection. This is due to cars parked opposite on the kerb and pavement. A request of some limited double yellow lines opposite the entrance to the business has been made as a solution to preventing the blocking of the road. An ariel image of the area is attached to this report.
- 2.3 The cost of the works is estimated at £2,500.

3. Consideration

- 3.1 Members are asked to consider whether there is a need for double yellow lines on Darlington Close.
- 3.2 If a need for double yellow lines is identified Members are asked to consider whether an application to the CBC Rural Match Fund should be made for the costs of the work.

Ariel view of Darlington Close, Sandy



AGENDA ITEM 10

SANDY TOWN COUNCIL

COMMITTEE: Community Services and Environment

DATE: 17 July 2017

SUBJECT: Bedfordshire Day

1. Summary

1.1 The Town Council has received correspondence from the Friends of Bedfordshire Society regarding the 2017 Bedfordshire Day. The Clerk was asked to bring this to the Council's attention.

2. Correspondence

From: Luke Blackstaffe [<mailto:luke@friendsofbedfordshire.org.uk>]

To: Clerk <Clerk@sandytowncouncil.gov.uk>

Subject: Bedfordshire Day Celebrations in Sandy

Dear Chris - Clerk of Sandy Council, please could you present the following message to Sandy council at the earliest convenience:

I am writing to you on behalf of the Friends of Bedfordshire Society. You may be familiar with us and what we do. Our aim is to promote the county of Bedfordshire from within. One of our main projects, as you may be aware, is Bedfordshire Day, which is our annual celebration of the county. It happens every year on the 28th November.

We are again urging as many village and town councils across the county to take part. We would very much like to hear what plans you might have for this year's Bedfordshire Day. Also if we can help in any way, please do let us know. Last year we had many councils flying the Bedfordshire county flag and if you were one of them we truly thank you and hope that you will fly your flag again this year.

We would very much appreciate it if you could also spread the word about Bedfordshire Day however possible. If you have any social media or village newsletters we would very much appreciate it if you could encourage your residents to take part also.

Examples of involvement include celebrations in local pubs, fun days at local churches and community centers, special guided tours by local historians, special offers in shops, Bedfordshire Clangers as a special in Caf  s and restaurants, flying the county flag, sporting tournaments, producing souvenirs for the day, etc. etc.

The above list are just a few examples of previous ideas which have taken place across the county and is by no means a limit. We want Bedfordshire Day to be a force to help bring the community together and so different and unique ideas are encouraged.

I hope you are encouraged by this message and would like to take your own Bedfordshire day event further. Please feel free to get back to me whenever you like if you have any questions or, as mentioned, think that we can help further. I look forward to hearing from you.

Kind Regards

Luke Blackstaffe

