

12th November 2020

To: Members of the Council

A Meeting of ARLESEY TOWN COUNCIL will be held remotely via Zoom, on Tuesday 17th November 2020 at 7.00pm.

NOTICE is hereby given that a video/telephone conference 'remote' meeting of ARLESEY TOWN COUNCIL will be held on TUESDAY 17th November 2020 at 7.00PM via 'Zoom' Application <https://zoom.us/j/99819355153> (the code will vary for each meeting). Authority for Town Council meetings being 'remotely conducted' is contained with: PART 2: The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 Members of the Public/Press can join the meeting via the link above and published on our website – please refer to Agenda Item 4 for guidance on public/press participation. Requests to address the Council under Public Participation should be logged by email to: townclerk@arleseytc.co.uk no later than noon Monday 16th November 2020.

All Members of the Town Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted.

Mrs Janet Bailey
Town Clerk

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

(Members of the Council are invited to disclose any personal interest or personal and pecuniary interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members)

2.1 To receive declarations of interest from councillors on items on the agenda.

2.2 To receive written requests for dispensations for disclosable pecuniary interests.

2.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

3 CHAIRMAN'S ANNOUNCEMENTS - For Information only – taken as read.

Go to www.centralbedfordshire.gov.uk/news/news.aspx for latest news for Central Bedfordshire

3.1 (i) Bedfordshire Bugle November edition (attached)

CBC Covid-19 Updates -www.centralbedfordshire.gov.uk/info/135/coronavirus including weekly figures.

4 BEDFORDSHIRE POLICE

(i) Members to receive crime figures October 2020.

(ii) Police and Crime Commission <https://www.bedfordshire.pcc.police.uk/contact.php?id=255>

- 5** **PUBLIC PARTICIPATION – Standing Orders will be suspended at this point and re-instated before proceeding to the next agenda item** - Public Participation up to a maximum of 15 minutes. Members of the public wishing to address the Council should note that they must advise the Council before 12 noon the day before the meeting both of their wish to participate and their topic. All participants are restricted to a maximum of three minutes. Residents to note: names of speakers may be included in the Formal Minutes and published.
- 6** **MINUTES OF PREVIOUS MEETING**
To consider and approve the minutes of the Town Council meeting held on 20th October 2020 as a true record of proceedings. (attached)
- 7** **REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**
To receive reports from Ward Councillors.
- 8** **PLANNING APPLICATIONS & ISSUES** please see <http://plantech.centralbedfordshire.gov.uk/> for full information.
- 8.1** **CB/20/03825/FULL: 11 Hitchin Road, SG15 6RR**
Proposal: Dropped Kerb
Response by: 1st December 2020
- 8.2** **CB/20/03936/FULL: 4 Albert Road, Arlesey, SG15 6RJ**
Proposal: The conversion of a semi-detached four bed property into two 2 bed terraced houses. With alterations to the front aspect to include the demolition of the existing porch and assembly of two small entrance porches and a double storey extension to the rear.
Response by: 30th November 2020
- 8.3** **CB/20/03952/FULL: 4 Albert Road, Arlesey, SG15 6RJ**
Proposal: Demolish existing garage, erection of a new single storey two bed dwelling house to the garden side of the property, with a private garden and parking.
Response by: 4th December 2020
- 8.4** **CB/20/02789/FULL: 137 AND 139 High Street and Land to West of High Street, Arlesey,**
Amendments to Planning Application:
Details emailed to Councillors
- 8.5** **CB/20/03988/FULL: 41 House Lane, Arlesey, SG15 XX**
Proposal: Erection of a detached 3 be single storey dwelling.
Response by: 3rd December 2020
- 8.6** **CB/20/03799/MW: Arlesey Landfill Gas Management Compound, Arlesey Landfill site, Mill Lane, Arlesey, SG15 6RF**
Proposal: Installation of a third natural gas engine.
Response by: 20th November 2020
- 8.7** **CB/20/04074/VOC: Wilbury Farm, Hitchin Road, Arlesey SG15 6SF**
Proposal: Variation of condition 6 of planning permission CB/19/01254/FULL (Conversion of existing barn to create 3no dwellings). Pedestrian access to adjacent courtyard for unit 4.
Response by: 9th December 2020
- 8.8** **CB/20/04064/FULL: 13 Hitchin Road, Arlesey, SG15 6RR**
Proposal: Dropped kerb.
Response by: 9th December 2020.
- 8.9** **CB/20/04056/FULL: Land at Chase Farm East of High Street Arlesey,**
Proposal: A new footbridge, cycle and bridleway and associated infrastructure over the A507
Response by: 9th December 2020
- 8.10** **Planning Applications Refused/Granted** – Members to note decisions on applications as of 12th November 2020 emailed to members and uploaded to website. (attached)
- 8.11** **Draft Local Plan Examination Update** – Members to receive updated information regarding Examination of draft plan. (attached)

- 8.12 **RAF Henlow** – Members to receive information from Stondon Parish Council and consider representation at forthcoming meetings. (attached)
- 8.13 **Luton Airport** - Members to consider representation at meeting and response to consultation open until 5th February 2021. (attached)

9 FINANCE REPORTS

- 9.1 **Income and Expenditure October 2020– For Information Only**
To acknowledge receipt of a report of year-to-date Income and Expenditure up to 31st October 2020, compared to 2020/21 budget (month 7). (attached)
- 9.2 **Balance Sheet as at 31st October 2020- For Information Only**
To acknowledge receipt of the Balance Sheet as at 31st October 2020 (month 7). (attached)
- 9.3 **Accounts for Payment** -To approve accounts to be paid November 2020 as emailed to Cllrs.

10 FINANCE & GENERAL PURPOSES MATTERS

- 10.1 **Internal Auditor Engagement Letter** – Members to receive and approve internal auditor engagement letter. (attached)
- 10.2 **Interim Internal Audit Report** – Members to receive and approve report from IAC and consider recommendations contained within. (attached)
- 10.3 **Financial Regulations** - Members to re-adopt Financial Regulations last reviewed October 2019. (attached)
- 10.4 **S137 Funding applications 2020/21** - Members to consider financial assistance applications received. (attached)
- 10.5 **Committee on standards in Public Life Consultation** – Members to consider response to NALC questions posed. (attached)
- 10.6 **Glebe Meadows funding 2021/22** – Members to consider draft budget for financial year 2021/22 and funding request in the sum of £541.18. (attached)
- 10.7 **Rialtas Year End Closedown Services** – Members to consider quotation received to engage services of accounts software and support provider, to perform year end closedown for 2020/2021 - £560. (attached)
- 10.8 **Tax Base 2021/22** – Members to note receipt of tax base for 2021/22 for precept calculations.

11 PUBLIC LANDS & HIGHWAYS MATTERS

- 11.1 **Chase House Emergency Accommodation**– Members to consider request to renew the agreement permitting Chase House to use Arlesey Village Hall as temporary accommodation in the event of an emergency. (attached)
- 11.2 **Christmas lights switch on** – Members to consider request from Arlesey Community Events Group to hold a virtual lights switch on event 28th November in accordance with Government Guidelines.
- 11.3 **Etonbury Green Wheel** -Members to receive a breakdown from BRCC, of how funding is used and to consider funding 2021/22. (attached)

12 PUBLIC RELATIONS MATTERS

No business requiring discussion.

13 PERSONNEL MATTERS

No business requiring discussion.

14 **PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING** *Standing Orders will be suspended at this point and re-instated before proceeding to the next agenda item.* Residents to note names of speakers may be included in the Formal Minutes and published.

15 **EXEMPT BUSINESS**

To resolve to exclude members of the public and press from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business on the grounds that that this business relates:

Agenda item 16 - this business relates to the business or financial affairs of the council.

Agenda item 17 - this business relates to labour relations issues

(Item 4: Annex B – Descriptions of Exempt Business/DCLG Open & Accountable Local Government).

MEMBERS OF PUBLIC/PRESS WILL BE ASKED TO LEAVE THE ZOOM MEETING

16 **Deed of Easement** – Members to receive and consider

(i) Draft Deed of Easement

(ii) Conditional Option for Grant of Easements:

(iii) Questions raised by solicitor in correspondence dated 23rd October 2020

(iv) Statutory power to be applied - an amendment to wording of restriction in easement will be required depending on power used.

(v) Signing of documentation

17 **Staff Furlough**– Members to consider employee furlough and approve rate to be paid during period of national lockdown.

-End of Agenda-