

17th September 2020

**To: Members of the Council**

**A Meeting of Arlesey Town Council will be held remotely via Zoom, on Tuesday 22nd September 2020 at 7.00pm.**

NOTICE is hereby given that a video/telephone conference 'remote' meeting of ARLESEY TOWN COUNCIL will be held on TUESDAY 22<sup>nd</sup> September 2020 at 7.00PM via 'Zoom' Application <https://zoom.us/j/99946144813> (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](mailto:townclerk@arleseytc.co.uk) no later than noon 21st September 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      COUNCILLOR CO-OPTION – (Power: Under Section 21 Of The Representation Of The People Act 1985)**

3.1      **Councillor Co-option**– Members to consider Co-Option of Alex Kinrade.

3.2      **Signing of Declaration of Office** - to be witnessed by the Town Clerk.

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

**Go to [www.centralbedfordshire.gov.uk/news/news.aspx](http://www.centralbedfordshire.gov.uk/news/news.aspx) for latest news for Central Bedfordshire**

4.1      **Beds Bugle-** September 2020 Edition

*(attached)*

- 4.2 **Police and Crime Commissioners Annual Survey** (attached)
- 4.3 **Crime Figures August 2020** – Crime figures for Arlesey August 2020 including last 2 days of July. (attached)
- 4.4 **Sustainability Plan** – CBC sustainability plan to be Carbon Neutral by 2030. (attached)
- 5 **PUBLIC PARTICIPATION**
- 6 **MINUTES OF PREVIOUS MEETING**
- To consider and approve the minutes of the Town Council meeting held on 18<sup>th</sup> August 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**
- 8.1 **CB/20/02807/FULL: 22 St. Peters Avenue, Arlesey, SG15 UR**  
**Proposal:** Single storey rear extension. **Respond by: 24<sup>th</sup> September 2020**
- 8.2 **CB/20/02789/FULL: 137 AND 139 High Street and land to the west of High Street, Arlesey,**  
**Proposal:** Demolition of 137 and 139 High Street and the erection of 115 dwellings (Use Class C3) new vehicular and pedestrian access off High Street, public open space sustainable drainage systems and ancillary infrastructure. **Respond by: 2nd October 2020**
- 8.3 **Planning Applications Refused/Granted** – To acknowledge decisions on applications as at 17<sup>th</sup> September 2020. Emailed to members and uploaded to website. (attached)
- 8.4 **Enforcement cases created and/or closed: *For Information Only***  
None received
- 8.5 **MHCLG Planning Consultations**
- i) **Planning for the future consultation-** Members to consider feedback/comment for inclusion in Nalc response on behalf of sector, deadline to reply 15<sup>th</sup> October 2020. [Planning for the future](#) (attached)
- ii) **Transparency and competition consultation: a call for evidence on data on land control -** Members to consider feedback/comment for inclusion in Nalc response on behalf of sector, deadline to reply 16<sup>th</sup> October 2020. [Transparency and competition: a call for evidence on data on land control](#) (attached)
- 9 **FINANCE REPORTS**
- 9.1 **Income and Expenditure – August 2020– *For Information Only***  
To acknowledge receipt of a report of year-to-date Income and Expenditure up to 31<sup>st</sup> August 2020, compared to 2020/21 budget (month 5). (attached)
- 9.2 **Balance Sheet as at 31<sup>st</sup> August 2020 - *For Information Only***  
To acknowledge receipt of the Balance Sheet as at 31<sup>st</sup> August 2020 (month 5). (attached)
- 9.3 **Accounts for Payment –**
- (i) To approve accounts to be paid as advised to members at the meeting (attached)
- (ii) To receive copy of August 2020 accounts paid during summer recess. (attached)
- 9.4 **ATC Vehicle Insurance renewal** – Members to retrospectively approve insurance premium remaining at the same fee as last year, supplied by existing broker. (attached)
- 10 **FINANCE & GENERAL PURPOSES MATTERS**
- 10.1 **Reinstatement of Finance & General Purposes Committee Meetings** – Members to approve reinstating F&GP Committee meetings to be held via Zoom and revised schedule for meetings.  
Proposed dates:

Tuesday 6<sup>th</sup> October 2020  
Tuesday 8<sup>th</sup> December 2020  
Tuesday 2<sup>nd</sup> February 2021  
Tuesday 6<sup>th</sup> April 2021

- 10.2 **Town Council Office re-opening to public** – Members to consider possibility of re-opening office to public whilst safeguarding staff.
- 10.3 **Town Council and Committee Meetings**– Members to note the following guidance regarding continuation of virtual meetings – “NALC’s view is that although the Principal Regulations continue to permit local councils to hold meetings (now as an exemption to the six-person gatherings limit) in COVID-19 secure premises, the NALC position remains that we recommend that councils continue to meet remotely. **MHCLG reissued its guidance** last week and deals with meetings at section 3d. MHCLG continues to recommend that where meetings can take place digitally without the need for face-to-face contact, they should continue to do so”
- 10.4 **Nalc Pay Scales** – Members to approve Nalc pay scale increase of 2.75% to be backdated to April for staff and addition of 1 extra day holiday for staff with less than 5 years’ service. To be included in October salaries. *(attached)*
- 10.5 **Solar Powered Festive Lighting** - Members to consider quotation received from solar powered streetlight decoration rental company to provide decorations for this year’s Christmas period. Quotation remains unchanged from last year, and to approve Town Clerk to contact local Companies for sponsorship towards the hire costs. **2020/21 Budget £1,500.** *(attached)*
- 10.6 **Christmas Closure** - Members to note proposed Town Council office Christmas Closure dates: close at 3pm Thursday 24<sup>th</sup> December 2020, re-opening 9.00am Monday 4<sup>th</sup> January 2021.
- 10.7 **Resource Centre Christmas Opening Hours** - Members to consider proposed closure for Christmas 2020. Resource Centre to close 5.30pm 24<sup>th</sup> December and re-open Tuesday 5<sup>th</sup> January 2021.
- 11 PUBLIC LANDS & HIGHWAYS MATTERS**
- 11.1 **Remembrance Day 2020** –
- i) Members to consider alternative arrangements for Remembrance Day 2020 Commemoration in Arlesey in light of current pandemic and delegate Councillor to work with Clerk to make arrangements.
  - ii) Members to consider purchase of wreaths from Royal British Legion Poppy Appeal and suggestion of £100 to be paid as per budget allocation 2020/2021.
- 11.2 **Covid19 Snake Rock** – Members to consider proposed locations and associated costings to create permanent feature from painted rocks. *(attached)*
- 11.3 **Dogs not allowed in Cemetery-** Members to consider resident request to permit phase 2 of cemetery to be used for exercising dogs and to permit dogs on leads in main cemetery. *(attached)*
- 11.4 **St John’s Play Area Closure** – Members to note temporary closure of St John’s play area as approved by Chairman and Clerk as a matter of urgency due to health & safety issues with surfacing and consider quotations received to repair. **EMR St John’s Play area balance £42,872.** *(attached)*
- 11.5 **Chase Hill Play Area** – Members to approve Clerk printing and distributing a flier to residents of the Chase Hill area to act as first phase of consultation process.
- 11.6 **Joint Headstones** – Members to consider amendment to memorial regulations to approve joint “bridging” headstones across adjacent full burial plots *(attached)*
- 11.7 **Commercial Use of Recreation Ground** – Members to consider approach by commercial Physical trainers/exercise class organisers and associated usage fee.
- 11.8 **Bus Shelters A507** – Members to note vandalism to newly refurbished bus shelters on A507 within days of adding Perspex and theft of perspex sheet recently fitted. *(attached)*
- 11.9 **Brownies ‘Daffodil Planting’ Request-** Members to consider request from Brownies to plant daffodil bulbs on Community Centre Green areas which are cut by the Town Council. *(attached)*

11.10 **Resource Centre Review** – Members to review current situation concerning Resource Centre.

**12 PUBLIC RELATIONS MATTERS**

12.1 **Community Project Suggestion** – Members to consider a resident's request for spoon village in Arlesey, following success of Arlesey rocks snake. *(attached)*

12.2 **Sunflower Competition** - Members to consider provision of a prize for sunflower competition winner.

**13 PERSONNEL MATTERS**

13.1 **Training Course Attendance** – Members to receive an update on training courses recently attended by Town Clerk over recent months.

13.2 **CiLCA Extension** – Members to consider extension fee of £250 for Clerk submission of CiLCA portfolio, a reduction of £100 from complete fee. Start date and designated hours for study to be agreed approx. 200 hours required to complete course as recommended by SLCC.

**14 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

**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 - 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 – Live Streaming of the meeting (if any) will be terminated.**

16 **Deed of Easement** – Members to consider independent valuation received in comparison to developer offer and how to proceed with negotiations.

17 **Staff Update** - Members to be informed of current situation.

**-END of Agenda-**