



Town Council Office: Arlesey Community Centre, High Street, Arlesey, Beds SG15 6SN
Telephone: 01462 733722 Fax: 01462 730860 Email: townclerk@arleseytc.co.uk
www.arleseytc.co.uk

28th April 2021

To: Members of the Council

The Annual Meeting of ARLESEY TOWN COUNCIL will be held via Zoom on Tuesday 4th May 2021 at 7.00pm.

NOTICE is hereby given that a video/telephone conference 'remote' meeting of ARLESEY TOWN COUNCIL will be held on TUESDAY 4TH MAY 2021 at 7.00PM via 'Zoom' Application <https://zoom.us/j/98470491835> (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 Friday 30th April 2021.

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

21/001 ELECTION OF MAYOR/CHAIRMAN & DEPUTY MAYOR/VICE CHAIR FOR THE ENSUING YEAR

21/001.1 Nominations for Mayor/Chairman to be considered. Elected member to sign Declaration of Acceptance of Office of Chairman.

21/001.2 Nominations for Deputy Mayor/Vice Chair to be considered.

21/002 APOLOGIES FOR ABSENCE

21/003 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)

21/003.1 To receive declarations of interest from councillors on items on the agenda.

21/003.2 To receive written requests for dispensations for disclosable pecuniary interests.

21/003.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

21/004 ELECTION OF COMMITTEES FOR ENSUING YEAR

Annual Meeting of Town Council meeting 4th May 2021

1

- i) Members to consider en-bloc election of Councillors to Committee's for 2021/2022 to be limited to Finance & General Purposes Committee due to continued lack of Councillor seats filled.
- ii) Committee Terms of Reference to be approved.

21/005 ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES FOR ENSUING YEAR

Members to consider deferring election of Councillors as representatives for outside bodies due to low number of Councillors.

21/006 FUTURE MEETINGS FOR 2021/2022

To approve 2021/2022 diary dates for Full Council, Committee Meetings 2021/22. (attached)

21/007 ANNUAL SUBSCRIPTIONS

To approve the annual subscriptions for 2021/2022.

21/008 CHAIRMAN'S ANNOUNCEMENTS - For Information only – taken as read.

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

All Coronavirus updates

- Relaunch of schools for the future public consultation
- Are your vaccines up to date
- What to do if you have COVID-19 symptoms or test positive
- Let's talk Business Newsletter
- M1-A6 business case approved
- Council services over the May Bank Holidays

21/009 PUBLIC PARTICIPATION

21/010 MINUTES OF PREVIOUS MEETING

To consider and approve the minutes of the Extra Ordinary meeting of Town Council held on 27th April 2021 as a true record of proceedings. (attached)

21/011 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

To receive reports from Ward Councillors.

21/012 PLANNING APPLICATIONS & ISSUES

21/012.1 CB/21/01688/FULL: Land off, The Granary, Arlesey, SG15 6SH

Proposal: Erection of 4 no. three bedroom houses.

Respond by; 20th May 2021 www.centralbedfordshire.gov.uk/planning-register

21/012.2 Planning Applications Refused/Granted – To acknowledge decisions on applications as at 26th April 2021. (attached)

21/013 FINANCE REPORTS

21/013.1 Income and Expenditure – April 2021 – For Information Only

To defer receipt of a report of year-to-date Income and Expenditure up to 30th April 2021, compared to 2021/22 budget (month 1) to June meeting following year end accounting closedown.

21/013.2 Balance Sheet April 2021 - For Information Only

To defer receipt of the Balance Sheet at 30th April 2021 (month 1) to June meeting following year end accounting closedown.

21/013.3 Accounts for Payment

To approve accounts to be paid as advised to members at the meeting.

21/014 FINANCE & GENERAL PURPOSES MATTERS

21/014.1 Code of Conduct – Members to review and adopt Code of Conduct.

(attached)

21/014.2 Annual Review of Direct Debits and Standing Orders – In accordance with Financial Regulations, Members to review and approve live direct debit and standing order payments. (attached)

- 21/014.3 **BACS Payments** – In accordance with Financial Regulation 6.9, last reviewed June 2020, members to approve continued use of BACS method of payment for suppliers/employees not paid by Direct Debit, for the year.
- 21/014.4 **S137-** Members to consider financial assistance application of £58.00 to purchase StreetWatch signs. *(attached)*
- 21/014.5 **Review of S137 Expenditure under s137 Local Government Act 1972** – Members to review expenditure incurred 2020/2021. *(attached)*
- 21/014.6 **Insurance Policy schedule review and approval 2021/2022** – Members to note insurance policy schedule review and renewal to be conducted prior to end of current contract end date 17th July 2024.
- 21/014.7 **Insurance Claim for damage to War Memorial** – Members to receive an update and approve two Councillors to sign the letter for insurers' solicitors.
- 21/014.8 **Protocol on Member Officer Relations** – Members to review Protocol on Member Officer Relations policy. *(attached)*
- 21/014.9 **Grass cutting 2020/21-** Members to approve continuation of contract for grass cutting on Recreation Ground.
- 21/014.10 **Model Publication Scheme** – Members to review and adopt updated Publication Scheme. *(attached)*

21/015 PUBLIC LANDS & HIGHWAYS MATTERS

- 21/015.1 **Code of Conduct for Personal Trainers using MUGA/Recreation Ground**– Members to consider and approve. *(attached)*
- 21/015.2 **Public Health Funerals** – Members to consider correspondence from resident regarding provision of public health funerals for Arlesey residents. *(attached)*
- 21/015.3 **Street Lighting Replacement House Lane** – Council to consider quotation received to replace 8 columns at a discounted cost of £14,000 + VAT. *(attached)*
- 21/015.4 **Review of Delegations** – Members to review and approve delegations in place for Town Clerk. *(attached)*

21/016 PUBLIC RELATIONS MATTERS

- 21/016.1 **High Street Regeneration Scheme** – Members to consider application of Welcome Back Grant in the sum of £4,000 for regeneration of the High Street following Covid-19.

21/017 PERSONNEL MATTERS

- 21/017.1 **First Aid Training** – Members to consider registering Multi Skilled staff member on First Aid training with qualification lasting for 3 years, cost £120.00.

21/018 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

-End of Agenda-