

23/12/26.



Scan for Agenda Attachments

A Meeting of ARLESEY TOWN COUNCIL held in the Village Hall, Arlesey on Tuesday 12th December 2023 at 7.00pm.

PRESENT: Cllrs: P Arkle (Chair) J Hooker
D Page N Stevenson
S Spoor S Hamilton

In attendance: Mrs Janet Bailey (Town Clerk), Mrs Christine Winwood (Assistant Clerk), Ward Cllr Andrews and 1 member of the public were present.

23/0106 APOLOGIES FOR ABSENCE (Local Government Act 1972 Sch12 para40)

Cllr Pang – due to being out of the country.

23/0107 DECLARATIONS OF INTEREST AND DISPENSATIONS (Localism Act 2011 ss 31 & 33)

(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)

- 23/107.1 To receive declarations of interest from councillors on items on the agenda.
None received.
- 23/107.2 To receive written requests for dispensations for disclosable pecuniary interests.
None received.
- 23/107.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.
None received.

23/108 CHAIRMAN'S ANNOUNCEMENTS- For Information only– **taken as read.**

- Budget Consultation 2024/2025- public consultation open to public feedback.
- Central Bedfordshire Council Electric Vehicle charging bay consultation.
www.centralbedfordshire.gov.uk/publicstatutorynotices

23/109 Police and Crime- Members received crime figures for November which had decreased on the previous month figures.

- OPCC Newsletter- www.bedfordshire.pcc.police.uk/newsletters
- Bedfordshire Criminal Justice Board Annual General meeting 19th December 2023
pcc@bedspolice.uk

23/109.1 Police Crime Commissioner meeting request- Members noted receipt of confirmation that Police Crime Commissioner and Deputy Police Crime Commissioner planned attendance of Town Council meeting 16th January 2024.

23/110 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.

Standing Orders Suspended

Mr Holloway raised the following:

- Following encouragement felt by Cllr Pangs Agenda item in November regarding school transport no further agenda item has been raised or follow on work apparent.

- Town Council website still requires work to update.
- Pleasing to see Ward Cllr Chillery pursuing potential of raised tables/speed bumps and locations primarily Hitchin Road and fencing or around the new attenuation basis next to the relief road.
- A misquote was apparent in the November minutes and an email had been sent to the Clerk to rectify.

****Standing orders reinstated****

23/111 MINUTES OF PREVIOUS MEETINGS -To consider and approve the minutes of the Extra-Ordinary meeting of the Town Council held 29th November 2023 as a true record of proceedings.

RESOLVED that the Minutes of the meeting of the Town Council meeting held 29th November 2023 be approved and signed by the Chair as a true recording or proceedings following amendment to public participation misquote raised by Mr Holloway.

23/112 CLERKS REPORT– Members received a report from the Clerk on matters ongoing.

23/113 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

To receive reports from Ward Councillors

Ward Cllr Andrews:

- Cllr Chillery had provided a written report updating on ongoing matters; Hitchin Road speeding concerns, Stotfold Road surfacing repairs, Hillary Rise pot holes, Stotfold Road white cross hatch lining works, parking concerns outside Stotfold Road shop, Double yellow lining for Lewis Lane and Lymans road junctions with High Street, repairs to signage-lighting and drain repair on Arlesey New Road junction.

23/114 PLANNING APPLICATIONS & ISSUES

23/114.1 CB/23/03532/FULL- Land at 129 and 131 High Street and to the rear of 112 Cricketers Road to 149 High Street, Arlesey.

Proposal: Demolition of 2 existing dwellings and erection of 22 affordable homes (C3 use) with vehicular and pedestrian accesses off High Street and Cricketers Road, public open space and all ancillary infrastructure.

RESOLVED that Council **OBJECT** to the application on the following grounds:

- Until the relief road on west is delivered in its entirety (connecting behind White Horse) no further access/egress should be made via High Street for the long term.
- Negative impact on amenity of neighbouring properties of the vehicle access, from increased noise and pollution from additional weight of traffic accessing the development alongside existing houses.
- The negative impact of additional weight of traffic on the High Street resultant to additional housing
- Additional access/egress onto the High Street at an already dangerous location in close proximity to lower school, pre-school, nursery, Medical Centre and Community Centre settings will add to danger posed to pedestrians and road users.

However, should the application be granted Arlesey Town Council Town Council submit a request for the following condition to be applied:

That the High Street vehicular access/egress should be bollarded/closed off following development delivery preventing cars/motor vehicles accessing whilst retaining access for bicycles, pedestrians, mobility vehicles etc.

23/114.2 S106 Planning Obligations Supplementary Planning Document (SPD) - Members to consider consultation response.

No motion tabled.

23/114.3 Planning Applications Refused/Granted– Members noted decisions on applications as of 7th December 2023.

23/115 FINANCE REPORTS

23/115.1 Income and Expenditure November 2023– *For Information Only – For Information Only*

Members acknowledged receipt of a report of year-to-date Income and Expenditure up to 30th November 2023 compared to 2022/23 budget (month 8).

No questions raised.

23/115.2 Balance Sheet as of 30th November 2023- For Information Only

Members acknowledged receipt of the Balance Sheet as of 30th November 2023 (month 8).

No questions raised.

23/115.3 Accounts for Payment – To approve accounts to be paid December 2023 as presented.

FOLIO	Ω	PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL	ACC. No.	MUTIPLE INV. TOTAL	BANK REF
Direct Debit Payments									
DD12/23-01		Rightfuel	Fuel ATC van 28/11/2023	26.13	5.23	31.36	4051/SPLIT		DECDD01
DD12/23-02		UTB	Bank Charges 4/9/23-4/12/23	53.10	0.00	53.10	4071/101		DECDD02
DD12/23-03		UTB	Unpaid cheque Charge	6.00	0.00	6.00	4071/101		DECDD03
DD12/23-04		Puzzle Technology	IT Maintenance&Support	356.00	71.20	427.20	SPLIT		DECDD04
DD12/23-05		Cloudscape	B/band/Internet due 12/12/23	33.34	6.67	40.01	4021/SPLIT		DECDD05
DD12/23-06		Cawleys	Waste Disposal -November x 2	56.27	11.25	67.52	SPLIT		DECDD06
DD12/23-07		Cloudnext	Website domain name	110.00	22.00	132.00	4078/101		DECDD07
DD12/23-08		Edf	Cem Elec 28/10/23-1/12/23	8.14	0.41	8.55	4014/203		DECDD08
DD12/23-09		British Gas Lite	MUGA Electric 7/11/23-7/12/23	157.67	7.88	165.55	4014/202		DECDD09
PAID ACCOUNTS - Deposit refunds/other reimbursements.									
BACS12/23-01		Ni.Gifford	Hall Deposit Refund-9/12/23	50.00	0.00	50.00	570		DECBP01
BACS12/23-02		C.Last	Hall Deposit Refund 9/12/23	50.00	0.00	50.00	570		DECBP02
ONLINE Payments Due									
12/23-01		DCHL	Flagpole garden	2200.00	0.00	2200.00	4619/109		DECFP01
12/23-02		IAC	Interim Internal Audit	375.25	75.05	450.30	4062/101		DECFP02
12/23-03		M.J.Ryalls	Cemetery Maintenance supplies	142.13	28.43	170.56	4042/203		DECFP03
12/23-04		UK Safety Management	PAT Testing	125.00	25.00	150.00	4018/SPLIT		DECFP04
12/23-05		Burleys	Xmas Solar lights hire	728.00	0.92	728.92	4077/103		DECFP05
12/23-06		Amazon	RC Fridge	106.86	21.37	128.23	4045/104		DECFP06
12/23-07		Amazon	Sadolin for cemetery wood repair	15.41	3.08	18.49	4042/203		DECFP07
12/23-08		Tonerinkonline	Xerox Toner Black	42.00	8.40	50.40	4024/101		DECFP08
12/23-09		CPM Playgrounds	Playgroung Inspection 13/11/23	200.00	40.00	240.00	4084/301		DECFP09
12/23-10		Screwfix	Secateurs & Loppers	48.32	9.66	57.98	4045/split		DECFP10
Payroll Liability Payments Due									
12/23-16		HM Rev & Customs	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	525		
		HM Rev & Customs	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	525		
		HM Rev & Customs	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	525		DECFP16
		HM Rev & Customs	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	525		
		HM Rev & Customs	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	525	0.00	
12/23-17		Beds Pension Fund	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	526		
		Beds Pension Fund	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	526	0.00	DECFP17
12/23-18		NEST Pension Scher	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	526		
		NEST Pension Scher	Mth 9 Figures to be included in January Payment sheet	0.00	0.00	0.00	526	0.00	DECFP18

			Total Pension Contributions					0.00	
Salaries Payments Due									
12/23-19		J Bailey	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL01
12/23-20		P Hector	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL02
12/23-21		J.Savory	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL03
12/23-22		C.Winwood	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL04
12/23-23		J.Brett	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL05
12/23-24		E.Brown	December Salary-to be include in January figures	Salary		Salary	4001		DEC SAL06
		TOTAL December SALARIES		10,330.31		10,330.31	520		
TOTAL December 2023 PAYMENTS				15,219.93	336.55	15,556.48			

Resolved that the council approve these accounts and payment thereof to be made – the Chairman signed across the official payment documentation provided.

23/116 FINANCE & GENERAL PURPOSES MATTERS

23/116.1 Internal Auditor Engagement Letter – Members received and approved internal auditor engagement letter.

RESOLVED: that members acknowledged and approved ongoing engagement of internal auditor (IAC).

23/116.2 Interim Internal Audit

(i) Interim Internal Audit Report – Members received and approved report from IAC and considered observations contained within noting only minor observations made.

RESOLVED that the council note the observation presented by IAC and accept the recommendation of the auditor: Clerk to check that Fidelity insurance cover is sufficient for cash and bank balances held and increase according to insurer advice; amend wording for future resolutions regarding bank mandate approval to state level of authorisations required and to ensure account payment details inserted into minutes are correct.

Clerk and the team congratulated on another year's good work.

23/116.3 Arlesey Cross Masterplan Working Party- Members to consider recommendations proposed by working party during meeting held 29th November 2023.

Resolved that council approve recommendations made and acknowledge the group evolution into a Central Bedfordshire Council Arlesey Development Stakeholder Group formally recognised and under CBC administration. Cllrs Arkle, Hooker and Stevenson formally delegated outside representatives for Arlesey Town Council on the Stakeholder Group.

23/116.4 Arlesey Scout Group funding request- Members to consider request for use of EMR Fete/Funday for 2023 Fete/Funday hosted by 1st Arlesey Scouts (*Local Government Act 1972 s145*)

Resolved that council approve use of funds held for Funday contributions and forward the sum of £1,271.05 gross if scouts not eligible to reclaim the VAT, or the Net costs if VAT reclaimed by the group, to the First Arlesey Scouts to cover expenditure incurred to on the invoices forwarded

23/116.5 Investment Review– Members received a breakdown of interest rate applicable to investments and review current investment position.

Resolved that Council approve Clerk Recommendation to transfer funds held in existing accounts to those stated in investment review quoted below, to deliver maximum return on public funds:

Nationwide Building Society balance of £85,000 moved to the Business 95day Saver 3.8% interest and the remaining balance to the Cambridge Building Society Account and switch Redwood Bank 35day notice account to the 95day notice account to secure 4.30% interest AER.

23/116.6 **DRAFT BUDGET 2024/25V2**- Members considered updated budget created in accordance with resolution passed Minute 23/113.1.

Discussion took place on 2024/25 Draft Budget v2 which included:

- £3k addition to training EMR -New Cllr, Chairmanship, Risk Assessment, s106/planning training for Stakeholder group, Community Governance Level 5 fund building and enhanced Assistant Clerk training – EMR top up
- £5k Community Centre Roof EMR top up
- £3.5k Office photocopying facility
- £2.5k Professional fees EMR top up
- £2.5k welding/major vehicle repairs EMR top up
- Additional grass cuts across all centres and addition of quarterly weed/moss killing for cemetery and St Peters Church yard.
- £1.5k increase to Christmas Lights budget – lighting decorations approx. £300 each (budget now £6k)
- £2k budget for repairs to war memorial soldier ear
- £300 towards new lawnmower for Groundsman
- £3.5k Vehicle replacement EMR top up
- £3.5k Youth Activity Scheme funding

RESOLVED that council acknowledge year on year reductions of 0.5% have been unsustainable and resulted in requirement for a larger than wanted increase in Town Council portion of council tax 2024/5. The reduction in tax base from 2,161 2023/24 to 2,150 2024/5 has also had significant impact. Council approve v2 detailed budget 2024/25 requiring a £300,000 precept, delivering a 16.6% increase in the Town Council element of council tax with council subsidising predicted shortfall from General Reserve to retain increase passed to residents below 20%.

23/117 PUBLIC LANDS & HIGHWAYS MATTERS.

23/117.1 **Public Space Seating**- Members considered proposal from Cllr Stevenson.

Resolved that council approve the initial proposal in principle and authorise Cllr Stevenson and the Clerk to explore further possibility of siting benches in locations identified according to landowner permission being given.

23/117.2 **Play Streets Update**- Members received an update from Central Bedfordshire Officer detailing an event scheduled for the Hermitage.

23/118 PUBLIC RELATIONS MATTERS- No matters arising.

23/0119 PERSONNEL MATTERS

23/119.1 To ratify the recommendations (Resolutions) contained within the minutes Personnel Committee meeting held 11th December 2023.

RESOLVED that Council ratify all recommendations contained within the Minutes of the Personnel Committee meeting held 11th December 2023.

23/119.2 **Local Government Pension Scheme**- Members noted amendment of early retirement factors and impact on employer costs payable.

23/120 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

There was no public participation.

23/121 Chairmans Message- Members received message from Chairman including request for ideas for improving street scene/aesthetic of Arlesey for January Agenda.

Date of next meeting: Town Council 16th January 2024.

Chairman.....

Date.....

