



Scan for Agenda & Attachments

13th June 2024

To: Members of the Council

A Meeting of ARLESEY TOWN COUNCIL will be held in the Village Hall, Arlesey on Tuesday 18th June 2024 at 7.00pm.

All members: - Cllrs Arkle, Hamilton, Stevenson, Spoor, Pang, Hooker and Page are hereby summoned to attend for the purpose of considering and resolving the business to be transacted.

Mrs Janet Bailey
Town Clerk

AGENDA

24/20 APOLOGIES FOR ABSENCE (*Local Government Act 1972 Sch12 para40*)

24/21 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)

24/21.1 To receive declarations of interest from councillors on items on the agenda.

24/21.2 To receive written requests for dispensations for disclosable pecuniary interests.

24/21.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

24/22 CHAIRMAN'S ANNOUNCEMENTS- *For Information only – taken as read.*

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

- Round 2 of UKSPF/REPF community grants to launch next month
- Retrofit construction courses help build a more sustainable future
- Council encourages voters to be "vote ready" for polling day.
- 2024 Cheering volunteering afternoon tea event.
- Enjoying our beautiful countryside this summer- Bedfordshire Fire & Rescue Service

24/23 Police and Crime- Members to receive:

i) crime figures for May 2024.

(attached)

ii) Police Crime Commissioner – John Tizard introduction letter

(attached)

24/24 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 that they must advise the Council before 12 noon on the day before the meeting both of their wish to participate and their topic. All participants are restricted to a maximum of five minutes. Residents to note: names of speakers may be included in the Formal Minutes and published.

24/25 MINUTES OF PREVIOUS MEETINGS

To consider and approve the minutes of the meeting of the Town Council held 14th May 2024 as a true record of proceedings. *(attached)*

- 24/26 CLERKS REPORT**– Members to receive a report from the Clerk on matters ongoing. (attached)
- 24/27 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**
To receive reports from Ward Councillors.
- 24/28 PLANNING APPLICATIONS & ISSUES**
- 24/28.1 **CB/24/01293/FULL:** The Fox and Duck, 149 Arlesey Road, Stotfold, SG5 4HE
Proposal: Change of use of ground floor from public house (suis generis) to café/restaurant/bar Class E.
Response by: 21st June 2024
- 24/28.2 **CB/24/01480/FULL:** 2 Chase Close, Arlesey, SG15 6UT
Proposal: Single storey rear and front extensions, two storey side extension and single storey garage extension.
Response by: 27th June 2024
- 24/28.3 **CB/24/01445/VOC: Arcade Nursery, Stotfold Road, Arlesey SG15 6XS**
Proposal: Variation of Condition numbers 2, 3, 4 & 7 of planning permission CB/22/00169/VOC (Variation of condition number 4 of planning permission CB/19/02830/FULL Demolition of a glass house and erection of detached dwelling house. Revised design and siting) Variation sought: siting of new dwelling, new design details (7), details of landscaping (2), details of contamination (3), details of noise measures (4).
Response by: 20th June 2024
- 24/28.4 **CB/24/01294/FULL:** 3 High Street, Arlesey, SG15 6RA
Proposal: Change of use from a betting shop (sui generis) to a café/restaurant A3 installation of a new commercial kitchen extraction system with ventilation ducting at side.
Response by: 1st July 2024.
- 24/28.5 **Planning Applications Refused/Granted**– Members to note decisions on applications as of 12th June 2024 (attached)
- 24/29 FINANCE REPORTS**
- 24/29.1 **Interim Income and Expenditure May 2024– For Information Only – For Information Only**
To acknowledge receipt of an interim report of year-to-date Income and Expenditure up to 31st May 2024 compared to 2023/24 budget (month 2). (attached)
- 24/29.2 **Interim Balance Sheet as of 31st May 2024- For Information Only**
To acknowledge receipt of the interim Balance Sheet as of 31st May 2024 (month 2). (attached)
- 24/29.3 **Accounts for Payment –** To approve accounts to be paid June 2024 as presented including a 50% upfront payment to the grave restorer prior to repair works commencing.
- 24/30 FINANCE & GENERAL PURPOSES MATTERS**
- 24/30.1 **Internal Auditors Report-** (In support of Page 3 of Annual Return) – Members to acknowledge receipt, note report content, consider recommendations. and approve as provided at meeting. (attached)
- 24/30.2 **Unaudited Annual Governance Statement (Section 1)** - Members to consider Clerk's briefing/recommendation as to a response to each of the Governance Statements contained within Section 1 of the unaudited Annual Governance & Accountability Return. (attached)
- 24/30.3 **Unaudited Accounting Statements (Section 2) year ended 31st March 2024**– Council to consider and approve together with 'Notes to External Auditor' providing Explanation of Significant Variances, Bank Reconciliation and Explanation of Differences between boxes 7 and 8, as required by Mazars. (attached)
- 24/30.4 **External Audit** - Members to approve preferred option for amending errors found by External Auditor:
- i) Auditor to return form to Clerk to correct – charge for this option
 - ii) Accepting a qualification of Auditor opinion at AGAR Section 3 - no charge.
- 24/30.5 **Notice of Exercise of Public Rights** - Members to acknowledge and approve commencement of statutory 30day period from Thursday 20th June 2024 through to Wednesday 31st July 2024 and that publication onto the Town Council website will occur on 19th June 2024.

- 24/30.6 **Model Publication Scheme** – Members to review and adopt updated Publication Scheme. (attached)
- 24/30.7 **Review of Delegations** – Members to review and approve delegations in place for Town Clerk. (attached)
- 24/30.8 **Review of resource Centre service fees** – Members to consider amendments to fees 2024/25 (attached)
- 24/30.9 **CBC Funding application opportunity** – Community project opportunity for up to 80% funding from CBC. Members to consider delegation of member(s) to complete funding applications for previously agreed bench project, aesthetic and biodiversity projects. To also compile costs and proposal for a funding application for recreation ground improvements to be bought to council for consideration in July prior to funding application submission.
- 24/30.10 **Insurance Policy renewal** – Members to consider renewal quotation for council insurance.

24/31 PUBLIC LANDS & HIGHWAYS MATTERS.

- 24/31.1 **Street Light damage-** Members to note and approve costs associated with replacement of A10 The Rally due to damage by vehicle collision. Insurance claim being pursued. Replacement costs are £1,900 + VAT and initial safety works £205+VAT. (attached)
- 24/31.2 **Unmetered electricity supply renewal** – Members to consider quotations received for streetlight energy contract renewal.
- 24/31.3 **Cemetery Memorial Safety Policy and Risk Assessment review** – Members to consider amendments to safety policy following review by Clerk- policy last amended 2014. (attached)

24/32 PUBLIC RELATIONS MATTERS

- 24/32.1 **Chase House Emergency Plan** – Members to consider annual renewal of permission to use Arlesey Village Hall in the event of an emergency at Chase House.

24/33 PERSONNEL MATTERS- No matters arising.

24/34 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

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

-End of Agenda-