



Scan for Agenda Attachments

13th November 2025

To: Members of the Council

A Meeting of ARLESEY TOWN COUNCIL will be held in the Village Hall, Arlesey on Tuesday 18th November 2025 at 7.00pm.

All members: - Cllrs Arkle, Hamilton, Stevenson, Spoor, Burrows, 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

25/093 APOLOGIES FOR ABSENCE (*Local Government Act 1972 Sch12 para40*)

25/094 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)

25/094.1 To receive declarations of interest from councillors on items on the agenda.

25/094.2 To receive written requests for dispensations for disclosable pecuniary interests.

25/094.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

25/095 CHAIRMAN'S ANNOUNCEMENTS- *For Information only– taken as read.*

- Kerbside coffee pod collections.

25/096 Crime Figures – Members received crime figures for October 2025. (*attached*)

25/097 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 to note that they should advise the Council before 12 noon on the day before the meeting both of their wish to participate and may disclose 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.

25/098 MINUTES OF PREVIOUS MEETINGS

25/098.1 To consider and approve the minutes of the meeting of the Town Council held 21st October 2025 as a true record of proceedings. (*attached*)

25/099 CLERKS REPORT– Members received a report from the Clerk on matters ongoing. (*attached*)

25/100 REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES

- To receive updates from Ward Councillors
- Members to receive and consider report from Cllr Chillery on Rights of Way and Etonbury Green Wheel.

25/101 PLANNING APPLICATIONS & ISSUES

25/101.1 CB/25/03433/RM: 129 High Street, Arlesey, SG15 6SX

Proposal: Reserved Matters: Following Outline Application CB/23/03541/OUT (OA: with all matters except means of access, for the demolition of 2 existing dwellings and erection of a 64-bed care home (C2 use) and up to 103 dwellings (C3 use), a new vehicular and pedestrian access off High Street, public open space, sustainable drainage systems and all ancillary infrastructure) Approval of (Appearance, Landscaping, Layout & Scale) for demolition of 2 existing dwellings, erection of 103 dwellings, a new vehicular and pedestrian access off High Street, public open space, sustainable drainage systems and all ancillary infrastructure.

Response by: 8th December 2025

25/101.2 CB/25/03310 /VOC: Land South of Arlesey Road Stotfold SG5 4HD

Proposal: Variation of Condition no. 10 of planning permission CB/24/02744/RM (RM following Outline Application CB/21/01248/OUT (with all matters reserved except access) for a development of up to 181 dwellings to include up to 35% affordable, an integrated Care Village (C2 use) with ancillary community facilities, 11 ha of public open space comprising parkland and woodland extension, Pix Brook flood mitigation proposals, extensive new landscaping, play areas, creation of biodiversity habitat, public car park, new access arrangements and all ancillary works) Area 1 landscaping appearance, scale and layout) Variation sought to replace house type W rear and flank elevations SK86. House type W front and flank elevations SK85. House type W floor plans SK84 and proposed site layout area 1 SK02 Rev T with the following plans: Proposed site layout area 1 SK02 Rev U and house type X floor plans & elevations SK01.07.22 Rev A. Specifically to replace 2 bed house with 3 bed houses relevant to plots 77-80.

25/101.3 CB/25/02902/FULL: 128 High Street, Arlesey, SG15 6SN

Proposal: Demolition of the existing single storey side, front and rear extensions. Erection of a two-storey side extension and a single storey front extension, with new windows and doors.

Response by: 19th November 2025

25/101.4 Planning Applications Refused/Granted –Members noted decisions on applications as at 13th November

2025.

(attached)

25/102 FINANCE REPORTS

25/102.1 Income and Expenditure October 2025– For Information Only – For Information Only

To acknowledge receipt of a report of year-to-date Income and Expenditure up to 31st October 2025, compared to 2025/26 budget (month 7).

(attached)

25/102.2 Balance Sheet as of 31st October 2025- For Information Only

To acknowledge receipt of the Balance Sheet as of 31st October 2025 (month 7).

(attached)

25/102.3 Accounts for Payment

To acknowledge accounts to be paid November 2025 as presented.

25/103 FINANCE & GENERAL PURPOSES MATTERS

25/103.1 Tax Base 2026/2027 – Members to note receipt of 2026/2027 tax base for precept calculations. Deadline to submit precept request to billing authority awaited. Local Government Finance Act 1992 s41.

25/103.2 Internal Auditor Engagement Letter – Members to receive and approve internal auditor engagement letter.

(attached)

25/103.3 Recreation Ground Grass Cutting 2026/27 – Members to consider quotes received for grass cutting of recreation ground.

25/103.4 Glebe Meadows funding 2026/2027 – Members to consider 2026/2027 funding request.

(attached)

25/103.5 GDPR Toolkit - Members to consider purchase of guidance materials to assist with GDPR compliance.

(attached)

25/103.6 GDPR Training- Members to approve training for admin officers and members as required by Annual Governance and Accountability Return Assertion 10.

25/103.7 Social Media Policy- Members to review policy as presented.

(attached)

25/103.8 Arlesey Development Stakeholder Group- Members to consider representation on this group.

25/103.9 CPR and Defibrillator Training- Members to consider hosting a training session organised by Henlow

Community First Responders in the Village Hall.

25/103.10 **Community Governance Review Stage 2 Consultation-** Members to consider council response to draft recommendations to stage 2 in this consultation regarding proposed boundary adjustments and membership numbers. *(attached)*

25/103.11 **Insurance Rebuild Costs** - Members to consider quote received to conduct a rebuild estimate survey, based on BCIS insurance calculations, to ensure appropriate levels of insurance cover is held. *(attached)*

25/103.12 **Town Council Vehicle EV Charging Point** - Members to consider quotations received for supply and install of Town council EV Charging Point.

25/103.13 **Draft Budget 2026/27** – Members to consider draft budget version 1 for 2026/27 and impact on precept requirement. *(attached)*

25/104 PUBLIC LAND AND HIGHWAYS

25/104.1 **Litter Pick November 2025-** Members to note date of litter pick 23rd November. Volunteers welcomed. *(attached)*

25/104.2 **Plastic Free Village Hall and Library-** Members to consider incorporation of prohibition of use, of single use plastics, into the Terms and Conditions of hire beginning April 2026 for:

- (i) Resource Centre and Library
- (ii) Village Hall

25/104.3 **CBC Leisure Strategy-** Members to consider additions for incorporation within CBC leisure Strategy. *(attached)*

25/105 PUBLIC RELATIONS MATTERS- No matters requiring discussion

25/105.1 **St Peters Church Christmas Tree Festival 13th and 14th December-** Members to consider participation in St Peters Christmas Festival 2025 *(attached)*

25/105.2 **Community Quiz** - Members to consider Cllr Spoor's proposal for entry fee and format.

25/106 PERSONNEL MATTERS – No matters requiring discussion.

25/107 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

25/108 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 25/109 this business relates to labour relations issues and an individual.
- Agenda item 25/110 this business relates to labour relations.

25/109 Staff Absence - Members to receive update on staff absence.

25/110 Recruitment - Members to consider job description and personal specification for a position identified as required within the council office. *(attached)*

Date of next meeting: Town Council 16th December 2025.

-End of Agenda-