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MINUTES of a Meeting of ARLESEY TOWN COUNCIL held in the Village Hall, Arlesey on Tuesday 21st July 2026 at 7.00pm.

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

In attendance: Mrs J Bailey (Town Clerk) and 3 members of the public were present.

26/048 **APOLOGIES FOR ABSENCE** *(Local Government Act 1972 Sch12 para40)*

No apologies had been received.

26/049 **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)

049.1 To receive declarations of interest from councillors on items on the agenda.

Cllr Arkle Agenda Item 061.2-
Due to involvement with repair café and proposer for resolution to use donations towards RAF memorial.

049.2 To receive written requests for dispensations for disclosable pecuniary interests.

None received.

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

None received.

26/050 **CHAIRMAN'S ANNOUNCEMENTS**- *For Information only*– ***taken as read.***

- Residents invited to shape the future of transport in Central Bedfordshire
- Young persons discounted bus fare scheme remains strong value as price update announced

26/051 **CRIME FIGURES** – Members received crime figures for June 2026.

Figures were noted as being 5 less than this time last year but worse than 2024 statistics.

26/052 **PUBLIC PARTICIPATION** ***Standing Orders were suspended at this point and re-instated before proceeding to the next agenda item*** Residents to note: names of speakers may be included in the Formal Minutes and published.

26/053 **MINUTES OF PREVIOUS MEETINGS**

To consider and approve the minutes of the meeting of the Town Council held 23rd June 2026 as a true record of proceedings.

RESOLVED that the Minutes of the Meeting of the Town Council held on 23rd June 2026 be approved and signed by the Chairman as a true recording or proceedings changing 26/44.2 which was not considered a true record of events, no apologies were offered. Minutes to state Cllr Hooker left the meeting.

26/054 **POLICE CRIME COMMISSIONER**

Members received an update on recent activity from John Tizzard – Police and Crime Commissioner for Bedfordshire.

- Committed to attend every Town Council meeting in his area at least once a year.
- Invites contribution and concerns to what ATC considered crime issue and concerns for the parish.
- Luton, Central Beds and Bedfordshire are covered by his role.
- Elected politician 4year term. He has served 2 terms. He will be the last holder of the position as are being replaced with crime panels or Mayors in mega councils.
- No police operational responsibility. Responsibility for budget and holding Chief constable to account against the budget and delivering objectives. Power to appoint or dismiss a Chief Constable of Police.
- £2.5million budget to support victims of crime.
- Chair of Criminal Justice Board with power to convene.
- Key county policing issues are currently:
- Arlesey crime stats are low when compared locally. Stats may be inaccurate due to lack of official reporting. Which reduces police awareness and attention. Police is data driven therefore again volume of voice and information provides intelligence and therefore creates more police awareness and potential attention/patrol.
- Priorities are preventing crime; (note to me – tap into PCC funding for vehicle repair courses to steer youth away from crime.
- Police response everyone should receive police presence within 15mins of calling 999.
- Third priority solving crime.
- Domestic abuse is fastest increasing crime across county.
- Task to improve local policing. Police presence dependent on data profile held.

Questions posed to Mr Tizzard (JT), PCC.

- **Another 200 officers were promised for Central Bedfordshire last year, was this achieved?**
  JT confirmed but stated that they may not have been seen in Arlesey.
  1,450 officers cover Central Bedfordshire with the Community team in Biggleswade having 8 officers and PCSO's.

- **Speed watch now folded due to new vetting procedures can you (JT) investigate whether that extensive level of information and vetting on co-ordinators is required**.
  JT stated that stipulations are set at national level and agreed to investigate further, acknowledging the value of speed watch groups.

- Information on the level of budget allocation locally, from the police element of Central Bedfordshire Council's council tax was questioned.
  JT didn't provide data on specific expenditure in Central Bedfordshire due to complication of allocation of specific teams and allocations according to need etc.

- It was questioned whether Luton Airport policing requirement drew additional budget from national police.
  JT informed that the airport is self-funding. Border police is a different part of Government and counter terrorism is funded by Luton.
  He added that he had requested a higher portion of national funding for Central Bedfordshire as it is not totally rural as national police suggests, some areas of Bedford along with Luton are more like London Boroughs.

- Admin time for police officers and whether the introduction of AI or trained admin staff could relieve officer admin requirement.

- JT informed all present that the police reform bill is coming in the autumn and that he was hopeful some of this resource requirement will be reduced and using greater technology/systems to assist will be explored.

All positions in Biggleswade are currently filled - an improvement on previous years.

26/055 **CLERKS REPORT –** Members received a report from the Clerk on matters ongoing.

Widespread resident praise had been received widely for the current planting scheme, particularly the increase to the lamp post planter display.

26/056 **REPORTS FROM CENTRAL BEDFORDSHIRE COUNCIL REPRESENTATIVES**

Cllr Chillery provided a written report due to absence.

Cllr Andrews(NA):

- Train station car park in Henlow- S106 requirement for free parking at weekends had failed to be imposed for 9 years. A s106 amendment has now been requested enabling charging for weekends. Henlow Parish Council has not commented on amendment. Cllr Andrews called it in to DMC and requested support from Arlesey Town Council (ATC). The EV charging units required had never installed either.
- Buses 9a and b - CBC convened a meeting with Alistair Strathern MP, Stagecoach, CBC officers and Councillors from Henlow etc. Dept. of transport requested to look further into this issue. CBC is unable to use the government funding provided for capital on subsidising buses. S106 monies can be used for bus systems. A further meeting was planned between stagecoach and CBC

officers to see how they can help. Lower Stondon Henlow, Haynes and Arlesey are the worst areas affected.

- Submitted sites consultation – NA urged council as a corporate body and as individuals to respond.
- McDonalds meeting. No official planning application yet submitted. Concerns include:

  legislation stating that hot food takeaway outlets should not be in walking distance of schools.

  Accuracy of traffic survey data and impact on already congested section of A507.

  Non-existent pedestrian and cycle access across A507 to the site.

  Corporate and social responsibilities are supportive and welcome in Arlesey but evidence of this is requested.

  Litter picking 3x a day of a 150m radius challenged regarding Pix Brook and Etonbury Wood due to potential to undermine current ecological work under way in these areas.

  Positives included:
  Jobs and training in community targeted to younger employees and providing skills for future careers – real world statistics and data proving evidence of this model of employment working has been requested.

- Community Governance Review – voted through at last meeting confirmation given ATC increased membership numbers to 9.
- Town and Parish Council highways partnership provides opportunity for small scale highways scheme proposals
- Etonbury Woods - works communicated well and published well by ATC. Ash die back required felling of any trees but a greater plan to refresh the woods in a more natural way is planned and researched.

26/057 <u>PLANNING APPLICATIONS & ISSUES</u>

057.1 **CB/26/01876/LB- Gothic Farm, 153 High Street, Arlesey, SG15 6SX**
Proposal: Listed Building: Installation of a Andersen A3 electric vehicle charging point to the southern elevation with associated cable works.
Response by: 12 August 2026

No motion tabled.

057.2 **Local Plan Consultation -** Members considered council's response to Local Plan sites consultation.

RESOLVED that all councillors respond as individuals and return responses representing the community need and voice to the office by the end of the week with Cllr Stevenson and the Clerk delegated responsibility to collate responses and formulate a strongly worded response according to feedback provided, to represent councils collective view.

Cllr Arkle abstained.

057.3 **Local Transport Consultation** - Members considered council's response to Local Transport Plan consultation.

Luton and Bedford appear favoured in the plan.

RESOLVED that all Cllrs respond as individuals in addition to council's corporate body response. Cllr comments to be returned to the Clerk and Cllr Burrows who are delegated authority to collate responses and submit on behalf of council.

057.4 **Planning Applications Refused/Granted** - Members noted decisions on applications as of 16th July 2026.

26/058 FINANCE REPORTS

058.1 **Income and Expenditure June 2026 - *For Information Only*** – *For Information Only*
To acknowledge receipt of a report of year-to-date Income and Expenditure up to 30th June 2026, compared to 2025/26 budget (month 3).

Noted.

058.2 **Balance Sheet as of 30th June 2026 -** *For Information Only*
To acknowledge receipt of the Balance Sheet as of 30th June 2026 (month 3).

Noted

058.3 **Accounts for Payment**
To acknowledge accounts to be paid July 2026 as presented.

Accounts for Payment Schedule July 2026

PAYEE	DESCRIPTION	AMOUNT	VAT DUE	TOTAL
Direct Debit Payments				
UTB	Man Handling-June	5.60	0.00	5.60
Smartest Energy	Cem Electricity-June	0.00	0.00	0.00
Cloudscape	B/Band due 12/7/26	33.34	6.67	40.01
BT	Resource Centre Telephone	157.25	31.45	188.70
BT	RC B/Band telephone line	149.89	29.98	179.87
SSE	Credit Note S/Light Electric -Feb	616.42	123.28	739.70
SSE	Credit Note S/Light Electric -March	586.71	117.34	704.05
SSE	Credit Note S/Light Electric -Aug 25-Jan 26	-3912.57	-782.51	-4695.08
SSE	Credit Note S/Light Electric -April	-477.50	-95.50	-573.00
SSE	S/Light Electricity- Aug 2025-Apr 2026	5575.34	1115.07	6690.41
SSE	S/Light Electricity- June	352.81	70.56	423.37
Cawleys	Refuse disposal June x 2	61.24	12.25	73.49
Cawleys	Recycle waste disposal June	22.28	4.46	26.74

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Cawleys	Credit Note partial refund of invoice 34119259- non collection	-18.50	-3.70	-22.20
Puzzle Technology	IT Maintenance & Support	369.50	73.90	443.40
British Gas	MUGA electric June-July	105.95	5.30	111.25
UTB	Charges-June	16.30	0.00	16.30
PAID ACCOUNTS - Deposit refunds/other reimbursements.				
J Bailey	Reimbursement	95.00	19.00	114.00
J Bailey	Reimbursement	253.13	42.07	295.20
C Winwood	Reimbursement	38.67	7.41	46.08
J Brett	Reimbursement	7.20	1.44	8.64
H Dyson	Village hall Deposit Refund	50.00	0.00	50.00
M Morris	Village hall Deposit Refund	50.00	0.00	50.00
F Fenoglio	Village hall Deposit Refund	50.00	0.00	50.00
N Sidhu	Village hall Deposit Refund	50.00	0.00	50.00
AS2 Educate	Village hall Deposit Refund	50.00	0.00	50.00
L Nimmo	Village hall Deposit Refund	50.00	0.00	50.00
C Wilkinson	Allotment Deposit Refund	40.00	0.00	40.00
ONLINE Payments Due				
ICCM	Annual Membership 26/27	110.00	0.00	110.00
CBC	Qrtrly Allotment Rent	48.75	0.00	48.75
Reynolds Landscaping	Grass cutting- May	1160.00	232.00	1392.00
MJ Ryalls	Topsoil W.I Planters	74.50	14.90	89.40
MJ Ryalls	ATFC Cycle Hoop Supplies	171.31	34.26	205.57
Burleys (Plant scape)	Seasonal lamp planters Installation, maintenance & removal	5505.00	1101.00	6606.00
BATPC	Affiliation membership 26/27	1340.00	0.00	1340.00
TJ Seymour	Qrtly S/Light maintenance	165.00	33.00	198.00
TJ Seymour	A6 Primrose Lane repair	300.00	60.00	360.00
Jensen Group	Panic Button replacement	207.82	41.56	249.38
Upper Ouse Water Management Board	Annual rates 2025-2026	2.94	0.00	2.94
CYS Security	Annual Keyholding 26/27	395.00	79.00	474.00
CPM Playgrounds	2 Hydraulic Gates Installation	3800.00	760.00	4560.00
CPM Playgrounds	Play area ground repairs to entrance gate	160.00	32.00	192.00
James Hallam	Credit Note - Policy no. 4055433	-164.09	0.00	-164.09
Winton Haulage Ltd	Cemetery road clearance	220.00	44.00	264.00
Amazon	Ant Bait	19.10	3.82	22.92
Amazon	Miracle Gro soil bags (W.I)	22.47	4.49	26.96
Amazon	Miracle Gro soil bags (W.I)	28.48	5.70	34.18
Amazon	Miracle Gro soil bags (W.I)	36.65	7.33	43.98

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Amazon	Watering can hooks	9.97	2.00	11.97
Amazon	RC White Card	9.58	1.91	11.49
Amazon	Packing Tape	5.39	1.08	6.47
Amazon	Stationery	5.93	1.19	7.12
Rialtas	Software Support & Maintenance	2140.00	428.00	2568.00
Festive Lighting	Column mounting brackets	180.00	36.00	216.00
BATPC	New Councillor Training	35.00	0.00	35.00
Payroll Liability Payments Due				
HM Rev & Customs	Mth 4 PAYE	1299.06	0.00	1299.06
HM Rev & Customs	Mth 4 Nat. Emp'ee NI Contributions	403.32	0.00	403.32
HM Rev & Customs	Mth 4 Nat. Emp'er NI Contributions	1295.20	0.00	1295.20
HM Rev & Customs	Mth 4 SMP Recovery	0.00	0.00	0.00
HM Rev & Customs	Mth 4 SMP Compensation	0.00	0.00	0.00
NEST Pension Scheme	Mth 4 Emp'ee Pension Contributions	52.57	0.00	52.57
NEST Pension Scheme	Mth4 Emp'er Pension Contributions	65.72	0.00	65.72
NEST Pension Scheme	Monthly Fund Deficit Payment	392.50	0.00	392.50
Beds Pension Fund	Mth 4 Emp'ee Pension Contributions	558.99	0.00	558.99
Beds Pension Fund	Mth 4 Emp'er Pension Contributions	1529.05	0.00	1529.05
Total Pension Contributions				
Salaries Payments Due				
Town Clerk	July	Salary		**Salary**
Resource Centre Assistant/Caretaker	July	Salary		**Salary**
Litter Picker	July	Salary		**Salary**
Assistant Clerk	July	Salary		**Salary**
Grounds Maintenance Operative	July	Salary		**Salary**
Engagement & Communication Assistant	July	Salary		**Salary**
TOTAL JULY SALARIES		**8,672.68**		**8,672.68**
TOTAL JULY 2026 PAYMENTS **		**34,635.95**	**3,701.71**	**38,337.66**

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

26/059 FINANCE & GENERAL PURPOSES MATTERS

059.1 **Accounts for Payment August 2026 during recess -** Council to approve delegation of 2 members to verify and countersign August payments to meet contractual agreements: to be reported at next meeting.

RESOLVED that council approve Cllrs Hamilton and Stevenson to authorise August payments drawn up by the Clerk/RFO with expenditure reported to Council in September.

059.2 **WPS Fleet insurance** - Members to consider renewal quotation for 2026-2027 for Town Council's electric vehicle.

RESOLVED that council approve continuation of insurance cover with WPS provided by James Hallam Brokers for a premium of £732.00.

059.3 **Newsletter-** Members considered re-instigation of Arlesey Town Council newsletter.

RESOLVED that council approve the trial as recommended and laid out for the remainder of the year and consult with residents to gain feedback after each edition, to gauge effectiveness/support for continuation.

059.4 **ROSPA report** - Members received a summary of issues highlighted during RoSPA inspection 2025.

Noted.

059.5 **MUGA availability over the summer-** Members considered permitting open access to the MUGA courts during the school summer holidays.

RESOLVED that council approve free access to sports courts for the entire length of the school holiday. Gates to be re-secured Monday 7th September 2026.

059.6 **Subject Access Request (SAR) Policy**- Members considered adoption of the SAR's Policy as presented, to be incorporated with other policies to create one complete Data Protection Policy Booklet.

RESOLVED that council approve the policy as presented with a review schedule of every 2 years.

059.7 **IT Support Service Pricing Update** - Members noted information received from current IT support company.

Resolved that council accept the increase for the current year and conduct a review for subsequent years.

059.8 **MUGA Electricity Supply -** Members noted additional charges to be applied to existing contracts from 3rd August 2026.

Noted

059.9 **Town Council Asset Loan Agreement** - Members considered adoption of a loan agreement for Free of Charge hire/loan of council assets.

RESOLVED that council approve adoption of the loan agreement to be introduced immediately.

059.10 **Remembrance Day 2026** – Members considered purchase of 2x wreaths from Royal British Legion Poppy Appeal for a donation of £100 as per budget allocation 2026/2027. Remainder of budget to be used to purchase additional lamp post poppies. Wreaths to be laid at war memorial and memorial copse.

RESOLVED that council approve purchase of 2x wreaths for 2026 at a cost of £100 using the remaining £50 of the allocated budget to purchase additional poppy adornments for streetlights.

26/060 PUBLIC LANDS & HIGHWAYS MATTERS

060.1 **Community Benches -** Members noted project installation date scheduled for 24th August 2026.

060.2 **Allotment Upkeep** - Members considered introduction of both an "allotment of the month" award and an Annually presented "Best Kept allotment" award, presented as part of the community award evening in May.

RESOLVED that council approve introduction of an Annual Best Kept Allotment award as part of the annual community awards, to encourage continued pride in allotment upkeep.

060.3 **Community Centre External Noticeboard** - Members considered quotations received for a "How Can I get Involved in My Community" noticeboard for the exterior wall to the community centre as per Minute: 25/190.2

RESOLVED that council approve the recommendation of the Clerk, to purchase a green noticeboard of approx. 1400mm x 1050mm in the sum of £854.73 to accommodate incorporation of a felt board suitable for pins. Subject to landlord permission for affixing to the exterior wall of the community centre being obtained prior to purchase.

060.4 **Christmas Light Quotations –** Members considered quotations received for improvements to Arlesey's Christmas lighting display for 2026.

Deferred - quotation not received.

060.5 **Cemetery Railings -** Members considered quotations received for refurbishing cemetery railings.

Deferred - quotations not received.

060.6 **Memorial Benches Policy** - Members considered adoption of a memorial bench policy as presented.

RESOLVED that council approve adoption of the policy to define council's approach and process for considering memorial bench, tree or plaque requests to ensure transparency. Policy to be reviewed every 2 years.

060.7 **Expenses Policy -** Members considered adoption of an Expenses policy as presented.

RESOLVED that council approve adoption of the expenses policy as presented which the Clerk confirmed echoed the Training and Development Policy issued upon Clerk enrolment to Community Governance training. The policy is issued to all staff. The addition of providing ink for printers to be added as agreed by resolution.

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060.8 **Environmental Projects for Community Centre** - Members considered potential of short-term projects for the Community Centre that can be of environmental benefit whilst improving the aesthetic of the building, and liaison with Landlord.

RESOLVED that council support in principle a project for green walls and living roof and suggest solar panels as an additional proposal.

Cllr Arkle abstained

060.9 **Recreation Ground Play Area** – Members were made aware of safeguarding issue raised by Gothic Mede Academy through the location of the existing Council owned play area and possible solutions.

RESOLVED that the Clerk arrange a meeting with Gothic Mede Academy Principal and BEST Academies to discuss the matter further and bring back to a full council meeting as soon as possible.

060.10 **Highways Improvement Scheme** – Members considered potential projects for public consultation, to find preferred option and submit an application reflective of resident voice before deadline of 30th September 2026.

RESOLVED that council defer and seek clarification of who funds projects.

26/061 PUBLIC RELATIONS MATTERS

061.1 **Summer Fete** – Members considered hosting Summer Fete 2026 following notice that Scouts are unable to accommodate this year.

RESOLVED that council host this year's event, securing the date of 5th as the event is historically held on the 1st Saturday in September. Stalls to be offered free of charge to Arlesey residents and small businesses alongside charities. A fee of £10 per stall to be charged to organisations, groups and individuals outside of Arlesey. Entertainment activities to be funded by Arlesey Town Councils Family Fun Day budget and offered as free of charge to participate on the day. Stall fees to be deposited in the RAF airplane crash memorial EMR.

Cllr Burrows chaired item 26/061.2 due to the declared interest.

061.2 **Repair Café Donations** - Members considered Ear Marking donations received from the Repair Café, to build the EMR for the memorial for the RAF airplane crash in the memorial copse, to add to the funds received from the closure of the Community Larder and VE Day.

RESOLVED that council approve to support.
Cllr Arkle resumed the Chair.

061.3 **Commercial Bus Service** – Members acknowledged impact on residents caused by reduction in bus service frequency in Arlesey and consider whether council should research if any potential avenues are feasible to mitigate negative impact.

RESOLVED that council arrange meetings with Stagecoach and CBC/Ward Councillor to discuss matters and options further.

26/062 **PERSONNEL MATTERS** - No matters requiring discussion.

26/063 **PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

Mr Dyer

- Newsletter proposed is A4 in size yet Living Life magazine is A5.
- Buses -Cllr Chillery's meeting went as he predicted as a commercial enterprise will not absorb financial loses to support a community.

Mr Watson

- Bus user suggestion for potential issue that CBC give some money back to bus company for bus pass holders, a full fare is not delivered are CBC providing sufficient contribution?
- Green roofs can have solar panels as per photograph on attachment.
- Map of Arlesey and Stotfold in Local plan includes proposed sites that contain gas pipes – a consideration for comments when being submitted.

Date of Next Meeting: Tuesday 15th September 2026

Meeting Closed 10.18pm.

Chairman…….

Date……..

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