

POTTON TOWN COUNCIL  
Minutes of a Meeting of the Town Council held on  
Tuesday 1st September 2015, 7pm at the Community Centre.

**Present:** Councillors Mr D. Ellison, Mr A. Gibb, Mr R. Harris, Mr J. Hobbs, Mr L. Ivall, Mr R. Jordan, Mr P. Langridge Chairman, Mr J. Lean, Mr J. Lewis, Mr A. Macdonald, Mr C. Temple, Mr R. Whitfield and Mr A. Zerny.

**Absent:** Councillors Mr G. Emery and Mr A. Leggatt.

**Also Present:** CBC Cllr Mrs D. Gurney, Mr O. Martins Police and Crime Commissioner for Bedfordshire and the Town Clerk.

### **1 Apologies for absence**

Apologies for absence had been received from Councillor Mr G. Emery and Mr A. Leggatt.

### **2 Declaration of Interest**

Councillors were reminded that they should declare an interest in any matter of personal or prejudicial interest to be discussed at this meeting. Information about this requirement had been on the table.

### **3 Minutes**

The minutes of the previous meetings held on 21<sup>st</sup> July 2015 and 4<sup>th</sup> August 2015, which had been previously circulated, were approved and signed as a true and accurate record with the following amendment.

### **4 Talk from Bedfordshire Police and Crime Commissioner Olly Martins 'Meeting the challenges of Policing for Bedfordshire'**

The Chairman welcomed Mr Martins.

Mr Martins handed out a copy of presentation and then proceeded with the talk.

Mr Martins advised about the operational challenges and that Bedfordshire faces an unusually high level of serious threats for a force of its size:

- High serious crime mix compared to many forces.
- High risk from extremism.
- Bedfordshire hosts a disproportionately high number of Organised Crime Groups.
- London Luton Airport is the fifth busiest in the country.
- The major transport infrastructure, including two principle roads connecting London from the North and sections of both East and West Coast main railway lines.
- Travelling offenders and organised crime groups are assisted by the transport infrastructure.
- Overall risk pattern only seen in large Metropolitan forces.

Operation Challenges: Example 1 Gun Crime by '000 population fourth highest force in the country.

Operation Challenges: Example 2 Knife Crime by '000 population seventh highest force in the country.

Crime Demand: Serious acquisitive crime per 1000 population fifth highest in the country.

Officer numbers: The total number of police officers (full-time equivalent) per 1000 population 12 months to March 2015 twelfth lowest.

Crimes per Officer: Serious acquisitive crime per officer FTE highest in the country.

Total Cost of policing per head of population: Eighth lowest in the country.

Productivity: Detections per officer: Eleventh highest in the country.

Efficiency – Non-staff costs: Third lowest in the country.

Efficiency – Collaboration:

<b>Tri-force already</b>	<b>Tri-force coming</b>	<b>Other</b>
Major Crimes	Public Contact (Control Room)	Chiltern (Fleet Management)
Roads	Custody	ERSOU (Eastern Region Special Operations Unit)
Dogs	Firearms Licensing	CT (Counter Terrorism)
Forensics	Criminal Justice	NPAS (National Police Air Service)
Standards	Human Resources	
CCT	Info Management	
ICT		
Op Support Unit		
Resilience		
Procurement		

Efficiency – Better use of IT:  
Body Worn Cameras  
Slate PCs

A Day in Bedfordshire Police:  
Bedfordshire has 1087 Police Officers and this is 200 less than a few years ago.

Control Strategy Priorities (Update June 2015):

Tier 1	Tier 2
Child Sexual Exploitation	Dwelling Burglary
Cyber Crime	Hate Crime
Domestic Abuse	Modern Day Slavery
Terrorism and Domestic Extremism	Personal Robbery
	Rape and Serious Sexual Offences
	Serious and Organised Crime

Cross-Cutting Issues  
999 Response  
Victim Satisfaction  
Vulnerable and Repeat  
Mental Health  
Drugs

The New Model:

- THRIVE (Threat, Harm, Risk, Investigation, Vulnerability, Engagement)
- Fast or Fixed response if necessary
- Response – Bedford, Biggleswade, Dunstable, Luton

- Enhanced Community Function
- Savings of £3.7million and reduced demand
- Interim model from June 2015, final model early 2016

The 'Beds' dilemma: Double Bed – Single Duvet

The Chairman asked if members had any questions for Mr Martins.

Q. Chronic under funding of Beds Police?

A. Serious inquisitive Crime Issue – Urban area (more in South), funding inadequate because formula not correct for ten years, new formula is being consulted on, and some areas will gain and some areas (Thames Valley) will lose.

Q. More detection in South or rural?

A. Force provides service across the County and crime is detected in a number of ways.

Q. Combining of Police Forces for savings.

A. Small savings and challenges. Neighbouring Police Forces won't want to merge. If the Police Referendum in May 2015 had been approved Bedfordshire Police would have charged the same precept as Cambridgeshire Police.

The Chairman thanked Mr Martins for the talk.

Mr O. Martins Police and Crime Commissioner for Bedfordshire and Cllr Zerny left the room.

## **5 Matters Arising**

Cllr Mrs D. Gurney left the room.

i. 21.7.15

4 Potton Youth Club (Agenda item 17) it was noted that arrangements have been made for Cllrs Emery and Langridge to meet with representatives from Groundwork on the 30<sup>th</sup> September 2015.

5 Mill Lane Playing Fields – Dog Ban (Agenda item 16) it was noted that Beds on Sunday 26<sup>th</sup> July 2015 and Three Counties Radio interview afternoon 27<sup>th</sup> July 2015. The Chairman asked if any members had heard the radio interview. The Clerk advised that Cllr Zerny had heard the interview.

9 Matters Arising (Agenda item 5) iii. 16.6.15 14 Section 106 (i), it was noted that hardwood bark chips have been installed under the young children multi-unit of play equipment and under the older children multi-unit of play equipment at Henry Smith Playing Fields and fencing has also been installed in Henry Smith Playing Fields.

14 Correspondence (Agenda item 11) late correspondence 4. Camerons Newsagents application to install blinds at the front of the establishment. It was resolved that the Town Clerk enquire as to whether the blinds on the front of Camerons Newsagents have been approved. It was noted that the application was withdrawn by the applicant see attached.

- ii. 4.8.15  
4 Planning Applications Application No: CB/15/01263/RM Land on the East of Biggleswade Road Potton. It was noted that various correspondence which included CBC planning and Kier Homes.

## **6 Town Council Committees**

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committees; Playing Fields, Allotments and Burials Committee – 7.7.15

## **7 Written Reports from Cllr Representatives**

To receive written reports from:

1. Central Bedfordshire Councillors.  
None.
2. Potton Town Councillors on external bodies.  
None.

## **8 To Receive any Questions from the Public**

No questions from the public.

## **9 Planning Applications**

**Application No: CB/15/02588/FULL**, 11 Brook Fields Potton Bedfordshire SG19 2TL

Remove existing breakfast room & replace with sun room, new side extension for garage.

It was **resolved** no objection.

### **Application No: CB/TRE/15/00311**

#### **2 The Manor Potton Sandy Bedfordshire SG19 2RN**

Works to trees protected by a Preservation Order: Prune 4 No Norway Maple trees to the rear of the dwelling. The trees are located within Group G3 of Tree Preservation Order Ref: MB/TPO/06/0009

It was **resolved** no objection subject to the approval of the Tree and Landscape Officer.

## **10 Late Planning Applications**

### **Application No: CB/TCA/15/00317**

#### **Granville House Brook End Potton SG19 2QS**

Works to trees within a Conservation Area: Fell one Leylandii hedge to the rear of the property & fell one Cherry tree to the north western corner of the property.

It was **resolved** no objection subject to the approval of the Tree and Landscape Officer.

## **11 Correspondence**

1. Bedfordshire Police and Crime Plan 2015 noted.
2. BATPC County Committee elections noted. The Chairman asked if any Cllr would like to stand for election. No Cllr wanted to stand for election.
3. Central Bedfordshire Council (CBC) Press Release and consultation – Have your say on gambling licensing policy noted.

4. CBC Town and Parish Council Conference – 23 September 2015 noted. The Chairman asked if any Cllr wanted to attend. No Cllr wanted to attend the conference.
5. Campaign to Protect Rural England (CPRE) Countryside Voice Summer 2015 noted.
6. Bedfordshire Rural Community Charity (BRCC) – Secrets of the Sands Landscape Partnership noted.
7. Central Bedfordshire Council – Building for the Future noted.
8. Central Bedfordshire Council – Ethical Governance presentation which the Chairman attended on the 22<sup>nd</sup> July 2015 noted.

Cllr Mrs D. Gurney entered the room.

## **12 Councillors Surgery**

The Councillors Surgery took place on Saturday 15th August 2015.

Cllrs Ivall and Whitfield were in attendance at the surgery.

Cllr Whitfield had provided a written report.

Resident of Everton Road was concerned about parking in the vicinity of The Rising Sun, close to the Horslow Street/ Everton Road junction. He said that when cars are parked close to the junction (presumably beyond the existing double yellow lines) it is very difficult and dangerous for motorists travelling east (from, say, the Willow Road junction towards Gamlingay). The parking here, close to the junction, makes it very difficult for drivers to see oncoming traffic.

Resident of Meeting Lane was unhappy that Bedfordshire is about to be divided into three zones for future Section 106 money (as discussed previously at a Town Council meeting). It would appear that Potton is to be in the zone where building will be more attractive because developers will not have to contribute as much Section 106 money towards community projects as they have been required to previously. As a consequence, it seems that we will have more development but fewer community facilities provided. Are Potton residents sufficiently aware of this change to CBC policy?

Resident of The Paddocks called to point out that the new barriers erected outside The Old Coach House have reduced visibility for motorists travelling out of the Market Square towards King Street. Mr Stacey had a near miss here recently as a vehicle was emerging from the driveway adjacent to the Old Coach House; he didn't see it until the last minute because of the barriers and people drinking within the enclosed area. At the time he was driving his car, but he also sometimes drives/rides a mobility scooter, and he pointed out that the presence of the newly-enclosed area for drinking has made the pavement narrower for the users of mobility scooters, as well as making it more difficult for such drivers to spot vehicles emerging from the adjacent driveway. In his opinion it's only a matter of time before an accident occurs here. He asked whether the Town Council were happy with the barriers and people drinking outside bearing in mind this safety issue (and the issue of late night noise for nearby residents) and requested that the matter should be discussed at the next meeting.

Members noted the written report from Cllr Whitfield.

## 13 Finance

### i. **To approve the list of payments.**

A list of payments up to and including the 1st September 2015 was handed to members for consideration.

It was **resolved** that the list of payments up to the 1st September 2015 be approved.

### ii. **Verify Bank Reconciliations against statement 1<sup>st</sup> July – 31<sup>st</sup> July 2015.**

Members discussed about the reconciliation been completed by members alphabetically.

No member volunteered to verify the bank reconciliation.

### iii. **To receive an income and expenditure by budget heading report showing progress against the budget 2015/16 at the end of July 2015.**

An income and expenditure by budget heading report showing progress against the budget 2015/16 at the end of July 2015 had been supplied to members.

Members proceeded to go through the detailed statement of income and expenditure against budget.

It was noted that Henry Smith Playing Fields budget is overspent though this is covered by successful Section 106 applications.

Members discussed about the skatepark and the Town Clerk advised that less than £55 was available from Section 106 monies for a new skatepark as another in organisation in Potton has applied and gained approval to spend the money on one or more projects.

Members advised that the Section 106 money that Potton Cricket Club had applied for, has not yet been spent.

It was **resolved** to approve the detailed statement of income and expenditure against budget for the period to 31st July 2015.

### iv. **Signatories.**

Members noted that the Town Council currently has six signatories and the number of signatories has reduced by two from May 2014.

It was **resolved** to not increase the number of signatories at this stage, though the opportunity to increase the number of signatories may present itself in the future.

### v. **Investments.**

Members noted that Cllr Ivall has also advised the Town Clerk that he has made appointments and visited various banking organisations in August 2015.

Cllr Ivall discussed about various deposit accounts available to the town council. Cllr Ivall advised that the Nationwide Building Society

Business Instant Saver offers instant access and an annual equivalent interest rate of 1%.

Cllr Ivall reminded members about the Prudential Regulation Authority (PRA) of the Bank of England announced a change in policy to extend the protection afforded under the Scheme to "Small Local Authorities" (SMAs). These Authorities are defined as Local Authorities with "an annual budget of up to 500,000 Euros". The scheme changes are that SMAs are protected in the same way as other protected investors i.e. for deposits/investments up to £75,000 with any UK bank, building society and credit union as well as with overseas firms PRA deposit-taking permission and UK branches of European Economic Area (EEA) credit institutions.

Cllr Ivall then advised that up to £75,000 of the amount Potton Town Council deposits in Lloyds Bank is protected and for the town council to protect more than £75,000 they need to deposit or invest monies in other banking groups.

Members discussed about Lloyds Bank and the loss of the bank from Potton.

It was **resolved** (i) that the town council invest £75,000 with the Nationwide Building Society Business Instant Saver which currently has an annual equivalent interest rate of 1%. (ii) that the town council open a current account with Barclays Bank.

Members discussed about the town council's income. Free use of the town council buildings and the wifi not always working was discussed.

It was **resolved** that hire of halls is discussed at a future meeting of the town council.

Cllr Zerny entered the room.

#### **14 Highways**

The blue book for reporting Highway problems will be on the table at the meeting.

1. Highways Customer Service report 13/7/15 to 9/8/15 noted.

#### **15 Mill Lane Pavilion Car Park**

Members noted that the Clerk's Assistant has arranged appointments and met with local fencing contractors.

Members considered the three quotations for a heavy duty double gate and bollard.

Members discussed about the need to install the gate and bollard as soon as possible.

Concern was raised about the cost of locking and unlocking cost of the gate and the impact on the precept.

The Chairman advised that the gate will be locked at this stage all the time except when hirers are using the facilities.

The Clerk reminded members that the proposed location of the gate is not on land the town council leases from Potton Consolidated Charity, which a land owner has a right of access through the proposed location of the gate and a ten metre wide strip to land beyond and members were to provide the Town Clerk with contact details for the owner(s) of the land which the ten metre strip gives access to.

The Chairman advised that the right of access can be discussed when access is required.

It was **resolved** (i) to contact the two local contractors to obtain a completion date and advise them that penalties will be imposed for late completion of work. (ii) to award the contract to the local company that can complete the work first. (iii) that penalties are imposed on the contractor for late completion of work.

Cllr Mrs D. Gurney left the room.

### **16 Cemetery and Churchyard**

The Chairman advised that he and / or Cllr Gibb would write an article to be included in the next newsletter about a number of gravestones in the churchyard being in a poor condition and asking for owners to make them safe.

The Chairman then advised that he and / or Cllr Gibb will draw up a plan for grass cutting maintenance of the churchyard.

The Chairman finally advised about talking to the Diocese at St Albans for advice about the gravestones.

### **17 Oak Tree Branch**

Members noted that an article was included in the Newsletter and John Day, Urban Land Management Adviser at the RSPB and a member of Potton Town Plan Environment Group has suggested a Deadwood feature.

Since the agenda had been sent to members were advised a resident had suggested about getting a piece turned into a bowl.

Members discussed about the cost of Mr Day's suggestion and whether the Environment Group of Potton Town Plan would be able to carry out the work.

It was **resolved** (i) to adopt Mr Day's suggestion about a Deadwood feature. (ii) to contact Mr Day about how to proceed with the Deadwood feature. (iii) that a piece of the branch is saved for a turned bowl.

### **18 Neighbourhood Plan**

As the meeting was nearing the time permitted of two hours.

It was **resolved** to defer the item until the next town council meeting.

### **19 Remembrance Sunday**

It was noted that the Town Council has been contacted on Tuesday 4<sup>th</sup> August with regard to a deputy of the Lord Lieutenant attending the Remembrance



Sunday in Potton and the Chairman accepted the offer of attendance of a deputy of Lord Lieutenant on the 12<sup>th</sup> August.

The Town Council has been advised that Deputy Lieutenant Christopher Kilroy, accompanied by his wife Carol will be attending the Remembrance Parade on Sunday 8<sup>th</sup> November.

Members had been advised that The Deputy Lieutenant will be providing a wreath and he should be the first to lay the wreath at the ceremony as he will be representing the Lord-Lieutenant who is the Queen’s representative in the County.

Members were also advised that the Clerks Assistant has already applied at the end of June 2015 for the road closures for Remembrance Sunday.

The Chairman advised he would talk to the Clerk’s Assistant with regard to arrangements for the Deputy Lieutenant Christopher Kilroy, who will be accompanied by his wife Carol will be attending the Remembrance Parade in Potton on Sunday 8<sup>th</sup> November 2015.

**20 Youth Club**

Members noted that at the Town Council meeting on the 21<sup>st</sup> July minute 4 Potton Youth Club (Agenda item 17) Mr Dungate suggested a sub-committee meeting should take place to discuss the youth club.

The meeting will be held on the 30<sup>th</sup> September 2015. Cllrs Emery and Langridge will be meeting with representatives of Groundwork. The Chairman advised that a new Service Level Agreement (SLA) with Groundwork needs to be agreed and this will be discussed at the meeting.

Members noted that the Town Council was successful in its application to Potton Consolidated Charity for the Youth Club to continue for a further year 1<sup>st</sup> October 2015 to 30<sup>th</sup> September 2016.

**21 Date of the Next Meeting**

The next meeting of the Town Council had been arranged for Tuesday 15<sup>th</sup> September 2015.

The meeting closed at 9.00pm.

Signed.....Chairman .....Date

**Mission Statement**

The aim of Potton Town Council is to serve the people of this town to the best of its ability.