

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

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

Absent: Councillor Mr A. Macdonald.

Also Present: Town Clerk.

1 Apologies for absence

Apologies for absence had been received from Councillor Mr A. Macdonald.

Cllr Hobbs apologised for not sending an apology for the town council meeting that took place on the 17th November 2015.

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 17th November 2015, which had been previously circulated, were approved and signed as a true and accurate record.

4 Matters Arising

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| 17.11.15 | 13 iv To consider financial requirements (annual expenditure, capital and revenue projects) for 2016-17. It was noted that emails were sent on the 18 th November 2015 to officers at Central Bedfordshire Council requesting Section 106 information for the town council meeting on the 15 th December 2015 and two responses have arrived in readiness for the Town Council meeting on the 15 th December 2015. |
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5 Town Council Committees and sub-Committees

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committee:
Playing Fields, Allotments and Burials Committee - 17.11.15

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council sub-Committee:
Responsible Dog Ownership sub-Committee - 24.11.15

6 Market Town Regeneration

Members noted that the Chairman and the Town Clerk had attended a presentation at Chicksands on Wednesday 18th November as requested by the Town Council with regard to the Central Bedfordshire Council's Market Town Regeneration fund and the notes of the presentation from the Chairman.

Members noted that the Town Clerk had attended a meeting with CBC Cllr Caroline Maudlin, CBC Cllr Tracey Stock and the Town Clerk of Sandy Town

Council on Wednesday 25th November 2015 to discuss about Biggleswade, Potton and Sandy submitting a joint bid to the fund, this been in addition to any separate bid(s) to the fund that Potton and the other towns may wish to make.

Cllr Zerny arrived.

Members discussed about making a joint application with Sandy.

It was **resolved** to include the Market Town Regeneration fund in the conversation for the town council meeting in two weeks' time.

7 Highways

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

1. BATPC – A1 East of England correspondence was noted. Concern was raised about traffic from the Sandy direction gaining access onto the A1 roundabout in Sandy.
2. Highways Customer Service report was noted.
3. Department of Transport - Draft Stopping Up order E2087 correspondence was noted.

Cllr Zerny advised he had an additional Highway item.

The Chairman allowed Cllr Zerny to advise of the additional Highway item.

4. Cllr Zerny – Phase 2 of the 20mph zone. Cllr Zerny advised that Highways Officers of Central Bedfordshire Council will be attending a meeting of Potton Town Council on Tuesday 19th January 2016 to discuss about Phase 2 of the 20mph zone.

The Chairman advised that he had an additional Highway item.

5. Road Names. The Chairman suggested that when a road name is requested for the Bricklayers Arms development, that Bumberry is put forward in recognition of Thomas Bumberry. Members then suggested road names should also be named after Fred Sims and Fred Tear.

8 To Receive any Questions from the Public

No questions from the public.

9 Planning Applications

Application No: CB/15/04246/FULL 3 Torrington Close Potton Sandy SG19 2SD

Two storey rear extension and single storey front extension including minor internal alteration.

It was **resolved** no comment.

Application No: CB/15/04161/VOC Beech Court Potton Sandy SG19 2PN

Removal of Condition No. 13 on application No. MB/03/01953/FULL dated 27.02.2004 condition to be removed to allow the removal of the tree.

It was **resolved** subject to the approval of the Tree and Landscape Officer.

Application No: CB/15/03773/FULL 51 Everton Road Potton SG19 2PB

Single storey rear flat roof extension.

It was **resolved** no objection.

10 Late Planning Applications

Application No: CB/15/04293/FULL Poultry Farm, Hatley Road Potton Sandy SG19 2DX.

Erection of a replacement poultry unit following demolition of existing poultry unit. Development includes 5 No. poultry buildings, 5 No feed silos and associated infrastructure.

It was **resolved** to support the application.

Cllr Gibb asked that it was noted that he didn't vote in favour of application CB/15/04293/FULL, Poultry Farm, Hatley Road Potton Sandy SG19 2DX.

Cllr Zerny advised he had an additional Planning item.

The Chairman allowed Cllr Zerny to advise of the additional Planning item.

Cllr Zerny advised that a planning application has been submitted for a residential development to build sixty houses on Jays Farm, Myers Road, Potton. Cllr Zerny reminded members about the need for Potton to have a Neighbourhood Plan, because of the increased Community Infrastructure Levy from having a plan.

The Town Council advised Cllr Zerny that the council had received correspondence and discussed about a residential development on Jays Farm, Myers Road, Potton at the Town Council meeting on the 20th October 2015.

The Town Clerk advised that the planning application hadn't yet arrived at the Town Council office.

11 Correspondence

1. Central Bedfordshire Council – Christmas New Year waste collection correspondence was noted.
2. Central Bedfordshire Council – Development Strategy Withdrawn correspondence was noted.
3. Central Bedfordshire Council – Members' Interest Forms correspondence was noted.
4. Ivel Sprinter – Replacement Bus correspondence was noted.
5. Central Bedfordshire Council – Precept Request correspondence was noted.
6. Groundwork – Potton Youth Club correspondence was noted.

The Chairman advised that Cllr Whitfield had some late correspondence.

7. Cllr Whitfield asked if the Town Council would allow him to have an article in the next Newsletter to advise about his recently published book "Gardeners on the Greensand".

Cllr Whitfield left the room.

Members discussed the request and as the book is of local interest.

It was **resolved** that Cllr Whitfield could submit an article and not an advert to be included in the next edition of the Newsletter to advise of his book "Gardeners on the Greensand".

Cllr Whitfield re-entered the room.

The Chairman advised Cllr Whitfield of the Town Council's decision and advised Cllr Whitfield that for the article to be included in the next edition of the newsletter the article needs to arrive by 9.30am on Monday 11th January 2016.

The Town Clerk advised that an additional piece of correspondence had arrived.

The Chairman allowed the Town Clerk to advise of the additional correspondence item.

8. Central Bedfordshire Council – Development Management Committee on 9th December 2015 for planning application CB/15/03767/FULL Westbury, Deepdale, Pottton, Sandy, SG19 2NH.

The Chairman asked if any member wished to attend the Development Management Committee meeting on the 9th December 2015, please advise the Town Clerk.

12 Councillors Surgery

Members discussed about the monthly Councillor Surgery which takes place once a month on a Saturday 10am – 12 noon in the Library.

Members noted that it is usual that when the Seasonal Market takes place that a Councillor Surgery is held.

It was **resolved** that the surgeries are as follows Cllrs Jordan and Gibb March, Cllrs Ivall and Harris April, Cllrs Ellison and Leggatt May and Cllrs Temple and Whitfield June.

13 Finance

i. To approve the list of payments.

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

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

ii. To receive an income and expenditure by budget heading report showing progress against the budget 2015/16 at the end of October 2015.

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

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

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

iii. Verify Bank Reconciliations against statement 1st October – 31st October 2015.

Members discussed about verifying the bank reconciliation.

Cllr Lean had visited the office on Tuesday 1st December 2015 and verified the bank reconciliation 1st October – 31st October 2015.

It was **resolved** that Cllr Lean had verified the October 2015 bank reconciliation.

14 Christmas Lights

Members noted that Cllr Lewis has handed in a cheque for £50.00 from Sandy Rotary Club towards Potton Christmas Lights.

Cllr Leggatt advised that donations from the switch-on event are still to be counted, timer by Tesco needs to be replaced, cabling needs to be replaced and the lantern by the Post Office has failed.

The Chairman reminded members about setting up of a Christmas Lights Committee.

Cllr Leggatt reminded members about volunteers being needed on Sunday 10th January 2016 to take down the lights.

15 Neighbourhood Plan

Cllr Hobbs gave an update on the Neighbourhood Plan. Cllr Hobbs advised that a meeting to form a steering group was been planned and an application for the designation of a Neighbourhood Area is nearly ready to be sent to Central Bedfordshire Council.

16 Oak Tree Branch

Members noted the branch has been removed and the sections are currently stored at Deepdale Trees and pieces of wood for a turned bowled are in the Telephone Exchange.

Members noted installation will take place on a Friday, as long as arrangements can be made to deliver the branches to the installation area.

It was **resolved** that the Deadwood feature is installed adjacent to the Oak Tree, where the Memorial Garden was to be located.

17 *Staffing

*Exempt information – Public Bodies (Admission to Meetings) Act 1960 and Section (1) of the Local Government (Access to Information Act) 1985. The Press and Public are given notice that they may be requested to retire during consideration of this item.

18 Date of the Next Meeting

The next meeting of the Town Council had been arranged for Tuesday 15th December 2015.

The meeting closed at 8.15pm.

Signed.....ChairmanDate

Mission Statement

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