

POTTON TOWN COUNCIL  
Minutes of a Meeting of the Town Council held on  
Tuesday 21st July 2015, 7pm at the Community Centre.

**Present:** Councillors Mr G. Emery, Mr R. Harris, 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:** Councillors Mr D. Ellison, Mr A. Gibb, Mr J. Hobbs and Mr A. Macdonald.

**Also Present:** Chris Dungate and Lisa Steeples from Groundwork Hertfordshire, twenty members of the public and the Town Clerk.

**1 Apologies for absence**

Apologies for absence had been received from Councillor Mr D. Ellison, Mr A. Gibb, Mr J. Hobbs and Mr A. Macdonald. Apologies were also received from CBC Cllr Doreen Gurney.

**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 To receive crime statistics from Bedfordshire Police:**

Report from PCSO Matt Duffy 5<sup>th</sup> June 2015 – 4<sup>th</sup> July 2015 was noted.

Cllr Zerny arrived.

The Chairman advised as Groundwork are present that he wanted to alter the order of the agenda and have agenda item 17 next Potton Youth Club.

The Chairman asked if all members of the public present are hear for item 16 Mill Lane Playing Fields – Dog Ban. All the members of the public advised that they are present for item 16 Mill Lane Playing Fields – Dog Ban. The Chairman then advised that the item would follow Potton Youth Club.

**4 Potton Youth Club (Agenda item 17)**

The Chairman welcomed Chris Dungate, Employment Manager and Lisa Steeples Lead Youth Worker (Toddington, Potton and Melbourn) from Groundwork Hertfordshire.

Mr Dungate spoke to the town council and advised that attendance of Potton youth club is low currently though, working on increasing attendance, detached work each week during the summer in order to meet other young people, promote the club to entice them back to the club for Thursday evenings in the new term.

The Chairman asked whether 19 – 20 year olds were allowed to attend. Mr Dungate advised that the youth club is for 12 – 18 year olds only.

Mr Dungate suggested a sub-committee meeting should take place to discuss the youth club.

The Chairman thanked Chris Dungate and Lisa Steeples from Groundwork Hertfordshire.

Chris Dungate and Lisa Steeples from Groundwork Hertfordshire left the meeting before the next item.

### **5 Mill Lane Playing Fields – Dog Ban (Agenda item 16)**

The Chairman advised members of the public to speak quietly together to consider what they wanted to say about the Mill Lane Playing Fields – Dog Ban, so that a number of people are not saying the same when they get the opportunity to speak.

Members discussed about Pottton Colts Football Club's request for a Mill Lane Playing Fields – Dog Ban.

Members noted that a written response is awaited from Pottton Consolidated Charity.

Members noted that Central Bedfordshire Council put four dog control orders in place at the end of September 2014 and these came into effect on 19 October 2014, with an aim to cut down the amount of dog foul, restrict dogs from places such as enclosed children's playgrounds and ensure that dog owners keep their dogs on leads in certain areas including cemeteries and marked sports pitches.

Members noted that the Central Bedfordshire Council four dog control orders are as follows;

The Dogs Exclusion (Central Bedfordshire) Order 2014

The Dogs on Leads (Central Bedfordshire) Order 2014

The Fouling of Land by Dogs (Central Bedfordshire) Order 2014

The Dogs on Leads by Direction (Central Bedfordshire) Order 2014

The Chairman advised members of the public to speak quietly or be quiet and that they would get their opportunity shortly.

Members noted that the playing field at Mill Lane are covered under the last three orders though they are not covered under "The Dog Exclusion (Central Bedfordshire) Order 2014".

### **6 To Receive any Questions from the Public (Agenda item 7)**

The Chairman invited questions from the public.

The Chairman advised that only one person to speak at a time, they must wait for the Chairman to advise that they can speak and to speak to the Chairman.

A member of the public advised about nine stickers on lamp posts with regard to dog fouling, having CCTV to catch people and drugs.

A member of the public advised they had met with the dog warden. Due to a condition dog unable to walk on concrete and needs to walk on grass, mentioned about an enclosed dog area and the Central Bedfordshire Council Dog Control Orders.

A member of the public advised that the majority of dog walkers pick up foul and that it is the minority that don't pick up foul. A number of dog walkers also pick up other dogs foul.

A member of the public advised why the majority of dog owners who abide by the law are being penalised for the minority that don't abide by the law. The car park allows for dog owners to park and then take the dog(s) for a walk.

The Chairman advised that the town council is discussing an item on locking the car park at Mill Lane Pavilion later in the evening.

A member of the public advised that dog walkers report incidents of drugs to the appropriate authorities and pick up litter.

A member of the public advised how enforcement would be dealt with and that the majority of dog walkers are law abiding citizens.

The Chairman answered that the town council wants to discuss the whole issue.

A member of the public advised where the funding would be found from to enforce the dog control orders.

The Town Clerk reminded the Chairman about standing orders, that the permitted length for public participation at a meeting shall not exceed 15 minutes unless directed by the chairman of the meeting.

A member of the public asked what the town council do with fox droppings and other wild animal droppings that enter the playing fields.

The Chairman reminded the public that only one person to speak at a time, they must wait for the Chairman to advise that they can speak and to speak to the Chairman.

A member of the public advised you never see a dog warden at Mill Lane Playing Fields or anywhere else in Potton.

A member of the public advised the town council could have its dog warden.

A member of the public advised the need for a Dog Park and whether the Council will consider installing lighting in Henry Smith Playing Fields as though they are not scared some other dog walkers probably are scared.

A member of the public advised that nine Potton Colts Football Club teams use Mill Lane Playing Fields using the two large marked pitches and putting out cones for the smaller pitch. That he and others are abused by dog walkers and that last week a six year old boy was attacked by dog on Mill Lane Playing Fields.

A member of the public asked about the Sandy Road Playing Fields.

The Chairman thanked the members of the public.

### **7 Mill Lane Playing Fields – Dog Ban (continued) (Agenda item16)**

Members then discussed again about Potton Colts Football Club's request for a Mill Lane Playing Fields – Dog Ban.

Members discussed about Potton Colts Football Club having two large pitches and one small pitch at Mill Lane.

Members discussed about enforcement of the dog control orders by Central Bedfordshire Council (CBC).

It was **resolved** that the Playing Fields, Allotments and Burials Committee discuss about fencing off an area for dog walkers at the next meeting.

A member of the public asked when the Playing Fields, Allotments and Burials Committee meeting will take place.

The Chairman advised the next Playing Fields, Allotments and Burials Committee is scheduled for the 6<sup>th</sup> October 2015 and will take place after the town council meeting on that same evening.

### **8 Minutes – 7<sup>th</sup> July 2015 (Agenda item 4)**

The minutes of the previous meeting held on 7<sup>th</sup> July 2015, which had been previously circulated, were approved and signed as a true and accurate record with the following amendment.

Twenty members of the public left the meeting before the next item.

### **9 Matters Arising (Agenda item 5)**

- i. 3.2.15  
26. Correspondence (Continued): 2. Gerry Barker – Road Name request (Munkmans), it was noted that the development on the Site of Former The Gables, Mill Lane, Potton will be named Munkman Close.
- ii. 7.4.15  
7. Councillors Surgery: The Councillors Surgery took place on Saturday 21<sup>st</sup> March 2015. 5) previous request for a waste bin on Myers Road, it was noted that Mr Harris had visited the council offices to advise that the bin has been installed.
- iii. 16.6.15  
14 Section 106 (i), it was noted that the two applications which were made to Central Bedfordshire Council to spend children's s106 play monies had been approved and these are as follows for 24m<sup>3</sup> of hardwood bark chips at a cost of £1841.50 under the two multi-units of play equipment at Henry Smith Playing Fields and fencing also in Henry Smith Playing Fields at a cost of £2,114.  
14. Section 106 (ii) it was noted that a response had been received from Central Bedfordshire Council with regard to Section 106 monies for the site on Mill Lane (Site of Former The Gables, Mill Lane CB/14/03520).
- iv. 7.7.15  
13 Councillors Surgery (Agenda item 12) ii Councillor Surgery dates October – December 2015, Cllrs Ellison and Harris November surgery date is now confirmed as November 7<sup>th</sup>.

### **10 Written Reports from Cllr Representatives (Agenda item 6)**

To receive written reports from:

1. Central Bedfordshire Councillors.  
Report from Cllr Zerny was noted.

2. Potton Town Councillors on external bodies.  
None.

## **11 Planning Applications (Agenda item 8)**

**Application No: CB/TCA/15/00245**

**2 Horslow Street Potton SG19 2NS**

Works to trees within a Conservation Area: Prune 3 No. Sycamore trees and 1 No. Acacia. The trees are located along the garden boundary adjacent to Horslow Street.

It was **resolved** no objection subject to Arboricultural Officer approval and clarification from Central Bedfordshire Council on which trees are to be pruned as more trees are present than are shown on the plan provided.

**Application No: CB/15/02443/FULL**

**1 Manor Gardens Potton Sandy Bedfordshire SG19 2BT**

Proposed single storey side extension to form orangery.

It was **resolved** no objection.

**Application No: CB/15/02211/MW**

**Potton Quarry, Potton Road, Everton Sandy SG19 2JH**

Proposed to seek the Variation of conditions 19 to extend the cessation date from 2015 to 25<sup>th</sup> September 2015 and to vary conditions 2 (working and restoration), 5 (phases), 9 (topsoil), 10 (soils), 11 (Restoration), 12 (Aftercare) and to remove of condition 14 (Wheel Cleaning) of planning permission **BC/CM/2004/27**

It was **resolved** to object to the application due to proposed removal of condition 14 wheel cleaning.

**Application No: CB/TRE/15/00253**

**Home Farm, Horne Lane, Potton, Sandy, SG19 2LS**

Works to trees protected by a Preservation Order: Prune 2 No. Lime trees. Located within the front garden close to the boundary of No. 7 Horne Lane. The trees are listed as T2 & T3 within Tree Preservation Order Ref: MB/TPO/79/0001

It was **resolved** no objection subject to Arboricultural Officer approval.

**Application No: CB/TCA/00264**

**2 Horslow Street Potton SG19 2NS**

Works to trees within a Conservation Area: Remove one Sycamore tree within the front garden.

It was **resolved** to object to the application on the basis that the tree shouldn't be removed to gain insurance for the new barn.

## **12 Planning Items for information: (Agenda item 9)**

The following decision notes from Central Bedfordshire Council were noted.

**Application No: CB/00955/FULL**

**Land adjacent to 13 Aldgate Close Potton SG19 2RU**

Change of use from Highway Land to private garden.

**GRANTED**

**Application No: CB/15/01183/FULL**

**Westbury, Deepdale Potton Sandy SG19 2NH**

Erection of a detached dwelling and detached garage on land that currently forms part of the existing curtilage of Westbury.

**REFUSED**

**Application No: CB/15/01631/NMA**  
**2 Horslow Street Potton SG19 2NS**

Non Material Amendment for planning application Ref: CB/14/00189/FULL dated 23/05/14. Amendment sought: removal of log store, removal of side gable window, addition of velux window and garage block overall dimension adjusted to suit standard oak frame kit size.

**GRANTED**

**13 Late Planning Applications (Agenda item 10)**

No late planning applications to consider.

**14 Correspondence (Agenda item 11)**

1. Mrs A Adnitt, Chair of Governors Potton Lower School - Potton Lower School and Burgoyne Middle School Federation Consultation Feedback Summary was noted and it was **resolved** that the Town Clerk write to wish them well.
2. Central Bedfordshire Council – Community Infrastructure Levy Consultation was noted.

Late correspondence

3. The Town Clerk advised Central Bedfordshire Council – Household Waste Recycling Centre it was noted that the Biggleswade tidy tip would close on Sunday 2<sup>nd</sup> August for up to six months.
4. Cllr Emery advised he had been contacted about the Coach House – which has installed a barrier around the seating at the front of the establishment. The Clerk advised that he had been informed that the licence allows Tables and Chairs: 2 Sets, Location: Immediately in front of the Hotel Windows at the back of the footway, in the Market Square and the footpath must be a minimum of 1.2metres wide. Members discussed at length. Members then discussed about 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.

**15 Councillors Surgery (Agenda item 12)**

- i. Councillors Surgery Saturday 18th July 2015  
The Councillors Surgery took place on Saturday 18th July 2015.

Cllrs Lean and Lewis were in attendance at the surgery.

Cllr Lean proceeded to give a verbal report.

Cllr Lean advised that he had spoken with the Town Clerk two days before the meeting with regard to the A-frame which is used to advise that a surgery is on, the Town Clerk had advised him that the noticeboard is in the library near the exit. Cllr Lean then advised that the library staff said the A-frame belongs to the library.

The Town Clerk advised that the A-frame was removed with all the other items stored by the town council in the Library and Clockhouse at the end of February 2015, as the town council had been given notice by Central Bedfordshire to remove all items by early March 2015. The Town Clerk then advised that the then Chairman of Potton Town Council had returned the noticeboard to the Library to use at the March 2015 Councillors Surgery.

The Town Clerk then continued to advise that the Librarian had contacted the town council earlier today to apologise for last Saturday - your board advertising your councillor surgery was not ready, I am afraid we are suffering from a vacancy at a busy time.

Cllr Zerny asked if now is the appropriate time to mention about Central Bedfordshire Council Community Infrastructure Levy Consultation.

The Chairman allowed Cllr Zerny to advise the town council about Central Bedfordshire Council Community Infrastructure Levy Consultation.

Cllr Zerny proceeded to advise about Central Bedfordshire Council (CBC) Community Infrastructure Levy Consultation.

Community Infrastructure Levy (CIL) will replace Section 106 for developments over ten houses.

It's also worth noting that with CIL, only 15% of the development money will go to the parish/town council in the community affected. The rest will be kept by CBC and used where the council sees fit.

If the town council has a Neighbourhood Plan in place, the 15% rises to 25% of the development money will go to the parish/town council in the community affected.

CBC is also stating it will charge 5% of all CIL fees as an administration charge and they won't have to be spent on infrastructure.

In the past, when developers built new houses, they had to pay what was known as Section 106 money to CBC, which would then be spent on infrastructure and other projects in the local community affected, such as roads and community buildings e.g. the proposed new hall for Potton will be part-funded by money generated from the planned Biggleswade Road development.

However, the system is to be replaced with the CIL. The council are proposing to split Central Beds into 3 zones with the same CIL charge applied on every development in each zone as opposed to the old system where the amount levied on a developer was agreed on a case-by-case basis.

Zone A £130 per square metre, Zone B £75 and Zone C £40. Potton, Biggleswade and Sandy are in Area C.

New housing developments in our area will then become more attractive to builders as CBC seeks to change the amount of money developers have to pay as compensation to existing communities.

Consultants banded the 3 areas.

Cllr Zerny urged councillors to comment on the CIL consultation.

Cllr Zerny finally advised that he would send out an email to councillors about CIL.

Cllr Lean then continued with his verbal report from the surgery.

1. Dead fish in the Brook at Henry Smith Playing Fields. Cllr Emery dead fish was a result of a contamination leak.
2. New fenced off area and now no longer able to take his dog and children together to the Henry Smith Playing Field as he used to sit on the bench outside the swings area with his dog and still be able to supervise his children at the same time. With the new fence this is not possible and his concern was that there seemed to be no consultation process with publication of the intention to erect the fence and inviting public comments from those who might object. It was **resolved** that (i) Cllr Lean to provide contact details to the Town Clerk of the resident. (ii) Town Clerk contacts the resident.

Members discussed about the Newsletter and Cllrs Emery, Lean and Zerny advised that they hadn't received the edition which had been recently delivered.

## **16 Finance (Agenda item 13)**

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

A list of payments up to and including the 21st July 2015 was handed to members for consideration.

It was **resolved** that the list of payments up to the 21st July 2015 be approved.

### **ii. Verify Bank Reconciliations against statement 1<sup>st</sup> June – 30<sup>th</sup> June 2015.**

A bank reconciliation for the 1st June – 30th June 2015 was handed to members for consideration.

It was **resolved** to ask Cllr Emery to scrutinize bank reconciliations and statements for the month of May and sign these if approved at the end of the meeting.

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

A income and expenditure by budget heading report showing progress against the budget 2015/16 at the end of June 2015 was handed to members for consideration.

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 30th June 2015.

## **17 Highways (Agenda item 14)**

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

1. Highways Customer Service report 08/06/2015 to 05/07/2015 was noted.

## **18 Mill Lane Pavilion Car Park (Agenda item 15)**

Members were given additional written information. Members discussed the information that had been provided.



Members noted that a written response is awaited from Potton Consolidated Charity.

Members also noted at the town council meeting on the 7<sup>th</sup> July 2015 it was resolved to install a Physical Barrier to prevent unauthorised use of Mill Lane Pavilion Car Park.

Members noted that the Town Clerk had contacted John O'Gaunt Golf Club as requested as they have had a number of different barriers installed at the Club.

Members were advised that the Chairman and the Town Clerk had met with safe & secure on Monday 20<sup>th</sup> July this being the contractor that John O'Gaunt Golf Club have used.

Safe and secure advised the Chairman and the Town Clerk that a double gate and bollard would cost approximately £5,000 + v.a.t.

Members noted that the Town Clerk had met with a representative from TTM to discuss various options including rising bollards, sliding gates, road blockers, rising Curbs and all manner of vehicle control, both Automatic and Manual and the town council Chairman and Playing Fields, Allotments and Burials Chairman had been invited to attend but were unavailable.

Members were advised of the cost to unlock and lock the gate on a daily basis. Members discussed about whether a near neighbour could lock the gates, members were concerned about the safety of the near neighbour.

Members discussed about obtaining additional quotations for a heavy duty double gate and bollard.

It was **resolved** that quotations are obtained from Balaam Brothers and Poppleton for a heavy duty double gate and bollard.

The Clerk reminded members as included in the report and the plan which was attached that the town council also needs to be aware that they don't have a lease with the charity for a ten metre strip from the entrance around the play area.

Members discussed about the owner of the land which the ten metre strip gives access to. Members believed that the owner is Mr T. Peacock, though he has died.

It was **resolved** that (i) members provide the Town Clerk with contact details for the owner(s) of the land which the ten metre strip gives access to. (ii) the Town Clerk writes to the owner(s) of the land which the ten metre strip gives access to, to establish if they will approve for the installation of the double gate.

It was **resolved** to suspend standing orders to allow the meeting to continue for more than two hours permitted.

### **19 Potton Youth Club continued (Agenda item 17)**

Cllr Emery offered to sit on the youth club sub-committee to meet with Groundwork and Mr Rogers the town council youth club representative if a sub-committee is set up.

### **20 Burial Charges - Gladys Cynthia DeNoronha (Agenda item 18)**

The Town Council noted the correspondence with regard to waiving of the additional fees (currently treble) for none residents of Potton burial charges. Mrs S DeNoronha had advised that Gladys Cynthia DeNoronha was a resident of 2 Carters Lane, Potton until 2010 and then moved to live with her son and daughter-in-law due to very ill health.

Members discussed about the Freeman of Potton who is no longer a resident of Potton.

It was **resolved** that the council will not charge the family of Gladys Cynthia DeNoronha the non-resident of Potton burial charges additional fee (currently treble) and this is without precedent.

### **21 Road Naming - Mr Sale (Agenda item 19)**

The Town Council noted the correspondence from Mr N Sale with regard to requesting naming of a road in Potton after his father Denis Sale.

It was **resolved** that (i) the town council will bear in mind Mr Denis Sale for any future road naming. (ii) the Town Clerk writes to Mr N Sale to advise of the town council's decision.

### **22 COIF Charities Investment Fund (Agenda item 20)**

Members noted that the town council has COIF Charities Investment Fund which is managed by CCLA Investment Management Ltd.

Members noted the account was opened on 3 April 1995 and was valued at £1,663.57 on the 30<sup>th</sup> June 2015.

It was **resolved** that the COIF Charities Investment Fund be closed.

### **23 Investments (Agenda item 21)**

The Town Council noted that the Finance Committee meeting on the 20<sup>th</sup> January 2015 it was resolved to recommend that the Council after the election in May 2015 look at investing £50,000 in an easy account with a better rate of return than 0.05% and the resolution was approved at the town council meeting in February.

Members noted 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."

Members then noted that since the 3<sup>rd</sup> July 2015 up to £75,000 of the amount Potton Town Council deposits in Lloyds Bank is protected. For the town council to protect more than £75,000 they need deposit or invest monies in other banking groups. They then noted that the town council currently has in excess of £250,000 on deposit with Lloyds Bank.

The Town Clerk had advised that the town council initially prepares and approves an investment strategy and then looks to deposit / invest monies in other banks / building society's to have more protection for the people of Potton.

Members discussed a long term investment (five years) is the CCLA (Charity, Church of England and Local Authority) Local Authorities Property Fund.

Members were concerned about fluctuations in property value.

Cllr Leggatt advised that Potton Consolidated Charity has most of its investments with the CCLA.

The Chairman asked if any members would be willing to investigate investments for the town council.

Cllr Ivall offered to investigate investments for the town council.

The Chairman asked Cllr Ivall to confirm when the information about would be available. Cllr Ivall advised that the information would be available for first September town council meeting.

It was **resolved** that Cllr Ivall investigate investments and report back to the first September town council meeting.

#### **24 Appointment of Internal Auditor 2015/16 (Agenda item 22)**

Members discussed about the appointment of the internal auditor. The Town Council undergoes an internal audit on an annual basis. The council reviewed the appointment of an internal auditor.

It was **resolved** that Haines Watts Chartered Accountants be appointed as Potton Town Council's internal auditor for 2015/16.

#### **25 Review of the effectiveness of the Internal Audit (Agenda item 23)**

Members had been provided with a copy of the town council's review of the effectiveness of the Internal Audit for them to carry out a review of its effectiveness. Members then discussed and reviewed the effectiveness of the Internal Audit.

It was **resolved** to approve the review of the effectiveness of the Internal Audit.

#### **26 Financial Risk Assessment (Agenda item 24)**

Members had been provided with a copy of Potton Town Council's Financial Risk Assessment for them to carry out a review. Members then discussed and reviewed Potton Town Council's Financial Risk Assessment.

It was noted that four item need to be changed as follows;

- (i) Was "Cash and cheques held in locked cupboard" now "Cash and cheques held in a safe".*
- (ii) Was "All payments authorised by Finance Committee monthly" now "All payments authorised by Town Council".*
- (iii) Was "All transactions internally audited annually by impartial external auditor" now "All transactions internally audited twice yearly by impartial external auditor"*
- (iv) Was "Internal Audit once a year" now "Internal Audit twice a year".*

It was **resolved** with the above amendments the approval of Potton Town Council's Financial Risk Assessment.

### **27 Brook End Car Park (Agenda item 25)**

Cllr Temple showed the town council a plan to increase the number of spaces in the car park.

Cllr Temple's advised that with the car park increased on two sides it is only possible to increase the number of spaces in the car park by one space and this need the bottle banks to be removed.

The Chairman thanked Cllr Temple.

### **28 Cemetery and Churchyard (Agenda item 26)**

The Chairman went through proposals he and Cllr Gibb had for future maintenance of the Cemetery and Churchyard.

The council noted the proposals the Chairman and Cllr Gibb had for future maintenance of the Cemetery and Churchyard.

### **29 Noticeboards (Agenda item 27)**

Members discussed the information which included quotations that were included in the Clerks Assistant report with regard to investigating about replacement noticeboards for the Cemetery, Allotments and Public Carpark.

Members noted that all three notice boards are starting to weather badly and even after recent repairs all three will struggle to get through many more winters.

Members noted that the town council could consider applying to spend Section 106 Informal Open Space monies, Central Bedfordshire Council currently hold £2,344.69p.

It was **resolved** that the Town Clerk and Clerk's Assistant make Section 106 applications to replace the noticeboards for the Cemetery, Allotments and Public Carpark within the available amount of £2,344.69p which is currently held under S106 Informal Open Space monies by Central Bedfordshire Council.

### **30 Date of the Next Meeting (Agenda item 28)**

The next meeting of the Town Council had been arranged for Tuesday 1st September 2015.

### **31 Bank Reconciliation**

Cllr Emery confirmed that he had reviewed the reconciliations against the bank statements during the meeting and signed them as being correct.

The meeting closed at 9.40pm.

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.