

POTTON TOWN COUNCIL  
Minutes of a Meeting of the Town Council held on  
Tuesday 3<sup>rd</sup> January 2017, 7.00pm at the Community Centre.

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

**Absent:** Councillors Mr R. Harris and Mr R. Jordan.

**Also Present:** CBC Cllr Gurney, two members of the public and the Town Clerk.

**1 Apologies for absence**

Apologies for absence had been received from Councillor Mr R. Jordan.

The Chairman spoke about Frederick (Eric) William Jakes MBE – FREEMAN OF POTTON who had recently died. The Chairman advised that Eric had been a Cllr of Potton Town Council for fifty-nine years.

The Chairman then advised a minute's silence would be held for Eric so that everyone can remember Eric.

The Chairman requested that everyone present stand to observe the minute's silence.

Everyone present stood and observed the minute's silence.

The Chairman thanked everyone present for observing the minute's silence.

**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 Public Participation Session**

Question 1 – Do Central Bedfordshire Council's planning department take notice of comments made about planning applications.

The Chairman asked the ward cllrs to answer the question.

Ward Cllrs advised that comments are read by officers and noted.

Question 2 – The road that will access the Mill Lane development is less than 5.5 metres wide, are the nearby roads checked for suitability at school drop off and pick up times.

The Chairman advised that the Traffic Plan is more than five years out of date.

Ward Cllr Gurney advised that the access road is not fit for purpose was mentioned at the site meeting.

Question 3 – The plans for the Mill Lane development show, that an existing resident must drive across to access and egress the driveway, boundary and property ownership needs to be established. Rt Hon Alistair Burt MP is arranging for a sustainability meeting to take place.

Ward Cllr Gurney advised that at the Development Management meeting, she will push for the refusal of the application.

#### **4 Minutes of previous meeting(s)**

The minutes of the previous meeting held on 6<sup>th</sup> December 2016, which had been previously circulated was approved and signed as a true and accurate record with the following amendment.

Because a planning application for the site hadn't previously been considered before, the following resolution is deleted, *"It was resolved that the Town Council supports Central Bedfordshire Councils objection when the land was last considered for development."* on page 4 of item "9.1 Planning Application(s) outside the remit of the Planning Committee Application No: CB/16/05016/OUT Land between 119 and Eagle Farm, Everton Road Potton SG19 2PD. Outline Application: Residential development comprising 7 No. individual plots for self-build/custom-build dwellings (all matters reserved except for access)."

#### **5 Town Council Committees**

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committees:  
Planning Committees – 6.12.16 and 20.12.16  
Playing Field, Allotments and Burials Committee – 20.12.16

#### **6 Reports from Central Bedfordshire Councillors**

Cllr Gurney advised that an area of land on Mill Lane adjacent to the bungalows is to be turned into parking for six to eight cars.

Cllr Zerny advised he had nothing to report.

#### **7 Development in Potton**

Cllr Gibb left the room before the next item.

##### **7.1 Planning Application(s) outside the remit of the Planning Committee**

**Application No: CB/16/04201/FULL**

**Land to the rear of 14 and 16 Bull Street, Potton, Sandy, SG19 2NR.**

Erection of new dwelling and garage.

It was **resolved** no comment.

Cllr Gibb re-entered the room before the next item.

## **7.2 Development Management – Mill Lane CB/16/04460/OUT**

Members noted Development Management of Central Bedfordshire Council will be considering the Mill Lane planning application CB/16/04460/OUT on Wednesday 4<sup>th</sup> January 2017.

Members were advised that members of Development Management of Central Bedfordshire Council had visited the site during the afternoon of 3<sup>rd</sup> January 2017.

Standing orders were suspended to allow members of the public to speak.

A discussion about travel plans and parking surveys took place.

## **7.3 Section 106**

Members noted that the following item was requested by Matt Givertz on behalf of Potton Residents for Sustainable Growth.

Standing orders were suspended to allow members of the public to speak.

A discussion about the dentist's, skate park and the Section 106 agreement for Sandy Road.

Members discussed about identifying and costing of projects to benefit Potton.

Cllr Zerny advised that Central Bedfordshire's Leisure Strategy is going to be reviewed with the Chief Executive and Head of Planning.

Cllr Zerny also advised that he has requested Central Bedfordshire Council make the Section 106 agreement visible before they are signed.

It was **resolved** that the Chairman of the town council meets with Greensands Medical Practice.

## **8 Correspondence**

1. BATPC – Buckingham Palace Garden Party - correspondence noted. Following a discussion about who can be nominated to attend the Garden Party, it was **resolved** that Cllr John Lewis be nominated.
2. Central Bedfordshire Council – Emergency Planning – correspondence noted.

## **9 Red Lion Bench**

Members noted the correspondence from the resident of what used to be the Red Lion Public House, Station Road, Potton.

Members discussed the request for the bench to be moved which is currently located outside what used to be the Red Lion Public House, Station Road, Potton.

It was **resolved (i)** that the resident of what used to be the Red Lion Public House, Station Road, Potton contacts Highways at Central Bedfordshire Council to agree on a location for the bench to positioned with

Highways and the town council. **(ii)** that the resident pays any costs involved in moving and installing the bench which is currently located outside the Red Lion Public House, Station Road, Potton.

## **10 Councillors Surgery**

Councillors Surgery took place on the 12<sup>th</sup> October 2016. Cllrs Gibb and Lewis were in attendance.

The report from Cllr Gibb was noted.

## **11 Finance**

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

It was **resolved** that the payments up to the 3rd January 2017 be approved.

### **ii. Verify Bank Reconciliations against statement 1st November – 30th November 2016.**

It was **resolved** that the bank reconciliation for 1<sup>st</sup> November – 30<sup>th</sup> November 2016 be approved.

### **iii. To receive an income and expenditure by budget heading report showing progress against the budget 2016/17 at the end of November 2016.**

An income and expenditure by budget heading report showing progress against the budget 2016/17 at the end of November 2016 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 30th November 2016.

### **iv. To consider financial requirements (annual expenditure, capital and revenue projects) for 2017-18.**

Members considered the draft budget and precept demand for the financial year 2017-18.

It was **resolved (i)** that Potton Town Council's council tax for a band D is increased by £7.58 a year which is an increase of 7.9% to £103.57 and the Precept is set at £195,856. **(ii)** to approve the 2017-18 budget.

A copy of the approved 2017-18 budget is attached.

### **v. Interest and Accounts**

Cllr Ivall advised that he had been in contact with various investment companies.

It was **resolved** to defer the item to the next meeting.

**vi. Section 137 Request**

Members noted the correspondence from Sophie Barton requesting a donation towards the cost of an expedition in 2018 that she and Sophie Paget are participating.

It was suggested that Sophie Barton apply to Potton Consolidated Charity for a donation.

It was **resolved** that the town council will not donate towards the cost of an expedition in 2018 for Sophie Barton.

**12 Revised Headstone Request**

Members noted the town council has received a revised headstone request for a Jessie Smith memorial on the 20<sup>th</sup> December 2016.

Members also noted the town council has discussed about the Jessie Smith memorial at the council meetings on the 1<sup>st</sup> March 2016, 5<sup>th</sup> April 2016, 5<sup>th</sup> July 2016 and 6<sup>th</sup> December 2016.

Cllr Gibb and Macdonald advised they had met with Mrs Smith this evening in advance of the town council meeting to discuss the revised memorial.

Members were advised that Mrs Smith had advised Cllr Gibb and Macdonald the following, that the leaf design on the proposed memorial had been changed from a Cannabis leaf to an Acer Palmatum Dissectum (Cut leaved Japanese Maple) leaf and one item on the rear of the memorial was going to be removed with other items on the rear moved.

After much discussion about the memorial.

It was **resolved** to write to Mrs Smith to request the submission of a revised memorial design to the town council for consideration, to see a copy of a picture of the leaf they would like on the memorial, that the stars do not protrude out the side of the headstone as they are potential hazard and the item on the rear of the memorial is removed.

**13 To Arrange Date of the Next Meeting**

The next meeting of the Town Council is scheduled for Tuesday 7<sup>th</sup> February 2017.

The meeting closed at 8.30pm.

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.