

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 8th August 2017, 7.00pm at the Community Centre.

Present: Councillors Mr D. Ellison Chairman, Mr G. Emery, Mr A. Gibb, Mr L. Ivall, Mr J. Lean, Mr A. Leggatt, Mr J. Lewis Mr J. Price Williams and Mr R. Whitfield.

Absent: Councillors Mr A. Bell, Mr R. Harris, Mr J. Hobbs, Mr A. Macdonald, Mr C. Temple and Mr A. Zerny.

Also Present: Central Bedfordshire Council Cllr D. Gurney, Simon Chapman – Planning Director – Optimis Consulting, four members of the public and the Town Clerk.

1 Apologies for absence

Apologies for absence had been received from Councillors Mr A. Bell, Mr R. Harris, Mr J. Hobbs, Mr A. Macdonald, Mr C. Temple and Mr A. Zerny.

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

The Chairman advised he would allow members of the public to speak during items on the agenda and asked if anyone had a question with regards to an item not on the agenda.

Central Bedfordshire Council Cllr D. Gurney mentioned about the draft local plan and the overdevelopment of Central Bedfordshire Council especially in the North-East corner. Cllr D. Gurney asked if the town council will support asking for the public to put views forward to Central Bedfordshire Council about the draft local plan and whether the town council would give a response to the Biggleswade Chronicle if asked.

A discussion about the town council's response to Central Bedfordshire Council Draft Local Plan took place. Town Clerk advised that the Neighbourhood Plan response had been sent to Central Bedfordshire Council about the Draft Local Plan as per the town council's resolution on the 4th July 2017.

It was **resolved (i)** to support asking for the public to put views forward to Central Bedfordshire Council about the draft local plan. **(ii)** that the Neighbourhood Plan response about the Draft Local Plan is included on the town council and neighbourhood plan website's and a copy sent to the Biggleswade Chronicle. **(iii)** if the Biggleswade Chronicle request a response that Cllr Lean and the Town Clerk formulate a response.

The Chairman advised he was going to alter the order for the agenda with agenda item 6 Jessie Smith Memorial to be the next item.

4 Jessie Smith Memorial (Agenda item 6)

A letter of correspondence provided by Mrs Smith just before the meeting started, from Graeme Colquhoun, Head of Legal @ S&NF Limited had been copied and then handed out to members before the meeting started.

The Chairman outlined the correspondence which had started in February 2016 with regards to a memorial for Jessie Smith, following the death of Jessie Smith on the 1st January 2015.

The Chairman advised he visited the burial plot earlier today and he commented that the plot was very well attended and that the plot is bigger than allowed.

A great deal of discussion took place between three members of the public and the town council.

It was **resolved (i)** that the town council requires a technical drawn design of the headstone (showing front, side and rear profiles), with measurements clearly marked on the design. **(ii)** following the correspondence, supplied by Mrs Smith from Graeme Colquhoun, Head of Legal @ S&NF Limited, the town council agrees for a Rizla packet and Fosters Gold bottle to be included on the rear of the headstone. **(iii)** the town council require confirmation in writing the material and colour of the headstone. **(iv)** that Mrs Smith reminds the Stone mason about Potton Cemetery Burial Regulations which includes the sizes permitted for a headstone. **(v)** the rear of the headstone must be in line with the rear of the headstones which are in the same row and the centre of the headstone must be in line with the centre of the headstones in the same column. **(vi)** subject to the information being supplied as per the rest of the resolution and Potton Cemetery Burial Regulations the memorial request can be approved by the Town Clerk and doesn't need to come back to a town council meeting.

Following the vote Cllr Lewis requested it be noted that he objected to the resolution.

5 Planning Application(s) outside the remit of the Planning Committee (Agenda item 4)

Application No: CB/17/03308/RM

Location: Land to the south of Sandy Road, Potton.

Reserved Matters: for approval of layout, scale, appearance and landscaping for 90 No. dwellings on application Ref: CB/16/02590/OUT.
<http://www.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acolnetcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeResultDetail&TheSystemkey=604680>

Members asked numerous questions about cemetery parking, Section 106 Outdoor Sport, Western Boundary, traffic management on Sandy Road, affordable housing, play area being wooden, pedestrian cycle link from Sandy Road to the disused railway to encourage people to not drive to and from the local school and these were answered by Simon Chapman – Planning Director – Optimis Consulting.

Members also referred to the notice of grant of planning permission (CB/16/02590/OUT).

It was **resolved** that the town council offer the following comments;

1. A pedestrian / cycle link hasn't been provided through the development (Item 15 notice of grant of planning permission (CB/16/02590/OUT). Not acceptable that the pedestrian / cycle link is the pavement, road or shared surface through the middle of the development.
2. A pedestrian / cycle link is needed from the south of the site to Sutton Mill Road. A small access has been provided from the development to the disused railway track, though this doesn't provide access to Sutton Mill Road.
3. No parking provided on the site for the Cemetery. (Catesby Estates provided a design in February 2016 which included a car park on the development site for the cemetery).
4. Play equipment is wooden and will rot. Metal equipment will last longer.
5. Swift bricks need to be installed in the buildings to encourage Swift's.
6. Would like to see the proposal for traffic calming.
7. Need to ensure the correct amount and type of affordable housing is provided.

6 Building Charges (Agenda item 5)

Members considered the Clerk's Assistant's report.

Members discussed the current and suggested charges and the charges for the EcoHub in Gamlingay and Potton Federation.

It was **resolved (i)** to approve the charges as follows;

Table of hourly charges for Building Hire from 1 st September 2017								
	Potton Resident	Non-resident	Potton Resident	Non-resident	Potton Resident	Non-resident	Potton Resident	Non-resident
	Weekday 9am to 5pm		Weekday 7am to 9am and 5pm to 10.00pm		Saturday 9am to 11.00pm		Sunday and B/H 10am to 10.00pm	
CC Main Hall	7.50	8.00	10.50	11.00	13.50	14.00	17.50	18.50
CC Upper Hall	5.00	5.50	7.50	8.00	10.00	10.50	13.50	14.00
ML Main Hall	9.00	9.50	13.00	13.50	17.00	18.00	21.50	22.50

Non-regular commercial and outside users – an additional charge of £5 an hour.

There is a one and a half hour minimum charge of the premises for regular non-commercial users.

There is a three hour minimum charge of the premises for non-regular non-commercial users and a four hour minimum charge for commercial users.

Storage charge

Annual contribution per building of £50 per year per group.

(ii) that the Buildings and Facilities Committee carry out a review of the building charges.

7 To Arrange Date of the Next Meeting

The next meeting of the Town Council had been arranged for Tuesday 5th September 2017.

The meeting closed at 8.30pm.

Signed.....ChairmanDate

Mission Statement

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