

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 6th February 2018, 7.10pm at the Community Centre.

Present: Councillors Mr D. Ellison Chairman minutes 1-6, Mr R. Harris, Mr J. Hobbs, Mr L. Ivall, Mr J. Lean, Mr A. Leggatt, Mr J. Lewis, Mr A. Macdonald Chairman minute 7 onwards, Mr J. Price Williams, Mr C. Temple and Mr A. Zerny.

Absent: Councillors Mr A. Bell, Mr G. Emery and Mr R. Whitfield.

Also Present: Three members of the public and the Town Clerk.

1 Apologies for absence

Councillors Mr G. Emery and Mr R. Whitfield.
Councillors apologies for late arrival Mr A. Gibb and Mr A. Macdonald.

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

Members were advised that Matt Givertz had requested a further free of charge use of the community centre for a further meeting of local groups to discuss Central Bedfordshire Council's Local Plan.

Members considered whether to allow Matt Givertz a further free of charge use of the community centre.

Cllr Lean offered to unlock and lock the community centre.

It was **resolved (i)** that Matt Givertz request for a further free of charge use of the community centre is approved. **(ii)** that Cllr Lean unlocks and locks the community centre for Matt Givertz.

4 Minutes

The minutes of the previous meetings held on the 9th January 2018 and 23rd January 2018 which had been previously circulated, were approved and signed as a true and accurate record.

5 Town Council Committees

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committee:
Planning Committee – 16.1.18
Social Media Committee – 16.1.18

6 Reports from Central Bedfordshire Councillors

No report from Cllr Gurney.
No report from Cllr Zerny.

Cllr Macdonald (Town Council Chairman) arrived and took over as Chairman for the remainder of the meeting.

Cllr Zerny arrived.

7 Development in Potton

7.1 Property Count

The Chairman summarised the Town Clerks report

- As of the 31st March 2015 Potton's Property Count was 2,250 dwellings.
- During the period 1st April 2015 to 31st March 2016 the number of dwellings increased by 27.
- Planning permission has been approved for 393 additional properties. (Land to the South of 'The Paddocks' = 90, Land at Biggleswade Road 120 and Land at Biggleswade Road Phase 1 = 31, Land to the South of Sandy Road = 90 and Land opposite the Playing Field, Mill Lane = 62)
- Following the planning inspectorate's decision 64 Biggleswade Road, a further 85 properties have been approved.

7.2 Planning Application(s) outside the remit of the Planning Committee

Application No: CB/17/06069/OUT

Location: Land South of Sandy Road, Potton

Proposal: Outline planning permission for up to 60 dwellings (including 35% affordable housing), landscaping, public open space including children's equipped play area, surface water flood attenuation, vehicular access from Sandy Road, cemetery expansion land and parking provision for Potton Cemetery and associated ancillary works. Outline with all Matters Reserved with the exception of the principal vehicular access from Sandy Road.

It was **resolved (i)** to object to the planning application. **(ii)** that Cllr Temple and the Town Clerk formulate a response and submit to the planning authority.

7.3 Planning Appeal

Town and Country Planning Act 1990

Appeal by Hollins Strategic Land LLP - CB/17/01096/OUT

Appeal Reference APP/P0240/W/17/3190687

Site at Land off of Sutton Road, Potton

A discussion with regards to hoping that Central Bedfordshire Council continue to vigorously oppose the application and encouraging attendance at the appeal.

A member of the public requested to speak.

Standing Orders were suspended to allow the member of the public to speak.

The resident spoke about the appeal and asked that at least one town cllr attend the appeal to speak against the application.

8 Councillors Surgery

Councillors Surgery took place on the 13th January 2018. Cllr Leggatt was in attendance. Cllr Lewis was unable to attend.

Members noted the report from Cllr Leggatt.

9 Finance

i. To approve the list of payments.

It was **resolved** that the payments up to the 6th February 2018 be approved.

ii. Verify Bank Reconciliations against statement 1st December – 31st December 2017.

It was **resolved** that the bank reconciliation for 1st December – 31st December 2017 be approved.

iii. To receive an income and expenditure by budget heading report showing progress against the budget 2017/18 at the end of December 2017.

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 December 2017.

10 Tablet Training

Members noted the agenda item was requested by Cllr Leggatt.

Members noted the following correspondence from Cllr Leggatt.

"At the meeting of the Charity Trustees on Monday, whilst it is understood that the Town Council would obviously like to hire out the Community Centre to paying customers, the trustees would be more than disappointed if Andrea's tablet training had to cease due to either her lack of availability on a different day or the non availability of an alternate facility with wi fi. In any event it was felt that Mill Lane would not be suitable for many of the participants because of its location and distance from the centre of the town.

The trustees have invested significant amounts of money for the provision tablets and the training sessions, which are well attended, have enabled many older people to build their confidence in the use of modern technology.

Please will you ensure that any request to hire the Community Centre main hall on tablet training days is brought to the whole Council before a decision is made and also place an agenda item on the next full meeting to discuss this topic."

Members also noted that the Community Agent has free use of the Community Centre on a Wednesday and Thursday morning.

Members were advised that the paying hirer clashed with a Thursday morning and not a Wednesday morning.

Members noted that currently the town council has in place the following. *“that a hirer of the hall takes precedent over users who have free use of council buildings.”*

Members also noted the town council giving free use of the building to the Community Agent has saved Potton Consolidated Charity more than £6,000 to date since the community agent has been in post, though the charity has contributed a great deal more to town council projects over this same period.

It was **resolved** that all requests to hire the Community Centre main hall on a day the Community Agent has free of charge use of the Community Centre are brought to the whole Council before a decision is made.

11 Party on Potton – Potton Playhouse

Members noted the correspondence from Party on Potton.

Members considered the request for free use of town council buildings for Party on Potton – Potton Playhouse.

It was **resolved** that Party on Potton – Potton Playhouse could have free use of the Community Centre.

12 Music for Memory

Members noted that at the town council meeting on 2nd May 2017 minute 27xii It was resolved to give free use of the Community Centre for one year from 1st April 2017 for the weekly Music for Memory sessions.

Members considered whether to continue to give Music for Memory free use of town council buildings.

It was **resolved** that Music for Memory for Memory could have free use of the Community Centre for another year from 1st April 2018.

13 Inside East Beds magazine – Tree Donation

Correspondence from Inside East Beds magazine was noted.

Members considered the tree donation.

It was **resolved** to accept the offer of tree donations from Inside East Beds magazine for the Community Orchard.

14 Potton Hall for All

Members noted the agenda item was requested by the Chairman.

The Chairman had asked the councillors to consider the following two items:

Item 1

- Would councillors be supportive of a move of the Town Council offices into a new Hall For All building in future?

- If supportive, would councillors agree to the use of the £10,000 earmarked reserves be used to fit out the new offices for our staff during the build phase of the project?
- If supportive, would councillors be supportive in town council staff assisting in the running of the Hall For All during office hours, specifically taking any booking for the hall?
- If supportive, would councillors wish to consider the role, if any, of the Community Centre upon completion of the Hall For All?

A lengthy discussion took place.

It was **resolved (i)** that the town council continue working with the Hall for All. **(ii)** that the town council move forward with the town council office upstairs in the Community Centre.

Item 2

As landlord to the Hall For All does the Town Council wish to consider any obligations on the maintenance and upkeep of the site that needs to be undertaken by the Hall For All as our tenant? Examples would be regular grounds maintenance, decoration, upkeep of boundary fences etc. The question has been asked to assist the Hall For All Committee in the formulation of their costs and business plan for CBC.

A discussion with regards to Grounds maintenance, self-sustaining and other maintenance costs.

It was **resolved** to send the upkeep figures for the Community Centre and Mill Lane to Hall for All.

15 Youth Club

Members noted the Quarterly report from Groundwork.

Members were shown a short film produced by the Youth Club.

16 Party on Potton – Carnival Float

Members noted the Chairman has suggested that the town council has a float in the Carnival parade. Chairman advised he wouldn't be available in advance of the carnival float day.

Members considered whether to have a carnival float.

It was **resolved** that the town council doesn't have a float in the Carnival parade.

The Chairman volunteered to be on the town council stall. The Chairman asked for cllrs to volunteer to be on the town council stall.

It was suggested to have one large town council stall to include Speedwatch, Neighbourhood Plan and Community Orchard.

It was **resolved** to have one large town council stall to include Speedwatch, Neighbourhood Plan and Community Orchard.

17 Battle's Over – A Nation's Tribute 11th November 2018 Update

Members noted minute 26 9th January 2018 it was resolved (i) that Cllr Ivall provide contact details of Janice Lane to the Town Clerk. (ii) that the Town Clerk contacts Janice Lane about playing the bagpipes @ 6am on 11th November 2018.

Members also noted Mrs Lane is unable to play the bagpipes for this event.

Cllr Ivall gave an update to advise that Bedfordshire Pipe Band have a performance on the evening of the 10th November 2018.

Cllr Harris offered to investigate about is using his contacts to see if someone can be found.

It was resolved that Cllr Harris investigate about finding someone to play the bagpipes @ 6am on 11th November 2018.

18 Cambridgeshire Lakes Ltd

Correspondence from Cambridgeshire Lakes Ltd with regards to requesting the town council send a letter of support was noted.

Members are asked to consider the request.

Members mentioned that Cambridgeshire Lakes Ltd isn't competing with any Pottton establishment.

It was **resolved** to write a letter of support to Cambridgeshire Lakes Ltd as requested.

19 Car Park

Members were provided with information with regards to the car park extension planning application.

Members were concerned that the Match Funding for the car park from Central Bedfordshire Council would be lost due to delays with the planning application.

It was suggested that Cllr Zerny contact Central Bedfordshire Council about the planning application.

It was **resolved** that Cllr Zerny contact Central Bedfordshire Council about the planning application.

20 Facebook

Information with regards to Facebook from Cllr Price Williams was considered.

Members looked at the Facebook page.

It was **resolved** to go ahead with the Facebook page.

21 To Arrange Date of the Next Meeting

The next meeting of the Town Council is arranged for Tuesday 6th March 2018.

Signed.....ChairmanDate

Mission Statement

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