

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 3rd July 2018, 7.05pm at the Community Centre.

Present: Councillors Mr D. Ellison, Mr G. Emery, Mr A. Gibb, Mr J. Lean, Mr A. Leggatt, Mr J. Lewis, Mr A. Macdonald (Chairman), Mr J. Price Williams and Mr C. Temple.

Absent: Councillors Mr A. Bell, Mr R. Harris, Mr J. Hobbs, Mr L. Ivall, Mr R. Whitfield and Mr A. Zerny.

Also Present: Central Bedfordshire Council Cllr D Gurney, 35 members of the public and the Town Clerk.

1 Apologies for absence

Apologies for absence had been received from Councillors Mr R. Harris, Mr J. Hobbs, Mr L. Ivall 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 Development in Potton

Members noted that the Chairman had requested Development in Potton be item 3 on the town council agenda.

3.1 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.
- During the period 1st April 2016 to 31st March 2017 the number of dwellings increased by 20.
- Planning permission has been approved for 471 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, Land opposite the Playing Field, Mill Lane = 62 and Land at 64 Biggleswade Road, Potton = 85)

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

Application No: CB/18/01967/FULL

Location: 4 Bull Street, Potton, Sandy SG19 2NR

Proposal: Refurbishment of existing residential unit and conversion of outbuilding.

It was **resolved** no objection to the planning application.

Application No: CB/18/02084/ADV

Location: Land to the South of Sandy Road, Potton SG19 2QQ

Proposal: Advertisement: 1no. Welcome Monolith 2no. Stack Signs (Retrospective) 1no. Stack Sign (Proposed).

It was **resolved** no comment to the planning application.

Application No: CB/18/02136/FULL

Location: 10 Horne Lane, Pottton, Sandy SG19 2LS

Proposal: Removal of existing conservatory, proposed single storey rear extension and fenestration alterations.

It was **resolved** no objection to the planning application.

3.3 Appeal by Hollins Strategic Land LLP

Site Address: Land off Sutton Road, Pottton, SG19 2RS (nearest)

Members noted that the appeal, started on the 3rd July 2018 for 4 days at the Council Offices at Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ starting at 10.00 am.

Members also noted that Cllr Zerny is attending on the 3rd July 2018 and Cllr Gibb on the 4th July 2018.

4 Wingfield Drive and Common Road Anti-Social Behaviour

Members noted that the Chairman had requested Wingfield Drive and Common Road Anti-Social Behaviour be item 4 on the town council agenda.

The Chairman read out correspondence from Sue Pethick, Gypsy and Traveller Site Manager, Central Bedfordshire Council.

The Chairman then read out correspondence from PCSO Ann Jeeves, Sandy and Biggleswade Local Policing Team, Bedfordshire Police.

The Chairman advised he would be suspending standing orders to allow members of the public to speak.

CBC (Central Bedfordshire Council) Cllr Gurney asked to speak.

The Chairman allowed CBC Cllr Gurney to speak.

CBC Cllr Gurney gave the following update. Suggest an individual reference number for Police reporting so that all incidents are linked. Cllr Gurney advised she would request individual reference number from Bedfordshire Police.

The Chairman invited members of the public to speak.

1. I moved from London because of anti-social behaviour. Stones been thrown, swearing, catapulting of stones, broken windows. Afraid of sitting out in the garden. Upset at the lack of action by the police and lack of feedback. Report incidents to the Police. Police say anti-social behaviour. Six years ago, Bedfordshire Police were helpful. Would like it escalated from antisocial to dangerous activity.

Showed everyone present a rock the size of half a brick that had been lobbed over the fence. Fear what is going to happen next. Police ask if you have CCTV images. Request that Central Bedfordshire Council or Bedfordshire Police erect CCTV for proper surveillance of the site and the Police visit the site regularly.

The Chairman advised when the town council had requested the Police and Central Bedfordshire Council put in a mobile CCTV camera for vehicle damage in Potton. The request for a mobile CCTV camera was approved, though CBC were unable to find a suitable streetlight to prevent the CCTV camera from being stolen or damaged.

2. Why should I have to put up with what is going on.
3. Large rock hitting the glass garden table exploded, his wife had been hit by small rocks, large lumps have sailed past his head. Evidence has been passed to Bedfordshire Police.
4. A lady referred to a member of the Common Road site returning from prison and has correlated his return with the increase of the antisocial activity. Of the understanding that prisoners are not allowed on the site. Can we check that the tenancy agreement precludes those with a prison record from being resident?

Cllr Gurney advised that it is her understanding that the agreement on Common Road Gypsy and Traveller site prevents prisoners being on Common Road site. Cllr Gurney advised she would check the agreement for the Common Road Gypsy and Traveller site to see if it prevents prisoners being on Common Road site.

5. Prisoner back on site two months and in that time no Police presence.
6. Fourteen-year-old son has been threatened by residents of Common Road.
7. Lady referred to another large rock that had been lobbed through the bedroom window. No feedback from the police. Contacted the police and they advise matter dealt with and not the same people as previous incidents.
8. Older ones from Common Road site teaching younger ones from Common Road site how to use catapults.
9. On Sunday they were smashing fences. Suggest camp is relocated. Have heard they plan to increase size of the site.

The Chairman advised rather than increase the size of the site, they need to reduce the size of the site.

10. Have spent £10,000 on replacing smashed windows.

11. Considering moving but property is blighted so would be unable to currently sell. Grandchildren will no longer visit them. Unable to use garden. It has got to stop.
12. Resident from Downside feels very vulnerable, attempted break in to their garage and dumping of faeces, also was nearly run down one time by a resident apparently intoxicated. Police reluctant to give crime number.
13. No one listens, authorities don't ring back. The people from Common Road don't work. They break the fences in the play area.
14. Have to explain to children and grand-children why they can't use facilities near us (play area). The children and grand-children can't come and visit. Police don't understand the stress.
15. Can we engage a solicitor to look into getting the site closed? All we do is talk. Close the site.
16. Callus for Central Bedfordshire Council and Police to move people into Wingfield Drive.

Chairman advised more housing been built in Potton may lead to more problems, if other people from the site are moved out into the community.

17. A child asked to speak. A rock had landed on the trampoline he was afraid that his sister could have been seriously injured.

Cllr Gurney advised she would request site to close.

18. Racist abuse from residents from Common Road.
19. Request for a wider meeting of Potton residents to discuss the whole issues around town, which are attributed to the site.

A Cllr suggested calling a similar meeting to 20 years ago which included the public and all stakeholders. From that meeting big improvements were seen.

It was **resolved** to invite all authorities to a public meeting.

The Chairman suggested residents fill in the Community Safety Partnership Survey, which is an item later in the meeting.

20. A resident advised that three properties affected more than others. Suggest removal of low bushes, so that the people causing the damage can be seen. Plant six large trees to stop items.
21. A mound of hardcore and rubble has created a platform so they can get a better aim.

22. Suggest contacting the farmer John Allen, about removing the hardcore and rubble platform and using something else as an alternative to prevent vehicles going from Common Road entering Mr Allen's land.

23. Big gap at the start of the lane, water works removed a large hedge.

24. Suggest blanket ASBO of 500 metres of Wingfield Drive for residents of Common Road site.

5 Parking Issues for Traders

Members noted that the Chairman had requested Parking Issues for Traders be item 5 on the town council agenda.

The Chairman read out correspondence from Paul Salmon, Team Leader Traffic Management, Highways, Central Bedfordshire Council with regards to a business permit scheme.

The Chairman read out correspondence from Steve Lakin, Principal Highways Officer, Central Bedfordshire Council with regards to a business permit scheme.

The Chairman read out the five responses from the traders in and near the Market Square.

The Chairman gave a summary

- cost of permit scheme would cost in the region of £4,500.
- Five responses from traders received.
- One trader doesn't want a permit scheme.
- Two / three traders do want a permit scheme. (One of these is cautious).
- Four / five permits have been requested. (If two hours is approved, one trader doesn't require a permit.)

The Chairman advised due to the low response rate it isn't very representative.

The Chairman read out correspondence from the solicitor and this included details about the 1935 conveyance for Henry Smith Playing Fields.

Members discussed about the conveyance.

The Chairman advised he would be suspending standing orders to allow members of the public to speak.

The Chairman invited members of the public to speak.

1. Don't agree with business parking permits.
2. The Market Square has forty-two car park spaces, and these are needed for customers.

3. Some establishments don't need a customer base, ridiculous that people want to park in the Market Square all day. No to parking permits, agree with two-hour parking, one hour isn't always long enough.
4. Have to drive to work. You can't park in Tesco's.
5. Skip in Bull Street has been taking up a space.
6. Your business doesn't need so many cars.
7. Have to regularly go in and out for work appointments.
8. Have to make eight to twelve appointments a day.
9. Your establishment doesn't require footfall.
10. If I didn't need footfall we wouldn't have an establishment in the Market Square. We don't have a facility to park at the rear of the establishment like some businesses in the Market Square.

Chairman advised the town council needs to understand if the extension is going to go ahead. Will the existing car park need to be closed. Customers keep on driving to other towns if no car parking spaces.

11. When a business in the Market Square spots the traffic warden a message is sent round to the other businesses.
12. We have Whats App Group to advise of when the traffic warden is in the Market Square.
13. Delay two-hour parking until the situation with regard to the extension is resolved.

The Chairman advised that no other changes would be made or put forward other than the proposed increase to two hours parking in the Market Square, until we know where we stand with the Henry Smith Playing Field car park. This includes business permits, removal of all restrictions and any other recent suggestions from the public. Surely 2hrs without return in 2hrs was better than they have now.

The Chairman then advised that the Town Clerk had suggested about allocating some of the spaces in the extended town council car park for business permit parking.

14. Some of the businesses present commented they liked this suggestion (about allocating some of the spaces in the extended town council car park for business permit parking).
15. Some of the businesses said they would make use of these spaces

(about allocating some of the spaces in the extended town council car park for business permit parking).

Chairman advised because the town council is unable to progress with the car park extension, the town council is unable to consider the suggestion about allocating some of the spaces in the extended town council car park for business permit parking.

16. Concerned about no return within two hours. Vans have to return to the premises frequently to unload and load.

17. It was commented that unloading and loading is permitted.

18. The no return within two hours is the same as currently, the town council has asked that permitted parking time is increased from one hour to two hours.

Members were advised that Woodfines had estimated an approximate cost to obtain Counsel's (a barrister's) opinion £2,000 - £2,500 and Woodfines charge would be approximately £1,000.

It was **resolved (i)** to contact Mr Hutchinson about the covenant. **(ii)** to instruct Woodfines to obtain the opinion of Counsel (barrister) as to whether the covenant is valid and if valid how do we get the covenant rescinded at a cost of approximately £1,000 for the solicitor and £2,000 - £2,500 for Counsel (barrister). **(iii)** that the car park extension is put on hold.

6 Public Participation Session

The Chairman asked if any members of the public wanted to speak in the public participation session.

Question 1 from a Member of the Public

Has the planning application for the extension to the quarry arrived?

The Town Clerk advised that the planning application for the extension to the quarry arrived in the post today.

The Chairman advised that Central Bedfordshire Council are selling off farm land and the quarry land is owned by Central Bedfordshire Council.

Central Bedfordshire Council Cllr D Gurney advised that dust from the site and lorries are health concerns.

The member of the public reported about lorries going along Myers Road driving too fast.

Members discussed about wheel washing and vehicle movements for the quarry.

The member of the public continued by advising about removal of trees and her health being affected because of the dust.

It was **resolved** that the planning application would be considered at Extra-ordinary town council meeting on the 17th July 2018.

A member of the public advised the lorry drivers are subcontracted and they drive quickly to deliver more loads in a day, as they then gain bigger bonuses.

Question 2 from a Member of the Public

Want to discuss the installation of a temporary bridge over the sluice to gain access to the large field for the Party on Potton Big Weekend event at the end of August 2018.

The member of the public advised that they weren't happy with the telephone pole bridge made for the 2016 event. The member of the public continued that a member of the committee has donated oak beams as bearers for the bridge.

The town council discussed about the installation of permanent Ford and permanent bridge over the sluice to gain access to the large field and the quotations which have been obtained. The town council has two quotations for a bridge over the sluice.

Members still favoured the installation of a ford which would have the added benefit of allowing children to play in the flowing water.

The member of the public advised that it is unlikely that children will be able to play in flowing water due to new rules for abstraction licenses. The member of the public explained about new rules for abstraction licenses from 2020.

Members commented that the water level in the Horse Brook is lower because the sluice is leaking.

The member of the public advised the area where the bridge is to be located will be strimmed and it is likely that the bridge will be installed on the Friday 17th August 2018 afternoon in advance of when work starts on the Tuesday 21st August 2018.

The member of the public advised that he would be standing down from the committee after this year's event and a more permanent solution for gaining access over the sluice to the large field will ideally need to be found by the next Party on Potton Big Weekend event in 2020.

It was **resolved (i)** to give permission for a temporary bridge to be installed over the sluice to gain access to the large field for the Party on Potton Big Weekend event at the end of August 2018. **(ii)** that the town council makes a donation to Party on Potton.

7 Minutes

The minutes of the previous meeting held on the 5th June 2018, which had been previously circulated, were approved and signed as a true and accurate record.

8 Town Council Committees

Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committee:

Planning Committee – 5.6.18 and 19.6.18

Neighbourhood Planning Steering Group – 7.6.18

General Data Protection Regulation Sub-Committee – 14.6.18

Social Media Sub-Committee – 18.6.18

Playing Fields, Allotments and Burials Committee – 19.6.18

Remembrance Sub-Committee – 20.6.18

9 Reports from Central Bedfordshire Councillors (Agenda item 8)

No report from Cllr Gurney.

No report from Cllr Zerny.

10 Councillors Surgery

Councillors Surgery took place on the 12th May 2018. Cllrs Ellison and Gibb were in attendance.

Members noted the report from Cllr Gibb.

11 Potton Youth Club

Quarterly report from the Youth Club was noted. Correspondence from Youth Support Service at Central Bedfordshire Council with regards to Match Funding was also noted.

Members were asked to consider if the Town Council are prepared to continue funding until the end of March and enter into an agreement with Youth Support Service at Central Bedfordshire Council.

It was **resolved (i)** to enter into an agreement with Youth Support Service at Central Bedfordshire Council with regards to match funding Potton Youth Club until end of March 2019. **(ii)** that Groundwork continue to deliver Potton Youth Club until end of March 2019. **(iii)** Central Bedfordshire Council Youth Support Service and Potton Town Council review Potton Youth Club in early 2019.

12 Request to add Bond name to street naming list

The town council noted the correspondence from Cllr Leggatt in which he would like the town council to consider adding Bond to the street naming list.

Members considered whether to add Bond to the town council's street naming list. Cllr Leggatt advised that Norman Bond was the Station Officer at Potton Fire Station for many years.

It was **resolved** to agree to the request by Cllr Leggatt to add Bond to the town council's street naming list.

13 Information request

The town council considered the information request by a member of the public.

'... can you list in terms of representation what in the last two years the town council has successfully changed in terms of assisting the local community when representing us as CBC.'

Members considered the request.

It was **resolved** to provide the member of the public the following list in terms of representation with what in the last two years the town council has successfully changed in terms of assisting the local community when representing us as CBC (Central Bedfordshire Council) (i) Market Town Regeneration Fund, (ii) Pottton to Sandy Cycleway, (iii) Speed limit reductions including buffer zones, (iv) supporting Pottton Hall for All, (v) three public meetings for planning applications, (vi) and approximately £3,500 obtaining advice on the car park.

14 Finance

i. To approve the list of payments.

It was **resolved** that the payments up to the 3rd July 2018 be approved.

ii. Verify Bank Reconciliations against statement 1st May – 31st May 2018.

It was **resolved** that the bank reconciliation for 1st May – 31st May 2018 be approved.

iii. To receive an income and expenditure by budget heading report showing progress against the budget 2018/19 at the end of May 2018.

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 May 2018.

iv. Biggles FM – Section 137

Members noted the correspondence received from the Biggles FM, with regard to asking for support.

Members discussed about supporting Biggles FM and using Section 137 to make a donation.

It was **resolved** to make a donation in the financial year 2018-19 of £100 from Section 137 to Biggles FM.

v. Library room bookings in Community Centre

Members noted the correspondence with regards to free of charge building hire of the Community Centre for two events for the Library.

Members considered the request.

It was **resolved** to approve of free of charge building hire of the Community Centre for the two events for the Library.

15 Community Flood Kit

Members noted following the emergency flood warning in Potton on the 5th June 2018, the Chairman was advised that the town council had refused to accept a flood kit, following further investigation, the town council hadn't been offered a flood kit and the town council has now been offered a community flood kit.

Members then noted the Town Clerk in consultation with the Chairman has agreed and signed the Community Flood Kit agreement, so as not to delay delivery of the flood kit items.

16 Potton Hall for All – Jumble Sale

Correspondence thanking the town council from Sally Wileman was noted.

17 Four Seasons Market

The Chairman asked Cllr Ellison if he wanted to give an update following the June Four Seasons Market.

Cllr Ellison advised it would be helpful to have pre-printed receipts for stall holders and that the generator won't be necessary for the next Market as power will be provided from the Library.

18 Potton Hall for All

The Chairman asked Cllr Emery the Town Council's Potton Hall for All representative if he wanted to give an update.

Cllr Emery advised that the Jumble Sale has raised £350 of profit.

19 Mill Lane Recreation Ground

Correspondence thanking the town council from Lesley Pascoe was noted.

20 Bedfordshire Police Community Priority Setting

Correspondence with regards to Community Priority Setting Meeting was noted.

Members were advised that Cllr Harris had attended previous Bedfordshire Police - Community Priority Setting Meetings and he was willing to attend the next meeting.

It was **resolved (i)** that Cllr Harris attends the Bedfordshire Police - Community Priority Setting Meeting on the 14th August 2018. **(ii)** that Cllr Harris gives comments from this evenings meeting at the Bedfordshire Police - Community Priority Setting Meeting.

21 Community Safety Partnership Survey

Correspondence with regards to Community Safety Partnership Survey that is being carried out by Central Bedfordshire Council was noted.

It was **resolved (i)** to promote the Community Safety Partnership Survey on the town council's social media. **(ii)** that the Town Clerk completes a response on behalf of the town council.

22 Greensand Country Village Gateway

Members noted correspondence with regards to Greensand Country Village Gateway signposts and gateway features.

Members were concerned about clutter from additional signage.

It was **resolved** to respond with no thank you to Greensand Country Village Gateway signposts and gateway features.

23 Central Bedfordshire Council - Town and Parish Council Conference 18th July 2018 - 'Better Care Locally'

Correspondence with regards to Central Bedfordshire Council - Town and Parish Council Conference 18. July - 'Better Care Locally' was noted.

Members considered whether to send a volunteer(s) to attend the Central Bedfordshire Council - Town and Parish Council Conference 18th July 2018 - 'Better Care Locally'.

It was **resolved** that the town council doesn't send a representative to the Central Bedfordshire Council - Town and Parish Council Conference 18th July 2018 - 'Better Care Locally'.

Cllr Gibb advised he was no longer able to attend the Planning Inspector's appeal at Central Bedfordshire Council on the 4th July 2018.

24 Potton Tennis Club

Correspondence from Potton Tennis Club with regards to a relocation project was noted.

Members also noted Potton Tennis Club previously wrote to the town council in 2016 and a response was sent.

It was **resolved (i)** that the town council is in favour of Potton Tennis Club being considered for relocating to Mill Lane Recreation Ground, though this would need the landowner's permission. **(ii)** to suggest that Potton Tennis Club write to Potton Consolidated Charity (landowner) if the tennis club wish to pursue relocating to Mill Lane Recreation Ground. **(iii)** invite Potton Colts, Potton Tennis Club and all other sports groups in Potton to the next Playing Fields, Allotments and Burials Committee meeting.

25 Party on Potton Request to use Christmas Lights (Additional item not on the agenda)

Cllr Leggatt advised the Chairman he had correspondence from the Chairman of Party on Potton requesting use of the Christmas lights in the Party on Potton marquee at this year's Big Weekend.

Members considered the request from Party on Potton to use the Christmas lights in the Party on Potton marquee at this year's Big Weekend.

It was **resolved** to approve of Party on Potton's request to use the Christmas lights in the Party on Potton marquee at this year's Big Weekend.

Cllr Leggatt asked that the Town Clerk to send correspondence to Party on Potton.

It was **resolved** that the Town Clerk sends correspondence to Party on Potton advising of the above approval.

26 Central Bedfordshire Council – Local Council Elections 2019 (Additional item not on the agenda)

The Town Clerk advised that he had received correspondence from Central Bedfordshire Council which he had already discussed with the Chairman of the town council, requesting use of the Community Centre as a polling station on the 2nd May 2019 for Local Council Elections.

The Town Clerk reminded members at the 3rd February 2018 town council meeting minute 10, '*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.*'

Members noted the 3rd February 2018 decision.

Members considered the request from Central Bedfordshire Council to use the Community Centre as a polling station on the 2nd May 2019 for Local Council Elections.

It was **resolved (i)** to approve of Central Bedfordshire Council's request to use Community Centre as a polling station on the 2nd May 2019 for Local Council Elections. **(ii)** that the Community Agent's session on the 2nd May 2019 is cancelled. **(iii)** that the Community Agent can have free of charge use of the Community Centre on alternative day that week, subject to availability of the Community Centre.

27 Confidential – Staffing Matter (Additional item not on the agenda)

Councillor Angus Macdonald (Chairman) passed the following motion: That, in pursuance of the confidential matters concerning staffing matter, members of the public were asked to withdraw from the meeting.

The Town Clerk left the room before the item was considered.

28 To Arrange Date of the Next Meeting (Agenda item 25)

The next meeting of the Town Council had been arranged for Tuesday 4th September 2018, with an Extra-ordinary Town Council meeting on the 17th July to consider Planning Application(s) outside the remit of the Planning Committee.

The meeting closed at 9.45pm.

Signed.....ChairmanDate

Mission Statement

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