

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 4th September 2018, 7.05pm at the Community Centre.

Present: Councillors Mr A. Gibb, Mr J. Hobbs, Mr L. Ivall, Mr J. Lean, Mr A. Leggatt, Mr J. Lewis, Mr A. Macdonald (Chairman), Mr J. Price Williams, Mr C. Temple and Mr A. Zerny.

Absent: Councillors Mr D. Ellison, Mr G. Emery and Mr R. Harris.

Also Present: Central Bedfordshire Council Cllr D Gurney and the Town Clerk.

1	<p>Apologies for absence Apologies for absence had been received from Councillors Mr D. Ellison, Mr G. Emery and Mr R. Harris.</p>
2	<p>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.</p>
3	<p>Development in Potton 3.1 Property Count The Chairman summarised the Town Clerks report</p> <ul style="list-style-type: none"> • 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)
4	<p>Public Meeting Members discussed about not being able to hold the Public Meeting at Potton Federation and that the meeting will now be taking place at Mill Lane Pavilion. Cllr Gibb and Lewis gave apologies for the Public Meeting.</p>
5	<p>Bedfordshire Association of Town and Parish Councils (BATPC)</p> <p>i. BATPC AGM The Chairman and Cllr Lewis volunteered to attend the BATPC AGM.</p> <p>It was resolved that the Chairman and Cllr Lewis attend the BATPC AGM.</p> <p>ii. Bedfordshire Bugle Correspondence was noted.</p>

	<p>iii. BATPC Training</p> <p>The Chairman encouraged members to attend the Chairmanship training and then reminded members that Cllr Ellison has previously indicated he wouldn't be standing for Chairman in May 2019 and that also the current Chairman wouldn't be standing for Chairman in May 2019.</p>
6	<p>Public Participation Session</p> <p>The Chairman asked if Central Bedfordshire Council (CBC) Cllr D Gurney wanted to speak in the public participation session.</p> <p>Central Bedfordshire Council (CBC) Cllr D Gurney spoke about the Public Meeting.</p> <p>The Chairman thanked CBC Cllr D Gurney for arranging for Tony Keaveney, Assistant Director, Housing Service, CBC to attend the Public Meeting.</p>
7	<p>Minutes</p> <p>The minutes of the previous meeting held on the on 3rd July 2018 and 17th July 2018, which had been previously circulated, were approved and signed as a true and accurate record.</p>
8	<p>Town Council Committees</p> <p>Town Council accepted and adopted the following minutes and all recommendations contained from the Town Council Committee: Planning Committee – 3.7.18, 17.7.18 and 14.8.18</p>
9	<p>Reports from Central Bedfordshire Councillors (Agenda item 8)</p> <p>No report from Cllr Gurney. No report from Cllr Zerny.</p>
10	<p>Councillors Surgery</p> <p>Councillors Surgery took place on Saturday 14th July. Cllr Hobbs and Cllr Emery were in attendance.</p> <p>Members noted the report from Cllr Hobbs and Cllr Emery.</p> <p>Cllr Zerny advised with regards to the crossing patrol person, that Central Bedfordshire Council are carrying out checks before the person can start.</p> <p>Cllr Gibb advised with regards to the Potton to Sandy cycleway that a meeting had taken place to discuss the land on the north of Potton Road, Sandy from Deepdale crossroads to the Rspb crossing for a cycleway. A member raised concern about crossing the quarry entrance. Cllr Gibb advised that no more than eighty lorry movements are made in / out of the quarry entrance.</p> <p>Councillors Surgery took place on Saturday 11th August. Cllr Lean and Cllr Whitfield were in attendance.</p> <p>Cllr Lean and Whitfield advised they had nothing to report.</p>

	<p>Cllr Whitfield advised that he had been spoken to with regards to a member of the public offering the town council a second-hand electronic organ free of charge for use in the Cemetery Chapel, though the Cemetery Chapel might not be suitable because it is unheated and electronic organs don't like damp.</p> <p>It was resolved that Cllr Whitfield investigate the electronic organ and report back at the next Town Council meeting.</p>
11	<p>Model Standing Orders Members noted the changes to NALC's (National Association Local Council's) model standing orders issued on 31 July 2018.</p> <p>It was resolved to approve the amendments to the Council's standing orders which are in line with changes to NALC's model standing orders issued on 31 July 2018.</p>
12	<p>Bedfordshire Police and Crime Commissioner Report Members noted the report from the Bedfordshire Police and Crime Commissioner.</p>
13	<p>Biggles FM Correspondence from Biggles FM was noted.</p>
14	<p>Finance</p> <ul style="list-style-type: none"> i. To approve the list of payments. It was resolved that the payments up to the 4th September 2018 be approved. ii. Verify Bank Reconciliations against statement 1st June – 30th June 2018. It was resolved that the bank reconciliation for 1st June – 30th June 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 June 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 30th June 2018. iv. Verify Bank Reconciliations against statement 1st July – 31st July 2018. It was resolved that the bank reconciliation for 1st July – 31st July 2018 be approved.

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

vi. Potton Show

Members noted the correspondence received from Potton Show, with regard to asking for support.

Members discussed about supporting Potton Show 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 Potton Show.

vii. Magpas Air Ambulance

Members noted the correspondence received from Magpas Air Ambulance, with regard to asking for support.

Members suggested that Magpas Air Ambulance contact Potton Consolidated Charity to ask for a donation.

Members discussed about supporting Magpas Air Ambulance and using Section 137 to make a donation.

It was **resolved (i)** to make a donation in the financial year 2018-19 of £100 from Section 137 to Magpas Air Ambulance. **(ii)** to advise Magpas Air Ambulance to contact Potton Consolidated Charity to ask for a donation.

viii. Yoga

Members noted the correspondence with regards to hiring the Community Centre or Mill Lane Pavilion on a Tuesday or Thursday evening.

Members discussed various options to try to accommodate the additional hirer to increase the town council's income.

It was **resolved (i)** to ask Potton Ladies if they would move from Mill Lane Pavilion on the 1st Tuesday of every month to the Community Centre on the 1st Tuesday of every month. **(ii)** to ask the Youth Club who use the Mill Lane Pavilion on a Thursday evening to move to either Wednesday or Friday evening.

	<p>ix. Party on Potton Members discussed about giving a donation to Party on Potton. It was suggested about transferring money from the Neighbourhood Plan budget to the Section 137 budget.</p> <p>It was resolved (i) to transfer £500 from the Neighborhood Plan budget to the Section 137 budget. (ii) to make a donation of £500 from Section 137 to Party on Potton. (iii) to thank Party on Potton for the Big Weekend and hopefully they will find lots of new members.</p>
15	<p>Central Bedfordshire Council Leisure Survey Correspondence with regards to Central Bedfordshire Council Leisure Survey for Leisure Centres was noted.</p>
16	<p>Car Park Extension No information.</p> <p>Cllr Gibb advised members about a discussion he had with Potton Foodstore with regards to High Street Improvement Scheme works being undertaken.</p>
17	<p>Four Seasons Market Members discussed about setting up the 15th September 2018 Four Seasons Market and the supply of electric for the coffee stall following Central Bedfordshire Council's decision to not permit the supply of electric.</p> <p>Cllrs Gibb, Lean and Macdonald volunteered to set up and pack away the 15th September 2018 Four Seasons Market.</p> <p>It was resolved that Cllrs Gibb, Lean and Macdonald set up and pack away the 15th September 2018 Four Seasons Market.</p>
18	<p>Potton Hall for All No update.</p>
19	<p>Councillors Surgery Dates Members discussed about the monthly Councillor Surgery which takes place once a month on a Saturday 10am – 12 noon in the Library.</p> <p>It was noted that the following arrangements are already in place Cllrs Lewis and Macdonald 15th September, Cllrs Ellison and Leggatt 20th October, Cllr Gibb 17th November and Cllr Harris and Macdonald 8th December.</p> <p>Members noted that following the resignation of Adrian Bell a replacement is needed for November 2018.</p> <p>The Chairman asked for volunteers.</p> <p>Cllrs Price Williams volunteered to attend in November 2018.</p>

	<p>Cllrs Price Williams and Lean volunteered for January 2019. Cllrs Ivall and Whitfield volunteered for February 2019. Cllrs Temple and Hobbs volunteered for March 2019. Cllrs Macdonald and Lewis volunteered for April 2019.</p> <p>It was resolved that the surgeries are as follows Cllr Price Williams attend in place of Mr Bell for November 2018, Cllrs Price Williams and Lean January 2019, Cllrs Ivall and Whitfield February 2019, Cllrs Temple and Hobbs March 2019 and Cllrs Macdonald and Lewis April 2019.</p>
20	<p>Bedfordshire Police – Presentation at Priority Setting Meeting in August 2018 - Safeguarding of Vulnerable Adults/Importance of Intelligence Gathering Correspondence and Presentation noted.</p>
21	<p>Environment Agency - Flood & Coastal Erosion Risk Management National Strategy Feedback Correspondence with regards to flooding was noted.</p> <p>It was commented that highways need to clean the drains to prevent flooding in Potton.</p>
22	<p>Proposed Speed Limit and Raised Zebra Crossing - Sandy Road, Potton Correspondence with regards to consultation on a proposed speed limit and raised zebra crossing in Sandy Road, Potton was noted.</p> <p>Members suggested that the 30mph signs should be moved to the west side of Potton Cemetery, the 40mph limit should start on the west side of Deepdale crossroads.</p> <p>It was resolved that the 30mph signs should be moved to the west side of Potton Cemetery, the 40mph limit should start on the west side of Deepdale crossroads, the town council doesn't want a raised table zebra crossing just a zebra crossing with chicanes and the workmanship needs to be better than the zebra crossing installed in Blackbird Street / Station Road, Potton.</p>
23	<p>To Arrange Date of the Next Meeting The next meeting of the Town Council had been arranged for Tuesday 2nd October 2018.</p>

The meeting closed at 8.50pm.

Signed.....ChairmanDate

Mission Statement

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