

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 4th December 2018, 7.10pm at the Community Centre.

Present: Councillors Mr J. Day, Mr G. Emery, Mr D. Ellison, Mr A. Gibb, Mr L. Ivall, Mr A. Leggatt, Mr J. Lewis, Mr A. Macdonald Chairman, Mr J. Price Williams and Mr C. Temple.

Absent: Councillors Mr R. Harris, Mr J. Hobbs, Mr J. Lean, Mr R. Whitfield and Mr A. Zerny.

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

1 Apologies for absence

Councillors Mr R. Harris, Mr J. Hobbs, Mr J. Lean, Mr R. Whitfield and Mr A. Zerny.

Apologies for late arrival from Councillor Mr A. Gibb.

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 welcomed the members of the public and asked if they had any questions.

The following questions were asked;

1. Two members of the public spoke about the speed limits on Wrestlingworth Road, Potton. Request that the National Speed Limit is moved to the other side of number 7 Wrestlingworth Road, the current location is 3 Wrestlingworth Road. In the section between number 3 and 7 is a blind corner and various vehicles have crashed through garden fences of the properties on Wrestlingworth Road.

One of the residents advised he had written to the Head of Highways at Central Bedfordshire Council and the Chairman of Potton Town Council about the road.

The Chairman asked if the resident had received a response from Highways.

The resident advised he hadn't received a response from Highways.

It was **resolved** to write to Central Bedfordshire Council to ask for the 40mph to be moved from number 3 Wrestlingworth Road to the other side of 7 Wrestlingworth Road and the installation of more signage on Wrestlingworth Road to advise about the bends.

2. Registering of Disclosable Interests for councillors and enforcement is missing for councillors who don't register interests.

The Town Clerk advised it is the responsibility of the individual councillor to complete the Register of Interests and submit the register within twenty-eight days of taking office to Central Bedfordshire Council (CBC) and then submit an updated register within twenty-eight days of any amendment needed to CBC.

3. Hollis Land Management (HLM), Sutton Road Planning application appeal refused. HLM have written to the residents in Sheepwalk Close about purchasing a property subject to gaining planning permission for a development to the rear of Sheepwalk Close, if planning permission was granted the property would then be knocked down and allow access to the land.

The Chairman thanked the members of the public for the questions.

4 Minutes

The minutes of the previous meeting held on the 6th November 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 – 6.11.18 and 20.11.18

Neighbourhood Plan – 8.11.18

Cllr Price Williams updated members with regards to the Neighbourhood Plan, advising that the plan is currently having a Health Check, the plan will then be submitted to Central Bedfordshire Council (CBC) and the deadline for submission to CBC is 24th January 2019.

Employment Committee - 20.11.18

Playing Fields, Allotments and Burials Committee – 20.11.18

6 Reports from Central Bedfordshire Councillors

No report from Cllr Gurney.

No report from Cllr Zerny.

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.
- During the period 1st April 2016 to 31st March 2017 the number of dwellings increased by 20.
- Planning permission has been approved for 501 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, Land at 64 Biggleswade Road, Potton = 85 and Land to the west of Everton Road = 30)

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

Application No: CB/18/04043/RM

Location: Land between 119 and Eagle Farm, Everton Road, Potton, Sandy SG19 2PD

Proposal: Reserved Matters: On CB/17/01169/OUT Layout, scale appearance, levels, landscaping and access.

It was **resolved** to note the application.

8 Finance

i. To approve the list of payments.

It was **resolved** that the payments up to the 4th December 2018 be approved.

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

It was **resolved** that the bank reconciliation for 1st October – 31st October 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 October 2018.

Members proceeded to go through the detailed statement of income and expenditure against budget.

9 To consider financial requirements (annual expenditure, capital and revenue projects) for 2019-20.

Members noted the detailed balance sheet as of the 31st October 2019 (End of Month 7).

Members noted the Band A – H council tax element for Potton Town Council.

Members then noted the tax base, precept and Band D council charge for all the towns and parishes in Central Bedfordshire and also Gamlingay Parish Council.

Members then noted the precept comparisons.

Members then noted that the town council set a minimum General Reserve of £70,000 on the 3rd May 2016 and the town council has various Ear Marked Reserves which are listed on the balance sheet. Members discussed about increasing the General Reserve due to increase in budget.

Members proceeded to go through the First Draft Budget which had been prepared by the Town Clerk based on meetings of the town council committees.

The first draft budget
 Income £278,489
 Expenditure £282,664
 Income over expenditure –£4,175

It was **resolved** that the following items were either increased or decreased in the 2019-20 draft budget.

Income			Expenditure		
Cost Centre	Code	Increase / Decrease	Cost Centre	Code	Increase / Decrease
			110	4100 Section 137	+£600
			110	4140 Young People Activities	+£8,800
			110	4145 Training Staff/Councillors	+£900
			130	4205 Gas	-£1,300
			140	4215 Water	-£1,000
			150	4406 Potton Signs	+1,000
			160	4255 Capital Repair Fund	+£980
			200	4607 Skatepark	+£1,350
			200	4608 Skatepark Capital	+£3,500
	Total	+£0		Total	+£14,830

Income £278,489(With precept remaining the same £231,032)
 Expenditure £297,494
 Income over expenditure -£19,005

Members were advised that for the income to be the same as expenditure the precept would need to be set at £250,037 and the council tax would need to increase by 2.6% and the band D would be £123.23.

Members discussed the First Draft Budget again.

Members started to consider what additional items they would like to include in the budget.

Members considered what would be an acceptable increase to council tax, with members indicating a 5% increase would be acceptable.

Members put forward the following items repairing the sluice, saving for a replacement skatepark as per agreement with Sport England and gift for Langenlonsheim.

It was **resolved** to defer a decision on the Potton Town Council's budget for 2019-20, that the town clerk presents a budget to the town council on the 8th January 2019 based on an increase in council tax of 5% and including in the budget repairing the sluice, saving for a replacement skatepark as per agreement with Sport England and a gift for Langenlonsheim.

10 To Arrange Date of the Next Meeting
 Tuesday 8th January 2019.

The meeting closed at 9.40pm.

Signed.....ChairmanDate

Mission Statement

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