

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 5th February 2019, 7.05pm at the Community Centre.

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

Absent: Councillors Mr J. Day and Mr J. Hobbs.

Also Present: One member of the public, the Administration Assistant and the Clerical Assistant.

1 Apologies for absence

Councillors Mr J. Day and Mr J. Hobbs.

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 member of public advised they did not have any questions.

Cllr Ellison asked members to note the number of positive comments received regarding the recent work completed on the Horse Brook at Henry Smith Playing Fields.

4 Minutes

The minutes of the previous meeting held on the 8th January 2019 and the extraordinary meeting held on 22nd January 2019, 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 – 15.1.19
Social Media – 15.1.19
Neighbourhood Plan – 17.1.19

6 Reports from Central Bedfordshire Councillors

Cllr Gurney was not present and had sent apologies via Cllr Ellison. Cllr Zerny was not present.

7 Development in Potton

7.1 Property Count

The Chairman summarised the Town Clerk's 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.
- As of 31st March 2017, Potton's Property Count was 2,297 dwellings.
- 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

Cllr Zerny arrived.

Application No: CB/18/02366/MW

Location: Potton Quarry, Potton Road, Everton, Sandy SG19 2JH

Proposal: Proposed Extension to Potton Quarry.

Following receipt of a letter from Central Bedfordshire Council which had been seeking "*additional information on traffic routing from the applicant in relation to this proposal. This indicates that, at present, up to 20% of HGV traffic goes through Potton and this this is likely to continue in the future, albeit the Company will route their own vehicles westwards towards Everton and will encourage third-party customers to do the same wherever possible,* members discussed the previous decision to accept and support the application subject to the terms and conditions as follows:

1. Dust reduction by wheel cleaning/shaking and spreading of water by bowser on the road.
2. That all lorries leaving and entering the site (unless they are coming from or going to sites in Potton) must turn left and then right (head towards Everton) as they leave the site and do the same in reverse before they arrive at the site. Currently a high proportion of vehicles (lorries) going to and from the quarry travel on Myers Road, Potton.
3. That signage is installed to advise that vehicles (lorries) must turn left and then right as they leave the site.
4. Not increasing current permitted traffic from and to the site (the number of vehicle movements).
5. Site security is appropriate to prevent Anti-Social Behaviour on the site. (Motorbike users breaking into the site, which creates noise disturbance.
6. That reinstatement works of the site are undertaken at an early stage, so that the area establishes.

7. That a monetary contribution is made to Potton's Green Wheel Infrastructure Plan and Potton's Green Wheel.

It was **resolved** to **i.** ask the Town Clerk to submit a freedom of information request for all traffic data for the whole of Potton and **ii.** it was resolved to object to the application because up to 20% of vehicles will go through Potton.

Cllr Lewis arrived.

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** no comment. Members asked the Town Clerk to advise if there will be any S106 contributions from this proposed build. There are no contributions.

Application No: CB/19/00085/RM

Location: 64 Biggleswade Road, Potton, Sandy SG19 2LX

Proposal: Reserved Matters for Outline planning permission for up to 85 residential dwellings (including up to 35% affordable housing), demolition of 64 Biggleswade Road and associated outbuildings, introduction of structural planting and landscaping, informal open space, surface water flood mitigation and attenuation, vehicular access point from Biggleswade Road and associated ancillary works. With all matters to be reserved with the exception of access on application CB/16/03943/OUT dated 03.01.2018.

It was **resolved** no comment.

Application No: CB/TCA/19/00013

Location: 4A Brook End, Potton, Sandy SG19 2QS

Proposal: Works to trees within a Conservation Area – reduce height of Leylandii trees/hedges by up to 1.5 metres, location as shown coloured green on attached sketch plan.

It was **resolved** no comment.

8 TerraCycle

Correspondence from Jill White with regards to an update for TerraCycle Free Recycling Schemes was noted.

Jill White was not present to give a further update or answer any questions. Sally Wileman advised that Central Bedfordshire Council has offered to supply wheelie bins and posters for the scheme if they are required. Ms Wileman also mentioned that the scheme has been posted on Facebook and has been received favourably with 120 likes so far, and the intention is to launch the scheme at the Four Seasons Market on Saturday 16th March.

The Town Clerk had previously suggested to Cllr Emery, Jill White and Sally Wileman that individual wheelie bins for each scheme signed up for are located within the fenced area of the telephone exchange opposite the public toilets, so that the scheme is available 24/7.

Members noted the update. No decision was made on a location(s) for recycling collection points.

9 Finance

i. To approve the list of payments.

It was **resolved** that the payments up to 5th February 2019 be approved.

Cllr Emery questioned the shelving bays, asking what they were for. Clerical Assistant advised they were purchased for storing items in the boiler room.

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

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

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

GAS EXPENDITURE – Cllr Ellison queried £1,600 budget against low expenditure so far this financial year and suggested it is because the new boiler is more efficient. Cllr Price Williams mentioned the most expensive quarter is yet to be billed.

It was **resolved** to approve the detailed statement of income and expenditure against budget for the period to 31st December 2018.

iv. Ivel Sprinter

Members noted correspondence between the Clerk and Terry Woods (Ivel Sprinter Chairman) and Terry Woods' request for smaller donations from multiple financial years to East Beds Community Bus Ltd.

Cllr Emery suggested an annual donation of £1,000 and Cllr Ellison thought it should be a higher amount as the Ivel Sprinter provides a good service to the town.

It was **resolved** to **i.** ask the Town Clerk to provide a forecast (spreadsheet) in advance of the next meeting of the town council detailing the donations coming from the General Power of Competence budget, which will include room hire for

Music for Memory, Potton Community Agent and Potton Consolidated Charity, **ii.** make a decision on the donation amount to Ivel Sprinter at the next meeting of the town council and **iii.** request that the Town Clerk writes to Terry Woods to advise that a decision will be made at the next meeting of the town council in March.

10 Councillors Surgery

Councillors Surgery took place on Saturday 12th January. Cllrs Lean and Price Williams were in attendance.

A verbal report from Cllr Lean was noted, as follows:

There was only one issue raised, with two or three comments from members of the public, that non-disabled drivers have been parking in the disabled parking bay outside Kennedy's Estate Agents and that the bay is not clearly marked for its purposes.

It was **resolved** to ask the Town Clerk to submit a request to CBC to have the bay re-marked and that a pole with a sign is erected.

Cllr Macdonald suggested the bay could be re-marked at the same time as the car park.

Cllr Leggatt asked members to note that it had been reported to him that a member of the council was recently seen parking in a disabled bay in the square. No names were mentioned.

11 Langenlonsheim

Cllr Gibb arrived.

Members noted that Paul Pibworth had been contacted to advise that the town council will not be proceeding with the horse as a gift to Langenlonsheim and Paul Pibworth's response.

It was **resolved** to **i.** to ask the Town Clerk to advise what the budget for the gift was set at, which is £1,000 and **ii.** to ask the Town Clerk to respond to Paul Pibworth to find out what we can get for the budgeted amount.

Cllr Leggatt advised that the only update was that there had been a further recent register of interest for Langenlonsheim.

12 Youth Club

Members noted the most recent quarterly report (Oct – Dec 2018) and commented that it was a good report showing larger attendance, with more girls than boys and Cllr Emery mentioned that it was good to note that the Youth Club would like to remain at the Community Centre rather than the Pavilion.

13 Police and Crime Commissioner for Bedfordshire

Members noted correspondence from PCC Kathryn Holloway. Cllr Zerny questioned what Potton would receive from the investment in its own PCSO. The consensus was that the town would be wasting money by investing in its own PCSO and that it was "policing with no teeth".

It was **resolved** not to contribute £31,200 to Bedfordshire Police to fund a PCSO and that it was too late for this year as the budget has already been set.

14 Car Park

In advance of the car park extension works commencing, members discussed where the Henry Smith Playing Fields gates, which are currently located at the far end of the car park, should be located. Cllr Ellison suggested they should be sited on Brook End, replacing the pedestrian gate nearest the car park, but not as an entrance and entirely symbolic as they should be in a visible area.

It was **resolved** to locate the gates on Brook End replacing the pedestrian gate nearest the car park.

15 Emergency Plan

Members were asked to volunteer for the Emergency Plan Committee.

Cllrs Lean, Macdonald, Price Williams, Temple and Zerny volunteered.

It was **resolved** to **i.** arrange the Emergency Plan Committee meeting for Tuesday 19th February following the Planning Committee meeting and **ii.** ask the Town Clerk to send out a copy of the Emergency Plan to the committee members.

16 To Arrange Date of the Next Meeting

Tuesday 5th March 2019.

The meeting closed at 8.20pm.

Signed.....ChairmanDate

Mission Statement

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