

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 3rd March 2020, 7.10pm at the Community Centre, Brook End

Present: Councillors Mr J. Day (item 18 only), Mr A. Gibb, Mr R. Harris, Mr J. Hobbs, Mr L. Ivall, Ms L. Kitchener, Mrs C. Leggatt, Mr A. Macdonald (Chairman), Mr J. Price Williams, Mr C. Temple and Mr A. Zerny.

Absent: Cllrs Mr D. Ellison, Mr J. Lean and Mr B. Massey.

Also Present: CBC Cllr Ms T. Wye, Jill White, Fiona Wynde, Chantal Bradley, 4 Members of the Public and the Town Clerk.

1 Apologies for absence

Apologies for absence had been received from Cllrs Mr J. Day, Mr D. Ellison, Mr J. Lean and Mr B. Massey.

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 Potton Recycling

Report from Jill White with regards to Potton Recycling was noted.

The Chairman invited Jill White to provide a summary presentation.

Jill White spoke about the recycling project and advised Potton Recycling was launched as a town council initiative at the spring seasonal market in March 2019 and has now been running a year.

Terracycle is a specialist company which runs a number of schemes, sponsored by manufacturers, to recycle 'hard-to-recycle' plastics which are typically not accepted in local council kerbside collections.

As a public collection point for a number of these schemes, we are able to raise money for charity by collecting and sending off the waste to Terracycle.

Potton is currently signed up to eight schemes. At the time of writing, we have sent off just under 280kg of waste and have raised a total of £534 for Potton Hall for All, our nominated charity. At least 200kg of the waste sent has been crisp packets, which make up the bulk of our collections.

A member suggested about collecting crisp packets from the local Pubs (public houses).

Jill requested to have a page about recycling on the town council website.

It was **resolved** that the town council have a recycling page on the town council website.

Jill requested that the town council facebook page likes the Potton Recycling facebook page.

The Chairman thanked Jill White for attending and the town council appreciate her effort in the Potton Recycling scheme.

4 Dementia Friends

The Chairman invited Fiona Wynde and Chantal Bradley to give a brief presentation on Dementia Friends.

Fiona Wynde and Chantal Bradley spoke about Dementia Friends, advising that 25 people are Dementia Friends and 12 people are happy to remain in-touch. Created a community survey about Dementia, unfortunately no responses.

Next steps

Will be present at the next Seasonal market. Need to get out to businesses in Potton. Will draft a letter to be signed by the town council about Dementia Friends for local businesses. Are the town council willing to sign up to Dementia Friends?

It was **resolved** that the town council sign up as a Dementia Friend.

Fiona asked for any volunteer(s) to go around with Chantal Bradley to the local businesses with regards to speaking about Dementia Friends.

Cllr Hobbs suggested that Cllrs visit the businesses they frequently visit. Cllr Hobbs volunteered to visit the businesses he frequently visits.

The Chairman thanked Fiona Wynde and Chantal Bradley for attending.

5 Public Participation Session

A member of the public asked to speak about traffic calming on Wrestlingworth Road, Potton.

The Town Clerk handed out papers which had arrived today with regards to information received from Central Bedfordshire Council with regards to the Rural Match Fund traffic calming scheme on Wrestlingworth Road, Potton.

The members of the public from Wrestlingworth Road advised that scheme hasn't addressed the issue and is only replacing items with what is already present.

Cllr Zerny spoke about the scheme, advising he had already contacted the officer at Central Bedfordshire Council about the unsuitability of the Rural Match Fund traffic calming scheme on Wrestlingworth Road, Potton.

It was **resolved (i)** that the two residents from Wrestlingworth Road, Potton provide comments with regards to the Rural Match Fund traffic calming scheme on Wrestlingworth Road, Potton. **(ii)** that the town council sends a copy of the response it sends to Central Bedfordshire Council to the two members of the public from Wrestlingworth Road who are present this evening.

The Chairman thanked the two members of the public for attending.

6 Minutes

The minutes of the previous meeting held on the 4th February 2020, which had been previously circulated, were approved and signed as a true and accurate record.

7 Town Council Committees

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

Planning Committee – 4.2.20 and 18.2.20.

Neighbourhood Plan – 12.2.20.

Social Media – 25.2.20.

Commemorations Committee – 25.2.20.

Town Council accepted and adopted the following minutes:

Hall for All – 11.2.20.

8 Reports from Central Bedfordshire Councillors

Cllr Wye advised about the following:

- Community Asset Grant Scheme £434,000 applied for £180,000 available. Two projects from Potton (Potton Cricket Club and Potton United Football Club).
- Great British Spring Clean, clean outside house.
- Single point of contact at Central Bedfordshire Council for Potton is Sarah Hughes.
- Have queried Central Bedfordshire Council are only getting £150,000 for buses, far lower than other authorities.
- Willow Road, Double yellow lines delayed due to weather.
- Green Wheelie bin for Garden Waste to be rolled out in the Summer 2020.
- Meeting with the Climate Officer at Central Bedfordshire Council. Does the town council have any comments for the Climate Officer?
Comments from Cllrs clear gullies to prevent flooding.

Cllr Zerny advised about the following:

- Mill Lane planning application has been submitted.
- King Street planning application has been submitted.
- Ridgeway planning application, Cllr Wye has had a walkaround with the Planning Officer.
- Sutton Road planning application, property purchased on Bury Hill. Cllrs commented that the Oak trees on Bury Hill need TPO's to prevent them being removed.

9 Councillors Surgery

The Councillors Surgery took place on the 8th February 2020 with Cllrs Price Williams and Temple scheduled to be in attendance.

Cllr Price Williams gave a verbal report, and this included the following:

1. Large number of charity bags put through the door.
2. Horne Lane, spray painted white lines marking where the double yellow lines are to be located have worn away in the rain.
3. Why doesn't the Doctor's surgery move to the other side of Potton Brook.

The Town Council noted the verbal report.

A member suggested that the charity bags are ideal for storing empty crisp packets within for recycling, in advance of sorting and packing.

10 Development in Potton

10.1 Property Count

The Town Council noted the property count.

10.2 Planning applications considered by the Planning Committee on 18th February 2020 for recommendation at the next Town Council meeting.

Application No: CB/20/00243/FULL

Location: Land at Biggleswade Road, Potton SG19 2LX

Proposal: New allotment area together with an altered and an additional footpath for a residential development.

The Planning Committee resolved to recommend objecting to the application, for the following reasons:

- **Soft landscape Proposals**

The above application has been presented to Potton Town Council Planning Committee with particular reference to the development of a 'Garden Club' area to the south-east corner of the site.

The Council objects to this proposal due to its incursion into the area designated for translocated turfs of acid grassland from elsewhere on site. This is in contravention to the agreed Grassland Mitigation strategy for this site.

It is also noted in the Plant Schedule, some anomalies with native species and their local appropriateness:

- The location of the site is on the dry greensand, the choice of Alder *Alnus glutinosa* seems inappropriate.
- The inclusion of White dogwood *Cornus alba* in Native shrub species mix. This is not a native plant.
- The hedgerow mix does not follow guidelines of the Potton Neighbourhood Plans Green Infrastructure design guide which requests the use, particularly in this area of Potton, of Elm *Ulmus spp.* and Cherry plum *Prunus cerasifera*. Elm is particularly important for this site as it is adjacent to the Carthage Bridleway CWS, designated for two species of Lepidoptera that feed exclusively on Elm.

We would like to see the Native mix hedge comprise 30% *Ulmus spp.*, 10% to be *P. cerasifera* and the inclusion of 5% Wild privet *Ligustrum ovalifolium* and recommend an amendment to the species proportions of the Native mix hedgerow to accommodate accordingly.

Similarly, we request an amendment to the Native shrub mix species by including appropriate proportions of the above three species and the removal of *C. alba* from the mix.

- **Other comments and observations relating to the mitigation area**
 - A personal observation of the F7 area prior to development was of turf stripping, followed by the mounding of stripped topsoil from elsewhere on the site.
 - The Grassland Mitigation strategy identifies the donor areas as being F1 and F2. Where have the turfs from here been stored? Have they been destroyed beneath the mound of topsoil?
 - Was seed and hay collected from the donor site and if so, would it still be viable after such a long time?
 - What guarantee can we hold that the reptile mitigation plan will be upheld, and appropriate hibernacula will be constructed along the western tree and shrub boundary of the site in accordance of the plan?

Also of interest in the road layout is the stub road just over half way into the site from the east and at the southern boundary of the development footprint. This looks like creating future capacity to extend development into the preserved area of acid grassland.

It was **resolved** no further comment.

Application No: CB/20/00291/LB

Location: The Old Coach House Hotel, 12-13 Market Square, Pottton, Sandy SG19 2NP

Proposal: Listed Building: Remove existing clay tiles and guttering. Repair timber as necessary. Apply new felt, battens and re-tile in new handcrafted clay tiles with new lead flashings and black aluminium rainwater goods.

The Planning Committee resolved to recommend supporting the application. Would like to see property retained as original two storey building.

It was **resolved** no further comment.

11 Finance

i. To approve the list of payments.

Members noted the list of payments.

It was **resolved** that the payments up to the 3rd March 2020 be approved.

ii. Verify Bank Reconciliations against statement 1st January – 31st January 2020.

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st January – 31st January 2020 be approved.

iii. To receive an income and expenditure by budget heading report showing progress against the budget 2019/20 at the end of January 2020.

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 January 2020.

iv. Potton Show

The town council noted it had received a request for financial contribution towards the costs of Potton Show.

Members considered using the General Power of Competence to make a donation to Potton Show.

It was **resolved** to make a donation of £150 to Potton Show from General Power of Competence from the 2020-21 financial year.

v. Alpha One Security

The town council noted it had received correspondence from Alpha One Security.

vi. The Fire Fighters Charity

The town council noted it had received correspondence from The Fire Fighters Charity.

Members discussed about whether Potton Town Council's Chairman should hold an event like other councils.

It was **resolved (i)** that the next Chairman of Potton Town Council consider whether to select the Fire Fighter Charity following the May 2020 town council meeting. **(ii)** defer the item to the May 2020 meeting. **(iii)** ask the opinion of Carlton Avison on whether the town council Chairman should select the Fire Fighter Charity as his charity for the year.

vii. 1st Potton Rainbows

The town council noted it had received correspondence from 1st Potton Rainbows.

Members discussed about hire charges which are currently £10.50 per hour to use Community Centre main hall on a weekday evening and awarding of a grant for setting up of the recently formed 1st Potton Rainbows.

It was **resolved (i)** to charge 1st Potton Rainbows £8.00 per hour for the Community Centre main hall for one full calendar year. **(ii)** to award 1st Potton Rainbows a £200 grant from the General Power of Competence.

12 Changes to bus services between Bedford, Biggleswade & Hitchin

Changes to bus services between Bedford, Biggleswade & Hitchin from Central Bedfordshire Council were noted.

It was suggested to gain the opinion of Terry Woods with regards to the changes.

It was also suggested that a service is needed between Gamlingay and Potton as residents who need to visit the Doctors Surgery are asked to attend appointments in Gamlingay.

Timings of the buses need to be amended to allow commuters to get to and from Biggleswade and Sandy to Pottton for the train. Climate Emergency, though due to the lack of buses, commuters have no choice but to use a car.

It was **resolved** to gain the opinion of Terry Woods with regards to the changes.

13 Meetings scheduled

Members noted the current scheduled meetings and made one amendment that the town council meeting at the beginning of May would be the 5th rather than the 4th.

Meeting	Date	Time (7pm unless stated below)	Location (Community Centre unless stated below)
Planning Committee	3 rd March		
Town Council	3 rd March	Following Planning Committee	
Young People's Council	9 th March		
Christmas Lights	9 th March	Following Young People's Council	George and Dragon
Extra-Ordinary Town Council	10 th March		Mill Lane Pavilion
Commemorations	16 th March		
Planning Committee	17 th March		
Playing Fields, Allotments and Burials	17 th March	Following Planning Committee	
Annual Town Meeting	24 th March		
Planning Committee	7 th April		
Town Council	7 th April	Following Planning Committee	
Planning Committee	21 st April		
Planning Committee	5 th May		
Town Council	5 th May	Following Planning Committee	
Buildings and Facilities	19 th May	Probably after Planning Committee	
Social Media	9 th June		

14 East West Rail Preferred Route

Government's announcement of the preferred East West Rail corridor was noted.

15 Bedfordshire Association of Town and Parish Councils – Bugle

The latest edition of the Bugle was noted.

16 Bedfordshire Association of Town and Parish Councils Training

Spring / Summer Bedfordshire Association of Town and Parish Councils Training Programme was noted.

Members were asked if they would like to attend any of the training.

The Town Council encourages cllrs to attend New Councillor Induction Training if they haven't previously and cllrs to attend Chairmanship training if they haven't previously.

It was also noted that one of the New Councillor Induction Training is taking place in Pottton and as such is ideal location for any Cllrs wishing to attend.

It was noted that Cllrs Lean and Leggatt have contacted the office to register for training.

The Chairman asked Cllrs to contact the council office if they would like to attend any of the training sessions.

17 Leisure Facilities Strategy (indoor sports and leisure centre facilities)

Leisure Facilities Strategy (indoor sports and leisure centre facilities) from Central Bedfordshire Council was noted.

Cllr Day arrived.

18 Pesticides

Members noted that Cllr Day would like the town council to contact Central Bedfordshire Council to ask them to no longer spray pesticides in Potton. An article which had been written for the newsletter by a colleague of Mr Day was noted.

Cllr Day advised about an incident last year that prompted the article when the chemical translocated through the vegetation into his colleague's garden.

Cllr Day advised that an increasing number of Local Authorities are banning the use of glyphosate and other chemicals in public places and they are looking to alternative methods. Cllr Day advised that hot foam is an alternative for spraying for most weeds, with only invasive Japanese Knotweed needing to be sprayed with a product containing Glyphosate.

Members considered if they agree to write to Central Bedfordshire Council (CBC) to request that they no longer spray pesticides in Potton.

It was **resolved** to write to Central Bedfordshire Council to request that they no longer spray pesticides in Potton and that they use alternative method(s) to control weeds.

Central Bedfordshire ward Cllrs asked to be copied in on the correspondence to Central Bedfordshire Council.

It was **resolved** to copy Central Bedfordshire ward Cllrs in on the correspondence to Central Bedfordshire Council with regards to request that CBC no longer spray pesticides in Potton and that they use alternative method(s) to control weeds.

Cllr Day departed.

19 Potton Tennis Club

Correspondence from Potton Tennis Club with regards to meeting with representatives of Potton Town Council with regards to the Relocation Project was noted.

The Chairman asked for volunteers to meet with Potton Tennis Club to discuss the Relocation Project.

Cllrs Ivall, Kitchener and Macdonald volunteered to meet with Potton Tennis Club.

It was suggested that Potton Tennis Club provide a design showing the footprint of the proposed Potton Tennis Club on Mill Lane Recreation Ground facility in advance of meeting with Potton Tennis Club.

It was **resolved (i)** that Cllrs Ivall, Kitchener and Macdonald meet with Potton Tennis Club to discuss the Relocation Project. **(ii)** to request that Potton Tennis Club provide a design showing the footprint of the proposed Potton Tennis Club on Mill Lane Recreation Ground facility in advance of meeting with Potton Tennis Club.

20 Quarry Liaison Group

Correspondence from Breedon Quarry with regards to a meeting for the Quarry Liaison Group was noted.

It was suggested that Cllrs Day and Ellison are the town council's representatives for the Quarry Liaison Group.

It was **resolved** that that Cllrs Day and Ellison are the town council's representatives for the Quarry Liaison Group.

21 Potton Colts FC

Correspondence from Potton Colts FC on mid to long-term plans with regards to using Mill Lane Recreation Ground and The Hollow was noted and this included Potton Colts do require to retain use of the Recreation Ground in Mill Lane.

Correspondence from Potton Colts FC with regards to a 3g Pitch update at The Hollow was noted.

Correspondence from Potton Colts FC with regards to Pitch Revenue Grant Funding from Football Foundation was noted.

The town council were asked to consider as tenant of Mill Lane Recreation Ground if they agree that Potton Colts FC can apply for funding. The town council noted that it is Potton Consolidated Charity as landowner who needs to give Potton Colts FC approval to apply for funding as per application guidance.

It was **resolved** that the town council as tenant of Mill Lane Recreation Ground approved of Potton Colts FC applying to the Football Foundation for Pitch Revenue Grant Funding.

Cllr Macdonald who is one of the trustees for Potton Consolidated Charity advised, that he gave himself an action that he will make sure that Potton Consolidated Charity as landlord consider the request from Potton Colts FC that the football club can apply for funding at the charity meeting later this month.

22 Confidential – Commercial Matter

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

23 Date of the Next Meeting

Tuesday 10th March 2020.

The meeting closed at 9.30pm.

Signed.....ChairmanDate

Mission Statement

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