

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 6th October 2020, 7.30pm via Zoom.

Present: Councillors Mr J. Day, Mr A. Gibb, Mr R. Harris, Mr J. Hobbs, Mr L. Ivall, Ms L. Kitchener, Mr J. Lean (Chairman), Mrs C. Leggatt, Mr A. Macdonald, Mr B. Massey, Mr J. Price Williams, Mr V. Watson and Mr A. Zerny.

Absent: None.

Also Present: CBC Cllr Ms T. Wye, Town Clerk, Clerical Assistant, Admin Assistant and two members of the public.

1. Apologies for absence

None.

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.

3. Public Participation Session

Cllr Wye spoke regarding the Potton Food Garden and requested that the scheme comes under the Town Council via the Environmental Committee so that they can start applying for funding to move the project forward. This would mean that the project has its own a budget under the Town Council rather than having to apply for its own bank account (it is difficult to open bank accounts for new ventures during the Covid-19 pandemic) and insurance etc.

Members discussed the proposal and were in favour of fully supporting the project, suggesting funding could come, for example, from the Neighbourhood Plan budget and Central Bedfordshire councillors' grant for purchasing key assets for the scheme such as the shed.

Cllr Wye advised the project team is hoping to take advantage of Covid funding in 2020 while it is available, as this doesn't need to be match funded.

The project team will also apply for the Central Bedfordshire Councillors' funding in 2021, which does need to be match funded. A member suggested that the Town Council could match fund a proportion of it from its budget.

A member suggested that the project should apply for funding from Potton Consolidated Charity, via the Charity's clerk.

Another member said that, as this is a community project, it should be supported by the Neighbourhood Plan in principal as well as financially when it comes to match funding, with some of the Neighbourhood Plan budget.

It was proposed that the funding of the project should be investigated and that the project team should decide how much they require for their start-up and report back to Neighbourhood Plan Committee and/or the Town Council.

An amendment was suggested. It was proposed that the Potton Food Garden team should initially report back with full costings to the Environmental Committee at its next meeting on 17th November 2020.

A councillor asked what the situation is regarding Anglian Water following the offer from them to install a tap at the Potton Food Garden site as compensation for all the water pressure problems experienced in Potton during the summer. Cllr Wye advised that she has still to meet with Anglian Water.

A member mentioned Cllr Wye's proposal for the Potton Food Garden to come under the Town Council via the Environmental Committee with its own budget and proposed it should be supported.

It was **resolved** to support the proposal for the Potton Food Garden to come under the Town Council via the Environmental Committee with its own budget.

It was **resolved** that Potton Food Garden should **(i)** present full costings to the Environmental Committee and **(ii)** apply to various bodies including Potton Consolidated Charity for support funding.

Two members of the public spoke about the speed limits on Wrestlingworth Road, Potton, which was first raised with the Town Council approximately two years ago when a vehicle had crashed into a resident's garden on Wrestlingworth Road.

The residents have asked how the Town Council might propose to take a positive lead in reducing the speed on the road between Wrestlingworth and Potton and engage with Central Bedfordshire Council to meet their commitment of the shared ownership traffic calming measures, as nothing seems to be happening following an application to the Rural Match Fund.

Cllr Zerny advised that Central Bedfordshire Council Highways Department has said they will have a plan in place to sort it out by the end of the current financial year. Cllr Zerny has asked CBC to come up with a plan sooner so that it gets done by the end of the current financial year. He suggested that residents affected should continue to send emails to the CBC Highways Officer responsible for the area to remind him of the importance of the situation, copying Cllr Zerny in so that he can continue to put CBC under pressure to sort it out.

The members of the public and council discussed about a recent traffic incident and the moving of an LPG tank following the incident.

4. Minutes of Potton Town Council

The minutes of the previous meeting held on the 25th August 2020 and 1st September 2020, which were previously circulated, were approved.

5. Reports from Central Bedfordshire Councillors

Cllr Wye advised she had met with Bedfordshire Police PCSOs in Henry Smith Playing Fields on 6th October following all the Facebook postings about the anti-social behaviour from children that had been an issue in the park. The PCSO advised they had visited the parents of the suspected children. Cllr Wye advised that the PCSO reiterated that people are encouraged to report any anti-social behaviour or other crime. They don't have to give their details, but the reports affect the data which allows the police to justify allocating more time to Potton.

Cllr Zerny advised that there were a lot of people who were fined for parking at Tesco for less than an hour recently. Tesco's parking company has decided to

waive the fines. It has been confirmed that Tesco's car park is free for up to an hour and that signs will be replaced accordingly.

Cllr Zerny reported that the Environmental Code of Conduct went through the penultimate "committee" stage at Central Bedfordshire Council recently. The voluntary Environment Code of Conduct is to address the issue in Potton where developers remove trees and hedges etc, before they start building. Cllr Zerny thanked Cllr Day especially for his efforts to help to write the original proposal and edit the report that CBC put back to committee a few weeks ago.

Cllr Zerny advised that he put forward a motion at the Central Bedfordshire Council meeting on 24th September 2020 which acknowledged the work done by all the community and voluntary groups during the COVID-19 pandemic.

Cllr Zerny advised he and Cllr Wye will be meeting with Anglian Water for an update.

6. COVID-19

Members noted that town council buildings are now available for hire again following the COVID-19 lockdown.

Ahead of agenda item 13. 1. A member asked if any of the local Potton businesses had reported any difficulties or requested any further help/support or access to guidance.

7. Development in Potton

7.1 Planning application considered by the Planning Committee on 6th October 2020 for recommendation at the next Town Council meeting.

Application No: CB/TCA/20/00515

Location: 2 Horslow Street, Potton, Sandy SG19 2NS

Proposal: Works to Trees within a Conservation Area: Fell Sycamore Tree (T1)

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/TCA/20/00515>

The Planning Committee resolved to recommend to object to the application due to the excessive removal of trees from the property. Conservation area statement mentions the area as a specific benefit of being "a group of trees of significance".

It was **resolved** no further comment.

Application No: CB/20/03418/LB

Location: 12 Sun Street, Potton, Sandy SG19 2LR

Proposal: Listed Building: Part re-roofing of the rear of the existing property.

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/20/03418/LB>

The Planning Committee resolved to recommend to support the application.

It was **resolved** no further comment.

7.2 Gamlingay Road – DLP/Bartram Timber

Members were to consider the recommendation from the Planning Committee and the draft correspondence for DLP/Bartram Timber that the Planning Committee considered at its earlier meeting on 6th October 2020. The Planning Committee could not agree on the content of the letter and resolved to defer the decision to the Town Council.

Members discussed at length the draft letter and it was felt that it should not be sent in its current format.

Members discussed sites for development identified in the Neighbourhood Plan and that the Potton infrastructure needs to be addressed before considering further large developments that are not on sites identified in the Neighbourhood Plan.

The Town Clerk reminded the Town Council of their resolution from the meeting of Town Council on 10th March 2020. It was resolved that the Chairman of the Planning Committee and the Chairman of the Neighbourhood Plan work with Simon James on evolving the draft plan to a plan that Potton wants.

It was proposed that the letter should be changed, thanking DLP and Bartram Timber for consulting the Town Council and be clear that the Town Council is happy to act as a statutory consultee*, emphasising that the Town Council is not a partner in the development. (*A statutory consultee is an authority that Central Bedfordshire Council is obliged to consult with throughout the planning process, i.e. ward councillors, parish/town councils).

It was proposed to prepare the response letter for consideration at the next Planning Committee meeting.

A member proposed that the Town Council does not accept the recommendation of the Planning Committee from its meeting on 15th September 2020; it was resolved to recommend supporting the proposal in principle subject to receiving assurances from DLP/Bartram Timber.

A vote was carried out that the Town Council does not accept the recommendation of the Planning Committee's resolution to support the proposal in principle subject to receiving assurances from DLP/Bartram Timber.

It was **resolved** to not accept the recommendation of the Planning Committee's resolution to support the proposal in principle subject to receiving assurances from DLP/Bartram Timber.

Members discussed what the letter should contain.

It was proposed that **(i)** the Town Clerk should amend the letter in consultation with Cllr Price Williams, **(ii)** the letter is circulated to all councillors as soon as it is prepared for comment before the next Planning Committee meeting, and **(iii)** the letter is considered at the next Planning Committee meeting.

It was **resolved** that **(i)** the Town Clerk should amend the letter in consultation with Cllr Price Williams, **(ii)** the letter is circulated to all councillors as soon as it is prepared for comment before the next Planning Committee meeting, and **(iii)** the letter is considered at the next Planning Committee meeting.

8. Air Pollution

Members considered an email to the Town Council from a member of public about air pollution in the Market Square, Tesco's car park and outside schools following a discussion with Cllr Lean.

Buses and lorries park in the Market Square with engines idling.
Parents park on roads outside schools with engines idling.

Members considered quotes for signage and that permission would need to be sought to display signage.

A member commented on the plethora of signs already around the town.

Members commented that the public will not take any notice of the signs and will not change behaviour.

It was proposed to write to schools, bus companies and Market Square traders asking for their intervention in requesting parents, buses and suppliers to switch their engines off.

It was proposed to initially write letters to gauge effectiveness before considering the cost of putting up signage.

It was **resolved** to write to schools, bus companies and Market Square traders asking for their intervention in requesting parents, buses and suppliers to switch their engines off.

9. Youth Club

Members considered a report from Groundwork.

Groundwork has proposed to re-start their weekly meetings at the Community Centre, with two sessions of eight young people and two leaders on a Wednesday evening.

A member questioned the "rule of six" social distancing. The Town Clerk advised the "rule of six" does not apply in this situation.

The town council supports the weekly sessions starting again to get as many young people in the town actively involved with the Youth Club as possible.

10. Remembrance Sunday

Members considered who should lay the Ex-Service man wreath on 8th November 2020.

David Tall was asked to lay the wreath at last year's event, though was unable due to a prior engagement. At the Management Committee meeting, Bob Kett was also mentioned.

The Management Committee asked that the Town Council make the decision.

It was proposed to ask David Tall to lay the Ex-Service man wreath.

Members discussed other suggestions for the event.

- Ask St Mary's Church to ring bells up to 11am, with two minutes silence and then start again at 11:02am.
- Encourage residents to stand outside their property at 11am (wearing a poppy) for the 2 minutes silence.
- Other organisations in the town are invited to lay wreaths as usual, avoiding 10:45am and 11:15am for social distancing purposes (when the Town Council Chairman, Deputy Lieutenant (DL) and Ex-Service man are laying their wreaths).

A member asked if Alan Leggatt would consider recording his usual speech to read out names that he would normally do at the War Memorial, which could be posted on the Town Council's website and social media.

Cllr Leggatt asked if Alan Leggatt could actually be at the War Memorial if social distancing allows. The Chairman, DL, Ex-Service man and a photographer will be present, so Mr Leggatt could also attend. Cllr Leggatt confirmed that Mr Leggatt is willing to attend.

11. Membership of Christmas Lights sub-committee

Denis Ellison resigned as a Cllr of Potton Town Council in September 2020.

Mr Ellison would like to remain on the Christmas Lights sub-committee.

Members considered the request.

It was **resolved** that Mr Ellison remains on the Christmas Lights sub-committee.

12. Bedfordshire Association of Town and Parish Councils AGM

To receive the Annual Report and Accounts received from BATPC and confirm whether the Council wish to send up to three voting representatives to the Virtual AGM on 21st October at 7:30pm.

Members noted the correspondence.

Cllrs did not wish to attend the Virtual AGM.

13. Correspondence

1. To receive and consider correspondence received from Central Bedfordshire Council's Marcel Coffait on supporting town centres and the wider economy.

Potton Town Council has an extension beyond the 30th September 2020 deadline to respond.

Cllr Gibb volunteered to respond and asked what the deadline is. The Town Clerk advised he would like the response by 9am on 12th October.

It was **resolved** that Cllr Gibb submit a response on behalf of the town council.

2. To receive and consider communication from Central Bedfordshire Council's Safer Communities Officer.

Invitation to a Community Safety Session on Hate Crime on 12th October. Councillors should let the Town Clerk know if they wish to attend the session on 12th October or submit any suggestions for a Community Safety session.

14. Minutes of Town Council Committees and groups where Cllr(s) is(are) appointed by the town council

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

- Planning Committee – 1st September 2020 and 15th September 2020.
- Hall for All Steering Group – 8th September 2020.
- Christmas Lights sub-Committee – 14th September 2020.

The Town Clerk, Clerical Assistant, Admin Assistant and Cllr Massey left the meeting.

- Management Committee – 15th September 2020.

15. To note the date of the Next Meeting

The next meeting of the Town Council has been arranged for Tuesday 3rd November 2020.

The meeting closed at 9.05pm.

Signed: Date:
Chairman

Mission Statement

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