

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 7th December 2021, 7.15pm in the Community Centre.

Present: Councillors Dr C. Craig, Mr J. Day, Mrs L. Fox, Mr A. Gibb, Mrs V. Gwilliam, Mr J. Hobbs (Chairman), Mr A. Inkersole, Ms L. Kitchener, Mrs C. Leggatt, Mr D. Norman and Mr J. Price Williams.

Absent: Councillors Mr J. Lean , Mr A. Macdonald, Mr M. Williams and Mr A. Zerny.

Also Present: Town Clerk and four members of the public.

1 Apologies for absence

Cllrs Mr J. Lean, Mr A. Macdonald, Williams and Zerny.

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

The Chairman invited members of the public to speak to the town council.

Cllr Leggatt advised she had a letter from a pupil of the middle school at Potton Federation with regards to recycling of rubbish.

Members discussed recycling.

It was **resolved (i)** to reply the pupil to advise the current position with regards to recycling in the town centre. **(ii)** to contact Central Bedfordshire Council to ask them to investigate having a contract for recycling in the local community in addition to general waste collection only. **(iii)** to invite the pupil to be on Potton Town Youth Council.

A member of the council asked about the wooden construction besides the Library. The Town Clerk advised that the wooden construction is a bin store and had been installed by Central Bedfordshire Council for the Library, initially the bin store will only a bin for the collection of general waste, though the store is large enough for two bins.

4 **Planning Applications for recommendation at the meeting of the Town Council on 07.12.2021**

Application No: CB/21/04777/FULL

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

Proposal: Single storey extension of Pub and Restaurant. Create 6no. one and two bedroom homes within the redundant Hotel accommodation. Rebuild of derelict barns to provide 1no.3 bed home. 1no.3 bed home and 1no.1 bed Hotel Suite retained. Associated parking and secure storage and amenity space.

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/21/04777/FULL>

Application No: CB/21/04779/LB

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

Proposal: Single storey extension of Pub and Restaurant. Create 6no. one and two bedroom homes within the redundant Hotel accommodation. Rebuild of derelict barns to provide 1no.3 bed home. 1no.3 bed home and 1no.1 bed Hotel Suite retained. Associated parking and secure storage and amenity space.

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/21/04779/LB>

Council members spoke with the applicant and raised concerns about the lack of parking for dwellings, number of dwellings, lack of parking for the business, overdevelopment of the site and access and egress.

It was **resolved** to welcome the application, wish the applicant luck and support.

The Chairman thanked the applicants for attending.

Application No: CB/21/05237/FULL

Location: Land to the rear of 2 to 6 Brookfields, Potton, Sandy SG19 2TL

Proposal: Erection of a two storey detached dwelling with detached double garage (self-build).

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/21/05237/FULL>

The Planning Committee resolved to recommend no objection.

It was **resolved** to agree with the recommendation of the Planning Committee.

5 Highways Consultation

It was noted that Central Bedfordshire Council are consulting on the following schemes in Potton:

- A00174 Wrestlingworth Road, Potton– Traffic Calming
Two local residents spoke about the road and the scheme.

It was **resolved** to support the scheme with an additional comment that the 40mph speed limit is moved to the outer boundary.

The Chairman thanked the residents for attending the meeting.

- A00175 B1040 Biggleswade Road, Potton – Traffic Calming and 30mph & 40mph Speed Limits

It was **resolved (i)** to the scheme with an additional comment that a 40mph is put in place from the proposed 30mph scheme to the John O’Gaunt Golf Club. **(ii)** to contact Sutton Parish Council to advise of Potton Town Council’s suggestion.

- A00177 Everton Road, Potton – Waiting Restrictions

It was **resolved** to support the scheme.

6 Minutes of Potton Town Council

The minutes of the previous meeting held on the 2nd November 2021, which had been previously circulated, was approved.

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

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

- Planning Committee – 2nd November 2021 and 16th November 2021.

8 Reports from Central Bedfordshire Councillors

No Reports.

9 Potton Green Wheel Masterplan

Correspondence received on the 1st December 2021 from Caroline Romans, Project Officer, Central Bedfordshire Council with regards to seeking approval of the Potton Green Wheel Masterplan from Potton Town Council and Sutton Parish Council was noted.

It was **resolved** to approve the Potton Green Wheel Masterplan.

A discussion took place with regards to BRCC investigating funding for a cycleway to be placed in Henry Smith Playing Fields adjacent to Potton Brook.

It was **resolved** that BRCC investigate funding for a cycleway to be placed in Henry Smith Playing Fields adjacent to Potton Brook.

10 Sustainability Audit

The Chairman invited Cllr Kitchener to speak about the Sustainability Audit.

Cllr Kitchener spoke about the town council having a commercial for recycling and paperless meetings.

It was **resolved (i)** to investigate a commercial bin for paper and cardboard. **(ii)** that the town council has paperless meetings.

The Chairman thanked Cllr Kitchener.

11 Christmas Lights

The Chairman invited Cllr Leggatt to speak about Christmas Lights.

Cllr Leggatt spoke about the Christmas Lights switch-on event and Father Christmas visit.

The Chairman thanked all who helped at the Christmas Lights events.

12 Mill Lane Recreation Ground - Fencing

The Chairman spoke about the fencing at Mill Lane Recreation Ground.

It was **resolved** to install barrier tape temporary fencing on the western and northern boundaries of Mill Lane Recreation Ground.

13 COVID-19

The CBC Covid19 Snapshot was noted.

14 Potton School

Cllr Inkersole's written motion was noted.

The Chairman invited Cllr Inkersole to speak about his motion.

Cllr Inkersole about his written motion.

It was **resolved (i)** to contact Central Bedfordshire Council ward Cllrs Wye and Zerny to ask who are the correct people to talk to at CBC to achieve the optimum future usage for the buildings, facilities and land on the Potton School site, particularly where school downsizing gives an opportunity for alternative use for the community resource. **(ii)** that Cllr Inkersole and other interested Cllrs draft wording for a letter.

15 Finance

1 To receive Bank Reconciliation report for April 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st April – 30th April 2021 be approved.

2 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of April 2021

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 April 2021.

3 To receive Bank Reconciliation report for May 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st May – 31st May 2021 be approved.

4 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of May 2021

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 May 2021.

5 To receive Bank Reconciliation report for June 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st June – 30th June 2021 be approved.

6 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of June 2021

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 2021.

7 To receive Bank Reconciliation report for July 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st July – 31st July 2021 be approved.

8 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of July 2021

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 2021.

9 To receive Bank Reconciliation report for August 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st August – 31st August 2021 be approved.

10 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of August 2021

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 August 2021.

11 To receive Bank Reconciliation report for September 2021

Members proceeded to go through the bank reconciliation.

It was **resolved** that the bank reconciliation for 1st September – 30th September 2021 be approved.

12 To receive an income and expenditure by budget heading report showing progress against the budget 2021/22 at the end of September 2021

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 September 2021.

13 Potton Show

Correspondence received from Potton Show with regards to a request for financial contribution towards the costs of Potton Show was noted.

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 2021-22 financial year.

16 Budget

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

It was noted that the General Reserve at the start of the Financial Year was £138,620.

Members proceeded to go through the budget.

It was **resolved** to set the town council budget with £413,133 income, £413,133 expenditure and to meet this to increase the precept by 6.3% to £367,664 and this will result in Band D council tax increase of 2.1% which is an increase of £3.27 and a total Band D council tax of £159.30.

17 To note the date of the Next Meeting

The next meeting of the Town Council had been arranged for Tuesday 4th January 2022.

The meeting closed at 9.50pm.