

POTTON TOWN COUNCIL
Minutes of a Meeting of the Town Council held on
Tuesday 21st June 2022, 7.25pm held in the Community Centre, Potton.

Present: Councillors Mrs L. Fox, Mr A. Gibb, Mrs V. Gwilliam, Mr J. Hobbs (Chairman), Ms L. Kitchener, Mr J. Lean, Mrs C. Leggatt, Mr A. Macdonald and Mr J. Price Williams.

Absent: Councillors Dr C. Craig, Mr J. Day, Mr D. Norman and Mr A. Zerny.

Also Present: CBC Cllr Ms T. Wye, three members of the public and the Town Clerk.

1 Apologies for absence

Dr C. Craig, Mr J. Day, Mr D. Norman and Mr A. 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.

The Chairman advised he would alter the agenda to allow item 41 Potton, Willow Road Development to be considered next, as members of the public are present for this item.

3 Public Participation Session

The Chairman asked if members of the public had any questions and if members had any questions from the public for the town council.

A member mentioned about Gigaclear with regards to roll out of our brand new, fibre broadband network which is being installed in Potton.

It was **resolved** to invite Gigaclear to the September town council meeting to give a short presentation and answer questions.

4 Minutes of Potton Town Council

The minutes of the previous meetings held on the 5th April and 3rd May 2022, which had been circulated were approved.

5 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 – 3rd May 2022 and 17th May 2022 and 7th June 2022.
- Ukraine Response Group – 11th May 2022, 25th May 2022 and 8th June 2022.
- Commemorations and Celebrations Working Group - 16th May 2022.
- Hall for All Steering Group – 18th May 2022.
- Potton Youth Council – 23rd May 2022.
- Annual Town Meeting – 31st May 2022.

6 Meeting Schedule

The meeting schedule was noted.

A discussion about the dates of meetings took place.

It was **resolved** that the first meeting of each committee takes place as per the schedule and an item is included on the agenda for the first meeting of each committee to arrange meeting dates for the remainder of the municipal year.

7 Reports from Central Bedfordshire Councillors

The Chairman invited Cllr Wye to give a report.

Cllr Wye gave an update.

8 Planning Applications for recommendation at the meeting of the Town Council on 21.06.2022

Application No: CB/22/02248/MW

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

Proposal: Proposed Northern Extension to mineral extraction operations at Potton Quarry.

Weblink:

<http://cbstor.centralbedfordshire.gov.uk/publicportalviewer/publicViewer.html?caseID=CB/22/02248/MW>

The planning committee resolved to recommend that the town council object to the planning application on the following grounds.

- Expanding into agricultural land, loss of farmland for grain. War in the world which is impacting grain production with regards to supply to this country and other countries, this country needs to grow as much as it can to help with the impact. Digging up sand is not a priority for this country for the next few years, feeding people is the priority.
- The bridleway going through the site is planned to be part of the Green Wheel and the redirection will be a significant loss to the Green Wheel.
- The gradient 1:6 of the bridleway after work completed is too steep for wheelchairs.
- Negative impact on neighbouring CWS (County Wildlife Site) designated Woodland, and Wildlife Trust Meadow, resulting in adverse impact on nature conservation interests and biodiversity. The 50 acre acidic woodland on Gamlingay Great Heath is a designated Cambridgeshire CWS is situated only 400 metres from the proposed Northern extension to Potton Quarry. The Wildlife Trust Water Meadow is within 300 metres. The Environmental Impact assessments conducted by Heatons failed to include or survey both these important neighbouring priority habitats.

Potton Town Council also objects to this application since the applicant has failed to abide by conditions agreed on previous expansion applications. These are detailed as follows: -

1. Dust reduction by wheel cleaning / shaking and spreading of water by bowser on the road.
2. 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 when 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 turn right as they leave the site.
4. There should be no increase in 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.)

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

6. Potential impact of the quarry expansion to Horse Brook.

9 Councillor Surgeries

- a) Surgeries since the last meeting surgeries have taken place as follows;

Saturday 21st May 2022 – Cllrs Craig and Kitchener, report noted.

Saturday 18th June 2022 – Cllrs Gwilliam and Leggatt, report noted.

It was **resolved** to report to Central Bedfordshire Council Highways about the need for replacement line markings in the Market Square and roads off the Market Square.

- b) Surgeries scheduled are as follows;

Saturday 23rd July 2022 – Cllrs Hobbs and Norman

Saturday 27th August 2022? (Community Day – Party on Potton) – Cllr Macdonald

Cllr Gibb volunteered to join Cllr Macdonald at the August surgery. Attendance at the scheduled surgeries was noted.

- c) The Chairman asked for volunteers for the September and October Councillor Surgeries so that the dates can be included in the next newsletter.

Cllr Leane Fox volunteered for September, Cllr Jonathan Price Williams volunteered for October, Cllrs Gwilliam and Lean volunteered for September or October and Cllr Inkersole volunteered for October.

10 Platinum Jubilee

A summary report about the Platinum Jubilee Event held in Potton was noted.

The Chairman thanked everyone who helped with regards organisation of the event, its set up, during and clearing up. The Chairman gave special thanks to Mr Ellison, Cllr Leggatt, Cllr Gwilliam, Alan Leggatt, Peter and Maria Langridge and Paul Taylor.

11 CBC TPC Bulletin

The latest TPC Bulletin from CBC was noted.

12 Finance

i. **To receive a report from the internal audit for the year 2021/22.**

Members noted the Internal Audit took place on the 10th May 2022.

The council went through the internal auditor's report for the year 2021/22.

It was **resolved** to approve the final internal audit report including implanting any recommendations for the financial year 2021/22.

ii. **To approve the accounts for the year 2021/22.**

The council went through the accounts for the year 2020/21.

It was **resolved** to approve the draft unaudited accounts for the financial year 2021/22.

iii. **To approve the annual return comprising the statement of accounts and the governance statement for the year 2021/22.**

The council went through the annual return comprising the statement of accounts and the governance statement for the year 2021/22.

It was **resolved** to approve the Annual Return for the financial year 2021/22 comprising the internal audit section, section 1 annual governance statement, section 2 accounting statement and to ask the Chairman and Town Clerk to sign the return and submit it to the External Auditor with any necessary additional papers.

iv. **Verify Bank Reconciliations against statement 1st April – 30th April 2022.**

Members proceeded to go through the Bank Reconciliation. It was resolved that the Bank reconciliation for 1st April – 30th April 2022 be approved.

v. To receive an income and expenditure by budget heading report showing progress against the budget 2022/23 at the end of April 2022.

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 2022.

vi. Verify Bank Reconciliations against statement 1st May – 31st May 2022.

Copy of the Bank Reconciliations statement attached.

Members proceeded to go through the Bank Reconciliation.

It was **resolved** that the Bank reconciliation for 1st May – 31st May 2022 be approved.

vii. To receive an income and expenditure by budget heading report showing progress against the budget 2022/23 at the end of May 2022.

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 2022.

13 Millennium Path

Following the Town Council wanting to proceed with investigating resurfacing and lighting the Millennium Path, the Town Clerk has met with four contractors to discuss resurfacing and one contractor for lighting.

The quotes from the four contractors for resurfacing, two with tarmac and two with decorative stone and rubber and the quote for the lighting were noted.

Samples of the decorative stone and rubber were looked at by members of the town council. Members commented that they liked the look of the decorative stone and rubber.

The decorative stone and rubber option was discussed and members wanted to visit a location where a decorative stone and rubber surface has been installed before deciding whether to proceed with this type of surface.

A comment was raised about whether it was possible to carry out minor repairs to the decorative stone and rubber surface.

Concern was raised about metal tracked diggers driving on the decorative stone and rubber surface to carry out dredging of Horse Brook. A member commented that the Horse Brook had been dredged earlier this year and it is more than forty years since the Horse Brook was previously dredged.

A query was raised with regards to whether decorative stone and rubber

surface would be hot. A member commented that a tarmac surface gets hot and can melt. It was mentioned that rubber surfacing without decorative stone is installed in many play areas as safety surfacing.

It was **resolved** that the decorative stone and rubber surface contractor is contacted to obtain information about a location where the decorative stone and rubber has been installed so that members of the town council can carry out a visit.

Members were aware that lighting of the Millennium path has benefits and drawbacks.

The benefits of lighting the path include:

Improving user ability to navigate the route, particularly at junctions with other routes and decision points.

Enabling users to identify other users on the route.

Detection of hazards ahead. Adjacent to the Millennium path is Horse Brook with a sudden drop and water.

Discouraging anti-social behaviour and crime.

Increasing a sense of personal security.

The drawbacks of lighting the path include:

Light pollution.

Visually intrusive lighting infrastructure.

Nocturnal animals.

Overspill of lighting to nearby residential dwellings

Vandalism of lighting infrastructure and increases in anti-social behaviour.

Ongoing cost for power supply and maintenance of infrastructure.

It was noted that a member had submitted correspondence and this included any possible negative impact on bats and nocturnal invertebrates needs taking into consideration.

Members then discussed about the amount of illumination needed for the Millennium path.

A member mentioned that the surface lighting proposed by the contractor is far too bright and will light up the footway too much, they suggested that the amount of light produced should be lower and that lighting is only needed on a sporadic basis to delineate the edge of the footpath and they suggested that the light levels needs to be same as lighting along a footway in Gamlingay.

It was **resolved** that an article about lighting the Millennium path is included in the town council newsletter, so that communication and consultation with the public takes place.

14 Skatepark

It was noted that the town council redeveloped the skatepark in 2017 and at the time the town council was unable to afford outdoor lighting, though the town council arranged for ducting to be installed around the skatepark for lighting to be installed at a later date.

It was also noted that outdoor lighting for evening use, can increase the hours of play, particularly during the spring, autumn and winter when participation decreases and the topic of lights can be a catalyst for public debate, particularly at skateparks proposed or built near residences.

A briefing note from Sport England with regards to outdoor sports lighting was noted.

The Town Clerk had suggested that if the town council wants to consider lighting for the skatepark that communication and a consultation is carried out first as recommended in the Sport England Briefing note.

Members discussed about lighting the skatepark. Members who spoke were all in agreement that lighting the skatepark is good idea as it would increase the hours of play, particularly during the spring, autumn and winter.

A member suggested proceeding with lighting the skatepark.

A member suggested that in addition to a timer for turning the lights off that a sensor / push button is installed so that the lights are only on when the skatepark is being used.

A member suggested that the town council advise about the lighting of the skatepark in the town council newsletter.

It was **resolved** that an article about lighting the skatepark is included in the town council newsletter, so that communication and consultation with the public takes place.

15 Copier

It was noted that the town council's copier is coming to the end of its lease.

The proposal and quote from the current provider for a replacement was considered.

It was **resolved** to accept the proposal and quote from Icancopy for a New Full Colour A3 Sharp MX 2651 MFP replacing the current Samsung device.

16 Items for the next agenda

The Chairman asked if members had any items for the next agenda.

No items were suggested.

17 Date of the Next Meeting

The next meeting of the Town Council had been arranged for Tuesday 6th September 2022.

The meeting closed at 8.55pm.

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.