Minutes of the meeting of the Full Council held on Friday 27th May 2022 at 16.00hrs in the Council Chamber at Shefford House, 15 High Street, Shefford, SG17 5DD or viewed using www.zoom.us

Present: Cllrs Ken Pollard, Rene Madsen, Den Fensome, Fred Wilson, Roger Fowler, Paul Mackin, Tony Dawson, June Wischhusen and Steve Nash.

Three members of the public.

Town Clerk: F Fitch and C Quinlan (Admin Assistant)

On Zoom: Cllrs Lisa Hayes, Jez Perkins and Nicola King.

Ward Cllr Anthony Brown.

1. **Apologies:** received from Cllr Elsa Tattersfield and Ward Cllr Mark Liddiard.

2. **Declarations of interest:** none declared

3. **Minutes**
   The minutes of the meeting of the Committee on 29th April 2022 were approved and signed by the Chair. The Zoom recording of the meeting was agreed to be deleted.

4. **Matters arising**
   No matters arising.

5. **Public Question Time**
   Audrey White reported that the waste bin, located next to the footpath from Lucas Way to Bedford Road, has been slowly migrating again into the middle of the footpath, irrespective of its concrete base.
   AB reported that a resident had contacted him regarding a schedule for the Council's Queen's Platinum Jubilee event; AB confirmed he would send the resident's contact details to FF for her to inform them of the programme for June 2nd, the STMA summer fete on June 5th, and the Jubilee Summer Funday on July 16th.
   FF had received a report from a resident that the Belisha beacons, part of the pedestrian crossing outside the new development in Hitchin Road, were found to be non-compliant with the accessibility regulations, as the pavement around the beacon poles isn't sufficiently spaced to allow wheelchairs or prams through (1.2m). CQ confirmed she would forward the photos of the Belisha beacons to AB to follow up.

6. **Central Bedfordshire Council**
   AB reported that there will be a Spitfire flyby on Sunday 29th May at 3:10pm, flying over Campton Fields to Gravenhurst.
   The Highways Team have confirmed that the Southfields footpath (closest to the Town Centre) leading to the Health Centre will be totally resurfaced, including dropped curbs, in autumn 2022. This will ensure there is a safe route to school for Samuel Whitbread Academy and for the new primary school on Hitchin Road when it

is built. This work is being done outside of the normal planned works. The resurfacing on the opposite side of the footpath will be scheduled in two/three years' time.
The woodland at the top of the development in Ivel Road has now been released from the requirement to be allocated for educational purposes, and will be converted into a recreation area, with funding secured through the S106 agreement. FW raised the suggestion of a footpath linking the woodland area to the Airman, creating a complete circular walk. Both AB and ML are in support of a circular footpath; however, some of the land is privately owned. Once the woodland has been converted, options to extend the footpath can be reviewed.
The order has been placed for two new trees for the High Street, including the replacement of the leaning tree. They will be planted in autumn/winter 2022.
Over three thousand households have registered their interest for further details on the scheme for solar panels, battery storage and electric vehicle charging points. Registration closes on the 14th of June and all Shefford residents have received a letter from the Council. FF reported that Shefford House, the public toilets, the Youth Hub, and the cemetery chapel have been registered.

7. Crime

There were thirty-eight recorded offences in the first twenty-seven days of May 2022. A summary of offences include: nine instances of making off without payment (some of which have been repeatedly misreported to be on Shefford Road, Meppershall); three instances of assault; eight instances of harassment, public fear, alarm or distress, or of a sexual nature; eleven instances of theft, robbery or burglary; two drug-related instances; and five miscellaneous instances.

8. Town Mayor's Announcements

The report was distributed to Councillors and included: the Annual Town Meeting with WD40 in attendance, and the presenting of the 2022 Town Council Awards; the Annual General Meetings of the Bellcote Meadow Millennium Green Trust and the Shefford Greenspace Conservation Group; the Platinum Jubilee events, including the civic celebration on Thursday 2nd June, the STMA's Summer Fete on 5th June, and the Jubilee Summer Fun Day on July 16th, together with the launch of the new Shefford postcards; and the Mayor's attendance at events (excluding normal council meetings) in May 2022.

9. Shefford Youth Involvement

SN reported that has been no programme formalised for the May half-term holiday; however, there will be open access at the Youth Hub on Monday, Tuesday and Wednesday afternoons. Open access is incredibly valuable, as vulnerable young people will often more readily share their issues with the Youth Involvement Team in this informal setting. The Hive Youth Club will also be open on Tuesday.
The Team's summer programme is in the planning stages and will be going mobile with the use of a Grand Union fleet van this year. The activities will be delivered to more places; the Youth Hub-based and other buildings-based activities will still take place. The programme will also be part of the HAF (Holiday Activities and Food Programme) funding, in terms of barbeques and the Hive. Funding has been secured

for the rest of the summer programme and the schedule will be submitted in the next couple of weeks, with the name still to be decided. Over the last month, young people have been taking part in the Central Bedfordshire Council Young People Plan surgeries and the Youth Community Safety survey. These responses will help identify gaps in provisions and/or highlight where resources to support young people can be directed.

The Youth Involvement Team continue to offer support for the young people in schools, communities or at home with one-to-one or group mentoring – this is constantly in high demand.

PM congratulated NK on her successful application for funding and the large amount of money the programme has been granted, which reflects the quality of the work she and the Youth Team do and is recognised by other people.

10. Planning and Highways

A report on the committee meeting held on 4th May 2022 was approved for publication on the website.

11. Services and Environment

A report on the committee meeting held on 11th May 2022 was approved for publication on the website, and the recommendations were approved as follows:

Recommendation by Delegated Powers to be made to the Finance and Strategy Committee to match fund an application by the Shefford Greenspace Conservation Group to the Inspiring Volunteers Grant Scheme to purchase a battery powered long-handled hedge trimmer.

Recommendation by Delegated Powers to be made to Full Council to raise an order to Branching Out Tree and Garden Services to re-pollard the two crack willows near the car park entrance to the flower meadow in Bellcote Meadow Millennium Green.

Recommendation by Delegated Powers to be made to Full Council to raise an order to W Firkins and Partners Ltd to paint the external front windows (ground floor only).

12. Finance and Strategy

A report on the committee meeting held on 18th May 2022 was approved for publication on the website, and the recommendations were approved as follows:

Recommendation by Delegated Powers to be made to Full Council for the adoption of the Shefford Town Council Community Safety Action Plan and Summary.

Recommendation by Delegated Powers to be made to Full Council to approve the Financial Statements for the year ended 31 March 2022.

13. **Section 1 of the Annual Governance and Accountability Return 2021/22**
    Section 1 of the Annual Governance and Accountability Return 2021/22 was approved and signed by the Chair.

14. **Section 2 of the Annual Governance and Accountability Return 2021/22**
    Section 2 of the Annual Governance and Accountability Return 2021/22 was approved and signed by the Chair.

15. **Town Clerk's report**
    The report was distributed to Councillors and included: the completion of the Financial Statements and the Annual Governance and Accountability Return; the Rialtas closedown, including the Council's proportion of the Campton and Shefford Cemetery's income and expenditure; the Annual Town Meeting; the Annual General Meetings of the Bellcote Meadow Millennium Green Trust and the Shefford Greenspace Conservation Group (SGCG); the progress of the improvements in Shefford House, and the impending influx of new tenants; the popularity of the trampoline in St Michael's Close play area for mothers and toddlers; the SGCG working party at the Cemetery, including help from the Community Payback Team; the help given to two residents by councillors and staff, namely a woman who had suffered a fall on the High Street and a women with no telephone line; the delivery of the Summer Newsline; and preparations for the Jubilee Summer Fun Day on 16th July.
    Grateful appreciation was expressed by KP for the way the financial information and the Annual Governance and Accountability Return were presented in an accessible format to Members by FF.

16. **Accounts**
    The list of payments for May 2022 was circulated to Councillors and approved.

Meeting closed 17:22hrs