Minutes of the meeting of the Full Council held on Friday 26th April 2024 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 (Chair), Fred Wilson, Steve Nash, Paul Mackin, Den Fensome, Elsa Tattersfield, and Tony Dawson.

Ward Cllrs Anthony Brown and Mark Liddiard, PCSO Tasha Healey, and two members of the public.

On Zoom: Cllr Julie Ford.

Town Clerk: F Fitch and Checka Quinlan (Admin Assistant).

1. **Apologies:** received from Cllrs Mark Greenwood, Nicola King and Jez Perkins.

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

3. **Minutes**
   The minutes of the meeting of the Committee on 27th March 2024 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. **PCSO Presentation**
   TH and the Local Policing Team are currently carrying out work in Shefford regarding the mapped gang, specifically with the schools in the area. They are also aware of the ongoing anti-social behaviour in Pamoli Square. At other Town/Parish Council meetings TH has attended, speeding was raised as a major concern; following the Area 5 Priority Setting meeting, TH emailed all towns/villages in Area 5 requesting details of two major speeding zones within their town/village. Once the speed gun has been recalibrated, the top zones will be tackled.
   TH, working with CBC's Community Safety Team, handed out three more RadioLink handsets to the Bridge, the Cornerstone and the White Hart public houses, who all showed an interest in joining ShopWatch.
   The two shoplifting offenders who frequent Morrisons have now been arrested; however, the Co-op recently has over £600 worth of medicine stolen. TH spoke to them regarding the report and encouraged them to use their RadioLink on a regular basis.
   FW queried whether TH will be a visible presence in the town more frequently; TH reported that she will often work along the High Street and visit the shops, and often does work in Southfields. FF also reported that any information will be fed back to TH and the Community Safety Team, and TH has been notified about all Council events, where her attendance would be highly valued.
   TD raised the issue of Dominos employees parking on the Market Square.

TH reported that Operation Slipstream will be carried out this evening, in conjunction with the Flitwick force, targeting certain areas and will involve six Police Officers and eight PCSOs, divided into unmarked police cars. This Operation is a monthly occurrence on a Friday night, and this month will be in the Shefford and Stotfold area, targeting stop-searches. FF reported the increase in drug possession; TH clarified the instance of five youths smoking cannabis in the Meads/Waterside who were stop-searched and referred to Violence and Exploitation Reduction Unit (VERU).
TH confirmed to KP about an abandoned youth, who was classed as a missing youth, outside the Chicken Shop. The shop owner approached her and contacted the police, who then returned her home to her parents. Since then, the business has liaised with the Local Policing Team and have displayed posters in the shop window.

6. Public Question Time

No public questions received.

7. Central Bedfordshire Council

It was reported that the green waste collection (chargeable per bin) has started but there has been no further information regarding food waste bags. 32k people have signed up for the green waste collection, which is a take-up of approximately 60%.
The plan for the footpath through the Shefford Town Memorial Association (STMA) grounds from Hillfoot Fields to Elm Road is due to be produced by the developers by next week and will include the requirement to relocate the children's play area, which may need planning permission. AB has followed up regarding the need for a post-installation inspection for the relocated play equipment. Ground-level solar powered lights have been proposed, as they would work under trees, including throughout the night. The footpath will be above ground and will be able to be linked to the proposed STMA car park extension.
The installation of the proposed green bus shelters, to replace the small bus shelters in the High Street, would require moving the waste bins but the cost will be covered by the Council. The old bus shelters will be reused elsewhere in Central Bedfordshire, and it has been guaranteed that the electronic indicators will not be impacted during the installation works.
The section 278 agreement for Sekaran Close is still in the hands of Settle and is "waiting for a signature".
There will be signs displayed on Old Bridge Way to notify that it is an unadopted road.
There are various traffic issues in Churchill Way, with photos from residents of buses mounting kerbs and parents' vehicles parking inconsiderately. The Highways Safety Officer and the Enforcement Officer who had been tasked with the issue have now left their roles, but this issue will still be carried forward.
Regarding the speed table in Southbridge Street being mistakenly used as a pedestrian crossing, it was agreed that signage should be placed on the bollard to advise against using it as a crossing. KP also raised the same issue with the speed table in the High Street.
The Ward Councillor Grant Scheme for the 2024/2025 financial year is now open, and funds are available.

The drop-down parking area outside of the Robert Bloomfield Academy in Bloomfield Drive is being chased but is provisionally due to be installed during the summer holidays.
Ward Cllrs are in dialogue with the Countryside Team regarding the Community Forest, which was suggested to be included in the Neighbourhood Plan.
Regarding the planning application for no.6 Northbridge Street, the planning officer is minded for refusal, but ML has issued a call-in for the Development Management Committee. The Conservation Officer deems there will be a low impact on the conservation area.

8. Crime

It was reported that there were thirty-seven recorded offences for the first twenty-five days of April 2024. A summary of offences include: eight instances of assault with injury; four instances of harassment; four instances of assault without injury; three instances of shoplifting; three instances of other criminal damage; two instances of theft from a motor vehicle; one instance of a sexual nature; one instance of malicious communications; one instance of burglary – business and community; one instance of public fear, alarm or distress; one instance of residential burglary (unconnected building); one instance of robbery of personal property; one instance of theft or unauthorised taking of a motor vehicle; one instance of criminal damage to a vehicle; one instance of aggravated vehicle taking; one instance of other theft; one instance of trafficking of drugs; one instance of possession of an article with a blade or point; and one instance of possession of controlled drugs (cannabis).

9. Town Mayor's Announcements

The report was distributed to Councillors and included: the upcoming Annual Town Meeting and the Annual Meeting of the Town Council; the retirement party of Canon Bennie; the opening of the sensory garden at HFT; and attendance of other civic services.

10. Shefford Youth Involvement

The Easter programme was very successful, including two weeks of 47 sessions across 7 locations, totalling 70 hours of work. The activities included DJ sessions, various sports and arts & crafts, allowing for both fun and educational experiences for young people. Across the course of the programme, 179 young people were engaged.
The scheduling for the upcoming summer programme is in process, and the Youth Involvement Team will attend the Shefford Town Memorial Association (STMA) fete on 2nd June 2024 to promote this. Tristan from Bodyweight Movement will be carrying out calisthenics sessions at the Youth Hub across the summer. There will also be a detached work programme over the summer, with all gathered intelligence being reported to the Police, the Community Safety Team, and all other relevant organisations.

11. Planning and Highways

A report on the committee meeting held on 3rd April 2024 was approved for publication on the website.

12. Services and Environment

A report on the committee meeting held on 10th April 2024 was approved for publication on the website, and the recommendation was approved as follows:

Recommendation to be made by Delegated Powers to Full Council to raise an order to W Firkins and Partners Ltd for painting the woodwork of the front windows on the first floor (Town Clerk's office/Town Council Staff office/Youth Involvement Team office).

13. Finance and Strategy

A report on the committee meeting held on 17th April 2024 was approved for publication on the website.

14. Town Clerk's report

The report was distributed to Councillors and included: the year-end closedown; the Council's new employee; attendance of the ICCM networking meeting; the recent Green Flag judging; the successful IT disaster recovery test; the PCC elections; and the upcoming D Day plans.

15. Accounts

The full list of payments for March 2024 was approved (shown below).

Supplier/Contractor	Description	Net Cost	VAT	Total Cost
KPD Consumables	Printer consumables	305.89	61.18	367.07
IT Doctor (West Anglia) Ltd	Computer hardware/software + configuration	1,872.00	374.40	2,246.40
S Riley	Window cleaning contract	78.00	0.00	78.00
Reynolds Landscaping Services Ltd	Grounds maintenance contract	1,100.00	220.00	1,320.00
R Carmen	Website admin	172.50	0.00	172.50
Todds Nursery	Tree planting	320.00	64.00	384.00
Maydencroft Ltd	Path resurfacing - Bellcote Meadow Millennium Green	450.00	90.00	540.00
Shefford Building Supplies Ltd	Sundries	107.37	21.47	128.84
Ivel Valley Countryside Services	Hedge planting	235.00	0.00	235.00
Wave	Water - toilets	291.05	0.00	291.05
Herts Fullstop	Stationery/noticeboard /youth activity equipment	1,144.27	228.85	1,373.12

CPM Playgrounds Ltd	Play area inspection/cleansing contract	1,209.00	241.80	1,450.80
Wave	Water - Shefford House	77.69	0.00	77.69
Bedford Borough Council	Trade waste - Shefford House	70.50	14.10	84.60
Redacted	Redacted	480.00	0.00	480.00
Redacted	Redacted	2,487.50	0.00	2,487.50
Amer's Amusements	Summer Fun Day event	1,000.00	0.00	1,000.00
Redacted	Redacted	7,843.23	0.00	7,843.23
Newton Newton Flags & Banner Makers Ltd	D Day Flag	24.00	4.80	28.80
Cloud Next Ltd	Website domain	99.99	19.99	119.98
Acorn Pre School & Mighty Oaks	Donation - duck race	200.00	0.00	200.00
Yoga with Rick	Seated yoga classes	160.00	0.00	160.00
Aurora Harley T/A Books et Al Marketing	Website admin	50.00	0.00	50.00
ACM Business Services Ltd	Code of Conduct training	150.00	0.00	150.00
2 Elms of Shefford Gardening Services	Grounds maintenance contract	1,205.00	0.00	1,205.00
GD Maintenance and Cleaning Services	Grounds maintenance and cleansing contract	4,133.36	0.00	4,133.36
DJ Granger Grounds Maintenance Ltd	Grounds maintenance contract	202.00	40.40	242.40
Wave	Water - Cemetery	33.35	0.00	33.35
Utility Warehouse	Electric - Chapel	6.77	0.64	7.41
Bedford Borough Council	Trade waste - Cemetery	38.32	7.66	45.98
2 Elms of Shefford Gardening Services	Grounds maintenance contract	940.00	0.00	940.00
Zen Internet	Broadband	65.99	13.20	79.19
Opus Energy	Electric - car park	109.97	5.50	115.47
British Gas	Electric - toilets	36.88	1.84	38.72
Vivi Voip	Phones	31.00	6.20	37.20
Smartest Energy	Gas - Shefford House	224.79	44.96	269.75
Smartest Energy	Electric - Shefford House	165.98	8.30	174.28
EE	Phones	22.70	4.54	27.24
British Gas	Electric - Hub	97.48	4.87	102.35
Lloyds payments card	Sundries	210.96	0.00	210.96
		27,452.54	1,478.70	28,931.24

Meeting closed 17:57hrs.