Minutes of the meeting of the Full Council held on Friday 28th June 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), Paul Mackin, Den Fensome, Elsa Tattersfield, Mark Greenwood, and Tony Dawson.

On Zoom: Cllr Fred Wilson and Lisa Hayes.

Ward Cllrs Mark Liddiard, and four members of the public.

Town Clerk: Checka Quinlan (Admin Assistant).

1. **Apologies:** received from Cllrs Steve Nash, Nicola King and Jez Perkins, and Ward Cllr Anthony Brown.

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

3. **Minutes**
   The minutes of the meeting of the Committee on 31st May 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. **Public Question Time**
   No questions received.

6. **Central Bedfordshire Council**
   ML is currently pursuing Highways Officers in regards to the parking and traffic issues in Kingfisher Way. Officers recognise the issues and will be conducting an on-foot inspection, as approved by Gary Powell, the Director of Highways at the Council. Both Shefford Lower School and Robert Bloomfield Academy have been contacted regarding the issue and the bus companies will be contacted. It was suggested that bollards be installed, but it was thought that they would be likely to be hit. It is imperative that any measures taken do not restrict residents' parking.
   The crossing outside Samuel Whitbread Academy is due to be installed over the summer period; the public consultation has been carried out and the project has been budgeted for. Due to budgeting restrictions, other highway improvement schemes in the town are likely to be downgraded in the programme schedule, but the Ward Councillors will be championing the Bedford Road calming measures – though this may be conducted in the next financial year.
   A speed survey will be conducted along the A507 bypass and Ampthill Road.
   Discussions are still taking place regarding the Community Forest as part of the Lucas Gardens development, with Polehanger Farm ready to pass ownership of the land to Central Bedfordshire Council. The Shefford Sports Club have agreed the footpath link to Hitchin Road.

The Local Plan consultation meeting will be scheduled in July 2024 and Central Bedfordshire Council Members will be updated.
The 6 Northbridge Street planning application has been called into the Development Management Committee by ML for review.
No further progress has been made on the transfer of ownership of Old Bridge Way, but the Highways Emergency Team have temporarily repaired the most extreme potholes.

7. Crime

It was reported that there were fifty recorded offences for the first thirty days of May 2024. A summary of offences include: twelve instances of shoplifting; six instances of public fear, alarm or distress; five instances of assault without injury; four instances of assault with injury; three instances of other theft; three instances of criminal damage to a vehicle; two instances of race or religiously aggravated assault no injury; two instances of stalking; two instances of making off without payment; one instance of race or religiously aggravated public fear; one instance of residential burglary – home; one instance of a sexual nature; one instance of malicious communications; one instance of other criminal damage; one instance of interfering with a motor vehicle; and one instance of theft or unauthorised taking of a pedal cycle.
KP gave an update on the progress made regarding the shoplifting incidents in the town. TD highlighted the automatic tagging system for certain items; KP confirmed these are in use in the local supermarkets.

8. Town Mayor's Announcements

The report included: attendance of the Oak Manor sing-along; the Respite at Home's 25th anniversary; the Scouts Annual General Meeting; the Area 5 Police Priority Setting meeting; the Shefford Good Neighbour Group fish and chip supper, the D Day 80th Anniversary celebrations and the Shefford Town Memorial Association (STMA) evening celebrations; the Lord Lieutenant Thanksgiving service for volunteers; the Annual General Meeting of the Bedfordshire Association of Town and Parish Councils; and the opening of the STMA fete.

9. Shefford Youth Involvement

No report was received.

10. Planning and Highways

A report on the committee meeting held on 5th June 2024 was approved for publication on the website.

11. Services and Environment

A report on the committee meeting held on 12th June 2024 was approved for publication on the website.

12. Finance and Strategy

A report on the committee meeting held on 19th June 2024 was approved for publication on the website.

13. Bellcote Meadow Millennium Green Trust

A report on the Annual General Meeting of the Bellcote Meadow Millennium Green Trust held on 25th June 2024 was approved for publication on the website.

14. Accounts

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

Supplier/Contractor	Description	Net Cost	VAT	Total Cost
Tudor Environmental	Mower battery	206.40	41.28	247.68
Redacted	Redacted	1,050.00	210.00	1,260.00
S Riley	Window cleaning contract	78.00	0.00	78.00
Broom Signs	Play area sign/spashbacks	431.00	86.20	517.20
Mid Beds Locksmiths Ltd	Locking barrels - toilets	978.96	195.79	1,174.75
Countrywide Grounds Maintenance	Grounds maintenance contract	2,800.00	560.00	3,360.00
Ace Fire & Security	Intruder alarm call out	95.00	19.00	114.00
Shefford Good Neighbour Group	D Day 80th Anniversary lunch	250.00	0.00	250.00
Character Press	Shefford Newsline + posters	4,015.00	85.60	4,100.60
Shefford Building Supplies Ltd	Sundries	13.02	2.60	15.62
Bedford Borough Council	Trade waste - Shefford House	69.75	13.95	83.70
Leena Bains	Internal Audit 2023/2024	400.00	0.00	400.00
Sheridans	Allotment rent	67.77	0.00	67.77
CPM Playgrounds Ltd	Play area inspection/cleansing contract	1,079.00	215.80	1,294.80
BiGDUG Ltd	Fuel store	247.27	49.45	296.72
Play Inspection Company Ltd	Annual play inspections	265.75	53.15	318.90
Herts Fullstop	Stationery/youth activity equipment	258.36	51.68	310.04
Yoga with Rick	Seated yoga classes	200.00	0.00	200.00
Redacted	Redacted	1,212.50	0.00	1,212.50
Redacted	Redacted	7,740.94	0.00	7,740.94
2 Elms of Shefford Gardening Services	Grounds maintenance contract	1,230.00	0.00	1,230.00
Rialtas Business Solutions Ltd	IT Disaster Recovery Test	150.00	30.00	180.00
GD Maintenance and Cleaning Services	Grounds maintenance and cleansing contract	2,427.91	0.00	2,427.91
Utility Warehouse	Electric - Chapel	6.93	0.65	7.58
DJ Granger Grounds Maintenance Ltd	Grounds maintenance contract	202.00	40.40	242.40
Bedford Borough Council	Trade waste - Cemetery	53.08	10.61	63.69
Shefford Town Council	Recharge of groundworks - Cemetery	175.12	0.00	175.12
DJT Surfacing Ltd	Path resurfacing - Cemetery	3,658.66	731.73	4,390.39

Maydencroft Ltd	Main entrance surfacing - Cemetery	800.00	160.00	960.00
Gemmaton	Repair entrance gate - Cemetery	125.00	25.00	150.00
2 Elms of Shefford Gardening Services	Grounds maintenance contract	1,395.00	0.00	1,395.00
Zen Internet	Broadband	65.99	13.20	79.19
Opus Energy	Electric - car park	108.04	5.40	113.44
Vivi Voip	Phones	31.00	6.20	37.20
Smartest Energy	Gas - Shefford House	332.60	66.52	399.12
Smartest Energy	Electric - Shefford House	134.13	6.71	140.84
ICO	Data Protection fee	35.00	0.00	35.00
EE	Phones	21.12	4.22	25.34
British Gas	Electric - Hub	62.82	3.14	65.96
Lloyds payments card	Sundries	220.67	0.00	220.67
		32,693.79	2,688.28	35,382.07

Meeting closed 16:44hrs.