

KEMPSTON TOWN COUNCIL

Council Offices
104 Bedford Road
Kempston
Bedford
MK42 8BG
Tel: 851005
Email: clerk@kempston-tc.gov.uk

Thursday 5 November 2020

To: Members of the Council

You are hereby summoned to attend a virtual meeting of Kempston Town Council on Tuesday 10 November 2020 at 7.30pm for the purpose of transacting the following business:



C A Urwin

Clerk to the Council

AGENDA

The reading of the Fire precautions (on the back page of cover) by those present should be carried out prior to the commencement of the business.

- 1. To receive any apologies for absence.**
- 2. Members of the public are invited to address the Council** (time limit: 5 minutes per subject matter)
- 3. To confirm the Minutes of the meeting held on 13 October 2020** - attached as Appendix A pages 3-5.
- 4. Disclosures of interest in items on the agenda.**

Members are reminded that they must disclose both the existence and the nature of any personal and/or prejudicial interest that they have in any matter to be considered at this meeting in accordance with the Council's Code of Conduct.

- 5. Finance**
 - (a) Financial Statement showing spending/income against budget to 31 October 2020 - attached as Appendix B pages 6-9
 - (b) To consider and approve payments (cheques and direct debits) attached as Appendix C pages 10-11
- 6. Update from Climate Change Working Group**

Cllr Purves to give verbal report.

7. Electoral Review of Bedford Borough Council

Letter and map attached as Appendix D pages 12-14.

8. Closure of Kempston branch of Barclays Bank

9. New matters from Councillors for discussion at next meeting.

10. Date of next meeting: The next meeting of Kempston Town Council will be held virtually on Tuesday 8 December 2020 at 7.30pm.

**Minutes of the virtual Meeting of Kempston Town Council held Tuesday, 13 October 2020
at 7.30 p.m.**

PRESENT: Cllr Blacklaws
Cllr Bowman
Cllr Burley
Cllr S Conway
Cllr T Conway
Cllr Manocchio
Cllr Meader
Cllr Oliver
Cllr Purves
Karen Bateman – Kempston Challenger Academy
Carol Urwin - Town Clerk
One member of the public

No. ITEM

69.20 Apologies for Absence

Apologies for absence were received from Cllr Masud and Nawaz. An apology for lateness was received from Cllr Burley.

70.20 Members of the Public are Invited to Address the Council

None.

71.20 Minutes

The Minutes of the meeting of Kempston Town Council held on 8 September 2020 as circulated as Appendix A, were confirmed and signed as a correct and accurate record.

72.20 Members Interests

Members were reminded that they must disclose both the existence and the nature of any personal and/or prejudicial interest that they have in any matter to be considered at this meeting in accordance with the Council's Code of Conduct – none stated.

73.20 Challenger Multi-Academy Trust

Karen Bateman attended the meeting to update the Council on the former Robert Bruce site. She reported that representatives from the Department for Education (DFE) and Bedford Borough Council had met on site and although she had not yet received any feedback, she saw this as a positive sign that the matter was being progressed. She had dealt with enquiries from members of the public and there had been someone on call all the time.

It was pointed out that the site had deteriorated further and questions were raised as to what was happening and what were the timescales. Karen confirmed that a case had been put together for the DFE and she had received details from Cllr Meader on what public complaints had been received. Bedford Borough Council wanted the site to be repurposed as a special educational needs (SEN) school along with some housing development. Originally it had

been hoped that plans would be in place by Christmas but because of delays caused by COVID it was now hoped that there would be plans in place for removal of the buildings at Easter next year.

Cllrs were very concerned with the dilapidated state of the buildings and Karen confirmed that she would take all comments back to the appropriate people to improve the standard but she pointed out that there was a site agent who checked regularly.

The governing body were also seeking a community representative from the Council. Cllr Meader was nominated and although he did agree to this, he was willing to step aside should another member of the Council be interested.

Resolved:

That unless there were any other volunteers, Cllr Meader agreed to be the community representative on the governing body.

74.20 Finance

- a) The financial statement for six months to 30 September 2020 circulated as Appendix B and showing spending against budget was considered and approved.
- b) Appendix C (cheques and transfers) was approved for payment.
- c) Appendix D – bank reconciliation as at 30 September 2020. The balance of £447,021.42 was noted.

75.20 Update from Climate Change Group

Further to Minute 75.20 (8 September 2020), Cllr Purves updated the Council on the proposal to rewild some areas in Kempston. Three sites had been suggested and the Pitts play area would seem to be the most suitable as a pilot. He was waiting for a response from Claire Pick at Bedford Borough Council who had attended a site visit and had been very positive. The area would be sown with yellow rattle which suppresses grass. The area would need close mowing by the end of September and would need the seeds planting in November.

76.20 Remembrance Day 2020

Further to Minute 63.20 (8 September 2020) a discussion took place on the best way to approach the occasion with regards the current COVID situation.

Resolved:

1. That Cllr Meader lay a wreath in the afternoon of 8 November on behalf of Kempston Town Council and residents.
2. That Cllr Purves pursue the possibility of acquiring the services of a bugler
3. That Cllr Blacklaws pursue the possibility of videoing the wreath laying for viewing after the event.

77.20 Councillor Vacancy

The vacancy created by the sad death of Cllr Richard Hyde was reported to Bedford Borough Council and in accordance with the Local Government Act 1972, a notice declaring the vacancy was published on the Council's website and on Council notice boards in the Central and East Ward (where the vacancy occurred). As no poll was claimed by ten electors in the area, the Council was then obliged to co-opt to the vacancy as soon as practicable. As has occurred in the past, the Council looked back to the last election for the Ward where there were 7 candidates for 6 places. The unsuccessful candidate at that time had expressed a desire to become a Councillor should the opportunity arise. A vote took place.

Resolved:

- 78.20** That Mohammed Akbor (known as Ali Akbor) was unanimously co-opted onto the Council and the Clerk would forward to him all the necessary paperwork.

79.20 Replacement Bench in Hillgrounds Road

Cllr Oliver reported that she had replaced a wooden bench in Hillgrounds Road using her Ward fund. The original bench had been dedicated to Harry Turvey who was one of the founder members of William J Bushby Builders and a former Chair of Kempston Senior Citizens Club. She had asked if the Council would be willing to fund a replacement plaque for the bench which would be in the region of £100.

Resolved:

That the Council cover the cost of the new plaque.

80.20 Christmas Lights 2020

The quote had been received from Bedford Borough Council which included replacement LED rope lights for the lamp posts on the High Street section from the war memorial down to Cemetery Road. The Clerk would also need to check about the lamp column lights which were loaned the previous year.

Resolved:

That the quote be accepted in principle.

81.20 New Matters from Councillors for discussion at next meeting

Boundary Commission consultation on ward boundary changes.

82.20 Date of next meeting

The next meeting would be held virtually by Zoom at 7.30pm on 10 November 2020.

83.20 Appointment of Town Clerk

It was reported that interviews had been held to replace the current Clerk who was retiring. The successful candidate would be starting on 9 November 2020

The meeting closed at 8.28pm.

Expenditure	Actual	Relating to	Budgeted	Balance
	Expenditure	2019/20	Expenditure	
			2020/21	
War Memorials	£	£	£	£
Beds & Herts memorial & garden	3000		3000	0
High Street memorial			1000	1000
Annual Remembrance Wreaths	50		50	0
	-----	-----	-----	-----
	3050	0	4050	1000
	-----	-----	-----	-----
Mayor's Committee				
Mayor's Allowance			500	500
Travel, tickets and own events			500	500
Walnut design past Mayors badges			450	450
Council Chamber - update board			60	60
Mayor's chain repair (reserves)			0	0
	-----	-----	-----	-----
	0	0	1510	1510
	-----	-----	-----	-----
Allotments maintenance			500	500
Ryswick Open space	449.19		750	300.81
NSALG Membership	55.00		55	0.00
			-----	-----
	504.19		1305	800.81
	-----	-----	-----	-----
Cryselco Grnd maintenance	3,437.20		8937	5,499.80
Cryselco general maint.			800	800.00
Tree maintenance			500	500
Fixed Appliance Testing			0	0
Fire protection			105	105
Comm. safety, CCTV & airtime	5500		3400	-2100
Noticeboards			100	100
		-----	-----	-----
	8,937.20	0	13842	4904.8
	-----	-----	-----	-----
Elections	0		0	0
Christmas lights				
New decorations			5000	5000
Installation			12000	12000
Hospitality			20	20
Monthly page Kempston Calling	908		2,805	1,897
Kempston Fun Day			0	0
Kempston in Bloom	7617.37		10000	2382.63
			-----	-----
	8525.37		29825	21299.63
	-----	-----	-----	-----
Staff				
Tools and protective clothing	40.52		100	59.48
Affiliation fees			281	281
Mobile - site agent	19.99		50	30.01
Salaries	63,430.53		109860	46429.47
Training			500	500
	-----	-----	-----	-----
	63491.04	0	110791	47299.96
	-----	-----	-----	-----

Expenditure	Actual	Relating to	Budgeted	Balance
	Expenditure	2019/20	Expenditure	
			2020/21	
	£	£	£	£
Centenary Hall				
Cleaning materials			900	900
Furn/equip replacement/repair	300		1000	700
Disposables/bulbs/first aid etc	12.48		100	87.52
Floor Maintenance			0	0
General Maintenance	749.6		600	-149.6
Insurance	1240.55		1500	259.45
Rates	2984.75		5135	2150.25
PRS			600	600
Premises Licence			180	180
Trade Waste Collection	300.53		1000	699.47
Utilities				
Electricity	744.88	373.69	2600	1481.43
Gas	58.26		150	91.74
Water	546		600	54
Service Contracts				
Air conditioning	135		290	155
Bar and catering equipment	350		560	210
Emergency Lighting/Fire Alarms	147.45		370	222.55
Fire protection	200.7		200	-0.7
Security - Alarms	32.5		420	387.5
Entrance door	260		400	140
-	-----	-----	-----	-----
	8062.7	373.69	16605	8168.61
		-----	-----	-----
Offices				
Advertising	50		300	250
Audit			1100	1100
Bank Charges	101.27		430	328.73
Clock Repairs/maintenance	202		260	58
Computer Line	186		570	384
Data Protection Registration	35		35	0
Equipment replacement/repair			200	200
Furniture			200	200
General maintenance	97.84		500	402.16
Insurance	1505.51		1500	-5.51
Lease of telephone system	188.28		412	223.72
Petty cash			50	50
Photocopier copies	266.78	60.94	750	422.28
Rates	4295.25		7500	3204.75
Stationery/stamps/books	139.33		710	570.67
Telephone	491.72		970	478.28
VAT	5124.05		10,000	4,876
Virus Protector	37.49		40	3
Window painting			1200	1200
	-----	-----	-----	-----
	12720.52	60.94	26727	13945.54
	-----	-----	-----	-----

Expenditure	Actual	Relating to	Budgeted	Balance
	Expenditure	2019/20	Expenditure	
			2020/21	
	£	£	£	£
Service Contracts				
CCTV System (offices)	87		90	3
IT	928		928	0
Emergency Lighting & Fire alarms	147.45		400	252.55
Fire protection	200.7		150	-50.7
Gas boiler service	93.33		80	-13.33
Lift maintenance	300		310	10
Payroll	153.72		252	98.28
Security alarms	62.5		407	344.5
Utilities				
Electricity	544.38	108.98	1050	396.64
Gas	198.32		680	481.68
Water	157.55		410	252.45
B&MK Waterways sub	30		30	0
BBRU Sub			5	5
calibration of PAT Tester	65		70	5
	-----	-----	-----	-----
	2967.95	108.98	4862	1785.07
	-----	-----	-----	-----
			-----	-----
			209517	100714.42
Additional to Budget:			-----	-----
Deposits	800			
Refund of hire fee				
Water & Electric at Cryselco which is reclaimed from hirers	323.7			
Work & equipment required to lift	349			
Expenses as a result of COVID19	3221.68			
Refund of hall hire	220			

TOTAL	113,716.96			

Income		Received	Expected	Balance
			Income	
			2020/21	
		£	£	
Bank Interest		131.63	500	368.37
Hire of Premises:				
Hall		1,807.70	30000	28,192.30
Offices		481.25	9500	9,018.75
Cryselco		896	720	-176
Allotments		242	242	0
Miscellaneous		70.20	200	129.8
Other:				
Precept		152,155	152,155	0
KBJC - Clerk payment		1,200	1,200	0
VAT Refund		17666.99	14000	-3666.99
CIL		112,293.02	1000	-111,293.02
		-----	-----	-----
Sub total		286943.79	209,517	-77426.79
deposits		0		
TOTAL		286943.79		
		=====		

	Cheque No.	Description	Net amount	VAT amount	Total
			£	£	£
Urwin	3346	Kaspersky internet protector and calibrate pat tester	102.49	20.5	122.99
AAI	3335	Problem with alarm system	£65	13	78
Beds & Herts Charity	3336	Remainder of grant	2221.87	0	2221.87
SSE	3337	Gas in hall	33.8	1.69	35.49
Smiths of Derby	3338	Clock maintenance	202	40.4	242.4
Cancelled	3339		0	0	0
BATPC	3340	Job Advert	50	0	50
Lyreco	3341	Various	126.52	10.1	136.62
RBL	3342	Remembrance wreath	50	0	50
Housden	3343	Annual gas boiler service	93.33	18.67	112
Catech cts Ltd	3344	Work to glass washer and water boiler	300	60	360
LWS	3345	Grass cutting at Beatrice Street	64.17	12.83	77
Rosetta Publishing	3346	Kempston calling page	227	45.4	272.4
ICP Hygiene	3347	Various cleaning items	470.08	80.77	550.85
Churches Fire	3348	Annual fire alarm and emergency lighting service	352.15	70.43	422.58
Cloud Next	3349	Premium hosting	79.99	15.99	95.98
Rosetta Publishing	3350	Kempston calling page	227	45.4	272.4
Bedford Borough Council	3351	Trade refuse	186.36	0	186.36
LWS	3352	Grass cutting at Beatrice Street	64.17	12.83	77

Signed

Dated

Signed

Dated

Direct Debits

Description	Net	VAT	Total
	£	£	£
SSE - electricity hall	232.58	11.62	244.2
SSE - electricity office	189.8	9.49	199.29
SSE - gas hall	28.36	1.41	29.77
SSE - electricity Cryselco	71.1	3.55	74.65
Salaries - Oct & payroll charge	9133.97	4.39	9138.36
Monthly water bill - Centenary Hall - Oct	102	0	102
Non domestic rates for Centenary Hall – Oct	426	0	426
Non domestic rates for Council offices – Oct	613	0	613
Bank Charges - Oct	11.2	0	11.2

Signed:

Dated:

Signed:

Dated:

The
Local Government
Boundary Commission
for England

29 September 2020

ELECTORAL REVIEW OF BEDFORD BOROUGH COUNCIL: DRAFT RECOMMENDATIONS

The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for Bedford Borough Council. Today is the start of a 10-week public consultation on the Commission's draft recommendations on new ward boundaries across Bedford.

The consultation closes on 7 December 2020.

View the draft recommendations

You can view the Commission's draft recommendations at www.lgbce.org.uk, where you can find interactive maps, a report and guidance on how to have your say. The Commission has not finalised its conclusions and now invites representations on the draft recommendations.

The electoral arrangements for your parish or town council will change because of our recommendations. Please find enclosed a map outlining the new electoral arrangements for your council.

Enclosed with this letter is a summary outlining the Commission's draft recommendations. An interactive map of the Commission's recommendations for Bedford, electorate figures and guidance on how to propose new wards is available on the consultation area at: <https://consultation.lgbce.org.uk>. Further information about the review and the Commission's work is also published on our website at www.lgbce.org.uk.

Have your say

We encourage everyone who has a view on the draft recommendations to contact us, whether you support them or whether you wish to propose alternative arrangements.

Before finalising the recommendations, the Commission will consider every representation received during consultation, whether it is submitted by an individual, a local group or an organisation. We will weigh each submission against the legal criteria the Commission must follow when drawing up electoral arrangements:

- To deliver electoral equality where each borough councillor represents roughly the same number of electors as others across the borough.

- That the pattern of wards should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

It is important that you take account of the criteria if you are suggesting an alternative pattern of wards. You can find additional guidance and information about previous electoral reviews on our website to help you or your organisation make a submission.

Get in touch

The Commission welcomes comments on the report by 7 December 2020. Representations should be made:

- Through our interactive consultation portal where you can explore the maps of the recommendations, draw your own boundaries and supply comments at: <https://consultation.lgbce.org.uk>.
- By email to: reviews@lgbce.org.uk.
- Or in writing to:
Review Officer (Bedford)
LGBCE
PO Box 133
Blyth
NE24 9F

The Commission aims to publish every response it receives during phases of consultation. We will remove all personal information from your submission before publication. You can find out more about how we deal with consultation responses and your personal data at: www.lgbce.org.uk/about-us/privacy.

This is the last opportunity to influence the Commission's recommendations before they are finalised. We therefore encourage local people to get in touch with us and have their say.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Paul Nizinskyj
Review Officer
reviews@lgbce.org.uk
0330 500 1525

