



Order of meetings for 11th April 2018
7.00pm Planning
7.30pm Rec. Grounds, Public Lands & Lighting

STOTFOLD TOWN COUNCIL

Dear Councillor,

You are hereby summoned to attend a meeting of the Recreation Grounds, Public Lands & Lighting Committee, on Wednesday 11th April 2018, at 7.30pm, in the Council Chamber, Greenacre Centre, Stotfold

A G E N D A

- 1. To receive apologies for absence**
- 2. To receive disclosures of Members interests on matters contained in this agenda**
Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.
- 3. Public participation – questions, comments and responses**
Up to 3 members of the public are given 3 minutes each to speak on any item relating to this Committee.
- 4. Clerk's Report, Correspondence Received and Matters Arising for information**
See Agenda Report.
- 5. Use of Hitchin Road Recreation Ground – exercise classes**
To consider a request to use Hitchin Road Recreation Ground for a family fitness class on Monday and Tuesday between 6pm and 8pm for approximately 12 weeks. They anticipate number of anywhere between 10 and 30 people. They currently hold classes in our two venues, which will remain – these are in addition to current bookings. They would like to open them up to families during lighter months. A charge will be made, and they will be using a small ghettoblaster.
- 6. Millennium Green – chippings for 'crossover' area**
Following a request from Teasel for chippings to be placed in the boggy 'crossover point' by the River Ivel on Millennium Green, and this Committee's request for more clarification as to exact location, and who will be helping to spread out the chippings if the Town Council provides them, Paul Redwood of Teasel advises that the point is at the entrance to the adjacent Manor Farm Co-operative tenanted field, as you go into Millennium Green. It is next to the River Ivel where there is a crossover i.e. staggered fencing to make it clear that when you go to or from Millennium green. He confirms that Teasel will help with raking the chippings.

Members are asked to consider quotes to provide chippings:

The Chairman has secured assistance from Mr Geoff Osborne to transport the chippings from Ryalls on a mutually convenient Saturday morning to the crossover point (Mr Osborne has confirmed he is happy to do this free of charge).

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| Telephone Quote from Ryalls – | 2 tonnes of MOT - £73.50 +VAT =£88.20 |
| | 2 tonnes of chippings -£73.50 + VAT =£88.20 |

7. Lighting on South Green – rear of Greenacre Centre

For information, following a request from the developers for this Committee to confirm the type of lighting connection for columns to be installed in the park area to the rear of the Greenacre Centre, our preference was forwarded to them, together with preference from our street lighting contractor as to type of lanterns and columns. The developers have since advised that they are not able to connect to the Greenacre Centre but will install a feeder pillar and private network. The Clerk has asked for the opinion of our street lighting contractor he confirms that this will be an acceptable option as an alternative to our original choice. Also for information, we have been provided with a plan showing the layout of the 15 lighting columns (attached for Members) – our street lighting contractor is happy with the design.

8. MUGA – hard court surface

Our MUGA caretakers have reported that the hard court surface is now very slippery and needs pressure washing or treating. Members are asked to consider quotes to pressure wash the court:

- **Soft Surfaces** – to chemically treat the surface with moss and algae substance, £720.00 and to thoroughly clean porous macadam sports surface - £864.00
Total: £1584.00 +VAT
- **Sports Courts** – Removal of loose particles, high pressure washing to deep clean area and application of moss treatment - £950.00

To resurface court with “Macseal” process – see Quotation for details - £10,990.00

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| Extras available: | New Tennis post and lockable Sockets | - £800.00 |
| | Edging Kerbs to court perimeter | - £1700.00 |
| | To hand paint additional sports lines | - £185.00 |

In the professional opinion of Sports Courts, the surface is past its best. If cleaned it would probably deteriorate even more, especially where the tree root issues are and the issue of slipperiness wouldn’t necessarily disappear due to the type of surface it is. If cleaned there would still be tree root lifts which on their own would be a health and safety issue, overall they feel this is not a viable option.

The resurface quote would give the court a new surface with a longer lifespan.

Both companies have stated that a water supply will be needed and the use of a bowser is not sufficient as this will need to be filled a few times to deliver enough water. Sports Courts have previously worked on the MUGA and stated that the water has been used previously from the Football Ground external supply.

9. Cemetery Software: Quote from RBS

Members are asked to consider the purchase of new software from RBS to manage the Norton Road Allotment site.

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| Purchase of Software | £295.00 |
| set up and Training | £225.00 |
| 1 st years Annual Support and Maintenance | £119.00 per annum |
| Total | £639.00 |

A second company can be provided in the software to hold the allotment records for the Allotment Charity. This would be at a cost of 50% of the Annual support and maintenance fee per annum. (£59.50 per annum)

Ongoing costs:

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| Annual Support and Maintenance Multi 5 user Licence | £165.00 per annum |
| Annual Support and Maintenance Single User Licence | £119.00 per annum |

All of the above prices are subject to VAT at the Standard rate.

10. Management of the Arlesey Road site

The documents for the Arlesey Road project are due to be signed imminently (and may have been by this meeting) – Members are asked to consider how the Arlesey Road site is to be managed once the Town Council has responsibility for it. The site is in two parts – the Stadium Land which is to be leased by the Football Club, and the Recreation Land, part of which is currently being used under Central Beds Council licence to the Junior Football Club, and may also include other football teams, sports groups or other uses agreed by the Town Council. Management consideration is to include keyholders, the entrance gate to the site, fencing around the car park, access to the Recreation Ground via a new internal gate/access, keyholding for the toilet facility, cleaning and material provision for the toilet facility, grass cutting of Recreation Land, litter picking of Recreation Land.

11. General Work

Members to advise on general work to be carried out relating to this Committee.

12. Items for information purposes, relevant to this Committee only

C. Jenkins

**Ms C Jenkins
Assistant Clerk**

6th April 2018

To: Councillors Mrs S Bundock, Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Hayes, Mrs J Hyde, S Jackson, C Phelps, J Talbot. Other Councillors for information only

AGENDA REPORTS

RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE

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| AGENDA ITEM 4 | Meeting date: 11th April 2018 |
| Clerk's Report, Correspondence Received & Matters Arising for Information | |
| <p><u>Correspondence</u> None at present</p> <p><u>Matters Arising</u></p> <p>Minute 32/18 – a meeting has been organised with Nick Carafola, Highways Area Steward, for Friday 13 April at 10.00am. He will meet our appropriate Committee Members at the Greenacre Centre. This meeting is to discuss problem areas with potholes and the poor reinstatement works, and the list of footway obstacles. The Assistant Clerk is currently compiling a file of past cases reported to be looked at.</p> <p>Minute 33/18 – A message has been sent to all Football teams using the Hitchin Road Recreation ground to warn them to reduce their use of foul language, and that this is a public area. Some have returned to say that their teams were not playing that morning, but this will be passed onto players.</p> <p>Minute 32/18 – Telephone and email messages have been sent to the Junior Football club to ask them to remove the orange plastic fencing and metal posts, and to lower the goal sockets to ground level on the Hitchin Road Recreation ground. No response from the Junior Football club as yet.</p> | |
| Decision required: N/A | |
| Expenditure required: N/A | |