

MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS AND LIGHTING COMMITTEE HELD ON WEDNESDAY 10TH SEPTEMBER 2008 AT 7.30PM IN THE COUNCIL CHAMBER, SIMPSON CENTRE, STOTFOLD

Committee members present: Mrs M Cooper (Chairman)

Mrs S Bundock	Mrs A Clarey
B Collier	A Cooper
S Hayes	L Stoter

Also present: Mrs F Reid (Stotfold CSG), Mr J Talbot and the Clerk

5668. APOLOGIES

Apologies were received on behalf of Councillors Mrs Lewin, Mrs Hyde and Saunders.

5669. DISCLOSURES OF MEMBERS INTERESTS

There were no disclosures of Members interest at this point.

Members agreed to move part of agenda item 17 Update on Confident Communities Fund forward to this point to allow a member of the public to speak. Items for consideration on this item as per the agenda take place in the original agenda order.

5670. TO RECEIVE AN UPDATE ON THE CONFIDENT COMMUNITIES FUND APPLICATION (IN PART)

Action 7a – Anti-social behaviour drama presentation at Etonbury Middle School

This action point has been approved and the CCF allocation is to be shared with Arlesey Town Council (£250). ‘Caught in the Act’ will take place at Etonbury School on Tuesday 11th November 2008 for the Year 8 students. Councillor Mrs Cooper will try to attend this event.

Action 4 – Public space lighting – 2 new lamps in Oliver’s Lane, Stotfold and 7 replacement lamp heads around The Green

Investigations by County Highways have concluded that we wouldn’t have sufficient funds to carry out both works. Therefore the 7 replacement lamps on The Green will be carried out under the CCF as they will cost more than the Oliver’s Lane works. The Highways Engineer also pointed out that Oliver’s Lane could only take one lamp instead of the suggested two, and the suitable place to site it is 15 metres away from the junction of Oliver’s Lane and Home Close, near to number 19 Home Close. This is private land and permission would have to be sought before this could go any further. They also point out that they would also need to get connection and change lantern (if necessary) from column number 6 in Home Close (owned by the Town Council). Once we have permission, Highways will install one street light at a cost of between £1,200 and £1,400. The Town Council would need to pay this from their Street Lighting Reserves Fund and monies should reach the County Council as soon as possible so that costs can be kept down by ordering parts for all the additions at the same time. Consideration on this matter was referred back to the original agenda item order.

Action 17 – Speed activated sign on Hitchin Road (VAS – Vehicle Actuated Sign)

The County Council have confirmed that the monitoring stage has been completed successfully. This included a traffic count conducted at the proposed location. They advise that our application for a VAS has been approved. To continue with the erection of the sign we are required to complete a pro-forma giving details of existing street furniture in the vicinity, reason for siting in this position, topography, etc. This form has been completed, however we are also required to show that the community fully supports the erection of the VAS in this position. Residents in the vicinity have been asked for their support, and to date two positive responses have been received. The Community Safety Group have also been asked for their support, with the attached letter being received.

A shortfall in funding has been identified and £250 from the Town Council's Street Lighting Reserves Fund needs to be forwarded to the County Council before works can be undertaken.

The County Council are aiming to have completed works for action point 4 and 17 by December 2008.

The Chairman then suspended Standing Orders to allow Mrs Fay Reid of Stotfold Community Safety Group (CSG) to speak for three minutes regarding the Vehicle Actuated Sign. Mrs Reid had also submitted a letter regarding this matter, which was previously circulated to Members.

She explained that there is no reference in their minutes, nor at any public consultation they have undertaken, of concerns over speeding in Hitchin Road specifically. Concerns over speeding in Norton Road and Arlesey Road were most prevalent.

Mrs Reid was advised that the County Council have already agreed that 30mph speed signs will be erected outside Etonbury School on Arlesey Road, they were supposed to be up before the start of the new school term, however the matter is being chased by County Councillor Street. Speed limits will also be reduced during mornings and afternoons. The Safer Routes to School initiative is also being pursued with Etonbury School.

Therefore as these actions were being taken on Arlesey Road, it was felt prudent to spend the money elsewhere in the town where we are aware that speeding is of concern. Evidence of this concern can be found in our past minutes and also at the Planning For Real exercises held by the Town Plan Steering Group.

Mrs Reid's letter asked if the Vehicle Actuated Sign would record actual speeds, it was felt that it probably wouldn't and would only be triggered if someone went over the speed limit, but the Clerk will check.

With regard to speeding on Norton Road, it was suggested that a letter be sent to Highways to advise that the speeding signage needs to be improved, by providing larger signs to make the speed limit clearer to drivers.

The Chairman then thanked Mrs Reid for her comments, and reinstated Standing Orders.

Members gave the matter due consideration and it was:

Recommended that this Committee continues with the application for a Vehicle Actuated Sign on Hitchin Road under the Confident Communities Fund.

It was further:

Resolved that County Highways is

- Asked to provide increased and clearer speed signage on Norton Road, and also to paint more speed limit signs on the road.
- Chased on when the flashing double lights outside Etonbury School will be installed, as they were meant to be in place before the start of the current new term.
- Chased on when the reduction in speed limit outside Etonbury School to 30mph will take place, and also when they anticipate reducing it again to 20mph, as previously advised.

Members then agreed to move an item of Correspondence to this point to allow Mr Talbot to speak.

5671. CORRESPONDENCE (IN PART)

The Chairman suspended Standing Orders to allow Mr Talbot to speak for three minutes on the matter of road works.

Mr Talbot referred to his concerns over current road works taking place in Brook Street to install drainage. He advised that Brehenys had put up a notice on the Hitchin Road 30mph sign, in the middle of a grass triangle which pedestrians and drivers couldn't easily see. He telephoned Highways and Anglian Water, but they knew nothing of the road works. Brehenys subsequently put a letter of notification through his letterbox, after the work had commenced. He had also checked the ELGIN (Electronic Local Government Information Network) website which gives details of all road works in the country, but Brook Street was not listed. Mr Talbot also referred to the fact that the road works had actually prevented people from using Brook Street as a 'rat run' – the road is subject to a No Through Road Order. The Clerk has asked Highways whether it is an obligation on Highways, Brehenys or Amey to notify residents in the vicinity of forthcoming works, but no response has been received to date.

The Chairman then reinstated Standing Orders.

Resolved that

- Councillor Mrs Bundock takes the matter up with the Highways Officer on Friday during their walkabout of the town.
- The Clerk advises Mr Talbot of the outcome of her investigations as to the obligations of Highways or contractors in notifying residents of forthcoming road works.
- P.C. Ryan be asked to carry out spot checks on people using Brook Street as a 'rat run'.

Mr Talbot and Mrs Reid then left the meeting.

5672. TO DISCUSS ANY MATTERS RELATING TO THE MULTI USE GAMES AREA

Members were advised that they would need to consider replacing the edging and bark on the path to the MUGA early next year.

MATTERS ARISING

5673. To discuss any matters relating to the MUGA (see minute 5636)

An insurance claim has been made for the infrared camera and the damaged ½ pipe skate ramp. The Police have not been able to advise whether the CCTV cameras were able to catch footage of the damage being caused.

5674. Discussion with representative of Teasel on access to Centenary Wood (see minute 5639)

Councillors Mrs Bundock and Mrs Hyde met with representatives of Teasel and Cliff Andrews, Countryside Team Leader for BRCC to discuss access into Centenary Wood. After discussion and advice from Mr Andrews it was decided that only one mature hedge plant should be removed from the hedge adjoining the road, and a second trimmed, with the five bar gate being inserted at the north-east corner of the Wood. A large patch of nettle and bramble will also be cleared. The work will be carried out in the autumn and ensures that access is entirely on our land and not via neighbouring land. A gap will be left for pedestrians, in place of the suggested kissing gate, to give better disabled and pushchair access.

5675. Open Space Bovis Homes – Heron Way/Waters End (see minute 5640)

The Assistant Clerk is continuing to chase Bovis Homes regarding the adoption of the land at Heron Way/Waters End. Mr Hammond at Bovis Homes advises that he will re-look at the file and get back to us. He has been informed that the recent District Council Site Allocations document shows that Mr Owen, who previously claimed that he had right of way over the triangular piece of land, has now submitted the area of land in his ownership to the rear of the triangle, including the supposed right of way strip, as a possible site for future development. No response has been received to date.

5676. To receive a quotation from Terry Seymour re MUGA lights (see 5641)

Mr Seymour has obtained an estimate for replacing eight floodlight wire guards at a cost of £1650 plus vat. He advises that whilst the guards will stop bricks breaking the glass shields, they will not stop B.B. gun shots or pellet gun shots. The floodlight and glass shield manufacturers advise that the glass is high tempered so will not break under high heat, and that no glass is completely vandal proof.

Resolved that Mr Seymour be instructed to purchase and fit eight floodlight wire guards at a cost of no more than £1650 plus vat, with the work to be carried out as soon as possible to attempt to prevent further floodlight glass plates from being smashed.

5677. To receive a quotation for replacement shower units at the Hitchin Road Recreation Ground Changing Rooms (see minute 5649)

Mr Cave has still not submitted a quotation to replace the two broken shower units, and a separate quotation for replacing all four shower units. He advises that he is very busy, but will provide a quotation as soon as he is able. The Clerk will ask him to provide a quotation by the end of this month as the football season is nearing and the changing rooms will have increased use. Two other quotations will be sought from local plumbers.

5678. To receive two quotations from Group 4 Technology to upgrade the CCTV recording equipment, and to replace a faulty camera and improve the recording quality of the existing cameras at the MUGA (see minute 5652)

Although Members were previously advised that the above works, together with replacement of the vandalised infrared camera, had been carried out, Group 4 turned up to do the work but left due to the inclement weather. They will return on the 18th September.

5679. To consider the frequency of grass cutting for Oliver's Lane (see minute 5653)

Mr Golder is to provide a quotation for cutting back the scrub to the boundary of Oliver's Lane. Owners of properties with hedging overhanging into Oliver's Lane have been respectfully requested to cut back their hedging overhanging into the Lane. One resident who received the letter advises that she is not happy that she received the letter, but has had the hedge cut. She asks that the grass beneath her hedging in Oliver's Lane is cut when works are carried out in the future. Mr Summerfield will be asked to remove the hedge cuttings from Oliver's Lane left by residents.

5680. Play Rangers – use of The Green (see minute 5656)

Following the two play events which took place during July and August on The Green, the District Council's Play Rangers advise that the event was very successful. The road show consisted of 82 sessions in 20 different parks across the district, and in the 6 weeks in which the play sessions took place they interacted with 2,340 children. Stotfold's total number of children attending the two events was 79, with 57 parents present.

5681. To consider purchasing anti-climb paint and appropriate signage to be used on the MUGA fencing, CCTV and floodlight posts (see minute 5658)

Anti-climb paint has been purchased and applied to the MUGA fencing, CCTV and floodlight posts. Required signage has been purchased and fixed where appropriate.

5682. To consider purchasing the book 'Growing in the Community' (see minute 5659)

The above allotment book has been purchased. Original costs were indicated at £25, however as we are a government body we were charged a reduce sum of £15.

5683. To consider the request from Stotfold Co-Operative Smallholdings Ltd to take immediate steps to repair the 6ft chain link fence between the Riverside Playing Field and the land tenanted by the Co-Operative (see minute 5662)

A quotation has been received for replacement fencing in the sum of £1495. A further two quotations are being sought. Stotfold Co-operative Smallholdings Ltd have been advised that quotations are being obtained and that the matter will be considered further when funding is available.

5684. To discuss matters relating to any lighting issues around the town (see minute 5665)

Works as per the above minute have been reported to County Highways and Mr Summerfield has completed various works as per the minute.

With regard to our suggestion that County Highways consider contracting the town's weed spraying back to this Council, Highways advise that they were under the impression we were still carrying out the work and have asked us to continue. They have been advised that there is a misunderstanding and that it was our contractors who carried out the work independently of this Council, but that we were given funding by the County Council towards paying our contractors to do the work. We therefore need to consider budgeting for weed spraying around the town at the October estimates meeting. Central Bedfordshire Authority will be asked for a contribution

towards weed spraying during the next financial year, unless it is their remit to carry out the works.

CORRESPONDENCE

5685. Skate Park area at Riverside Playing Field

Correspondence has been received from a 12 year old resident requesting that repairs are made to the skate ramps. The Clerk has advised him that the damage caused was due to vandalism and that it is the subject of an insurance claim. The resident will be advised when the repair works are completed. He also suggests that we put a high fence around the skate park area and possibly charge people to use it. He has been advised that it would probably not be practical or cost effective, and we would wish to provide these sorts of facilities for free, but that the suggestion would be put to Members. He also forwarded suggested designs for a new skate park.

Resolved that a letter is sent to the 12 year old resident thanking him for his suggested designs for a future skate park and advise that they will be passed to the Town Plan Steering Group for consideration as future actions from the Town Plan. Reiterate the Clerk's letter that it would not be cost effective to erect a fence surrounding the skate park and that there are also health and safety issues involved. We also try to keep these sorts of facilities free for the community to use and it is our intention to continue to do so.

5686. Bedfordshire County Council – Highways 5 Year Programme 2009 - 2014

Correspondence has been received from Highways requesting our suggestions for the above 5 year programme. It is suggested that our Highways Representative completes the form on our behalf, following a walkabout of the town.

As Highways Representative, Councillor Mrs Bundock requested clarification as to our previous stance on bridge strengthening works, in particular Ford Bridge and Baldock Road Bridge. We have previously urged Highways not to strengthen the bridges, unless they are in danger of falling down, but to put weight restrictions on them. Previous suggestions from Highways was to reduce the hump and widen the slopes on Ford Bridge, with no plans to widen the width of the road.

Resolved that

- Councillor Mrs Bundock, as Highways Representative, completes the Highways 5 Year Programme form on behalf of the Council, following the walkabout on Friday with a Highways representative.
- A letter is sent to Highways to advise that we have no wish to see the profile of our bridges changed, the hump acts as a natural speed deterrent, and that we wish to see weight restrictions in place to discourage large vehicles from using the Ford Bridge and Baldock Road Bridge. Ford Bridge is situated on Malthouse Lane which has recently been nominated as one of our Quiet Lanes to be protected. The Lane also passes a children's play area, Centenary Wood and open ground which is popular with residents.
- Councillor Mrs Bundock is to reiterate the above to the Highways Representative during her walkabout.

5687. Campaign to Protect Rural England – Fieldwork September 2008

This item of correspondence can be obtained from the Clerk.

5688. Bedfordshire County Council – Highway works

Notification has been received of the following forthcoming works:

- Portable signals on Hitchin Road/Brook Street from 22nd September to 11th October 2008. works being carried out by Breheny. Approval given for erection and use of three way traffic signals at the junction of Brook Street with Hitchin Road.
- Temporary closure of Bridleway no 18 Stotfold; Bridleway no 9 Arlesey and Bridleway nos 8 and 4 Langford. These closures will prohibit any person on foot (or on horseback or lead a horse or cycle) along the lengths of the above bridleways, from 11th August for up to six months. This is to enable a new water main to be laid to reinforce the existing main.
- Proposed temporary road closure of Trinity Road for resurfacing works. There is no alternative route available for this closure. Restrictions are to be in operation only when the necessary signs are erected on site. Works are expected to take place for one day during the period Monday 3rd November to Friday 31st December 2008 (excluding Christmas bank holidays) between the hours of 7.30am and 6pm. Specific dates will be advertised closer to the time. The full length of the road will be affected from the junctions with Vaughan Road to the junction with Regent Street.

Councillor Mrs Bundock will check with the Highways Officer on her walkabout if they are to resurface the whole of Trinity Road and not just part of it.

5689. Bedfordshire County Council – Prohibition of Waiting Order 2008

Correspondence has been received to advise that a No Waiting Order has been put in place on the following lengths of road:

- Brook Street (service road) on the north side, from its junction with Brook Street, eastwards for a distance of 18 metres, to the end of the tarmac road.
- Brook Street (service road) on the south side, from the end of the tarmac road, westwards for a distance of 1 metre.
- Brook Street, on the south side, from its junction with Brook Street (service Road) to its junction with High Street.
- High Street, on the south side, from its junction with Brook Street, eastwards for a distance of 14 metres.

The Order will come into operation on 11th August 2008.

5690. Bedfordshire and River Ivel Internal Drainage Board

Notification has been received that dredging of the watercourse and clearance of vegetation will take place along the River Ivel from Taylor's Road to the Riverside Playing Field from 4th September for approximately one month. Heavy equipment will be used to carry out these works and residents are asked to keep clear of the machinery whilst work is in progress.

5691. MUGA Tennis Court

Correspondence has been received from a MUGA tennis court user querying why she was invoiced for evening court use during the summer holidays. She had heard that the MUGA was left open during the summer holidays for free use. The Chairman advised Members that the caretakers had been asked to unlock the MUGA at 9am and lock it at 5pm. Only users who have booked the courts could use them during the evening. It appears that the MUGA has, on occasions over the last two years, been left open through the evening. The office staff have therefore been unclear as to whether they charge for evening use, as the facility is meant to be

locked with bookings only. It is not clear in the hiring policy, nor made clear for staff how this should be dealt with.

Resolved that the MUGA user concerned be advised that the £5 charge she has received will be waived on this occasion. Advise that as a matter of urgency we will be tightening up on our charges and opening for the MUGA, as this situation has highlighted a lack of clarity in our policies.

5692. BRCC – Play Area Management Seminar

An invitation has been received for two Members to attend the above event taking place during the morning of Saturday 25th October at The Princess Charlotte Room and Jubilee Play Centre, Shuttleworth. Attendance fee is £15 per delegate (BRCC members). Councillors Cooper and Mrs Cooper will attend if their diary permits.

5693. TO CONSIDER CORRESPONDENCE RECEIVED FROM THE BOWLS CLUB IN RESPONSE TO A REQUEST THAT THEY CUT OVERHANGING HEDGING ON BROOK STREET OUTSIDE THE CLUB.

The Club queries whether cutting the hedging on the outside of the Club boundary should be Town Council or County Highways responsibility. They also ask for either some financial or physical help in cutting back the hedging on their side of the boundary in the future.

Resolved that the Bowls Club be advised that it is neither the responsibility of the Town Council or County Highways to cut the hedging, however we can ask our contractor to get in touch with them and they can provide the Club with a quote for the works.

5694. TO CONSIDER A QUOTATION FROM STEVE DEAR TREES TO REMOVE THE SMALL HEDGE ALONG THE EAST SIDE OF THE GREEN TO GROUND LEVEL AND STUMP GRIND ROOTS, IN THE SUM OF £450 PLUS VAT

This is following the urgent works to reduce the height of the shrubbery behind this hedge, at the request of the Police.

Resolved that the quotation from Steve Dear Trees to remove the small hedge, as above, at The Green in the sum of £450 plus vat be accepted. Funds to come from Open Spaces – Maintenance & Repairs budget. They are to be asked to ensure there are no remaining nesting birds in situ before carrying out the work.

5695. TO CONSIDER TWO ESTIMATES FROM MR DREWETT TO CARRY OUT WORK TO FIT THE STEEL SECURITY DOOR AT THE HITCHIN ROAD RECREATION GROUND TRACTOR SHED, IN THE SUM OF £270 INCLUSIVE OF FITMENTS, PAINT AND DISPOSAL OF THE OLD DOOR; OR £165 FOR FITTING ONLY

Following the order of the steel security door set from Design & Supply, Mr Drewett has advised that the door is suitable for the purpose required and he is able to fit it. Whilst we await delivery of the door, Members were asked to consider his two estimates for installing it.

Members were advised that the original price for the door set was £411 plus vat, but it has been increased to £462 plus vat.

Resolved that Mr Drewett's estimate for installation of the steel security door in the sum of £270 be accepted with the work being carried out as soon as the door set is delivered. Total costs will therefore be in the region of £730 (plus vat)

where appropriate). Funds to come from Open Spaces – Maintenance & Repairs budget.

5696. TO CONSIDER A REQUEST BY TEASEL FOR A GRANT OF £800 UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972 FOR THE 2009/2010 FINANCIAL YEAR, TO BE ADDED TO THE ESTIMATES IN OCTOBER IF SO APPROVED

Members were provided with a copy of Teasel's running costs for information.

Recommended that the sum of £800 be granted to Teasel under Section 137 of the Local Government Act 1972 for the 2009/2010 financial year.

5697. TO CONSIDER A REQUEST BY A RESIDENT OF THE GREEN TO REMOVE TWO BENCHES SITED UNDER THE TREES ON THE GREEN. THESE BENCHES ARE VERY CLOSE TO HER PROPERTY AND ARE A HOT SPOT FOR YOUNGSTERS TO CONGREGATE DURING THE EVENINGS, CAUSING HER DISTURBANCE

The benches concerned are sited on edge of The Green on the stretch between the junction with Regent Street and The Green bus stop. Members gave the matter due consideration and it was:

Recommended that the two benches as detailed above are not removed. The resident is to be advised that we are already taking certain measures to curb antisocial behaviour in that area, and want to see if they have any effect before removing the benches. We will also ask the Police to pay special attention to that area, and in particular during the evenings.

5698. TO CONSIDER A REQUEST BY A RESIDENT TO INSTALL A BENCH AT THE BACK END OF THE HITCHIN ROAD RECREATION GROUND, NEAR THE 'BABY' SWINGS.

There used to be a bench sited in this area some time ago, which was very well used by parents and walkers.

Councillor Cooper and Mrs Cooper declared an interest in this item due to the proximity of their home to the proposed site for the bench.

Resolved that two backless benches be sited either side of the goal area, and set back from the pitch at the Hitchin Road Recreation Ground. The resident making the request is to be advised accordingly. Prices are to be obtained for these benches, together with costs for a replacement picnic bench for the Riverside Playing Field, and three bins for The Green, Riverside Playing Field and Centenary Wood. The above would need to be ordered together as delivery costs for one or two items is high.

5699. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK IN PURCHASING A LENGTH OF CHAIN AND PADLOCK TO PREVENT UNAUTHORISED ACCESS TO THE GREEN

The rhino bar at the Riverside Playing Field was stolen/removed and has not been found. As this site is not overlooked it was felt prudent to place the rhino bar from The Green at the Riverside Playing Field to prevent unauthorised access, and temporary measures were taken to prevent unauthorised access to The Green by purchasing a chain at a cost of £46 and padlock at £23. This was to be in place until the Riverside rhino bar was found, or a new one purchased. To date the rhino bar has not been found.

Resolved that the executive action taken by the Clerk in purchasing a length of chain and padlock to prevent unauthorised access to The Green be approved.

5700. TO CONSIDER ANY ACTION TO BE TAKEN AFTER A RESIDENT CUT THE NEW CHAIN ERECTED AT ONE OF THE ENTRANCES TO THE GREEN TO PREVENT UNAUTHORISED ACCESS

After cutting the chain the resident concerned came into the offices to admit that he had cut it, and that he had done it because he thought it was a health and safety issue.

The Police advise that we can press charges against the resident for damage to property if found necessary.

Resolved that no Police action is taken, however a letter is to be sent to the resident pointing out that he should not have removed the chain and padlock as it is private property, and if he felt that there was a health and safety issue in the chain being in place he should have come straight to the offices to let us know and we would have considered removing it or taking any other necessary action. The resident is to be invoiced for the £46 chain. The padlock was found and has been stored.

5701. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK IN PURCHASING A NEW RHINO BAR AS A REPLACEMENT FOR THE MISSING RIVERSIDE PLAYING FIELD BAR, AT A COST OF £230 PLUS VAT, PLUS £25 DELIVERY

Resolved that the executive action taken by the Clerk in purchasing a new rhino bar to prevent unauthorised access to The Green, following the removal of the temporary chain, be so approved. Funds to come from Open Spaces – Maintenance & Repairs budget.

5702. TO CONSIDER A REQUEST BY CIRCUS TYANNA (FORMERLY CIRCUS RICARDO) TO USE THE GREEN FROM THE NIGHT OF 7TH JUNE 2009 TO 10TH JUNE 2009 (OPEN ON 9TH AND 10TH)

They are a family run show with domestic animals. Their requested dates are not close to other fair/circus visits (April/May, end July, September).

Resolved that Circus Tyanna be permitted to use The Green from the night of 7th June 2009 to 10th June 2009. The Junior Football Club are to be advised of the date the circus will be visiting. The circus will be charged at the 2009/10 fair/circus daily visit rates.

5703. TO CONSIDER THE DISTRICT COUNCIL'S CAPITAL SCHEME TO REPLACE STREET NAMEPLATES

The District Council advise that they have funds available to replace signs which are missing, signs which are unreadable, locations where there is presently no sign or should be, and old style signs. Suggested signs for replacement are to reach the District Council by 19th September.

Resolved that Councillor Mrs Bundock's list of street nameplates which require replacing, from a previous walkabout, be added to the proposal form, together with those submitted by Councillor Mrs Cooper. Any Member with suggestions is to forward them to the Clerk in time for her to complete and return the form.

5704. TO RECEIVE AN UPDATE ON THE CONFIDENT COMMUNITIES FUND (REMAINING PART)

Following discussions in minute 5670 above, Members were asked to consider approving the County Council installing one light in Oliver's Lane positioned 15 metres away from the junction of Oliver's Lane and Home Close, near to number 19 Home Close. This is private land, and permission will be sought to erect the light in this position.

Resolved that the County Council be asked to install one light in Oliver's Lane, as above, at a cost of between £1200 and £1400. Funds to come from the Street Lighting Improvements Reserves.

5705. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK IN AUTHORISING THE SHORTFALL FUNDING OF £250 FOR THE VEHICLE ACTUATED SIGN ALLOCATION OF THE CONFIDENT COMMUNITIES FUND

The total sum for monitoring and provision of the sign was £5,500 and we originally allocated £5,250. This sum has to be paid before this part of the application can go any further.

Resolved that the executive action taken by the Clerk in authorising the shortfall funding of £250 for the Vehicle Actuated Sign allocation of the Confident Communities Fund be approved. Funds to come from the Street Lighting Improvements Reserves.

5706. TO RECEIVE A REPORT FROM A COUNTY HIGHWAYS ENGINEER ON LIGHTING WORKS FOR STOTFOLD (AS PER MINUTE 5665)

Members were previously circulated a copy of the report, which advised that:

- 1) The Green – installation of two new street lights near the entrance of the road as proposed by PC Paul Ryan, Biggleswade Police Station and Dave Rollings, Mid Beds District Council – may be considered in their 5 year programme.
- 2) Highbush Road and Hyde Avenue – request from Town Council for change from old lamps to new ones - bulk lamp change programme will be replacing MBF/U lamps, no plans for change of the old lantern, may be considered in their 5 year programme.
- 3) Hitchin Road – Town Council request – a) numbering of columns in the underpass, b) last column of the underpass on the Fairfield Park side head missing, c) column no. 17 near the Fairfield Park side – a) numbering of columns will be done, b) new lantern will be fitted, c) outage repaired.
- 4) Column outside the Two Brewers pub on Hitchin Road – request from Town Council – repair of leaning column – the column is leaning but stable, any maintenance of this column will have to be paid for by the Town Council as the repairs are not part of the maintenance contract.
- 5) Regent Street – Town Council request – relocation of column to the back of footway – there is room at the rear of the column to pass without resorting to going onto the road. Therefore no action will be taken.
- 6) Mowbray Crescent – Town Council request – installation of new street lighting column on the footway beyond the wall of the house no 12 to 22 in Mowbray Crescent – may be considered in their 5 year programme.

Resolved that with regard to point

- 1) The Town Council pays for the two single headed lights as proposed. Dave Rollings is to be asked to check whether there are funds available from the Community Safety budget for the previously proposed double headed light on the corner of The Green by the lay-by.

- 2) Highways are asked when they are considering programming the work into next year's schedule.
- 5) The Equal Opportunities Officer at the County Council be asked to look into this matter as the light is in the middle of the pavement and could cause an obstruction to mobility scooter/wheel chair users and blind people.
- 6) The Town Council pays for a double headed light in the position proposed for Mowbray Crescent.

All funds for the above works are to come from the Street Lighting Improvements Reserves.

5707. TO CONSIDER REQUESTING TREE PRESERVATION ORDERS ON TREES AROUND THE TOWN

The Chairman referred to previous attempts at obtaining Tree Preservation Orders on various trees in Stotfold. In November/December 2002 and April 2005 a list of suggestions was forwarded to the District Council, and a request was made that an emergency Tree Preservation Order be made for the Oak Tree in The Avenue (as per Planning Committee minutes).

Resolved that the list of suggested Tree Preservation Orders, as sent in 2002 and 2005 be again forwarded to the Tree Officer, Bob Morwood, at the District Council, together with a reminder that this Committee endorses the request from the Planning Committee for an emergency TPO to be placed on the Oak Tree in The Avenue, as this has been on the suggestions list for a long time.

5708. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK IN AUTHORISING THE LANDSCAPE CONTRACTOR TO UNDERTAKE A FURTHER TWO GRASS CUTS BEFORE THE END OF THIS YEAR DUE TO THE WARM WEATHER AND VAST AMOUNTS OF RAIN THIS SUMMER.

This will take the Riverside Playing Field to 18 cuts, and all other grass cuts to 16.

Resolved that the executive action taken by the Clerk in authorising the landscape contractor to undertake a further two grass cuts before the end of this year be approved.

5709. TO CONSIDER CONTENTS TO BE INCLUDED IN THIS COMMITTEE'S TERMS OF REFERENCE

The current Terms of Reference were previously provided for Members.

Resolved that the heading of the draft Terms of Reference template be approved, with points on the current Terms of Reference to be added, plus those submitted at the meeting. An amendment to the original Terms of Reference should be made to ensure that where reference is made to the District or County Councils, the wording 'and their successors' is added. An updated Terms of Reference sheet is to be presented to the next meeting of this Committee for approval.

5710. TO RECEIVE THIS COMMITTEE'S DOCUMENT LIST SHOWING GUIDANCE, SPECIFICATION, REGULATIONS, ETC AND TO CONSIDER ANY POSSIBLE ADDITIONS TO THE LIST

The list shows suggested documents and policies that should be considered, and it was:

Resolved that this Committee's list of documents already held be accepted. Those on the list indicated as suggested additions will be undertaken in due course, and if any Member has any other documents which would be useful or applicable to this Committee, they are to forward them to the Clerk.

5711. TO RECEIVE A BUDGET UPDATE AND RESERVES STATUS, AND CONSIDER TAKING ANY NECESSARY ACTION

Members were previously provided with a copy of the update document. The budget status for this Committee is fairly healthy at this stage, and it was:

Resolved that the budget update and reserves status report be noted. A review will be carried out in the new year.

5712. TO DISCUSS MATTERS RELATING TO ANY LIGHTING ISSUES AROUND THE TOWN

Resolved that the following be reported to County Highways:

- Lamp number 5, Brook Street is faulty. It is not giving off much light and is glowing pink.

5713. GENERAL WORK TO BE CARRIED OUT AS ADVISED BY MEMBERS AT THIS MEETING

Resolved that the following works be carried out:

Mid Beds District Council

- The dog waste bin at the Riverside Playing Field car park needs replacing as it has been repeatedly vandalised and damaged. This is a very popular area with dog walkers.
- The sign for Hyde Avenue (cul-de-sac) between numbers 58 and 88 Hyde Avenue needs re-erecting – seems intact.

County Highways

- The utility cover in the verge area to the front of 97/99 Hitchin Road is a major trip hazard.
- There are no dropped kerbs on either side of Pix Road (Hitchin Road junction).
- The wooden barrier fencing on the grass slope between Common Road/Princes Street needs repairing.
- The crown needs lifting on the Whitebeam tree in front of 58 Mowbray Crescent (David Alderman – County Tree Officer)

North Herts District Council & Hertfordshire County Council

- Ask them to consider clearing the footway by the side of the 'rural area' between Stotfold and Norton, along Norton Road, to provide a 'cycleway' between the two settlements. An update of the existing infrastructure would provide a valuable asset to the two counties.

Mr Summerfield

- To re-fix the metal post to the rear of The Green, inside the hedge, which has been pulled out of the ground.
- Fill the hole at the entrance to the Brook Street car park.
- To check that the silt bucket in the Riverside Playing Field car park is completely clear, if not, clear out.

Town Council

- Obtain price for trimming overhanging branches on Lime trees and a Beech tree at The Green play area. They are overhanging the metal fence between Common Road and Regent Court – first tree is obscuring lamp B21 on the rhino bar corner of The Green.
- If the silt bucket at the Riverside Playing Field is clear, obtain costs for carrying out an investigation into the condition of the drainage pipe, as this car park is continuously flooding.
- Obtain costs for 3 or 4 sacks (25g) of daffodil bulbs to be planted around the town – they are to be short types such as February Gold, or similar. Ask Bickerdikes, Thorns Nursery and Taylors Nursery for prices.

5714. ANY OTHER ITEMS FOR INFORMATION PURPOSES ONLY

Councillor Mrs Bundock advised that she had asked the Clerk to query several points with County Highways. She has received the following response:

- The routine cleansing of gullies in Stotfold is due to take place in the next couple of weeks (1st or 2nd week of September). The last cleanse was August 2007.
- Regent Street will be resurfaced sometime between October and December.
- Trinity Road is on the thin surfacing programme for this financial year.
- They are in the process of costing up the work they have undertaken to date at Vaughan Road in order to quantify how much more surfacing they can complete with the remaining funds.

Councillor Mrs Bundock advised Members to read the article in the recent Local Council Review magazine regarding street scene management, as it makes very interesting reading.

There being no further relevant business the meeting was declared closed at 10.09pm

CHAIRMAN

DATED