

STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG
01462 730064 enquiries@stotfoldtowncouncil.gov.uk



Members of the Recreation Grounds, Public Lands & Lighting Committee: S Buck (Chairman), Mrs L Anderson, B Collier, A Cooper, Mrs M Cooper, S Hayes, Mrs J Hyde, G Russell, B Saunders, J Smith, J Talbot.

Other councillors for information only.

You are hereby summoned to attend the Recreation Grounds, Public Lands & Lighting Committee meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 13th June 2022 at 7.15pm** for the purpose of transacting business detailed in the agenda.

KA Elliott-Turner

Mrs KA Elliott-Turner
Town Clerk

8th June 2022

Members of the public:

You are now able to observe our meetings by joining via [MS Teams](#). Join on your computer or mobile app [Click here to join the meeting](#) Please note, our meetings may be recorded for minute taking purposes, and will be deleted after minutes are approved.

Members of the public are invited to observe the meeting and may participate at the 'public participation' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting (contact in advance enquiries@stotfoldtowncouncil.gov.uk or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

AGENDA

1. [Apologies for absence](#)
2. [Disclosures of Members Interests and Dispensations](#)
 - a) Members to declare interests in respect of any item on the agenda
 - b) Proper Officer to consider written requests from members for dispensations
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 section \(max. 15 minutes\)](#)

Members of the public may speak on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification. [Public Participation Policy](#) applies.
4. [Clerk's Report, correspondence received and matters arising from previous minutes, for information](#)

Matters Arising for Information - report attached for members

5. [Allotment tenancy rates](#)
To consider allotment tenancy rates for period 29th September 2023 to 28th September 2024, giving required one year's notice. Report attached for members.
6. [Hitchin Road Rec – tractor shed](#)
To consider report from the Clerk regarding the tractor security, fire safety, increasing storage space of the tractor shed, plus additional storage.
7. [Executive Action – Play Inspection training](#)
To note executive action taken by the Clerk, in consultation with the Chairman, to book the Handyman on the RPII Training of Routine Inspectors course with exam at £320 plus vat
8. [Repairs to swing on The Green](#)
Further to the Handyman's play inspection findings that the bolts on the 1 bay 3 seat swing unit at The Green are beyond repair, they have been removed for safety. Members are asked **to consider** a report with quote to repair the unit.
9. [Play Inspections](#)
 - i) **To receive** a report from the Clerk providing more information about The Play Inspection Company, who they are and the services they provide.
 - ii) **To consider** Clerk's report on types of visual inspections and purpose for each.
 - iii) **To consider** The Play Inspection Company's Annual Inspection Reports for all town council owned play items.
 - iv) **To note** that CPM Playgrounds have been asked to carry out repairs as identified in the Annual Inspection Reports.
 - v) **To consider** taking out a subscription to Cloudy IT's Play Inspection App and their Open Space Inspection App – initially on a 12-month basis to assess suitability, and using staff issued mobile phones, rather than tablets.
10. [Footpath from Roecroft Lower School to Greenacre Park](#)
Further to agreement by committee to a permanent access being created from the Roecroft Lower School emergency gate to link to the existing tarmac path in Greenacre Park, our solicitors advise that there are no legal implications in terms of creating a permanent access, however it is recommended that a license permitting this access is drawn up between the two parties. Now that Greenacre Park is in the ownership of the Town Council, the school has been advised that they may install their double gate, and members are now asked **to consider** a quote to install a new link tarmacked path (Roecroft Lower School will contribute towards the cost).
11. [Norton Road Allotments – front boundary hedge cutting](#)
To consider a quote to cut the front boundary hedge of Norton Road Allotments this autumn. Specification: to cut back front, top and inside of entire front hedge, up to and on either side of the main gate, removing all arisings from site.
12. [Norton Road Allotments – unauthorised weed spraying](#)
To consider whether to take any action, following notification that a tenant at Norton Road Allotments has weed sprayed a large section of the inside perimeter boundary of Norton Road Allotments, without permission, leaving a large section of almost bare soil. Report attached for members.
13. [Request to site car wash at Arlesey Road car park](#)
To consider a request to site a car wash facility in the Arlesey Road car park.

14. [Street Trading Consent Application](#)
To consider making a comment on a Street Trading Consent Application from Mr Virgadamo, ice-cream vendor.
15. [Traffic calming measures – The Green/Astwick Road](#)
To consider proposed traffic calming measures for The Green/Astwick Road.
16. [Football Club fencing to training area](#)
To note – following agreement by committee for the Football Club to erect boundary fencing and gates to their training area at the rear of the stadium, a planning application has been submitted, together with an application to release S106 funds. For information, a copy of the plan showing the location of the proposed fences and gates is provided for members.
17. [Riverside Playing Field MUGA refurbishment](#)
To consider quotes received for resurfacing the hard court of the MUGA and installation of new fencing, being funded by the Community Asset Grant and Section 106.
18. [Jubilee trees](#)
To consider a report with details from Central Bedfordshire Council's tree officer regarding trees as part of the Queen's Green Canopy. We are unable to proceed with our previous request for x3 trees (Oak and x2 Limes) as the species do not fall within their tree planting giveaway, and therefore members are asked **to consider** a revised proposal for x5 trees under their tree planting grant (min. of 5 trees up to a woodland). Any change to the previous decision will be a committee recommendation to Council.
19. [Jubilee benches](#)
Further to concerns expressed by residents about the locations for the Jubilee benches, **to consider** a proposal by the Clerk which might address those concerns and taking into account the proposal in the agenda item above. Any change to the previous decision will be a committee recommendation to council.
20. [Open space maintenance – increasing biodiversity](#)
To consider a report from Councillor Mrs L Anderson on our open space maintenance, with a view to increasing biodiversity.
21. [Open space maintenance proposals](#)
To consider a proposals report from Councillor A Cooper and the Clerk for maintenance of our open spaces, with a view to increasing biodiversity.
22. [Landscape & Grass Cutting Contract](#)
Further to the previous agenda item regarding open space maintenance and biodiversity, to consider maintenance specification (relevant to this committee) for the Landscape & Grass Cutting Contract (period 2023 to 2026).
23. [Highways Report](#)
To receive a report from Councillor Smith, Highways Representative. Report attached for members.
24. [Project updates](#)
To note update verbal report on the Arleseay Road MUGA, play and outdoor gym project.

25. Public realm works

Members are reminded that matters for Central Beds Council can be reported via <https://www.fixmystreet.com/> and if they have any matters that are to be reported to other parties or are general repair or maintenance work for the council, these should not be held until the next committee meeting but should be reported to the office.

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

CLOSED