

MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS AND LIGHTING COMMITTEE HELD ON WEDNESDAY 11TH SEPTEMBER 2019 AT 7.20PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: Mrs M Cooper (Chairman)

Mrs S Bundock	Mrs A Clarey
B Collier	A Cooper
S Hayes	Mrs J Hyde
C Phelps	J Talbot

Also present: Councillor B Saunders and the Town Clerk – Mrs K Elliott-Turner

82/19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor G Russell.

83/19 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. Members were 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.

84/19 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

85/19 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Correspondence

A copy of [CPRE Beds Matters](#) – summer 2019 edition is provided for Members.

Matters Arising

Minute 133/18 – the designs for the approved LTP Integrated Programme 2019/2020 (Rural Match Funding) will be finalised Q3 and we will be consulted on the drawings.

Minute 72/19 – Sutcliffe Play have not been able to fix the problem with the second inclusive roundabout, despite repeated chasing and callouts. The Clerk was intending on pursuing a claim through the small claims court for the first roundabout as it was not fit for purpose and was faulty within a short space of time (however, this has been put on hold), and payment for the second roundabout has not been released as this roundabout is also faulty. The Assistant Clerk and Councillors Talbot and Hayes have met with Sutcliffe Play, with the intention to require the roundabout to be removed, at no cost to the Council, as it also is not fit for purpose and should not have become faulty within such a short space of time of purchase and installation. However, agreement was given to Sutcliffe Play to investigate why it doesn't work and to get it back to working order. The Clerk is in discussions with the S106 Play Officer regarding the S106 funds which were used to purchase the original roundabout.

Minute 75/19 – the application to release S106 funds associated with MB/09/00054/FULL

for Informal Open Space and Outdoor Sport has been approved, the orders for benches and scoreboard were placed and the items are currently being installed.

86/19 STREAT FEAST – USE OF THE GREEN – STREET FOOD EVENT

Members considered a request from Bedford StrEAT Feast to use The Green for a street food event, as a takeaway night. At the June 2018 meeting of this committee, their request to use The Green was turned down on the grounds of concerns about use of the grass and potential impact on other food outlets in the town. They subsequently held three events at Roker Park (Stotfold Football Club). Feedback was positive apart from the location and they would like to try The Green for 2020. They would like to attend on the third Thursday of the month, March to September, 4pm to 9pm, with access from 2pm to set up and will vacate by 10.30pm. They will obtain a temporary event notice (TEN) for each even and any music will stop at 9pm. Number of stalls varies but is usually in the region of 6 to 10. They currently hold EAT feasts in Henlow, Sandy, Bedford and Ampthill, which are going well. The Clerk has made enquiries with Sandy and Ampthill Town Councils as to impact on grassed areas used and any conflict with local food or drink outlets – no issues have been reported. If approved, copies of their risk assessment, hiring agreement form, public liability and appropriate licenses will be obtained.

Members felt that this is a good opportunity to provide something different for our community to attend.

RESOLVED that permission is given for StrEAT Feast to use The Green for their street food event, to be held on the third Thursday of each month, March to September 2020.

87/19 USE OF THE GREEN – STOTFOLD FOOTBALL CLUB FIREWORKS DISPLAY

Members considered a request from Stotfold Football Club to use The Green as parking for their annual fireworks display event on Tuesday 5th November from 5.30pm. They will be required to supply a copy of their public liability insurance, risk assessment and complete a hires agreement form.

RESOLVED that approval is given to Stotfold Football Club to use The Green as parking for their annual fireworks display event on Tuesday 5th November from 5.30pm.

88/19 EXECUTIVE ACTION – USE OF BROOK STREET CARPARK – STOTFOLD APPLE DAY 2019

Members were asked to approve executive action taken by the Clerk, in consultation with the Chairman, to permit use of Brook Street Car Park for the annual Stotfold Apple Day, taking place on Sunday 6th October 2019 between 10.30am and 4pm. Stotfold Cider Press require use of water and power from the public conveniences, as in previous years, and will suspend a temporary advertising banner on the catenary wires surrounding the car park. A copy of their risk assessment, public liability insurance and TENS licence (if required) will be obtained.

RESOLVED that executive action taken in permitting use of Brook Street carpark for this year's Stotfold Apple Day on Sunday 6th October, together with use of water and power from the public conveniences, is approved.

89/19 EXECUTIVE ACTION – USE OF THE GREEN – JAMES DEAN FUNFAIR VISIT

Members considered executive action taken by the Clerk in consultation with the council Chairman (in absence of committee Chairman) in booking James Dean Funfair's visit to The Green from 8th to 15th September 2019. They have provided the required copy of their public liability insurance, risk assessment and completed hirers agreement.

RESOLVED that executive action taken in booking James Dean Funfairs on The Green from 8th to 15th September 2019 is approved.

90/19 OPEN SPACE BOOKINGS

Members considered approving the office in taking all future bookings for open spaces. Bookings already managed by the office include use of open spaces for football training/matches and for personal training sessions. Additional bookings would include funfairs, circuses, car boot sales, other events. A copy of our hiring policy was circulated to Members for information, which requires all hirers to provide a copy of their public liability insurance, to complete a risk assessment and submit payment (if required) with their completed hire agreement form. Our bookings software now includes a section for our public open spaces, which avoids potential clashes in hire. It is suggested that the first enquiry for a booking such as funfair, circus, etc is considered by committee, and any further bookings for that particular hirer, could be taken through the office under delegation.

RESOLVED that the office is given delegated responsibility to manage all bookings for open spaces, with the first of 'larger' or unusual hire requests being considered by committee. Future bookings for that use will be taken through the office. Our lettings policy must be followed and required public liability insurance, risk assessment and hire agreement form must be received by the office prior to hire.

91/19 MUGA – RIVERSIDE PLAYING FIELD AND ARLESEY ROAD

Councillor Saunders advised that following previous notification that there are S106 monies available for MUGA at Riverside Playing Field and Arlesey Road, and agreement that a project to provide a new community use MUGA at Arlesey Road is pursued with Central Beds Council's project team, a Building Surveyor has now been assigned by Central Beds Council to work on this project. Councillor Saunders and the Clerk will meet with him next Friday 20th to progress the project.

With regard to the Riverside Playing Field MUGA, the sum of £25,309 is available from the Taylors Road and Astwick Road developments. The description for this money is for refurbishment work, however Lisa White, S106 Play Officer has advised that there is no preferred option as to whether the current facility stays or is removed, as the money can be flexible and used for a MUGA elsewhere. If the facility stays, and even if the adjacent row of very large Poplar trees is removed, the remaining tree roots would still cause problems in terms of the court surface. Removal of the facility will also cost. If council chooses not to refurbish the facility, the S106 can be varied with the developer, which is easy to do. The trigger point for these funds is prior to occupation of first dwelling.

92/19 THE GREEN – BENCHES

Members considered replacing two old and damaged wooden benches with the recycled plastic type benches – located on the ‘Crown’ pub corner of The Green, between the hedge and enclosed play area. Both wooden benches are of the ‘stump and plank’ type and are in poor condition due to their age, and one has completely collapsed. Options and costs for replacement benches were provided to Members - Broxap and Glasdons, ranging from £228 plus vat to £323 plus vat.

RESOLVED that x2 Heath Benches are purchased from Broxap at £229 plus vat per bench. Costs include foot fixings. Colour brown. Plus delivery costs. Funds from Rec Rolling Improvements EMR.

93/19 NORTON ROAD ALLOTMENTS – SECURITY

Further to previous consideration about boundary security at Norton Road Allotments in June 2018, and continued incidences of thefts and damage to crops and plots, a request has been made by a plot holder for an extension panel to be fitted to the entrance gate to make climbing over more difficult. A notice has been fixed to the gate to remind plot holders to ensure they lock the gate behind them – entering or leaving, and the boundary hedge is sufficient enough to prevent unauthorised access – any previous breaches in the boundary have been filled.

Members duly considered the request, but it was felt that putting an extension on the gate would not prevent unauthorised access, and in any case, the gate is often found left open, and plot holders must tighten up their own security of the site keeping the gate locked.

94/19 GENERAL WORK

RESOLVED that the following is actioned:

Central Beds Council – Highways

- Meadow Way – this road was surfaced some time ago, but 3 dips appeared in the road straight away. This was previously reported.
- Church Road – footpath to the churchyard is now very dangerous, and the large pothole is now 70cm in diameter and needs immediate repair. This was previously on the works list of Highways Area Steward Nick Carafola. (the Clerk advised that this matter has already been taken up with Mr Carafola, however he advises that it is not on his work list and as this is a driveway to the church, it would need to be referred to the church for repairs). Nick Carafola is to be asked to make an urgent visit to the site.

Central Beds Council – Building Control

- Lorries associated with construction works at the housing development on Taylors Road are bringing significant amounts of mud onto the road

Town Council office

- Report to Taylor Wimpey that the shrub/flower bed at the rear of the play area in Prince Charles Avenue is overgrown, such that it is preventing use of the bench.
- Request a directional sign on High Street indicating location of the Greenacre Centre
- Chase Central Beds Council for urgent weed control outside The Haven. It is suggested that for further ease of maintenance, the slabs are taken up and tarmac is laid in its place.

95/19 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

The Clerk advised that she had recently completed a WYG survey on indoor sport in Stotfold, particularly relating to our facilities such as the Memorial Hall and Greenacre Centre, and any need for additional sports facilities in the town. Earlier today she met with a representative of WYG to go through the survey, and she explained the history of the previous plan to provide a new sports centre in Stotfold. This provision shows there was a need for such facility then and will only now be greater with new development since that time. The outcome of their research will help inform their new leisure strategy.

There being no further business, the meeting was closed at 8.22pm

CHAIRMAN

DATED