

**MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 14 FEBRUARY 2024, AT 7.00 PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

---

Committee Members present:

L Anderson (Vice Chair), S Buck, J Hyde, S Hayes, B Saunders, J Smith, J Talbot, J Bendall, N Venneear

Also present:

Cllr S Dhaliwal (virtually)  
1 guest (virtually)  
E Payne, Town Clerk

---

**179/24 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Cooper, and it was **RESOLVED** to:

***Accept the apologies.***

**180/24 DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS**

Nothing to declare.

**181/24 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

There were no members of the public present who wished to make a representation.

**182/24 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 13 December 2023 were received. It was **RESOLVED** to:

***Adopt the minutes as a true record of the meeting.***

**183/24 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

a) **Grass Improvements at Greenacre Open Space**

This is scheduled for March 2024.

b) **Happy to Chat Benches**

Designs have been finalised and will be installed next week.

c) **Norton Road Allotment Signs**

These have been installed, pictures were included in the bulletin.

d) **Table Tennis Tables**

The base for the table at Arlesey Road has been installed at the same time as the resurfacing of the car park. The order has now gone in for 2 tables – 1 at Arlesey Road and 1 at Greenacre. The other two tables, to be installed at Riverside will have to wait until the weather and ground conditions improve to allow access to the site by a vehicle.

e) **Arlesey Road Car Park**

Repairs to this have been completed, however, following comments, the Town Clerk is taking up with the contractor about the quality of the work.

f) **Water Safety Risk Assessment**

Enquiries ongoing with RLSS regarding this water risk assessment

g) **Play Area Signage**

The Clerk liaised with the Play Inspection Company to confirm what details would be required in signage and will now seek designs to be agreed by this committee at their next meeting.

h) **Flood Wardens**

Cllr Talbot has asked the Clerk to report on an email from CBC regarding a call for action on flooding in Central Bedfordshire. The email contained a call for each and town and parish to set up a Community Emergency Response Team (CERTs). There is already one in Stotfold. This was forwarded in the bulletin last week.

g) **Allotment Deposits**

Cllr Hyde queried how the money for the allotment deposits would be held. The Clerk responded that it would be banked and held in a suspense account like hall hire deposits. The Admin Officer has written to the Clerk of the Trustees regarding the scheme.

It was **RESOLVED** to:

***Note the Clerk's Report***

**184/24 REPORTS TO COMMITTEE**

**184/24.1 Car Show**

Members received a request to hold a car show on the Green on 10 August 2024. Members noted that this was a repeat request however, the organisers had requested the use of additional land for car parking. The land in question is not within the control of the town council. The Clerk has raised this with the landowner, however, there are restrictions on the use of this land which only allows it to be used for parking for the Mill events.

It was **RESOLVED** to:

- a) ***Approve the use of the Green for a car show on 10 August 2024.***
- b) ***Advise the organisers that they are unable to use the additional land for parking.***

**184/24.2 Kidzone**

Members received a request to hire The Green for children's activities. Members had a brief discussion about the ramifications of Martyn's Law in relation to security arrangements which would affect the town council. However, as it is only at the consultation stage, further information will be available and considered by the Buildings Committee at a later stage. It was **RESOLVED** to:

***Approve the request.***

***1912 – Cllr Venneear arrived.***

### 184/24.3 Banner Policy

Members received the banner policy for review, and it was **RESOLVED** to recommend to Council that:

***The Banner Policy is adopted.***

### 184/24.4 Toilet Provision at Allotments

Members received a report with a proposal for the provision of toilets at Norton Road allotments. Cllr Buck had been approached by a number of tenants at the site regarding the lack of toilet facilities. The tenants had suggested that they could build a chemical toilet, however, there are still ramifications from the emptying of this type of toilet.

There are compostable toilets which are commercially available which have much less intervention. The byproduct is then able to be used in compost. However, these do come at a cost. Members discussed the different models and how best to fund it. There is some negotiation on price and funding could be applied for.

The other part of the report was regarding a competition for allotment of the year. Members might like to consider this as part of its community engagement with different judging criteria including biodiversity or use of recycled materials. This would be applied to both sites. Members discussed how best to recognise this achievement via a trophy or certificate.

It was **RESOLVED** to:

- a) ***Investigate if discounts are available for compostable toilets.***
- b) ***Identify a location for the toilet.***
- c) ***Apply for funding from Awards for All.***
- d) ***Receive a report at the next meeting on allotment awards.***

### 184/24.5 Pedestrian Access to Arlesey Road

Members sought clarification about pedestrian access from Pixbrook Road onto the Arlesey Road site after the previous decision of this committee not to install gates. The Clerk has raised this with CBC to see if they will install a dropped kerb and pedestrian access when they are installing the EV points. The entrance should be near the building with some demarcation in paint on the tarmac to show pedestrian access and signage.

It was **RESOLVED** to:

***Install a pedestrian access via Pixbrook Road into Arlesey Road without a gate.***

### 184/24.6 Community Garden at The Haven

Members received a report regarding a proposal to install a community garden at The Haven. The proposal was for vegetable garden with some espalier fruit trees. Surplus produce would be sought from the allotment holders. There is good support from the neighbours adjacent to the site.

It was **RESOLVED** to:

***Release £1,000 from EMR Rec Rolling Improvements for the purchase of fruit trees.***

#### **184/24.7 Land Opposite the Greenacre Centre**

Members received a report with a proposal to seek the transfer of this plot to the Town Council. The Clerk advised the meeting that they had emailed the developer with the request and the email has been forwarded to the officer responsible for the estate, no response has yet been received. Members agreed that this is a good proposal, as the land will become overgrown, and the fence will fall down and not be repaired. The car park spaces that are allocated to the plot would then come within the control of the town council.

The site could then be developed as an open space, possibly with car parking and could be used by the residents in the adjacent flats. It was **RESOLVED** to:

***Approve the proposal and await further information.***

#### **184/24.8 Erosion of Riverbank at Riverside**

Members received a verbal report regarding erosion of the riverbank at the lvel at Riverside. Members were concerned that there is an area near the pond where it is possible that pedestrians could fall into the river. It was **RESOLVED** to:

***Investigate safety works at this area and bring back a proposal to a future meeting.***

#### **184/24.9 Works to Culvert at Riverside**

Members received a report with quotations for the installation of a vehicle access between Riverside the Jubilee Meadow for maintenance.

It was **RESOLVED** to:

***Award the works to Maydencroft Rural for the culvert project at a cost of £2,987.***

#### **185/24 HIGHWAYS REPORT**

Cllr Saunders reported on flooding of the Pendleton Way cycle path. There's a low ditch at the side which is supposed to disperse the water. This should be reported via Fixmystreet. There may be some works that the Town Council could undertake on the Arlesey Road site which could help, and this will be investigated with the ground's maintenance contractor. This could be part of a bigger project to reduce the hedge height which the football club would welcome, and it would make the MUGA more visible, reducing ASB.

Cllr Smith reported that resident's groups are starting to get together permissions for road markings and parking restrictions for problem areas including Rook Street Lane, the top of Regent Street and Mowbray Crescent. There will also be one starting in North Road cul-de-sac. Cllr Woodfine is working to push these petitions forward at CBC.

#### **186/24 WORK PROGRAMME**

Members noted the work programme for this committee.

#### **187/24 PUBLIC REALM WORKS**

The drains at Riverside car park would appear to be blocked and there is flooding in the car park. The silt trap at this location needs emptying and the services of a drain company may be required to visit.

#### **188/24 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

There were no other items for consideration.

**189/24 DATE OF NEXT MEETING**

Wednesday 13 March 2024

The meeting closed at 2012.

**SIGNED BY CHAIRMAN:** \_\_\_\_\_

**MINUTES APPROVED (date):** \_\_\_\_\_

DRAFT