



**MINUTES OF THE MEETING OF PUBLIC REALM COMMITTEE MEETING HELD IN COUNCIL CHAMBER, GREENACRE CENTRE, VALERIAN WAY, STOTOFOLD SG4 5HG ON WEDNESDAY 11 DECEMBER 2024 AT 19:00**

**Present:**

Cllr M Cooper (Chair), Cllr L Anderson (Vice Chair), Cllr S Buck, Cllr S Hayes, Cllr J Hyde, Cllr B Saunders, Cllr J Talbot.

**Also Present:**

E. Payne – Town Clerk  
A. Leadbeater – Public Realm Manager

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**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Headington and Cllr Woods.

**DECISION:** It was **RESOLVED** to accept the apologies.

**2. DISCLOSURES OF MEMBERS' INTERESTS AND DISPENSATIONS**

There were no disclosures of interest.

**3. PUBLIC SECTION**

There were no members of the public present.

**4. MINUTES OF THE PREVIOUS MEETING**

Members receive the minutes of the Public Realm Committee meeting held on 13<sup>th</sup> November 2024.

**DECISION:** It was **RESOLVED** to adopt the minutes as a true record of the meeting.

**5. CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FROM PREVIOUS COUNCIL MINUTES, FOR INFORMATION**

Members received the Clerk's report. Members queried the pedestrianisation of the area in front of the shops. It was discussed that it had been a temporary solution whilst the festive lights are in situ. All shop owners had agreed to the temporary closure, and it could be extended as a permanent situation.

Members queried the installation of a bleed kit at The Rooms. It was explained that this was an initiative to install bleed kits in locations around Bedfordshire. The Town Mayor had funded the cabinet from his mayoral allowance.

Town Rangers facilities are in being progressed.

There is one resident who is has indicated they are interested in taking part in the Snow Angel scheme.



The notice boards have been ordered. There was an update on the EV charging points and the car park area.

Members asked if there was an update on the security patrols at the Memorial Hall or elsewhere. At Riverside and the Memorial Hall there is photographic evidence of their visits. Members were advised that it's on the work programme for the March meeting.

**DECISION:** It was **RESOLVED** to note the Clerk's report.

## 6. REPORTS

### 6.1. Street Lighting Additions

Members received a report regarding installing additional streetlights. Members discussed the potential locations at Coppice Mead and Cornflower Close. Members felt that the location in Coppice Mead was not a suitable location for a streetlight due to a variety of reasons including light pollution to residents.

**DECISION:** It was **RESOLVED** to install a twin-headed lamp in the location in Cornflower Close at the costs outlined in the report.

**ACTION:** Public Realm Team to organise for a new streetlight column to be installed at Cornflower Close.

### 6.2. Lone Working and Vehicle Tracking

Members received a report on lone working devices. Members discussed the merits of the various quotations, and it was noted that not all the devices offered the same functionality, but the quotes provided were the best comparison possible. It was noted that that key holders were a higher risk. Four devices are the minimum. Having 5 or 6 would give additional units for office staff.

**DECISION:** It was **RESOLVED** to

- a) **Accept Quote A, Work Safe for four devices with an app subscription for the Cemetery & Allotment Officer.**
- b) **Not progress vehicle trackers.**

**Action:** Public Realm Team to organise Work Safe devices.

### 6.3. Stotfold Football Club - ASB Dogs

Members received a report regarding a complaint received from Stotfold Football Club about anti-social behaviour concerning dog fouling and off lead dogs. Members noted that the Town Council had installed additional bins at this location to encourage responsible dog walkers to dispose of dog waste. Members were concerned that there was no enforcement available to enforce anti-social dog behaviour.

Members felt that it was a public awareness issue and some additional signage and a campaign in the new year in the Stotfold News would help.

**DECISION:** It was **RESOLVED** to

- a) **Install additional signage across all sites**
- b) **Organise a campaign in the New Year in Stotfold News**



**Action:** Public Realm Team to organise additional signage  
Community Engagement Officer to organise article for Stotfold News

#### 6.4. Allotment Toilet Funding

Members received a report on the application to CBC's Shared Prosperity Fund for the compostable toilets which was unsuccessful.

**DECISION:** It was **RESOLVED** to proceed with the project with the funding being met by the Town Council, Public Realm Improvement Earmarked Reserve

**ACTION:** Cemetery & Allotments Officer to arrange for the purchase and installation of compostable toilet at Norton Road.

#### 6.5. Law Commission Burial and Cremation Consultation

Members received an update from the Task and Finish group who had met to consider the Law Commission's Burial and Cremation Consultation. Thanks were given the Task and Finish Group for their diligence in undertaking this review.

**DECISION:** It was **RESOLVED** to:

- a) Submit the response as outlined in the report to the Law Commission's consultation.
- b) Approach the charity to see if they want to install a compostable toilet at Common Road.

#### 6.6. Cemetery Task and Finish Group

Members received a report regarding setting up a Task and Finish Group to review the cemetery documentation.

**DECISION:** It was **RESOLVED** to:

- a) Set up a Task and Finish Group to review cemetery documentation. Membership to comprise of Cllrs Hyde, Woods (to be confirmed)
- b) Approve the Terms of Reference for the Task and Finish Group.

**ACTION:** Cemetery & Allotment Officer to arrange meetings of the Task and Finish Group.

#### 7. HIGHWAYS REPORT

Members received a verbal update from Cllr Smith on highways matters. There was nothing specific to report. There was no update on the trees on Arlesey Road.

There is a streetlight on Little London Path not working. To be reported to the Town Council's contractor. ST2 on FP 11 is not working (between Brook Street and the High Street).

**Action:** Report streetlights mentioned above as faulty.



**8. WORK PROGRAMME**

Members received the Work Programme for this Committee.

**DECISION:** It was **RESOLVED** to note the report.

**9. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

There were no items.

**10. DATE OF NEXT MEETING**

5<sup>th</sup> February 2025.

The meeting closed at 20:19.

**SIGNED BY CHAIR:** .....

**MINUTES APPROVED (date):** .....

DRAFT