

MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 8TH JULY 2015, AT 7.15PM IN THE COUNCIL CHAMBER, SIMPSON CENTRE, STOTFOLD

Committee Members present: Mrs M Cooper (Chairman)

Mrs A Clarey	S Hayes
B Saunders	L Stoter
J Talbot	

Also present: Councillors S Dhaliwal and C Phelps, one member of the public, Paul Redwood – Teasel, and the Town Clerk

78/15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors B Collier, A Cooper and Mrs J Hyde.

79/15 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

Councillor Talbot declared an interest in the agenda item relating to allotments as he is an allotment plot holder; Councillor Hayes declared an interest in the same item as he is a Trustee of the Eleemosynary Charity of William Field which owns the Common Road Allotments.

80/15 TEASEL UPDATE

Paul Redwood of Teasel gave the following update report on their recent works, together with a request for expenditure from the Teasel/Centenary Wood budget:

River Ivel

I have spoken to Bob Spendlove (IDB) - 30th June regarding the problems being caused by lack of weed cutting. Bob has confirmed that tenders are out at the moment with a view to starting work in late July if at all possible. They will be doing from Astwick up to the north side of the Mill which will be sprayed and from the Mill to the Old Bridge on Baldock Road will be weed cut. This should get the flow of the river back and thereby move a lot of the silt.

Wildlife Watch Group

Amanda Brookes Wildlife Trust - "The leaders recently contacted me to let me know that one of them is leaving the group and the other one would be stepping back for a while to have a baby. Therefore this would only leave one leader, Gemma Waghorn. The group met in June and I have offered to help Gemma with the session in July and then I am not sure of the plans for August. The group needs at least two leaders to run, so I wanted to email you with regards to next steps. The Wildlife Trust is definitely keen to continue working with in Stotfold Mill in order to run the Wildlife Watch sessions, but we would need to recruit new leaders in order to do this". Pam is going to push this and try and find at least one more leader.

Teasel

Are currently struggling to keep all of the areas that they cover up to date, this is due to three things the:

- Rate of vegetation growth
- Volume of people turning out for the working parties
- Loss of 2 of the Steering Group Members
 - Keith Reynolds who will only be able to come out occasionally
 - Patrick Chalmers who has seriously damaged his shoulder and is awaiting surgery, this puts him out of action for this year
- Recruitment is a must
 - Keith Reynolds has agreed to put together some posters and a leaflet which can be used around the town

- I have contacted the Scouts and will be following this up to get them doing community work.
- Academy of Central Bedfordshire – I will have an opportunity to talk to Jeremy Dodds on 1st July to see if he can get people from the Academy involved in the community.
- I have currently got calls in to Cliff Andrews and Richard Lawrence to see if we can pay for some work parties to come and assist. This is likely to be around £250+ to get a day's work party and we may have to wait for availability.
- Volunteer numbers are likely to improve once the summer is over but we still need to recruit more
- Whilst Teasel would like to be involved with some of the Green Wheel it is totally impractical

Kingfisher Way

Has had strimming work done but is likely to need more in the way of ongoing maintenance.

Centenary Wood

The plan is to pollard the two willows and open up the view to the river by cutting the weeds back (mainly nettles) otherwise it is fairly tidy.

Millennium Green

This is in a reasonable state for the meadow nearest the Church Yard - some work (approx ½) of the hedge onto Rook Tree Lane has been reduced in height and the path has been maintained around the back of Mill Close and along the Kingfisher Way closer to the River.

The second meadow behind the school is over a metre deep in nettles all round Jubilee Wood. This is a big task that will have to be carried out mainly using hand tools. Access points on the various boundaries have been kept clear.

Nature Reserve

The circular path around the Reserve has been kept clear despite the problems. A lot of the other areas are overgrown. There may well be a major impact when the weed is cut as it may be just put on the nearest bank which in some cases would obliterate the circular path. I have spoken to Bob about this and he has said that he will do his best to minimise the impact.

We are awaiting the outcome of the 2015 Green Flag Award which we trust will not have been affected too much by the problems of some of the maintenance. The result should be announced on the 22nd July.

Expansion of the Reserve – It is essential that CBC enforce that planning condition that the developer pays for the work to be done when the extra 8 acres is made available. A detailed, costed plan was produced approx. 2 years ago which holds good except the cost which may have increased.

Equipment and Insurance

Equipment - I have been asked by the team to purchase a new heavy duty strimmer at a cost of £888 plus around £50 of accessories. I have searched the internet and as a result have got internet prices at Earnest Doe in Bennington. This gives us a 25% reduction on the strimmer and 10% off the accessories.

Can we please use some of the £1,500 that you have set aside for this year to purchase these items? A pro-forma invoice is attached to this report.

Insurance – the renewal price may increase a little as we need to be able to insure the mower when we take it along the road to use it in Millennium Green. The mower will also be registered with the DVLA at no cost. The Mill will continue to pay ½ of the cost.

This is not quite the upbeat report that I would want to give you but I feel that you should know the current challenges that we have.

My thanks for your continued support

Paul Redwood

On behalf of Teasel and the Nature Reserve Management team

30th July 2015

Thanks were given to Teasel for their hard work, we are indebted to the group and their volunteers for the work they undertake for the Town Council and the community of Stotfold.

Mr Redwood was advised that with regard to the Kingfisher Way, this is being dealt with under a separate agenda item, and that it should result in no further work being required from Teasel for this footpath in the future.

Mr Redwood requested consideration of the erection of a ranch style fence around the Jubilee Wood so that it can be identified as such. He will provide costs for the fencing and this will be considered at the September Committee meeting.

Resolved that a total expenditure of £938 plus vat is approved from the Teasel/Centenary Wood budget to purchase a strimmer and associated accessories.

Mr Redwood was thanked for his attendance, and he then left the meeting.

As a member of the public wished to speak on the agenda item relating to use of Brook Street car park for Apple Day, the Chairman proposed moving the item to this point to allow them to speak and leave. This was agreed by Members.

81/15 USE OF BROOK STREET CAR PARK

Tim Naisbitt of the Stotfold Cider & Perry Co-operative spoke for 3 minutes about his request and answered questions from Members.

The Stotfold Cider & Perry Co-operative wish to host an Apple Day on Sunday 20th September 2015 and wish to hold the event in the Brook Street car park. Residents will be able to bring their apples to the Apple day for pulping, if they want stewed apples or pressing if they want fresh apple juice or cider. They would use the newly purchased press (using a grant from the Eleemosynary Charity of William Field) and create an annual event. The times will be confirmed but are anticipated to be from 10am to 4pm. The car park would need cordoning off before the event and they would require use of water and electricity from the adjacent public toilets if possible, but could use a generator for electricity if needed. Their insurance for the event costs around £100 and they have approached local apple related traders to help fund this. Remaining pulp from the event will go to animals.

Resolved that the Stotfold Cider & Perry Co-operative is given permission to use the Brook Street car park for their Apple Day being held on 20th September, initially for this year to see how successful it is. Water and electricity may be supplied, but will be investigated by the Clerk. An alternative water supply may be provided by a Member living locally. We will require a copy of their insurance policy document and an event risk assessment.

81/15 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None at this point.

82/15 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

A copy of correspondence from David Alderman, Central Beds Council Aboricultural Officer, was circulated to Members giving an update on tree work planned for the High Street – as referred to at July Council meeting, together with a further update received prior to this meeting. He advised that the tree

work is a result of health and safety issues and a delayed routine reduction planned from last year. The Lime trees will be reduced in size by about 20 – 30% and not pollarded and the Horse Chestnut, due to the extent of delay within their trunks and old pollard points, will be re-pollarded. The pruning work will be carried out on an elevated platform (cherry picker) and they will initially reduce the Horse Chestnut to see exactly how bad the pollard points are. Inevitably they will be reduced much more than the Lime trees. The Arboricultural team are concerned that the Horse Chestnut are becoming more of a risk and it is only a matter of time before some have to be removed. Discussions have been held with Amey as to what species to replant, and options include replacing any removed trees with Lime; or with the more leaf miner and fungal free Indian Chestnut – which has been used to good effect in London; or one of the disease resistant Elm.

A letter will be sent to David Alderman to remind him that the whole row of trees along High Street is subject to TPOs, and we await the planning application consultation for the proposed works.

83/15 INCLUSIVE PLAY EQUIPMENT

Members were previously provided with quotes from two play equipment suppliers – GL Jones Playgrounds Ltd and Sutcliffe Play. Options were given for wet pour surfacing around all pieces of equipment, or a combination of wet pour, grass mat and no additional surfacing. The specification required for the following items: slide/climb unit, roundabout, springer seat, low level slide unit – all to be for inclusive play. Sutcliffe Play included three additional items – 2nd springer seat, low rotator and boat swing.

Wet pour surfacing for all items

Sutcliffe Play	£27,996.69 (excl. vat)
GL Jones Playgrounds Ltd	£32,825.79 (excl. vat)

Combination of wet pour, grass mat and no additional surfacing

Sutcliffe Play	£23,490.87 (excl. vat)
GL Jones Playgrounds Ltd	£27,712.25 (excl. vat)

Resolved that the quotation from Sutcliffe Play for wet pour for all items at £27,490.87 (to include the extra items) is accepted. Section 106 money for children’s play equipment currently available in the sum of £23,539 is to be used, with the remaining £3,952 from the EMR Rec Rolling Improvements Fund. Play equipment is to be sited at Hitchin Road Recreation Ground – along the rear boundary adjacent to the changing rooms, with the roundabout nearer the Hitchin Road boundary for easy installation and access. Sutcliffe Play is also to be asked for a quote to repair the wet pour surfacing on other pieces of equipment within the Recreation Ground where identified as damaged. Work to be carried out after the summer holidays.

84/15 PAINTING OF PUBLIC CONVENIENCES

Members were previously provided with a colour chart and asked to consider painting the Brook Street car park public conveniences at £150 Handyman’s labour, plus masonry paint and sealer at £60. The Chairman and Clerk had identified a green colour ‘Dewy Lawn’ as the closest match to the current colour.

Resolved that the public conveniences are painted in ‘Dewy Lawn’ at a total cost of £210. Funds from Open Spaces – Maintenance & Repairs budget.

85/15 MILL VIEW DEVELOPMENT

Members considered accepting the transfer of an additional piece of land in the Mill View development, to the open space areas and play equipment already accepted, but not yet completed.

A copy of the plan showing the new area was previously circulated to Members – Council has already agreed to accept transfer of the two pieces of open space either side of the entrance to the

development, together with the open space around the play area, and the play area equipment itself. The new area runs either side of the Kingfisher Way footpath and is shown on the plan.

A site meeting to inspect the green spaces and playground for adoption was held on 23rd June 2015 and attended by the Chairman of this Committee, Rik Golder (grass cutting/landscaping contractor), Andrew Gwillam (Central Beds Council Rights of Way Officer), Robert Johnston (Taylor Wimpey Adoption Officer), David Barnes (Taylor Wimpey landscape contractor) and the Assistant Clerk.

Meeting notes for information

A walkabout around the proposed areas was carried out and the following points raised:

Kingfisher Walk Footpath

- Large willow tree alongside the Kingfisher Walk has dead branches which need removing. It was agreed that the Town Council would get a quote for the removal and pass to Taylor Wimpey so this work could be carried out this year.
- 5 sections of rotten and unstable wooden fence to be replaced.
- Missing plants from planted areas by side of fence to be replaced.
- Taylor Wimpey to instruct their grounds maintenance team to carry out a thorough tidy up and cut back of all grass/brambles/shrubs alongside the ditch. Weed spraying to be carried out along the fenced side nearest houses. Central Beds Council to close footpath whilst this work is being carried out.

Green Area and Playground

- Dead trees to be removed and replaced with 3 flowering cherry trees. Hedge to be cut back and shaped. All beds to be weeded and mares tail to be removed. New plants to match to be planted.
- Playground equipment to have ROSPA inspection and new rubber stops to be supplied and fitted to gate.

Grassed Area – Front of Development

- Beds to be hand weeded. Dead tree to be removed and replaced. Dead wood on cherry trees to be removed.

Additional commuted sum to be agreed by Stotfold Town Council and Taylor Wimpey to take on the additional green area adjacent to the Kingfisher Walk. Using Central Beds Council formula this will be a minimum of £126,303.51.

A discrepancy in the square meter value shown for the original open space commuted sum may increase from £67,883.53 to £93,617.24, however this is currently being negotiated.

It is expected that handover will take place next April after remedial works are carried out – replacement of dead trees, shrubs, damaged fences, etc.

Resolved that this Council accepts the transfer of land adjacent to Kingfisher Way footpath to the rear/side of the Mill View development, in addition to the open space and play area already to be transferred to the Town Council.

86/15 HITCHIN ROAD UNDERPASS CUTTING SCHEDULE UPDATE

As at production of agenda and date of meeting no response has been received from Central Beds Council regarding our suggestion to reduce the number of cuts to the Hitchin Road underpass, whilst retaining a regularly 1m cut strip either side of the footway. This is being chased to obtain information on associated reduction in cutting costs and verge contribution and an agreed revised cutting schedule. It was confirmed that although the suggestion is to let the wild flowers grow on the banks, there will be managed maintenance, to include removal of the brambles by the bridge. It was confirmed that Teasel

and Acorn have been monitoring, recording and photographing some rare wildflower species on behalf of the Green Wheel.

87/15 ROOK TREE LANE CONSULTATION

Members considered the current Central Beds Highways consultation for a 'No Stopping on School Entrance Markings' Order near St Mary's CE Academy.

Resolved that the following response is sent to the consultation: we feel that the current length of the no stopping line markings is adequate, and feel that extending them will push the parking problem further along Rook Tree Lane and into nearby roads. We agree with installation of the proposed signage, but once installed as part of the Order, they must be enforced. We understand that further School Safety Zone work is to take place in the future and query if this proposal has been planned in conjunction.

88/15 BROOK STREET CAR PARK

Members considered erecting an 'Entrance' sign for the car park. The entrance was in Brook Street and had appropriate signage, however now that the entrance is on High Street and may not be immediately visible, it is suggested that signage is erected to highlight the new entrance. Cost of aluminium sign, approx. A2 size is £40 - £50 and is to be double post mounted to the car park wall.

Resolved that an aluminium entrance sign is purchased at £40 - £50 and erected at the new car park entrance.

89/15 LOCATION OF NEW LITTER BIN AND PLANTERS

The Chairman, Clerk and Handyman have agreed a suitable location for the two new planters either side of the bench at the Brook Street/High Street junction (funded by the Town Enhancement Committee budget). Arcade Flowers have kindly agreed to provide the plants free of charge, and an appropriate plaque will be fixed to each planter to note that they have sponsored the flowers. The planters should be in place and planted up by the end of this week.

With regard to a litter bin (requested by the Town Enhancement Committee), it was felt by the Chairman, Clerk and Handyman that a surface mounted bin would be difficult to site without causing obstruction or damage to the new tarmac surface.

Resolved that a post mounted litter bin is purchased at £100 plus vat and fixed to the 'no entry' sign at the junction of Brook Street and High Street, adjacent to the bench.

90/15 ARLESEY ROAD COMMUNITY USE WORKING PARTY

Members were previously provided with a copy of the meeting notes from a recent Working Party meeting, together with proposed layout plan.

A copy of the meeting notes is available on file, but in summary:

Investigations were carried out to identify potential uses, needs and costs

Archery – this activity will be pursued and a taster event will be arranged (free of charge)

Relocation of Beacon – not to be considered further for this site

Cricket – not suitable for this site although other solutions and locations could be looked at for the future

Cycling – not to be considered as a permanent feature on the site, although one-off events could be considered in the future

Trim trail – consider with outdoor gym provision

Outdoor gyms – this would be a suitable community use and should be accommodated within the site

Rugby – this is something that should not be pursued further at this time

Outdoor table tennis & play equipment – play equipment should be provided at this site and be primarily aimed at ages 8/9 upwards, with a few younger and older age pieces

Indoor play area – not suitable for this site

Teenage equipment – subject to Committee approval of £900 expenditure, include Play Innovation in the open day taster event to try out their games walls, with archery and invite community to attend and try out. Re-consider possibility of games walls after event

DJ table/fono spot – further investigation and possible future consideration

Kites and land-kites – possible use, although size of area required might prove problematic with other formal and informal uses taking place at the same time

Fixed barbecue units – multiple barbecue units should be sited near picnic benches or seating

Picnic benches and freestanding benches – multiple picnic benches and freestanding benches should be purchased and sited in the area of play equipment and barbecue units, all of which to be located along the boundaries with the surgery and Arlesey Road

These ideas are aspirational at this stage and very much depend on time and money available. It is envisaged that costs to complete the whole project would be in the region of £100,000, although over several years following a determined time period (to be confirmed). This outline proposal and plan showing possible uses is to be put to the public for their views in September.

Following a query, it was confirmed that the plan shows the two drained pitches provided by Central Beds Council as part of the project, and currently being used by the Stotfold Junior Football Club – these are to be for their use during the football season but are to be made available for other uses outside of the season.

Resolved that the initial proposals for community use on the Arlesey Road site as put forward by the Working Party are favourable. The cost of £900 for Play Innovation to hold a taster event with their games walls is to be met by the EMR Rec Rolling Improvements Fund. A taster event for the games walls and archery is to be held this year if possible.

It was confirmed that Central Beds Council are currently looking into granting the Town Council a licence or short term lease to use the site until the main lease for the site is formalised. This gives the Town Council responsibility for the site earlier than expected and ability to authorise who uses it.

91/15 ARLESEY ROAD USE BY JUNIOR FOOTBALL CLUB

Bearing in mind the advice above regarding the licence or short term lease for the site, Members considered a request from the Junior Football Club to use the Arlesey Road site to run a summer camp on 5th, 6th and 7th August 2015, 10am to 4pm each day (only open to Stotfold Junior players). The site will be used off the drained pitch areas and will be secure when leaving the site.

Resolved that subject to Central Beds Council granting a licence or short term lease to the Town Council in time for the requested use, the Junior Football Club will be given permission to use the site for their summer camp as per requested dates and times.

92/15 ARLESEY ROAD USE BY KITES AND LAND-KITE CLUB

A meeting has not yet been set up with the club, however they advise that they would require an area the size of a football pitch to fly on and their kite buggies would reach speeds of 5 to 10mph, depending on wind speeds. The Arlesey Road Community Use Working Party has suggested that they bring their kit to the site (once licence approved) so that the Committee can view their requirements.

93/15 TOWN PLAN

A copy of relevant sections of the Town Plan, together with the updated Town Plan Monitoring Sheets were previously provided to Members to consider investigations for the Town Plan Implementation Group to carry out.

No additional investigation work was identified at this time.

94/15 RED BEAR CHILDREN'S CENTRE – SUMMER EVENT

Members considered a request from the Red Bear Children's Centre to use the Hitchin Road Recreation Ground for their annual summer play events, being held on 22nd July and 12th August between 10am and 11.30am.

Resolved that Red Bear Children's Centre are authorised to use the Hitchin Road Recreation Ground for their annual summer play events on 22nd July and 12th August.

95/15 ALLOTMENTS REPORT

A report from the Town Council's Allotments Administrator on the Common Road Allotment site was previously circulated to Members:

Update on the reinstatement of Carpark

Infrastructure Gateway have now reinstated the overflow car park and installed new wider metal gate and posts. It was hoped that a small pedestrian gate would also be installed but it was not possible due to the increased size of the new gate.

New Green space

The new green space is now complete. Ditches have been installed and the grass seed has taken very well. Rik Golder (grasscutter) is assessing how often the grass needs cutting and has carried out 3 cuts to date at a cost of £10 per cut.

Following the grass cutting the Handyman (Neal Saggars) has weed treated the plots affected by horsetail. This appears to have worked fairly well with the weed blackening off to the ground.

Teasel has planted the willow screen along the length of the green space/car park boundary. Unfortunately shortly after planting rabbits nibbled the willow and it has had to be replanted. It is now growing well and has been covered over to prevent further damage. It was not possible to include the Academy of Central Bedfordshire with the planting on this occasion.

Wooden posts were installed around the edge of the car park where the new ditches have been dug. Signs have also been put up to warn motorists of the ditch.

Memorial Bench request

Details of the proposed memorial bench tenants wish to install are attached and a decision on the position of the bench is yet to be decided. In order for the bench to be fixed to the ground it will be necessary to attach metal fixings which can then be concreted in. Once the position of the bench has been agreed the Handyman will install it.

The following inscription has been proposed for the memorial plaque:

In memory of Phil Burrows
'The Allotment Inspector'

Letting of plots previously flooded

I have spoken to Mr Evans, tenant of plot 32a to see whether the new ditch and willow are working well. I am pleased to advise that Mr Evans reports that flooding has not been an issue since the ditches were installed and he is very happy with the work carried out. For the past year Mr Evans has been working the plot at no cost, this was agreed with the Charity last year to keep the plot worked rather than have another empty overgrown plot. Now that the flooding issue has been resolved could you confirm whether you would like me to inform Mr Evans that the annual fee will be chargeable from September this year.

Plots 32b, 33a, 34a & b are currently untenanted due to the flooding and horsetail issue, now that the flooding problem has been resolved these plots could be let to new tenants who are willing to work with the horsetail problem.

Councillor Hayes forwarded the Trustees' thanks to the Town Council staff in general for their work in administering the Common Road Allotments, and in particular grateful thanks to Allotments Administrator Suzanne Cowie for her hard work in agreeing a deal to replace the entrance gate.

On behalf of Common Road plot holders, Councillor Talbot forwarded his thanks to the Trustees for permitting the memorial bench.

96/15 PIX BROOK UPDATE

The River Ivel Drainage Board (IDB) had been chased for timescales for installation of the telemetry on the debris collection grid on Pix Brook adjacent to Brook Street, together with confirmation on frequency of clearance of the grid. They were also chased for an update on the weir and channel levels following a previous site meeting.

The IDB confirm that the screen was installed to protect the bridge at Brook Street from major blockages and following a health and safety audit which deemed it unacceptable for their workforce to clear the blocked culverts under the bridge.

The screen was designed with larger spacing between the bars than the normal spacing, and in accordance with Environment Agency guidance. It is designed to capture larger debris. Telemetry is to be installed as part of improvements to the Standalone Farm reservoir flood gates, which is currently taking place, and so installation of the telemetry should take place soon.

The IDB has a regular monthly inspection regime of checking screens and also check screens and culverts in times of heavy rainfall and flood. In addition their workforce have been inspecting the grill daily when working upstream, and removing obstruction from the Brook channel.

It is the developer's responsibility to keep the grill clear at the splitter channel, although the IDB have recently removed weed build up.

With regard to the weir, the IDB is not proposing any alterations to this, as it was provided by the developer as part of their drainage solution for the development. The previous problem of low flow in the original channel was due to a lack of maintenance but the developer has carried out extensive maintenance within the last 12 months and the system appears to be ok.

The IDB is also considering trialling a trash boom near the splitter structure to see if this would catch the upstream natural debris with a view to reducing the pressure on the Brook Street trash screen, which should only then receive debris in the channel within Stotfold.

With regard to the Standalone Farm flood storage reservoir, the IDB is refurbishing the structure and improving the operations so it will be more responsive to lower rainfall events than previously designed for. This is also being linked to water levels in Stotfold at the trash screen. It should be noted that the River Ivel levels in Stotfold will still rise and fall in response to rain, with the gates raising to store peak flood levels.

At the time of the meeting the trash screen has been dismantled and the pile of debris left at the side of the bank following the flood will be removed by Central Beds Council by the end of the week. Members were advised that Alistair Burt MP has now been involved in the matter, particularly regarding the recent flooding.

97/15 GENERAL WORK

Resolved that the following is actioned as appropriate:

Highways

- The newly installed lighting columns on the High Street need numbering for identification.
- Debris has collected in the Norton Road underpass following the recent heavy rainfall and needs removing.
- Following recent heavy rainfall the following drains need clearing as they are full of debris, mud and gravel: Church Road/Regent Street junction, Rook Tree Lane/Regent Street junction – also subsidence around this drain is getting deeper.
- High Street – category 1 defect road hole on manhole cover at no. 18.
- Letter to Martin Freeman of Amey to strongly request that the road markings at the Hitchin Road/A507 roundabout are re-marked as they are very poor and faded and we have had reports of near accidents due to lack of marking visibility. Signage also needs to be erected to indicate to drivers from a distance which lane they should be in.

Office

- Letter to resident at Church Road end of Oliver's Lane to respectfully request that they cut back branches of their tree which is overhanging into the footpath. This will become very dark in winter months and needs cutting in particular around the light head.

Landscape Contractor

- Cut back the overhanging branches of the trees and shrubs by the footway on the corner of The Green, opposite the Crown public house.

98/15 ITEMS FOR INFORMATION PURPOSES ONLY, RELEVANT TO THIS COMMITTEE

Members were advised that the new Client Liaison Manager for Highways is arranging the expected walkabout for the town improvement works. A list of collated snagging points will be discussed on the walkabout.

There being no further business the meeting was closed at 9.00pm

CHAIRMAN

DATED