

MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 8TH FEBRUARY 2017 AT 7.33PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: Mrs M Cooper (Chairman)

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

Also present: Councillor S Dhaliwal and the Town Clerk

14/17 APOLOGIES FOR ABSENCE

There were none, as all Committee Members were present.

15/17 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

Councillor Talbot declared an interest in the item relating to Allotment policies, as his wife is an allotment tenant. Councillor Mrs Hyde declared an interest in the item relating to the lighting column at S3 The Green, as she owns the two properties adjacent to the column, and advised that she would leave during consideration and voting on this item. 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.

16/17 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

17/17 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Nothing to report.

18/17 THE GREEN – JAMES DEAN FUN FAIR VISIT

Members considered a request from James Dean Fun Fair to visit The Green on Saturday 23rd April, open Thursday 27th, Friday 28th and Saturday 29th April, leaving Sunday 2nd May. They also wish to visit in September, arriving on Sunday 3rd, open Thursday 7th, Friday 8th and Saturday 9th, leaving on Sunday 10th September.

RESOLVED that permission is given to James Dean Fun Fair to visit The Green on Saturday 23rd April to Sunday 2nd May, and again from Sunday 3rd to Sunday 10th September. Usual rules apply regarding damage to surface and notification to be given to the Junior Football Club to avoid clashes of pitch use.

19/17 HITCHIN ROAD RECREATION GROUND – WHYATTS AMUSEMENTS FUN PARKS

Members considered a request from Whyatts Amusements Fun Parks to visit Hitchin Road Recreation Ground for a children's fun park from Friday 7th to Tuesday 11th July. The Green is unavailable as the Junior Football Club are using it for their annual tournament. The children's fair would be 2 – 3 family rides and 5 – 6 children's attractions (bungee trampolines, aqua zorbs, etc).

Visiting fairs/circuses to The Green can use the water standpipe designated for this purpose, however the only water supply at Hitchin Road Recreation Ground is via the changing rooms. Rather than give open access to the changing rooms during this time, the Handyman is to be asked if it is possible to take a pipe from the changing rooms, out of the rear door, through the palisade fencing to serve caravans at the visiting fun park.

Subject to a water supply being possible and agreement by Whyatts Amusements to this solution, it was:

RESOLVED that Whyatts Amusements Fun Parks are permitted to visit Hitchin Road Recreation Ground from Friday 7th to Tuesday 11th July for their children's fun park. Subject to usual rules regarding damage to surface and no clashes with football teams using the pitch.

20/17 HOWARD CLOSE LIGHTING COLUMNS

Due to the current dangerously dark area at the end of Howard Close and crossing the footbridge into the new development, our lighting contractor has assessed the two non-functioning lighting columns in Howard Close. He advises that neither had power to them, but has now fixed them, leaving them both to charge.

Investigations into who owns the columns is proving difficult. Howard Cottage advise that they do not belong to them, Central Beds Council advise that as the road has not been adopted, they are not their responsibility.

UK Power Networks will repair certain faults on lighting columns, including the cut outs, but will not check the doors or replace the shades. Our lighting contractor advises that all these works are required.

However, UK Power Networks require the authorisation of the lighting column owner in order for them to carry out repairs. As we have been unable to ascertain ownership, we are unable to move any further forward.

Enquiries are being made with Central Beds Council as to how we might go about adopting the two columns.

The Chairman referred Members to the overspent Street Lighting Maintenance budget, and earmarked reserves, which has been due to a large number of column repairs during the year.

RESOLVED that our lighting contractor is asked to empty the shades on the two lighting columns to improve the light available, but is to hold off work to the columns until the new financial year, and until it has been ascertained whether adoption of the columns is a possibility.

21/17 DAMAGED LIGHTING COLUMN – S3 THE GREEN

Column S3 The Green is situated between two properties on the footway, and has been damaged by a vehicle causing the column to be split open – the column is now in need of replacement – our lighting contractor has disconnected it for safety purposes. He suggests that the column is re-sited in the grass verge outside the Baptist Church, approximately 5m away from its current location. Cost £2,150 plus vat.

Councillor Mrs Hyde left the meeting during consideration and voting on this item.

RESOLVED that as the column has been made safe, consideration of re-sitting the column is held over until the new financial year.

22/17 BUS SHELTERS

Councillors Cooper and Mrs Cooper met with Nick Doolan, Senior Public Transport Officer on site at the bus stop on The Green, opposite the Coach & Horses public house. Their proposal is to install a shelter which would not impose on the adjacent footpath, this would be sited on Town Council land

– The Green. It was suggested that it is located where there is already a gap in the hedge. A new raised kerb would be installed and the bus shelter would have live feed information on bus arrival times. It is proposed that to deter loitering opposite residential dwellings, no seats will be fitted. Residents in properties opposite will be consulted on the proposal.

The bus stop on Rook Tree Lane, Mill Lane end, there are currently no road markings, and so new markings will be provided, together with a raised kerb.

The bus stop on Rook Tree Lane by the ‘horses field’, adjacent to St Mary’s Academy, is to be re-located as per recently approved planning application to build 15 dwellings. It was suggested to Mr Doolan that money is not spent on providing the raised kerbing at this bus stop until the stop has been re-located to its new position.

It is anticipated that work on the bus stops will be completed in 4 to 5 months.

With regard to the new bus shelter on The Green, it was requested that if possible, this should be a see-through type, to avoid a hidden spot behind the shelter.

23/17 CO-OP ENTRANCE ON GRANGE DRIVE

Councillor Mrs Cooper asked Members to consider approaching the Co-op to ask them to consider modifying the existing kerb island at the entrance to the car park, as it restricts entry. Further, to ask them to consider re-siting the car park entrance to Mulberry Close, on the grounds of pedestrian and traffic safety at the High Street/Grange Drive entrance. It was noted by Members that Mulberry Close has not been adopted by Central Beds Highways, and so a suggestion of putting down yellow lines at a re-sited entrance on Mulberry Close would not be possible. Any proposed closure of the vehicle entrance off Grange Drive would require negotiations with Tree Tops Nursery who also share this access, and ensuring access for Co-op delivery lorries is maintained.

RESOLVED that the Chairman opens discussions with the Co-op area manager over the possibility of modifying the kerb island at the entrance to the car park, and to consider re-siting the vehicle entrance to Mulberry Close.

24/17 RIVERSIDE PLAYING FIELD – LEAF CLEARANCE

Members considered quotes to clear the large pile of leaves adjacent to the MUGA entrance at Riverside Playing Field:

- James Pallett – grab lorry £165, plus £35 per ton disposal, working with David Brown and use of his digger £300 plus vat to clear leaves and foliage
- Josas Waste - £2,328 for labour, x2 grab lorries, mini digger hire, mini dumper hire, site fencing

RESOLVED that the quote from James Pallett and David Brown to clear and dispose of leaves adjacent to the MUGA entrance is accepted, at £465 plus £35 per ton disposal. Funds from Open Spaces Maintenance & Repairs Budget. Check that James Pallett has a waste disposal licence.

25/17 CLEARANCE OF DEBRIS AND NORTON ROAD ALLOTMENTS

Following a recent fire of debris left at the turning head at the allotments, plus addition of new debris, soil and manure/plant waste to the pile, Members considered quotes to clear the debris to free up the turning space. David Brown has already tidying the area, leaving the debris in a manageable pile.

- James Pallett – grab lorry and disposal of rubbish and manure £230
- Josas Waste - labour over 2 days, grab lorry and mini digger hire £960

It was noted that the budget for maintenance and repairs at the allotments is not sufficient to cover this work.

RESOLVED that the quote from James Pallett at £230 is accepted. Letters will be sent to tenants to remind them to keep the area tidy, once work has been completed; posters are to be displayed on the notice board to this effect. Funds from Open Spaces Maintenance & Repairs Budget.

26/17 NORTON ROAD ALLOTMENTS – MANURE COMPOUND

Following clearance of debris and mixed manure/plant waste, Members considered providing a manure compound at Norton Road Allotments. A regular delivery of manure is made to the allotments by a local horse-owner, Mr Osborne, and keeping it in a compound will ensure the area is tidy and having a specific site for it should deter dumping of other waste. An example of a compound constructed with sleepers was provided to Members.

RESOLVED that Members are happy to provide a manure compound at Norton Road Allotments. Mr Osborne is asked to donate materials to enable a compound to be constructed to house the manure he leaves at the allotment site.

27/17 NORTON ROAD ALLOTMENTS – RE-SITING NOTICE BOARD

Following recent hedge cutting work, and this Committee's decision to re-site the notice board to allow future maintenance of the hedge, complaints have been received from plot holders who feel that the new position prevents them from parking close to their plot. Members considered an alternative location for the notice board.

RESOLVED that the notice board is re-siting to sit in the gap area of the front boundary hedge, facing the outside of the site.

28/17 NORTON ROAD ALLOTMENTS – TRACK SURFACE

Members considered purchasing and laying road planings to improve the track surface. Thomas Bros. have quoted £260 plus vat per lorry-load. As the current surface has deteriorated and is very muddy, to provide a more solid track surface, it is considered that two loads would be required.

RESOLVED that two lorry-loads of road planings are purchased from Thomas Bros. at £260 plus vat per load, and laid to improve the track surface at the Norton Road Allotments. Funds from the Open Spaces Maintenance & Repairs budget.

29/17 ALLOTMENT POLICY – GOING BACK ON THE LIST

Members considered creating a policy to assist the office, regarding previous tenants who have been given notice from their plots, and who wish to be put back on the waiting list. These tenants are given notice due to non-cultivation or non-payment of their tenancy fees, as per the legal tenancy agreement.

RESOLVED that a policy is created which prohibits a previous tenant who has been given notice from their plots due to non-cultivation or non-payment of their tenancy fees from going back onto a waiting list, for Norton Road and Common Road Allotments, for a period of 5 years from the date of notice being served. This policy detail will be displayed on the allotment notice boards and included in letters when chasing for tenancy fees or non-cultivation reminders.

30/17 HITCHIN ROAD RECREATION GROUND – FENCING AROUND INCLUSIVE PLAY EQUIPMENT

Members considered quotes for fencing around the inclusive play equipment section at the Hitchin Road Recreation Ground. Quotes are to supply and install 1.2m high bow top fencing at a length of 112m (to create a square around the play equipment), to include in that length x2 pedestrian gates and x1 lawn-mower access gate.

RESOLVED that the quote from Steelway Fensecure at £6,597.95 plus vat is accepted, subject to a site visit to confirm location.

31/17 GREEN WHEEL – UPDATE

Members were provided with copies of minutes from the last Green Wheel meeting held on 9th December 2017. There were no questions from Members.

32/17 GENERAL WORK

RESOLVED that the following is actioned as appropriate:

Handyman

- Replace the two rotten, wooden bollards on the corner of The Green

Public Rights of Way Officer

- Large number of brambles at public footpath from Norton Road underpass which require clearance

Central Beds Council

- X4 lights out in the underpass at Hitchin Road, and lots of graffiti within the underpass and also on the outer bridge walls

Central Beds Council – Highways

- Potholes where road surface has previously been reinstated – outside no. 9 Rook Tree Lane
- Request double yellow lines on Regent Street at Rook Tree Lane/Common Road junctions to enable safe movement of vehicles into these two roads – refer to recent incident where a bus was unable to make the turn into Rook Tree Lane from Regent Street

Town Council office

- Investigate ownership of land adjacent to Mossman Centre boundary fence, which is very overgrown with brambles – Councillors Saunders, Collier and Cooper to investigate – if found to be Town Council responsibility, clearance work to be undertaken this financial year
- Write to the Conservative Club to ask that when they have a large event taking place at their venue, such as the recent auction, could they please consider putting out no-parking signs/bollards on Regent Street, as there was an incident where a bus was unable to turn from Regent Street into Rook Tree Lane because vehicles were parked close to that junction – presumed to be attending the event at the Club

33/17 ITEMS FOR INFORMATION PURPOSES ONLY

Nothing to report.

There being no further business the meeting was closed at 9.03pm

CHAIRMAN

DATED