

MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 11TH APRIL 2018 AT 7.50PM, IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: Mrs M Cooper (Chairman)

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

Also present: the Town Clerk – Mrs K Elliott-Turner

34/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs S Bundock and S Jackson.

35/18 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

Councillor Mrs Hyde declared an interest in the item relating to Millennium Green, as she is the Manor Farm Co-Operative tenant farmer of the adjacent land. Members were advised 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.

36/18 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

37/18 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Correspondence

Copies of the following items of correspondence can be obtained from the Clerk:

- Babus newsletter
- Woodland Trust – Broadleaf magazine
- Wildlife Trust – Local Wildlife magazine

Matters Arising

Minute 32/18 – a meeting has been organised with Nick Carafola, Highways Area Steward, for Friday 13 April at 10.00am. He will meet our appropriate Committee Members at the Greenacre Centre. This meeting is to discuss problem areas with potholes and the poor reinstatement works, and the list of footway obstacles. The Assistant Clerk is currently compiling a file of past cases reported to be looked at.

Minute 33/18 – A message has been sent to all Football teams using the Hitchin Road Recreation ground to warn them to reduce their use of foul language, and that this is a public area. Some have returned to say that their teams were not playing that morning, but this will be passed onto players.

Minute 32/18 – Telephone and email messages have been sent to the Junior Football club to ask them to remove the orange plastic fencing and metal posts, and to lower the goal sockets to

ground level on the Hitchin Road Recreation ground. No response from the Junior Football club as yet.

38/18 USE OF HITCHIN ROAD RECREATION GROUND – EXERCISE CLASSES

Members considered a request to use Hitchin Road Recreation Ground for a family fitness class on Monday and Tuesday between 6pm and 8pm for approximately 12 weeks. They anticipate number of attendees to be between 10 and 30 people. Applicant is Jenny McQuarrie, who currently holds exercise classes in our two venues, which will continue – these are in addition to their current bookings. They would like to offer the outdoor classes to families during lighter months, and will be charging attendees. A small ghetto blaster will be used, but no amplified music.

RESOLVED that permission is granted to Jenny McQuarrie to use Hitchin Road Recreation Ground for 12 weeks during the lighter months, Monday and Tuesday between 6pm and 8pm for outdoor family exercise classes. No amplified music is permitted.

39/18 MILLENNIUM GREEN – CHIPPINGS FOR ‘CROSSOVER’ AREA

Following a request from Teasel for chippings to be placed in the boggy ‘crossover point’ by the River Ivel on Millennium Green, and this Committee’s request for more clarification as to exact location, and who will be helping to spread out the chippings of the Town Council provides them, Paul Redwood of Teasel advises that the point is at the entrance to the adjacent Manor Farm Co-operative tenanted field, as you go into Millennium Green. It is next to the River Ivel where there is a crossover i.e. staggered fencing to make it clear when you go to or from Millennium Green. He confirms that Teasel will help with raking the chippings.

Members were asked to consider quotes to provide chippings:

The Chairman has secured assistance from Mr Geoff Osborne to transport the chippings from MJ Ryalls Building Supplies on a mutually convenient Saturday morning to the crossover point (Mr Osborne has confirmed that he is happy to do this free of charge).

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| Quote from MJ Ryalls | 2 tonnes of MOT £73.50 plus vat |
| | 2 tonnes of chippings £73.50 plus vat |

Councillor Mrs Hyde left prior to the decision being taken and returned and the conclusion of this item.

RESOLVED that subject to Teasel arranging a team to spread the chippings in the appropriate area, the Town Council will purchase 2 tonnes of MOT at £73.50 + vat. The MOT is to be transported by kind offer from Mr Osborne, at a mutually agreeable date, but prior to the forthcoming May Mill weekend.

40/18 LIGHTING ON SOUTH GREEN – REAR OF GREENACRE CENTRE

For information, following a request from the developers for this Committee to confirm the type of lighting connection for columns to be installed in the park area to the rear of the Greenacre Centre, our preference was forwarded to them, together with preference from our street lighting contractor as to type of lanterns and columns. The developers have since advised that they are not able to connect to the Greenacre Centre, but will install a feeder pillar and private network. The Clerk has asked for the opinion of our street lighting contractor, he confirms that this will be an acceptable option as an alternative to our original choice. Also for information, we have been

provided with a plan showing the layout of the 15 lighting columns – our street lighting contractor is happy with the design.

RESOLVED that installation of a feeder pillar and private network is approved, and that any future decisions required on the lighting is to be delegated to the Clerk, with guidance from our street lighting contractor, so as not to cause any delays to work on the ‘South Green’ area.

41/18 MUGA – HARD COURT SURFACE

Our MUGA caretakers have reported that the hard court surface is now very slippery and needs pressure washing or treating. Members considered quotes to clean the court:

Soft Surfaces Ltd

To chemically treat the surface with moss and algae substance, £720. To thoroughly clean porous macadam sports surface £864. Total £1,584 plus vat.

Sports Courts UK Ltd

Removal of loose particles, high pressure washing to deep clean area and application of moss treatment £950 plus vat.

Sports Courts gave a professional opinion that the surface is past its best and that if cleaned, it would probably deteriorate even more, particularly where the tree root issues are. If cleaned, there would still be tree root lifts which on their own would be a health and safety issue.

Both companies have stated that a water supply would be needed and the use of a bowser is not sufficient as this will need to be filled a few times to deliver enough water. Sports Courts have previously worked on the MUGA and used water from the Football Ground external supply.

Members were also provided with costs to resurface the hard court, however as it has been this Committee’s intention to hold off on any decision about its long-term use until the adjacent development of Roker Park has been completed, and any possible removal of boundary trees causing damage to the surface has determined.

In the meantime, as the slippery surface presents a health and safety hazard, it was:

RESOLVED that the quote from Sports Courts UK Ltd to clean and treat the hard court surface at £950 plus vat is accepted, with water being used as in previous years from the adjacent Football Ground.

42/18 ALLOTMENTS SOFTWARE: QUOTE FROM RBS

Members were asked to consider the purchase of new software from RBS to manage the Norton Road and Common Road Allotment sites – this is something agreed to in the current 1 Year Action Plan.

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| Purchase of software | £295.00 |
| Set up and training | £225.00 |
| 1 st year annual support & maint. | <u>£165.00</u> (and annually thereafter) |
| | £639.00 plus vat |

A second company would be provided within the software to hold the allotment records for the Common Road Allotments owned by Eleemosynary Charity of William Field and managed by the Town Council. This would be a cost of 50% of the annual support and maintenance fee per annum £82.50.

RESOLVED that the RBS Allotments software is purchased to manage the Norton Road Allotments, together with appropriate training and annual support and maintenance charges. A second company within the software is to be created to hold the records for the Common Road Allotments, owned by the Eleemosynary Charity of William Field – the Charity is to pay 50% costs of the annual support & maintenance for this new company.

43/18 MANAGEMENT OF THE ARLESEY ROAD SITE

The documents for the Arlesey Road project are due to be signed imminently – Members were therefore asked to consider how the Arlesey Road site is to be managed once the Town Council has responsibility for it. The site is in two parts – the Stadium Land which is to be leased by the Football Club, and the Recreation Land, part of which is currently being used under Central Beds Council licence to the Junior Football Club, their use is to continue once managed by the Town Council, and may also include other football teams, sports groups or other uses agreed by the Town Council, including general public access to open space. Members considered management of keyholders to the entrance gate, fencing around the car park, creation of a new access gate to the overflow parking, keyholding for the toilet facility, and cleaning and material provision for that facility, grass cutting of the Recreation Ground and litter picking of the same.

With regard to keys, the Junior Football Club currently hold a set of entrance gate keys, plus those for the toilet facility, under the licence from Central Beds Council. It has been agreed that although the site should be transferred to as vacant possession, the Junior Football Club may continue to use the facility, but should provide any sets of keys to the Town Council to be logged and signed for in our key records. At this time, they also clean the toilet block and provide materials within. It was noted that the cleaning of the toilet block is already within the Handyman's Contract, ready for when the Town Council takes on the land.

RESOLVED that upon transfer of the Arlesey Road site to the Town Council:

- i) the Junior Football Club may hold a set of keys for the entrance gate and the toilet facility (to be logged in Council records), however, the Town Council will take on responsibility for cleaning and supply of materials for that facility;
- ii) Stotfold Football Club will hold a set of keys for the entrance gate – not to include the toilet facility, or the community changing rooms within the Stadium building, which will remain under Town Council management;
- iii) When not in use by the Football Club using their Stadium facility, or by any booked football team using the Recreation Land, the entrance gate and toilet facility are to be kept locked;
- iv) Armco barrier fencing is to be installed around the tarmacked car park area to prevent unauthorised access to the grassed area. Prices are to be sought for consideration by this Committee;
- v) A further access gate is to be installed in the new Armco barrier fencing leading through to the overflow parking. This is to be kept locked when

- overflow not in use. Quotes to be sought for consideration by this Committee;
- vi) Two wooden kissing gates, with MOT surfacing are to be installed in the front boundary post and rail fencing to allow pedestrian access – likely to be in two areas of identified pedestrian thoroughfare across broken fence line – quotes to be sought for consideration by this Committee.
 - vii) Quotes for CCTV systems will be sought for consideration by this Committee – it has been agreed that the Town Council will install CCTV on the outside of the Stadium building to protect its asset. Options to include remote viewing from the Council offices, with a monitor at the Stadium building;
 - viii) Litter picking of the Recreation Land is to be undertaken by the Town Council’s Handyman contractor, as it is currently in his contract. Any additional litter picking before matches or use of the land by others such as the Junior Football Club is welcome, as Town Council litter picks take place twice weekly only;
 - ix) Grass cutting of the Recreation Land is being carried out by the Town Council’s Grass Cutting contractor. Once the Stadium building is complete and transferred to Stotfold Football Club, future grass cutting will not include the Practice Area being leased to the Football Club, as they will take on grass cutting responsibility for this area. Access for grass cutting during the build period is to be confirmed;
 - x) The handover of the Arlesey Road site is to include bringing the Football Club pitch up to standard and repairing the broken fence slats in the boundary post and rail fencing – Councillor B Saunders to pursue these matters;
 - xi) The Arlesey Road site is to be named ‘Arlesey Road Recreation Ground’.

44/18 GENERAL WORK

RESOLVED that the following is actioned as appropriate:

Landscape Contractor

- To remove the Hawthorn remaining where he removed the ivy stump on The Green
- To fill the hole in the boundary hedge in the play area on The Green

45/18 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

On a recent visit to the Pix Brook Play Area, the Handyman was commended by a resident to a Councillor on his work and cheerful attitude.

Thanks were given to Councillor Mrs Cooper for planting daffodils around the town and for planting up the flower tubs around the town.

Councillor Mrs Cooper advised that she had been approached the Scouts to borrow some of our litter pickers for a litter pick they want to undertake as part of a Scouts badge. They also asked if they could put up some QR codes on lamp posts as part of a family treasure hunt they are organising – Councillor Mrs Cooper has said yes, but only on Town Council owned lighting columns with the S code labels.

There being no further business, the meeting was closed at 9.04pm

CHAIRMAN

DATED