

**MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 11<sup>th</sup> MARCH 2020 AT 7.28PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

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Committee Members present: Mrs M Cooper (Chairman)

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

Also present: Town Clerk – Mrs K Elliott-Turner

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**23/20 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Russell.

**24/20 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA**

There were none. 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.

**25/20 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSE**

None present.

**26/20 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

**Correspondence**

The Order for temporary closure of footpath no. 7 has now been sealed by Central Beds Council. A copy of the notice and map was circulated for information.

**Matters arising**

Minute 125/19 – a recent Central Beds Council Traffic Management Meeting approved the Rural Matched Funding project to provide a raised table and Speed Indicator Device on Norton Road, following the Town Council's application agreeing to 50% funding. The target figure for the work is slightly less than previously budgeted, now at £42,247.65, with the Town Council's contribution now at £20,117.90. The Council's Senior Highways Officer advises that they have identified further work to install some ducting for any potential toucan crossing they may look to do in future, but that would be funded by Central Beds Council.

Council minute 178/19 on matters pertaining to this committee

- Following Central Beds Council's request for our consideration into putting our streetlighting assets up for adoption, as a council we responded to advise that we were interested, subject to confirmation on their policy for all-night lighting, how we can request additional lighting in poorly lit areas, and to advise that we currently maintain our streetlights under a Street Lighting Contract. Central Beds Council has responded to queries raised by multiple Town/Parish Councils, as follows:
  - Basis of adoption – Central Beds Council will consider adoption based on establishing the current status and condition of the assets in question. This can be established through the provision of current test certificates for the structural and electrical testing or if these are unavailable then Central Beds Council are currently undertaking an asset inventory project and are willing to provide this service at no cost to Town/Parish Councils
  - As Central Beds Council is the Highways Authority, they have to follow TR22 with regard to Electrical Testing/Structural Testing so as to ensure assets are safe for the public and

highway user. Adoption of streetlights would help ensure the testing programme covers all the street lighting assets within the Central Beds Council area

- Once the asset inventory and condition is established, they will produce a cost estimate to bring the assets up to Central Beds Council/regulatory standard. Central Beds Council would then discuss with Town and Parish Councils with regards to how to fund the handover to bring the assets up to specification
- Central Beds Council understands that areas may have heritage lighting and will respect the type of lighting in the area. However, if the Parish wishes to use alternative styles over and above the heritage range cost already established by Central Beds Council, then a contribution may be required to cover the difference
- Once adoption is agreed, Central Beds Council would be fully responsible for the asset maintenance and cover the utility costs. However, Central Beds Council would reduce any current funding to offset the energy costs

They will be in contact again to answer specific questions raised by individual Town/Parish Councils.

#### Minute 15/20

- X3 drains on the High Street, outside Peking House Chinese takeaway are full of silt. *Reported 20/12/19 Ref. 334512 for drain outside Peking House, ref. 334513 for further two drains. Update: Highways plan to inspect the site during the next instance of significant rainfall (that takes place during working hours) and decide on the best course of action. 06/01/2020. 06/02/20- No further update to that showing online as yet. 17/02/20- Councillors noted needs a gully cleanse. Gully cleanse requested ref. 337490. 20/02/20- They have said this will be carried out within the timeframes set out in Central Beds Council's Network Maintenance Management Plan. (<http://www.centralbedfordshire.gov.uk/transport/roads-strategies/highways-asset-management.aspx>)*
- Footpath from High Street to The Crofts and Alexander Road – green bollard has been knocked over and is now nearly out of the ground. *Reported 20/12/19 ref. 334516. Chased 07/01/19 and checked online updates 06/02/20: No further update yet. 17/02/20 Chased: -Reference: 334516 Engineer's Update: They have requested that a repair is carried out within the timeframes set out in their Network Maintenance Management Plan.*

#### Minute 21/20

- *The Haven – weeds and grass to be cleared and trimmed as very overgrown – this should be completed twice a year. 18/02/20 Emailed Nick Carofalo Highways Steward as reporting system flags up as not CBC responsibility. Nick on annual leave till 25/02/20. Emailed again 03/03/20. Nick Carofalo stated: "Please find attached map of The Haven which shows maintained public highway which is highlighted in pink. I still need to check on site to see if the weeds/vegetation fall within this overlay, however if they do I will arrange some maintenance for this area". (Map available on file)*
- *High Street – from the traffic lights at the junction with Hitchin Road, to the junction with Queen Street – a trench in the tarmac is slowly appearing in the middle of the road. Request that this is filled. 18/02/20 Reported to CBC- ref. 337540. 20/02/20 - The engineers have inspected the area and although there is some damage, they are satisfied that it is not a priority at this time. They will continue to monitor and will review the situation when they are planning their next programme of work.*
- *Rook Tree Lane – areas of potholes have been patched, but this is now breaking up and in places, the content is all over the road. Check with Area 1 highways Officer as to whether Rook Tree Lane is on schedule for work this year. 18/02/20 Emailed Nick Carofalo Highways Steward. Nick on annual leave till 25/02/20. Emailed again 03/03/20 as no response to previous one yet. Nick Carofalo stated: With regard to Rook Tree Lane the worst section of this road is due for resurfacing in the first quarter of the new financial year.*

- *Baldock Road Roundabout – Norton Road – potholes in trench in the middle of the road. 18/02/20 Reported to CBC ref. 337542. 20/02/20 They have requested that a repair is carried out within the timeframes set out in their Network Maintenance Management Plan.*
- *Footpath behind the old Roecroft School, Church Road – not on current footpaths map. Request for Rights of Way officer to reinstate this. 17/02/20 Emailed Chris Dorow requesting reinstatement. He responded with map to mark path on – he will then forward to the Definitive Officer for investigation, once we have sent marked up map back to him. 24/02/20 Informed that STC/Clerk is already dealing with this footpath issue.*

#### **27/20 TEMPORARY BANNERS – HITCHIN ROAD RECREATION GROUND AND THE GREEN**

Members considered a request from Stotfold Bowls Club to erect temporary banners on the boundary fencing of Hitchin Road Recreation Ground and The Green. They wish to carry out a recruitment drive and have asked to erect one banner on the bow-top fencing of each area – 3m x 1.5m, plain white with 'Join Stotfold Bowls Club' and a telephone number. They would like the banners to be in place for up to one month from April. They will also be displaying posters around the town and are looking to have a stall outside the Co-op.

**RESOLVED** that approval is given for Stotfold Bowls Club to erect temporary banners on the boundary fencing of Hitchin Road Recreation Ground and The Green, as part of their recruitment drive. Permitted for a period of one month from April.

#### **28/20 TEMPORARY BANNERS – THE GREEN**

Members considered a request from Gumbles Wristband Fair, who are visiting The Green from 4<sup>th</sup> June for a week (previously approved), to erect two temporary banners advertising their event a week prior. They would like to display a banner 3m x 1.5m fitted to their own frame. This would be temporarily attached to the boundary bow-top fencing.

**RESOLVED** that approval is given for Gumbles Wristband Fair to erect two temporary banners advertising their event a week prior – to be temporarily attached to the boundary bow-top fencing.

#### **29/20 DRAFT GREEN WHEEL MINUTES**

The draft Green Wheel minutes of the last meeting held on 17<sup>th</sup> January 2020 were noted by members.

Members were advised that with regard to the native daffodils referred to in the minutes, the test heritage bulbs have grown, with 2 out of 10 flowering. A member advised that some dog walkers had reported their dogs becoming ill after walking through Etonbury Wood. Checks have been made on whether there are any plants growing that might cause illness in dogs, and nothing is apparent. However, Clare Wardle, Senior Countryside Officer responsible for the Wood, will be notified of these reports.

#### **30/20 ARLESEY ROAD OPEN SPACE CAR PARK**

- i) Members considered purchase and installation of x2 litter bins to be sited in the car park and x2 litter bins to be sited inside the two kissing gates. Central Beds Council have been asked to supply and empty one additional dog waste bin (there is already a bin sited by one of the two kissing gates).

**RESOLVED** that x4 Derby Standard, with pyramid top and fittings, are purchased – two to be installed at Arlesey Road, two to be kept in store for future use. Funds from EMR Rec Rolling Improvements

- ii) Members considered purchase and installation of bollard or other measure to protect the kerb and shrubs at the entrance, which are already being damaged by vehicles cutting the corner. Options for bollards were considered, however as the soil is no longer compacted following construction works, bollards may not be suitable. The Rockery at Sandy has ½ ton boulders for around £60 which can be delivered for £20. Large boulders would be harder to move and would provide a strong deterrent to vehicles cutting across the shrub corner.

**RESOLVED** that the Clerk is given delegated authority to purchase one or more large boulders, as required, with delivery.

### **31/20 ARLESEY ROAD OPEN SPACE FRONT BOUNDARY**

To increase open visibility of the car park and public open space, thereby greatly improving security of the clubhouse building, parked cars and public using the open space, members considered removing the shrubs/trees along the inside of the front boundary of the site, whole length, removing the existing post and rail fence which is repeatedly being damaged, and replacing with green mesh fencing. This gives excellent visibility of the whole site and tidies up the view of the site by removing very poor condition shrubs/trees – this can be done even if existing fencing isn't replaced with new mesh fencing. Maintenance of the front boundary would be less in terms of weeding, shrub/tree maintenance and litter picking. Suggested that the new wooden kissing gates remain in place until they reach a condition where they require replacement and could then be replaced with metal kissing gates.

Quotes to remove the front inside boundary trees/shrubs and stumps to be ground out:

- 1) £4,450 plus vat
- 2) £ 550
- 3) £ 840 plus vat

**RESOLVED** that the quote from Steve Dear Trees at £840 plus vat to fell all shrubs and small trees along the boundary fence of the Arlesey Road open space, grind out stumps and remove all arisings from site, is accepted. Funds from Open Spaces – Maintenance & Repairs budget.

Quotes to remove the existing post and rail fence – cutting off at ground level, to be obtained from the Handyman and Landscaping Contractor and presented to the next meeting, together with quotes for the supply and installation of new fencing – mesh and bow-top.

### **32/20 BUDGET & RESERVES REVIEW**

Members considered the Budget & Reserves Review report as at month 11. There were no points of concern.

**RESOLVED** that any remaining funds in this committee's budget at the end of the financial year are vired to the Rec Rolling Improvements Earmarked Reserves.

### **33/20 GENERAL WORK**

**RESOLVED** that the following is actioned:

#### Highways

- High Street – surface of road in centre line is very bad and must be repaired as a matter of urgency
- Mill Lane – areas have been resurfaced, however this has not included the junction of Queen Street to the Mill, which is in very poor condition

#### Landscaping Contractor

- The Landscape Contractor has trimmed hedging around Hitchin Road Recreation Ground, however there are some Elders and Ivy lying on the ground which need removing

### **34/20 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

A member has made a recent visit to Arlesey Road, in particular to look at the construction progress for Pix Brook Academy. The gas main has been installed parallel to Vaughan Road, with 3 notices saying 'danger do not smoke', 2 notices behind new fencing for the Academy and one notice on the bank on our open space backing onto Vaughan Road. Excavation works are underway on the 'stone road' for drainage. On our open space site, Borrás still need to clear rubble around two boundaries of the football stadium fence.

Another member advised that damage has been caused to crops in the field by the school, however compensation has been agreed. The culvert to the storm water drain has also been damaged and this will be repaired by Willmott Dixon.

There being no further business, the meeting closed at 8.31pm

**CHAIRMAN**

**DATED**