

# MINUTES OF A MEETING OF THE RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE HELD ON WEDNESDAY 14<sup>th</sup> JUNE 2023, AT 7.25PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE.

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## Committee Members present:

Mrs M Cooper (Chairman), Mrs L Anderson, S Buck, S Hayes, Mrs J Hyde, J Smith, J Talbot

## Also present:

Ms C Jenkins – Assistant Clerk and 2 Members of the public.

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### **72/23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors A Hall and B Saunders.

### **73/23 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA AND REQUESTS FOR DISPENSATIONS**

There were no disclosures of members interests or requests for dispensation. 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.

### **74/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

There were none.

### **75/23 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Recreation Grounds, Public Lands & Lighting Committee meeting held on 24<sup>th</sup> May 2023 are confirmed as a correct record.

### **76/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

- Ward members grant – boot scraper, bins and benches are all now installed
- Arlesey Road Electric meter for the MUGA is due for installation in July.
- Bridge on Greenacre – letter from a resident is requesting railings to be installed on the bridge after a child had a fall. A quote will be asked for tubular railings to be fitted.
- Invoice from Teasel for a strimmer - £629.99 to be taken from Teasel budget.

#### Update on the funding for Football pitches.

Reports have now been completed for all our football pitch conditions. These have now been submitted for grants to provide funding to keep the pitch surfaces up to standard for the next 6 years. Details are as follows:

The Green – conditions deemed as GOOD (52%)

Grant awarded £2134.00                      Council contribution: £0.00

Hitchin Road Recreation ground – conditions deemed as ADVANCED (64%)

Grant awarded £3200.00                      Council contribution: £0.00

Riverside Playing Fields – conditions deemed as GOOD (57%)

Grant Awarded £3200.00                      Council contribution: £0.00

Arlesey Road pitches – condition of total 6 pitches  
Deemed as BASIC – GOOD (45% - 52%)  
Grant Awarded £55,680.00 Council contribution: £17,068.00  
Amount works out at £2844.66 per year for 6 years.

**RESOLVED** that the Committee agreed to pay £17,068.00 over 6 years as the Councils contribution to the grant funding.

#### Hedges at Norton Road Allotments

Members asked for a letter to be written to TEASEL inviting them to the next REC meeting to discuss work to be carried out on the hedge. The TEASEL group have checked this and stated that the job is big a task for them. Security is the biggest issue with the hedge overgrown.

**RESOLVED:** That Mr Johanssen is to check the hedge and quotes for both fencing and hedge laying to be sought.

#### MUGA compound and netball hoops

Height has been looked at, 2.5m high and wide, double doors required, quotes to be submitted to next meeting

The pitch marking will be carried out on 28<sup>th</sup> June, weather permitting

Netball lines on the MUGA – costs £650.00 for marking out

#### **77/23 HIRE OF THE GREEN – CLASSIC CAR SHOW**

Members noted a letter from a resident requesting to hire the green for the classic car show. A free event for the town, with charity fund raising.

**RESOLVED** that 12<sup>th</sup> August 2023 is suggested for the event, together with the usual marshalling and help with car parking.

#### **78/23 LITTLE LONDON FOOTPATH**

Members discussed a small fingerpost sign for the Little London Footpath.

**RESOLVED:** to purchase sign in Cornflower Blue with capitals font at £249.00+VAT. The additional plaque size is to be determined, together with the appropriate wording.

#### **79/23 TERMS OF REFERENCE - UPDATES**

Members were asked to check and update the terms of reference for this committee. Amendments to make were as follows:

- Prince Charles Avenue is now adopted.
- Jubilee Meadow – once adopted – no associated play equipment.
- TEASEL should read be in capital letters.
- Remove details of job specification for MUGA caretakers.
- Remove MUGA caretakers salaries within the committee budget.
- To add, Review contracts for maintenance for MUGAs and all weather pitches, Pix Brook Play area, Arlesey Road, Greenacre Park, Hitchin Road and Riverside recreation ground.

Copy of amended Terms of Reference to be available for councillors at the next meeting.

**80/23 REQUEST TO USE THE GREEN – ST MARYS SCHOOL**

Members noted a request from St Marys School to use the Green for their sports day on 11<sup>th</sup> July 2023.

**RESOLVED** that St Marys School can use the Green for their sports day on 11<sup>th</sup> July 2023.

**81/23 PROPOSAL FOR STOTFOLD FAYRE**

Members noted a request to hold a new fayre at Stotfold. Members were concerned about how this would work and noted it is very close to the already popular Mill Weekend.

**RESOLVED** that the organiser would be welcomed to a future meeting to discuss how the event would be run.

**82/23 BENCH OUTSIDE LARKSFIELD SURGERY**

Members noted a request for a bench to be installed on Pendleton Way, outside the Larksfield Surgery for people to wait on. Bench needs to be made of recycled plastic which will weather well. members asked if any S106 money was available. Quotes would be supplied for the next meeting.

**83/23 KISSING GATE MILLENNIUM GREEN / GATE ON ROOK TREE LANE**

Members were informed that both gates to Millennium green were in need of repair or replacement.

The gate off Rook Tree Lane to Millennium Green needs to be mended or replaced.

**RESOLVED:** that TEASEL will be asked to look at the gate and quotes for materials or a new gate will be provided.

The gate by Pop Studios on Mill Lane that lead to the Millennium Green was removed by TEASEL around 6 months ago as it was leaning and dangerous. It was considered not urgent to replace this, if needed at all.

**84/23 HITCHIN ROAD REC – CHANGING ROOMS**

Members were updated on the works being carried out to Hitchin Road Changing rooms. No internal plastering has been completed yet and beading has been left with gaps. The electrics above the door need to be isolated, plastering completed and electrics all put back.

A quote from has been received from Griggs electrical £288.00+VAT to complete the electric works and plastering.

**RESOLVED** for work to be completed at a cost of £288.00+VAT.

**85/23 TOWN RANGER EQUIPMENT – BUDGET**

Members discussed a budget to be organised for equipment, clothing and PPE for the new Town Rangers. At present they need to order equipment and tools to be able to carry out their roles.

**RESOLVED** that £3500.00 be made available to purchase clothing, PPE, equipment and tools for the Town Rangers. This will be reviewed again later in the year.

#### **86/23 GENERAL POWER OF COMPETENCY**

Members discussed the general power of competency that Stotfold Town Council is allowed to follow, providing they have a CiLCA qualified Clerk.

This will enable the clerk to authorise certain work and purchases, without seeking agreement each time from committee.

At this point a member of the public arrives to view the meeting.

**RESOLVED** that the clerk be allowed to authorise up to £2000 routine works, and £5000 for an emergency situation.

Discussion should be made with the Chairman, or Vice-Chairman, of the relevant committee when any money is spent from the committees budget.

#### **87/23 SKATE PARK AREA – FUNDING**

As part of the Town Councils Strategic Plan, it was agreed to carry out a review of the play equipment at Riverside Recreation Grounds and The Green.

Members noted that the Skate Park has been removed from Riverside Recreation Ground now for some time. Now that nearby housing overlooks the area and the river is in close proximity, it was thought this was not an ideal location for a new skate park.

Members suggested a new location for the Skate Park to be on the rear of Greenacre Park, along the hedge line with the A507. In the future there will be car parking and the Library and other facilities present. The area will need to be well lit to avoid Anti-Social Behaviour and a programme for any graffiti should be considered.

It was discussed to apply for a Community Asset Grant to help to return this facility to the town. The grant could be up to £25,000. Councils are able to apply for one than one grant for other projects, although only one grant will be chosen per ward. The funds will need to be spent in 12 months. Questions were then asked whether the Community Asset Grant is match funded?

Skate Park designers were discussed, Maverick and Gravity both being named. Both would conduct a consultation with potential users of the facility. The facility would benefit Stotfold and allow social interaction between different age groups.

**RESOLVED** that £100,000 would be allocated to the project and following checks to our Financial regulations, designs and quotes would be sought.

#### **88/23 BRIDGE INTO JUBILEE FIELD**

Members received a quote from Gilks for £22,739+VAT to supply and install a vehicle access bridge from the Riverside Recreation ground to Jubilee Meadow. Bridge is 3m in width, wide enough for a tractor.

**RESOLVED** Grasscutting contractors and Mr Johanssen to be asked for the height, width and weight of their grass cutting machinery to determine whether bridge access is correct for tractor, trailer and loader.

#### **89/23 RIVERSIDE MUGA UPDATE**

Members received an update on the Riverside MUGA project.

- Line marking is still to be completed – Tennis and Netball to be marked out.
- Purchase of Netball posts – quotes received are £278.00, £1300.00 and £902 for 2 posts.
- Compound quote
- Lighting quotes received from Griggs electrical £1810.00+VAT and T. Seymour £1060.00+VAT
- Installation of new CCTV – quote received from Shebang, awaiting quote from Ace Security.
- Surfacing has been completed

**RESOLVED** that the lighting quote from T. Seymour for £1060.00 be accepted.

#### **90/23 NORTON ROAD ALLOTMENTS- QUOTE FOR COMPOST BIN**

Members received a quote from Mr Rik Golder to provide a compost bin for Norton Road Allotments.

**RESOLVED** that the quote for £965.50 inc VAT be accepted.

#### **91/23 MILLENNIUM GREEN AND GREAT CLOSE MEADOW – GRASS CUT**

Members were notified that Mr David Johannsen requests permission make his usual cut of Millennium Green in July 2023.

**RESOLVED** that Mr Johannsen be allowed to cut Millennium Green in July 2023, free of charge to the Council.

#### **92/23 REPORT – HERBICIDE USE WITH GRASS CONTRACT**

A report was considered by members regarding the grass contract held between Stotfold Town Council and Countrywide. Discussion was had on the biodiversity measures in the contract and the spraying of weeds with pesticides etc.

Whilst pitch may be currently growing daisies and other flowers, it is acceptable to play football on these surfaces, therefore avoiding spraying of herbicide.

As a local authority we do have a duty of care to residents to reduce or stop spraying of weeds. It is recommended that more strimming of areas is advised.

It was noted this does not include the Stotfold Cemetery grass areas.

**RESOLVED** that the Town Council agreed to the minimum amount of spraying. This will be discussed with Countrywide as to methods to continue.

#### **93/23 HIGHWAYS REPORT**

A report received from Councillor Smith, Highways Representative:

- CBC Councillor Kathryn Woodfine is meeting tomorrow with Highways regarding the Greenacre area.
- Very large pothole opposite Hallworth Drive, possibly connected with road closure of Hitchin Road. Bus route needs to be alerted of road closure.
- Installation of Bollards opposite The Crown.

#### **94/23 PUBLIC REALM WORKS**

Members were reminded that matters for Central Beds Council can be reported via <https://www.fixmystreet.com/> and if they have any matters that are to be reported to other parties or are general repair or maintenance work for the council, these should not be held until the next committee meeting but should be reported to the office.

- Pothole on Rook Tree Lane by the bungalows – to be reported

#### **95/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

It was noted that there was recently a play company on Hitchin Road Recreation ground which had been a new booking through the office. It was run by a local teacher who had started football coaching.

There being no further business, the meeting was closed at 9.16pm

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**