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## LEIGHTON-LINSLADE TOWN COUNCIL

### MINUTES OF GROUNDS & ENVIRONMENTAL COMMITTEE

MONDAY, 10 JUNE 2019 AT 7.30 PM

Present: Councillors            R Berry (Chair)  
   S Jones (Vice-Chair)  
   T Morris  
   J D'Este-Hoare  
   F Kharawala  
   B Spurr  
   V Harvey  
   A Gray  
   P Snelling

Also in attendance:            M Saccoccio, Town Clerk  
   I Haynes, Head of Grounds and Environmental  
   Services  
   M Jahn, Committee Officer  
   Councillor D Bowater  
   Councillor A Dodwell  
   R Diagneault (Communities in Bloom)  
   M Paradisi (Communities in Bloom)

Members of the public:        7  
Members of the press         0

#### 1/GE     **APPOINTMENT OF VICE CHAIR**

It was proposed and seconded that Councillor S Jones be appointed Vice Chair of the Committee for 2019-2020. There were no further nominations.

**RESOLVED to appoint Councillor S Jones Vice Chair of the Committee for the municipal year 2019-2020.**

#### 2/GE     **APOLOGIES FOR ABSENCE**

No apologies were received.

#### 3/GE     **DECLARATIONS OF INTEREST**

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting.

Councillor V Harvey declared an interest as a member of the South Bedfordshire Friends of the Earth.

#### 4/GE **QUESTIONS FROM THE PUBLIC**

A member of the public who maintains an allotment at Weston Avenue raised a question regarding why allotments had been vacant for many months and been allowed to become overgrown.

The Chairman of the Leighton-Linslade Allotment Association also raised his apprehensions regarding when repairs would be carried out at allotments and whether there were any plans in the future to sell the allotment sites.

Another question was raised by a member of the Friends of Leighton-Linslade in Bloom regarding item 8 'Friends' Groups. The concern being whether the development of other 'Friends' Groups would impact on the work already being done and the possibility it would cause fragmentation within the groups of volunteers complicating current arrangements and links with the Town Council.

#### 5/GE **MINUTES OF PREVIOUS MEETING**

The Committee received the draft minutes of the Grounds and Environmental Services Committee meeting held on 4 March 2019.

Item ref 162/GE Questions from the Public – the Committee were informed that a Task Force Group would be formed to research best practices regarding recycling and reducing plastic pollution and a report would be submitted to Council on 24 June as a top priority objective.

Item ref 163/GE – Minutes of Previous Meeting – it was confirmed that visits to schools would be taking place with Councillor A Dodwell attending with officers.

Item ref 172/GE Car Parking – a report would be presented to Planning and Transport on Wednesday 12 June requesting £1,500 from earmarked reserves for the purposes of creating a TRO for Mentmore Road Recreation Ground car park.

**RESOLVED that the minutes of the meeting of the Grounds and Environmental Services Committee held on 4 March 2019 be approved as a correct record and were signed accordingly.**

#### 6/GE **COMMUNITIES IN BLOOM INTERNATIONAL CHALLENGE**

The Committee met the judges, Richard Diagneault and Mauro Paradisi, of Communities in Bloom and received a brief presentation from the Head of Grounds and Environmental Services explaining our horticultural achievements, environmental responsibilities and community participation in our in bloom initiative.

**RESOLVED to note the information.**

The two judges and three members of the public left the meeting.

#### 7/GE **ALLOTMENTS**

The Committee received a report to consider ways to proactively clear the current waiting list for the Town Council allotments. The legal considerations for the provision of allotments was explained to Members and a structured approach to plot allocation operated on a strict allocation by order of inclusion principle was considered to enable the list to be managed more effectively and provide more clarity for those awaiting allocation.

A question was raised regarding maintenance of the allotments and it was confirmed this would be completed separately from the clearing of the vacant allotments. The clearing of the allotments in preparation for allocation would be completed by the end of June/early July. An Officer also made it clear within the report that there was no statutory obligation to provide a particular level of services such as water or electricity.

An update on progress would be given at the next meeting of the Committee.

#### **RESOLVED to**

- (a) **note the report**
- (b) **consider and allocate up to a maximum of £5,000 from earmarked reserve 9106/950 Allotments with available funds of £6,549 to help clear vacant allotment plots**
- (c) **endorse the process as set out in section 5 of the agenda report.**

Councillors Bowater and Spurr left the meeting.

#### 8/GE **'FRIENDS' GROUPS**

The Committee received an update regarding the Town Council's Friends Agreement previously endorsed by Leisure and Community Committee on the 2nd February 2015, which would be used by group/s of people who support the work of Leighton-Linslade Town Council within the boundaries of designated site/land.

**RESOLVED to note the report.**

#### 9/GE **CEMETERIES RULES AND REGULATIONS REVIEW**

The Committee received and considered an update on the Town Council's Cemeteries Rules and Regulations to ensure they are fit for purpose.

#### **RESOLVED to**

- (a) **note the report**

- (b) **endorse the highlighted changes to the Cemeteries Rules and Regulations.**

#### 10/GE **TREE MANAGEMENT POLICY REVIEW**

The Committee received a report to review the endorsed Tree Management Policy to ensure the tree stock is retained, enhanced and increased whilst ensuring the health and safety of the public and property by undertaking a 2 year inspection programme where previously a 3 year programme had been in place.

##### **RESOLVED to**

- (a) **note the report**
- (b) **recommend to Policy and Finance Committee to endorse the revised Tree Management Policy for 2019-2022.**

#### 11/GE **ROSPA PLAY AREAS INSPECTION REPORT**

The Committee received an update and findings from this year's annual independent playground and equipment inspections. Clarification was provided regarding the designation of 'high' risk for three sites and any repairs carried out would be covered under existing revenue budgets.

##### **RESOLVED to note the report.**

#### 12/GE **COMMITTEE OBJECTIVES AND WORK PLAN**

The Committee received the work plan for the municipal year 2019/2020.

A request was raised regarding the Waste Management and Recycling update scheduled which is shortly due to go out to tender.

A suggestion was also made to add Public Health and Carbon Footprint/Green policies to the work plan for future meetings.

##### **RESOLVED to note the work plan.**

#### 13/GE **ASTRAL PARK**

- (a) The Committee received an update report in respect of the Astral Park Sports and Community Centre, including events, catering, marketing, football and school holiday activities.

It was noted that the Town Clerk and Head of Grounds and Environmental Services had met with the Football Association to show potential interest in installing a 3G artificial pitch in the future and this would be brought back to Committee with cost implications for installation and maintenance.

Concerns were raised regarding parking at football and events at Astral Park and how to encourage users to leave the car park in a safe way. It was confirmed the staff do oversee the car park when the public are arriving but consideration would be given to extending this to when events are finished.

RESOLVED to note the report.

- (b) The Committee received a report regarding the continuing work of the Task and Finish Group into the new Council administration and it was anticipated that the Group should be in a position to present its recommendations to the 9th September meeting of the Grounds & Environmental Services Committee.

It was confirmed that Councillors Berry, Jones, Dodwell and Harvey would form the Task and Finish Group.

**RESOLVED for the Grounds & Environmental Services Committee to appoint no less than 4 members to the Astral Park Task and Finish Group.**

#### 14/GE **PAGES PARK REFURBISHMENT PROJECT UPDATES**

The Committee received a brief verbal update from the Head of Grounds and Environmental Services regarding Pages Park refurbishment.

The Committee were informed that Pages Park Pavilion would be vacated by Friday 28th June and work would commence soon after this date. The Head of Grounds and Environmental Services would distribute plans to Committee members and it was hoped work would be completed in a 3 month time scale.

All hirers had been informed and accommodated, where possible, at other sites.

**RESOLVED to note the update.**

The meeting closed at 9.12 pm.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON MONDAY, 10 JUNE 2019.

Chair

9 SEPTEMBER 2019