

**LEIGHTON-LINSLADE TOWN COUNCIL**  
**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE**  
**MONDAY 4 MARCH 2019 AT 1930 HOURS**

Present: Councillors: R Berry  
A Dodwell  
S Jones – in the Chair  
C Perham  
A Brandham  
T Morris  
G Perham

Also in attendance: I Haynes (Head of Grounds & Environmental Services)  
M Saccoccio (Town Clerk)  
S Sandiford (Head of Democratic and Central Services)  
M Jahn (Committee Officer)

Members of the public: 2

**160/GE APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor S Cursons substituted by Councillor G Perham.

**161/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. No declarations were made and no dispensations had been requested.

**162/GE QUESTIONS FROM THE PUBLIC**

Two representatives from South Bedfordshire Friends of the Earth attended the meeting and asked what the Town Council would be doing about plastic pollution and how the Town Council plan to reduce their use within the town.

The Head of Grounds confirmed the Town Council would be looking at ways to reduce the impact of plastic pollution and increase recycling. The Committee agreed a joint working relationship between the Town Council and other groups in Leighton Buzzard to share ideas and develop initiatives for reducing plastic pollution would be a positive outcome, to be brought back to Committee in June 2019.

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**163/GE MINUTES OF PREVIOUS MEETING**

The Committee received the draft minutes of the Grounds and Environmental Services Committee meeting held on 3 December 2018.

Item ref 156/GE ( Town Council's Five Year Plan) – it was confirmed that the visits to schools would be taking place and Councillor A Dodwell agreed to attend with officers.

**RESOLVED that the minutes of the meeting of the Grounds and Environmental Services Committee held on 3 December 2018 be approved as a correct record and were signed accordingly.**

**164/GE COMMITTEE OBJECTIVES AND WORK PLAN**

The Committee received the work plan for the municipal year 2018/2019. It was noted the Review of Cemeteries Rules and Regulations would be deferred to the June 2019 meeting.

The Draft Work Plan 2019-2020 was noted with the objectives from the Council's Five Year Plan embeded for members information.

**RESOLVED to note the work plans.**

**165/GE BUDGET**

The Committee received a report for April – December 2018. It was confirmed all was on plan to finish with a balanced budget at the end of the financial year.

**RESOLVED to note the report.**

**166/GE ASTRAL PARK**

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. Only one weekend of football had to be cancelled this season due to resting snow on the pitches otherwise, remaining playable and well used.

Scheduled maintenance would be taking place over the coming weeks including floor repairs, shutter repairs, mirror replacement and light and vent replacements. These repairs were all due to normal wear and tear and completed from the existing Astral Park budget.

The Committee was informed that the Task and Finish Group formed to review performance at Astral Park had been looking at the booking system for all town council buildings and especially the fee structure used for these bookings. Marketing for all sites was also a priority and how to raise the profile of all the facilities to increase bookings and use for both commercial and community groups. The Task and Finish Group was still on-going and would continue discussions on these topics.

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**RESOLVED to note the report.**

**167/GE PROJECTS UPDATES**

The Committee received a verbal update on the progress of the Linslade Recreation Ground. The project was nearing completion with the installation of the entrance arches by the end of March 2019.

A question was raised regarding the refurbishment of the Henry Finch Memorial Fountain but members were informed an application to the Heritage Lottery Fund had not been favourable although other types of funding were being considered.

**RESOLVED to note the information.**

**168/GE REVIEW OF THE UNDERWRITING OF THE ANNUAL FIREWORKS DISPLAY**

The Committee received and considered a report to underwrite the Annual Firework display to a maximum of £4,000 per annum. This charitable event is run by the Rotary Club of Leighton Linslade as a non-profit making community event with any profits being distributed to charities.

**RESOLVED that the Town Council underwrite the above event for the next three years to a maximum of £4,000 each year and this be met from Budget Code 4110/230 Grounds and Environmental Services with an annual budget of £46,000.**

**169/GE REVIEW OF THE PLAY AREA IMPROVEMENT AND SAFER SURFACING PROGRAMMES**

The Committee received an update on the play area improvement and safer surfacing replacement programmes which were progressing well and have been well received by the community.

**RESOLVED to**

- (i) note the report
- (ii) endorse the updated wider play area improvement and safer surfacing replacement programmes as per the Gantt chart attached to the report.

**170/GE EQUIPMENT FOR GROUNDS AND ENVIRONMENTAL SERVICES**

The Committee received and considered a report regarding the purchase of like for like new equipment from local suppliers that would be fit for purpose for use by the Grounds & Environmental Service team.

**RESOLVED to:**

- (i) note the report.
- (ii) endorse the purchase of 1 x Ex demo Kubota Zero-Turn Mower ZD1211 for £12,000.

- (iii) **endorse the purchase 1 x New trailed Water Bowser for a maximum value of £5,000.**
- (iv) **total expenditure of £17,000 to be met from 950/9000 with available funds of £18,795.**

#### **171/GE CEMETERY PUBLIC CONSULTATION**

The Committee received and considered a report providing the timescale and procedure for the Cemetery Public Consultation of grave re-use and using the available space within a used grave. The Consultation would be a 90-day consultation commencing the week beginning 3 June 2019. A multi-channelled approach would be taken to reach as many people as possible combining modern digital methods and traditional face to face events to be held in the daytime, weekend and evenings.

#### **RESOLVED to:**

- (i) **note the report**
- (ii) **approve and endorse the timescale of the public consultation on the matter of grave re-use and using the available space within a used grave and the process as set out in the Gantt chart attached to the report.**

#### **172/GE CAR PARKING**

The Committee received and considered a report to explore the potential of introducing car parking enforcement measures within certain town council owned car parks.

**RESOLVED that the Town Council works in partnership with Central Bedfordshire Council in scoping out the potential of introducing parking enforcement measures within certain town council owned parks.**

#### **173/GE EXCLUSION OF THE PUBLIC**

**RESOLVED that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding review Earmark Reserves, Parson's Close Recreation Ground ice-cream concession and Shenley Hill Road – Lease.**

#### **174/GE REVIEW OF EARMARKED RESERVES**

The Committee received and considered a report to review earmarked reserves held by this Committee.

It was noted that recommendation 1.4 be withdrawn as additional work was required before presenting to a future meeting.

**RESOLVED to:**

- (i) note the report
- (ii) approve the consolidation of earmarked reserves as set out below:

950	Grounds & Environmental	Value
9000	Plant & Vehicle Replacement	£18,795
9007	Cemetery	£54,089
9024	Grounds and Environmental	£187,948
9043	Leighton-Linslade in Bloom	£10,452
9105	Pavilions	£14,645
9106	Allotments	£5,744
9110	The Beach/Splash and Play	£22,722

**175/GE PARSON'S CLOSE RECREATION GROUND ICE-CREAM CONCESSION**

The Committee received a report to seek endorsement to award a tender for the standalone concession for the right to sell ice-cream for a period of 5 years.

**RESOLVED to endorse that Company (a) be awarded the competitive tender for the standalone concession for the right to sell ice-cream in Parson's Close Recreation Ground for a period of 5 years.**

**176/GE SHENLEY HILL ROAD - LEASE**

The Committee received an update regarding the lease held between Arnold White Estates Ltd and the Town Council.

**RESOLVED to note the report.**

**RECOMMENDED to Council that the attached lease is signed by two authorised signatories Councillor S Jones and Councillor R Berry.**

The meeting closed at 2128 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 4 MARCH 2019.

Chair

10 JUNE 2019