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Friday, 26 November 2021

To: Members of the Grounds & Environmental Committee (Councillors R Berry, S Jones, T Morris, C Palmer, R Yates, B Spurr, V Harvey, P Carberry, A Gray and P Snelling)  
(Copies to all Town Councillors for information)

## NOTICE OF MEETING

You are hereby summoned to attend a meeting of **Grounds & Environmental Committee** to be held on **Monday, 6 December 2021** commencing at **7.30 pm** in the Council Chamber, The White House, Hockliffe Street, Leighton Buzzard LU7 1HD - TBC.

**THIS MEETING MAY  
BE RECORDED \***

*Mark Saccoccio*

M Saccoccio  
Town Clerk

*Please do not attend this meeting if:*

- You, anyone you live with or anyone in your support bubble has tested positive for Covid-19 or has symptoms of Covid-19.
- You have been advised to self-isolate by NHS Test and Trace, the NHS app or for any other reason.
- You are within the required quarantine period having returned to the UK from a non-exempt country.

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

### 2. DECLARATIONS OF INTEREST

- (i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.

- (ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

**3. QUESTIONS FROM THE PUBLIC**

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 3(e), (f), (g) and 3(h).

Members of the public are very welcome to attend the meeting but are asked to note that attendance numbers are limited. Please contact us to advise if you wish to attend before 4 pm on the day of the meeting. Written representations may also be submitted before 4 pm on the day of the meeting.

**4. MINUTES OF PREVIOUS MEETING (Pages 1 - 8)**

- (a) To receive and approve as a correct record the minutes of the Grounds & Environmental Committee meeting held on 6 September 2021 (attached) in accordance with Standing Order 12.
- (b) To receive information updates on matters arising from the previous meeting (if appropriate).

**5. COMMITTEE OBJECTIVES AND WORKPLAN (Pages 9 - 14)**

To receive and consider the Committee Workplan for 2021-2022 (attached).

**6. SIX MONTH BUDGET MONITORING REPORT (Pages 15 - 18)**

To receive a six-month budget monitoring report for the period April-September 2021 (attached).

**7. PARSON'S CLOSE RECREATION GROUND**

To receive a verbal update on the play area refurbishment project.

**8. OUZEL VALLEY PARK STEERING GROUP UPDATE (Pages 19 - 22)**

To receive the minutes of the meeting held 2 September 2021 (**attached**).

**9. LEIGHTON TOWN BOXING CLUB UPDATE**

To receive a verbal update and review the hire arrangements and the

progression with sourcing a more suitable permanent venue for the club.

**10. 2022-2023 DRAFT COMMITTEE REVENUE BUDGET** (Pages 23 - 30)

To review the draft Committee revenue budget for 2022-23 and consider recommending approval thereof to Policy and Finance Committee (**attached**).

**11. CEMETERY UPDATE** (Pages 31 - 36)

To receive a report regarding updating the cemetery service and to consider the recommendation/s contained therein. (**attached**).

**12. PAVILION HIRE REVIEW OF FEES AND CHARGES FROM 1 APRIL 2022**

To receive a report reviewing the pavilion hire and to consider the fees and charges from 1<sup>st</sup> April 2022 (to follow).

**13. INSTALLATION OF INTERPRETATION PANELS IN THE PARKS AND OPEN SPACES**

To receive a report regarding the installation of interpretation panels for Linslade Memorial Playing Field and to consider the recommendation/s contained therein. (to follow).

**14. ROTARY FIREWORK DISPLAY**

To receive a verbal update regarding the annual bonfire event, which has been underwritten by the Town Council.

**15. HM QUEEN ELIZABETH II PLATINUM JUBILEE CELEBRATIONS**

To receive a report regarding the Platinum Jubilee celebrations next year and to consider the recommendation/s contained therein. (to follow).

**16. 1937 CORONATION SHELTER AND BENCH REPLACEMENT**

To receive a report regarding the potential replacement of the 1937 Coronation Shelter in Parson's Close Recreation Ground and to consider the recommendation/s contained therein (to follow).

**17. ALWINS FIELD PLAY AREA REFURBISHMENT** (Pages 37 - 46)

To receive a presentation of the preferred tender for the refurbishment of Alwins Field Play Area (attached).

**18. CLIMATE CHANGE EMERGENCY UPDATE**

To receive a report regarding and to consider the recommendation/s contained therein (to follow).

**19. HENRY FINCH MEMORIAL FOUNTAIN (Pages 47 - 50)**

- (I) To receive a report regarding and to consider the recommendation/s contained therein (to follow).
- (II) To consider the (attached) Motion by Councillor Palmer.

\* Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member, officer or member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session. The use of images or recordings arising from this is not within the Council's control.

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