

**LEIGHTON-LINSLADE TOWN COUNCIL**

**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE**

**MONDAY 2 DECEMBER 2019 AT 1930 HOURS**

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

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

Members of the public: 4

**30/GE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J D'Este-Hoare, substituted by Councillor K Cursons and Councillor B Spurr, substituted by Councillor A Dodwell.

**31/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 Morris as Chairman and Councillor Harvey as Vice-Chairman and Councillor Snelling as members of the Leighton-Linslade Ouzel Valley Park Steering Group declared an interest in agenda item 12. Councillor Harvey also declared an interest as a member of South Bedfordshire Friends of the Earth.

**32/GE QUESTIONS FROM THE PUBLIC**

Two members of the public spoke as members of The Friends of Leighton-Linslade in Bloom, one stating their disappointment on the organisational aspects of this year's campaign by Anglia in Bloom. Some participants had not received certificates in recognition of their achievements and this was disappointing. Whilst not the responsibility of the Town Council, it was hoped this could be addressed. The other member of The Friends of Leighton-

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Linslade in Bloom spoke to express dissatisfaction with the feedback received and that no objectives or suggestions were given to help Leighton-Linslade in Bloom improve their work.

Two members of public spoke on behalf of Freddie and Friends Sunshine Stop to passionately thank the Town Council for providing the changing places facility which addressed a need within the town, enabling families to access Parson's Close Recreation Ground, so quickly. Members of the public were thanked for attending the meeting.

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

The Committee received the draft minutes of the Grounds and Environmental Services Committee meeting held on 9 September 2019.

Minute reference 27/GE Cemetery Consultation – the Head of Grounds and Environmental Services confirmed he had contacted Central Bedfordshire Council on several occasions to seek clarification regarding the proposed new cemetery on land in the East of Leighton-Linslade urban extension.

**RESOLVED that the minutes of the meeting of the Grounds and Environmental Services Committee held on 9 September 2019 be approved as a correct record and were signed accordingly.**

### **34/GE PARSON'S CLOSE RECREATION GROUND – ADVENTURE PLAYGROUND**

The Committee received and considered a report to request that restrictive tenders be sought for the design and delivery of an inclusive adventure play area for Parson's Close Recreation Ground. The reason for the restriction was to ensure providers had previous experience of delivering accessible play schemes.

**RESOLVED to note the report and to endorse that restrictive tenders be invited for the design and build of an inclusive adventure playground in Parson's Close Recreation Ground.**

### **35/GE REVIEW OF THE 2019 ANGLIA IN BLOOM CAMPAIGN**

The Committee received a report to review the 2019 Anglia in Bloom campaign and feedback of the Communities in Bloom International Challenge. It was confirmed that the concerns raised earlier regarding missing certificates and lack of constructive comments would be fed back to Anglia in Bloom. All the volunteers were thanked for all their hard work and efforts for the town.

**RESOLVED:**

- (i) to note the report.**
- (ii) to formally thank all the local volunteers involved in this year's Leighton-Linslade in Bloom campaign, especially The Friends of Leighton-Linslade in Bloom.**

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- (iii) to request that the Mayor writes to all key members thanking them for this year's achievements.**
  - (iv) to endorse the release of Leighton-Linslade in Bloom held earmarked reserves to fund the replacement of wooden edging with new 100x250mm recycled plastic edging for the Pages Park Community garden to the maximum value of £5,000.**

Councillor V Harvey abstained.

### **36/GE COMMITTEE OBJECTIVES AND WORK**

The Committee received the objectives and work plan for the current municipal year. A request was made for members to consider objectives for next year's draft Committee Work Plan to be brought to the March 2020 meeting.

**RESOLVED to note the information.**

### **37/GE TEN YEAR PLANNED MAINTENANCE PROGRAMME**

The Committee received and considered a report regarding the development of a ten-year planned maintenance programme for all pavilion buildings plus key assets. External expertise would be sought in the development of the scheme, to include asbestos management, gas safety and electrical compliance.

**RESOLVED:**

- (i) to note the report.**
- (ii) to endorse that £8,839.75 is allocated to fund the preparation and production of ten-year Planned Maintenance Scheme for the properties and assets listed in paragraph 3.2 of the report, capturing likely budget expenditure to be incurred over that period.**

### **38/GE SIX MONTH BUDGET MONITORING REPORT**

The Committee received the six month budget monitoring report for the period 1 April – 31 October 2019.

**RESOLVED to note the report.**

### **39/GE 2020/2021 DRAFT BUDGET**

The Committee received and considered the draft Committee budget for 2020-2021.

**RECOMMENDED to the Policy and Finance Committee to approve the proposed budget for Grounds and Environmental Services for the financial year 2020-2021.**

Councillors Gray and Snelling abstained.

### **40/GE INCREASED MEMORIALISATION**

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Further to previous discussion regarding increased memorialisation options, the Committee received and considered an update report and a visual presentation on potential options. Increasing the range of ways in which residents could choose to remember loved ones was a longstanding aspiration of the Council, embedded within the current and previous corporate plans.

**RESOLVED:**

- (i) to note the report.**
- (ii) to endorse the purchase, supply and installation of 1 x Mulberry Memorial Tree for £11,500 with a granite base.**
- (iii) to endorse the purchase, supply and installation of 28 x single Sanctum 2000's for £14,220 to create phase 1 the outer circle.**

**41/GE LEIGHTON-LINSLADE OUZEL VALLEY PARK FUNDING**

The Committee received a report to consider a request for direct funding to deliver on the aims of the Ouzel Valley Park Steering Group, which were based on the Green Infrastructure Plan. The Committee agreed a partnership of groups would benefit from being able to fulfill their objectives by receiving funding for the wider benefit of the community.

**RESOLVED:**

- (i) to note the report.**
- (ii) to endorse that £20,000 be made available to directly fund projects to deliver on the aims of the Ouzel Valley Park Steering Group.**

**42/GE FOOTPATHS**

(a) The Committee considered a suggestion from Central Bedfordshire Council regarding the widening and resurfacing of the diagonal footpath across Parson's Close Recreation Ground. Widening would allow for shared use and justify the expenditure on repair work. The Committee suggested that all Central Bedfordshire footpaths within the park also be widened and resurfaced to improve the quality and allow better access for all.

**RESOLVED to ask Central Bedfordshire Council to widen and resurface all footpaths for which it was responsible, within Parson's Close Recreation Ground.**

(b) The Committee received and considered a report in respect of resurfacing a path within Linslade Memorial Playing Field and surfacing of a newly created play space adjacent to the Linslade Memorial Pavilion.

**RESOLVED:**

- (i) to note the report.**
- (ii) to endorse that £10,910.00 be allocated to fund the resurfacing of a path within Linslade Memorial Playing Field and surfacing of a newly created play space adjacent to the Linslade Memorial Pavilion itself, with tarmac.**

**43/GE SIGNAGE AND INTERPRETATION PANELS**

The Committee received an update report regarding interpretation panels in the parks and open spaces, following the previous decision by Committee to earmark funds for the design work to be undertaken. Design options were presented to Committee for its consideration. After discussion, the Committee agreed a preference for option 2 in green. This would now be the basis of more detailed design work which would come back to Committee in due course.

It was suggested that when it came to the content and wording of the signage, the Leighton Buzzard and District Archaeological and Historical Society be approached for advice.

**RESOLVED:**

- (i) to note the report.**
- (ii) to endorse sign option 2 in green as the basis for more detailed design work on interpretation signage to be undertaken.**

**44/GE PAVILIONS AND SPORTING FACILITIES**

The Committee received the draft minutes of the Astral Park Task and Finish Group held on 11 November 2019 and gave consideration to the recommendations contained therein (minute reference 10/AP: Fees and Charges from 1 April 2020).

**RESOLVED:**

- (i) that the wedding service licence for the Astral Park Sports and Community Centre not be renewed upon its expiry.**
- (ii) to adjust the fees for Sunday football to bring them in line with Saturday fees.**
- (iii) in view of the reduced local demand for cricket from within the parish and the high on-going costs associated with maintaining cricket squares, to reduce the number of cricket squares the Town Council maintains from two to one.**

**RESOLVED to receive the draft minutes of the Astral Park Task and Finish Group of 11 November 2019.**

The Committee also received the draft minutes of the Astral Park Task and Finish Group for 19 November 2019 and gave consideration to the recommendations contained therein (minute reference 14/AP: Fees and Charges from 1 April 2020).

**RESOLVED -**

**1.1 to approve the following proposed fees and charges from 1 April 2020:**

**Pages Park Pavilion            £18.00 per hour (currently £17.50)**

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	£12.00 per hour off-peak (Mon-Fri 1pm-4pm) Play Café £18.00 per session
<b>Linslade Memorial Pavilion</b>	£18.50 per hour (currently £18.00) £12.00 per hour off-peak (Mon-Fri 1pm-4pm) Mentmore Under Fives £18.50 per session
<b>Astral Park Sports &amp; Community Centre</b>	£28.00 per hour (currently varied rates £25-£45 per hour) £18.50 per hour off-peak (Mon-Fri 1pm-4pm)

**1.2 to endorse the following guidelines, which would allow not-for-profit groups to apply for discounted fees on pavilion hire:**

**Organisations/groups which are not-for-profit may apply for a discount of 50% on either standard rates or the discounted off-peak rate, subject to the following:**

- The group must be comprised mainly of Leighton-Linslade residents
- The group must be a not for profit organisation
- The group must be able to demonstrate a clear community benefit
- Each group may have a maximum of one discounted session per week, other than in exceptional circumstances
- A maximum of 2 discounted bookings per week, per facility will be permitted outside of the specified off-peak sessions (1pm-4pm weekdays) which are unlimited.
- Bookings are subject to availability and on a first come, first served basis.
- The council reserves the right to cancel future bookings if the group breaches hire terms and conditions.

**RESOLVED** that the minutes of the Astral Park Task and Finish Group held on 19 November 2019 be approved as a correct record and were signed accordingly.

**RECOMMENDED** to the Policy and Finance Committee:

- (i) To consider the fees and charges relating to use of the White House from 1 April 2020.
- (ii) To consider whether the £6,571 earmarked for promotion/marketing of the Town Council facilities could be used in a more creative manner for community facilitating in some form.

**45/GE MEMORIAL PLAYING FIELD AND GARDEN OF REMEMBRANCE, MENTMORE ROAD, LINSLADE**

The Committee received and considered a report sponsored by Councillor Owen regarding the working and proper titles of the land currently known as Centenary Fields, Mentmore Park and Memorial Gardens.

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After discussion an amendment to the recommendation was proposed by Councillor S Jones and seconded. On being put to the vote, the motion was carried with one abstention from Councillor Dodwell.

**RECOMMENDED to Council:**

1. That the changes in titles be amended with Fields in Trust and HM Land Registry as follows –
  - 1.1 “Linslade Memorial Playing Fields and Garden of Remembrance”
  - 1.2 “Linslade Memorial Playing Field” for the Park excluding the Memorial Gardens.
  - 1.3 “Linslade Garden of Remembrance” for the Memorial Gardens
  - 1.4 “Linslade Memorial Pavilion” for the pavilion
2. That the war memorials in both Leighton Buzzard and Linslade be listed by Historic England.
3. That Linslade Recreation Ground, Pages Park and Parson’s Close Recreation Ground be registered as Fields in Trust to protect them for future generations.

**46/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 public open space adoption.

**47/GE PUBLIC OPEN SPACE ADOPTION**

The Committee received a report regarding public open space adoption.

**RESOLVED:**

- (i) to note the report
- (ii) to endorse and recommend to Council the adoption of land as set out in the attached map and accept the financial sum of £249,364.68.
- (iii) to delegate authority to the Town Clerk to deal with all matters involved in this adoption
- (iv) in accordance with a resolution made under Standing Order 23(b), recommend to Council the nominated two members of the Council (to be named in the resolution), to sign, on behalf of the Council, any document required by law and the Proper Officer shall witness their signatures in relations to this transfer.

The meeting closed at 2138 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 2 DECEMBER 2019.

Chair

2 MARCH 2020