

ARLESEY TOWN COUNCIL

Minutes of a meeting of the **PUBLIC LANDS & HIGHWAYS COMMITTEE**, Arlesey Town Council held in the Village Hall, Arlesey on **Tuesday 3 November 2015**.

PRESENT:

Cllrs: J Want (Chairman)	C Livermore
P Chillery	Mrs S Sarll
C Gravett	

Also present: Ms S Foulkes (**Town Clerk**), Mrs L Rowe (Assistant Clerk), Cllr Holloway, Cllr Ferris, Cllr Randall, Cllr Ward and 6 members of the public.

11 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr McGregor.

12 MEMBERS' INTERESTS

- (a) Disclosable Pecuniary Interests – Cllr Garrett Agenda Item 6: Allotment Fees, due to family member.
- (b) Personal Interest - Cllr Sarll Agenda Item 6: Allotment Fees, due to family member.

13 PUBLIC PARTICIPATION

There was no public participation.

14 MINUTES OF THE PREVIOUS MEETING

1 Prior to the meeting members acknowledged receipt of the minutes of the Public lands & Highways Committee meeting held on 6 October 2015.

2 AMENDMENT – Minute 9 to read:

Prior to the meeting Members had received quotations for materials to reinstate the 2 wire fencing along the boundary of the allotment field. Members felt that all the materials required for the fence had not been quoted for and were concerned about the time element in the staff carrying out the work. Members would like to compare quotes from contractors against the quote for materials and Groundsmans' time.

3 **RESOLVED**

that, subject to the above amendment, the minutes of the Public Lands and Highways Committee held on 6 October be approved as true record of the meeting and be signed by the Chair.

15 PUBLIC LANDS & HIGHWAYS BUDGETS FOR 2016/17

1 Prior to the meeting members received a second draft of the proposed 2016/17 Public Lands & Highways Committee budget with projected expenditure until 31 March 2016.

2 The Assistant Clerk answered members' questions on the following income

and expenditure accounts:

1022 - Litterpicking Income: Arlesey Town Council's Groundsmen litterpick shared Community Centre areas, which are re-apportioned to the other users.

4018 - Health & Safety: Expenditure incurred included PAT testing and replenishment of First Aid consumables.

4041 - Property Maintenance: The budget for 2016/17 had been reduced from £2,250 in 2015/16 to £1,600 in 2016/17 despite the projected year-end figure being £2,250. The Assistant Clerk advised members that the 2015/16 projected figure included a payment of £1,176 for the purchase of a PA System, and this cost would not be incurred in the next financial year. A decrease in this budget for 2016/17 was therefore suggested. A transfer of £1,176 had been made from the Council's Earmarked Contingency Fund (Acc. 321) to cover this amount.

3 RESOLVED

that the draft 2016/17 Public Lands & Highways Committee budget be approved in principle subject to any further amendment deemed necessary by the Finance & General Purposes Committee.

16 FEES AND CHARGES FOR 2016/17

1 Prior to the meeting members received a first draft of the proposed fees & charges for the cemetery, litter picking, hire of the village hall, football pitches, MUGA Resource Centre, MUGA and allotment rents for 2016/17.

2 RESOLVED

that the current Cemetery Charges, effective from 1st April 2015, remain unchanged for 2016/17.

3 Discussion took place on the current differentials applied to various types of village hall bookings. The committee acknowledged a need to agree standard fees, which would apply to commercial and non-profit, making organisations, with a discount still being applied to block bookings. Discussion also took place on the football pitch hire charges, and whether current fees were set at an appropriate level.

4 RESOLVED

that a 'Fees & Charges Review Working Party' be formed to consist of Cllrs Want, Chillery, and Sarll to consider the increases in charges relating to litter picking, village hall hire, football and MUGA hire and Allotment Rents. Recommendations from the Fees & Charges Review Working Party to be considered by the next Public Lands & Highways Committee.

17 TEMPORARY ACCOMMODATION AT ARLESEY VILLAGE HALL

1 Prior to the meeting, members had received notification of a request from Chase House to continue its use of the village hall in an emergency as a contingency arrangement.

2 RESOLVED

that subject to confirmation of Chase House's Care Coordinator that the Village Hall was sufficient in size to meet the needs of its current residents, consent

would be granted for the continued use of the Village Hall for temporary accommodation in the event of an emergency free of charge.

18 **ALLOTMENT FIELD**

1 Prior to the meeting members were provided with a quotation received from an external contractor, and a breakdown of estimated costs provided by the Council's Senior Groundsman. Further information was provided at the start of the meeting, which gave details of two other external contractor quotations, and further itemisation on the quotes previously disseminated.

2 Discussion took place as to whether the Council's Groundsman had the required skill set and time to undertake the work. The Clerk and Cllr Holloway had both spoken with the Senior Groundsman who had assured them that the work was within his capability and could be achieved within the coming weeks without adverse impact on his other work commitments.

3 **RESOLVED**

that the Council's Groundsmen undertake the installation of a 2 wire fence along the boundary of the allotment field during their normal working hours and through the purchase of equipment as detailed within the Groundsman's estimate provided from Southill Sawmills.

4 **RESOLVED**

that £250 of the cost of the allotment field installation be taken from account 205/4042 Allotments Grounds Maintenance, with the remaining £550 being taken from the General Reserve.

5 Members requested that feedback on completion of the job be given to the committee, in order that a time, cost and project outcome is noted for future reference.

19 **COUNCIL RUBBISH**

1 Prior to the meeting members were provided with a quotation from a skip provider. Further information was provided at the start of the meeting, which gave details of two other skip providers, together with alternative options for the committee's consideration.

2 Discussion followed on the need for the Council to achieve a General Waste Policy.

3 **RESOLVED**

that the matter be deferred to the Town Clerk for further consideration and a recommendation be brought forward to a subsequent meeting of the Public Lands & Highways Committee.

Meeting closed at 9.20pm

CHAIRMAN

Date