

A meeting of the PUBLIC LANDS & HIGHWAYS COMMITTEE, Arlesey Town Council will be held in the Village Hall, High Street, Arlesey, on Tuesday 7 February 2017 at 7pm.

PRESENT: Cllrs: J Wallace (Chairman) C Livermore (Vice Chair)
J Auburn C Gravett
M Gould J Randall
S Sarll J Want (retired after agenda item 12.3)
A Ward

In attendance: Ms S Foulkes (Town Clerk), Mrs J Bailey (Assistant Clerk), Cllr Ferris and 1 member of the public.

16/147 APOLOGIES FOR ABSENCE

No apologies received.

16/148 MEMBERS' INTERESTS

The following declarations were received:

- a) Disclosable Pecuniary Interests – None
- b) Other Interests:
 - Agenda items 8.1 and 8.3 -Cllr Livermore due to relations being members of Arlesey Town Youth Football Club
 - Agenda item 10 – Cllr Gravett due to spouse allotment tenancy at Hillary Rise.

16/149 PUBLIC PARTICIPATION

There was no public participation.

16/150 MINUTES OF THE PREVIOUS MEETING

To consider and approve the minutes of the Public Lands & Highways Committee meeting held on 6 December 2016

RESOLVED

that the minutes of the Public Lands & Highways Committee meeting held on 6 December 2016 be approved as a true record of the meeting.

16/151 MATTERS ARISING

Minute 16/643 page38 - Cllr Ward had contacted the local business who had offered sponsorship to advise that the Council would not currently be proceeding with provision of Lollipop person.

16/152 COMMUNITY CENTRE PROPERTY MANAGEMENT

152.1 **Fire Risk Assessment Action Plan** - Members acknowledged receipt of summary from CBC, of essential health and safety works required in the Community Centre. CBC would be carrying out the works under its obligation as landlord with a proposed target start date of 13th February. Majority of works to be carried out during normal hours with care taken to limit impact on the function of the Community Centre.

152.2 **Maintenance Issues** – The Clerk provided an update:

- i) **Pest Control** – This issue had now been resolved with CBC financing the services of the pest control contractor. Additional works to block potential entry holes to the building were to be undertaken at a later date.

ii) **Village Hall floor cleaning** – Cleaning of the Village Hall floor is scheduled for 26th February 2017. The floor will be stripped, cleaned and lacquered. Quarterly maintenance of the floor had not been included in 2017/18 budget, need for regular maintenance will be reviewed at next meeting of Public Lands & Highways committee.

- 152.3 **CCTV** - Members considered quotations to replace/upgrade existing damaged equipment. Town Clerk confirmed funds available of £1,124.00 from a combination of CCTV accounts and Ear Marked Reserves.

RESOLVED

Committee Recommendation: that the Council approve Harrison's quotation to supply and install new DVR and replace 2 broken cameras with HD replacements at a cost of £1,379.30 + VAT.

16/153 VILLAGE HALL/RESOURCE CENTRE MANAGEMENT

- 153.1. **Village Hall Terms and Conditions of Hire** – Prior to the meeting members received suggested amendments the Terms and Conditions of hire to reflect changes in the deposit payable for bookings ending after 10pm as resolved in meeting of December 2017. Town Clerk advised that no cleaning fluids were made available due to associated Health & Safety implications.

RESOLVED

Committee Recommendation: that the Council approve amended wording to Terms and Conditions of Hire for Village Hall.

- 153.2. **Resource Centre Hire fees and Terms & Conditions of hire** – Members reviewed Terms & Conditions of hire for Resource Centre bookings with amendments suggested by Town Clerk, hire fees, and payment of deposits.

RESOLVED

Committee Recommendation: that Council approve existing hire fees along with Terms and Conditions of hire to incorporate amendments:

- Para's 15 and 16 merged into one paragraph
- Para. 3 altered to mirror wording as para. 6 of Village Hall Terms and Conditions of hire - the word "Function" to be replaced with "Hire" and to exclude last sentence of existing paragraph.

16/154 MUGA/PAVILION PROPERTY MANAGEMENT

- 154.1 **Storage Container** - Cllr Wallace provided an update on progress of planning application and advised members that the professional supply of associated drawings/plans was recommended. The Clerk had been provided contact details of a Building Surveyor known to Beds FA through other pavilion development projects and it was suggested that this contact be consulted in the first instance to provide drawing costings.

- 154.2 **MUGA car park gate** – Members reviewed historic MUGA car park gate locking arrangements.

RESOLVED

Committee Recommendation: that Council approve the MUGA car park remaining unlocked at all times due to expense incurred in replacing vandalised/damaged locks and staffing issues associated with gate management. A review will take place in the event of any future problems arising.

- 154.3 **Arlesey Town Youth Football Club** - Members were updated on meeting held with ATYFC following their enquiry regarding future use of the MUGA pavilion and a grant application. A subsequent meeting had been held with Beds FA who had confirmed that the Town Council as

opposed to ATYFC could submit a grant application for the refurbishment of the MUGA pavilion, providing that a partnership is established with ATYFC, and match funding could be achieved. The Town Clerk advised that various funds could be available to the Council to achieve the match funding. A request for signage to be placed on MUGA fencing to indicate ATYFC use the playing fields was discussed and members agreed that design and proposed location should be sought from ATYFC for consideration at the next committee meeting.

RESOLVED

Committee Recommendation: that Council approve submission of a grant application to Beds FA, providing match funding is confirmed, and working in partnership with Arlesey Town Youth Football Club to achieve the refurbishment of the MUGA pavilion.

16/155 RECREATION GROUND MANAGEMENT

- 155.1 **BEST Play Area Licence** – Members were advised that BEST had agreed to all suggested amendments to the Play Area Licence, which included the deletion of a paragraph relating to the farm track leading from High Street. As the amended version had not been circulated prior to the meeting, its approval was deferred to the next Town Council meeting.
- 155.2 **Emergency Access Barrier** – Members were advised by the Town Clerk that a quotation received for yellow “keep clear” hatching in front of Emergency Barrier relied on other road lining works being undertaken at the same time to achieve a competitive price. The Clerk had met with two other contractors who had confirmed that the work should take place as part of the proposed car park road safety improvements to enable the overall works to fall within their minimum attendance fee. Members agreed to defer this work pending the project for safety road lining at Community Centre car park being progressed.

16/156 ALLOTMENTS MANAGEMENT

- 156.1 **Rotavating of unkempt plots** – Cllr Gravett had sourced a contractor who was able to offer a service of rotavating allotment plots during the period that ATC are unable to offer this service. ATC would pass business cards to Allotment Tenants seeking rotavating however ATC would not endorse or recommend any independent contractors. ATC provisions of this service will be reviewed at the appropriate time.
- 156.2 **Allotments Working Party** - Approximately 40 to 60 additional allotment plots could be provided at Hillary Rise allotment site. A Land Registry search will be conducted to determine land parcel rights of way. Ease of negotiations dependant on sole/multiple land ownership and rights of way. An update will be provided at the next Public Lands & Highways Committee meeting.

16/157 STREET LIGHTING MAINTENANCE

Members considered information received regarding replacement of faulty street lamps with LED equivalents. Information on life span of LED lights compared to SOX was requested. Clerk to investigate whether streetlighting is a devolved function that could be passed back to CBC. Deferred to next meeting of Public Lands & Highways Committee pending receipt of lamp life expectancy information and outcome of devolved service enquiry.

16/158 HIGHWAYS ISSUES

- 158.1 **CCTV Correspondence received from Resident** - Members considered correspondence from a resident regarding a CCTV Facebook Poll. The 104 respondents to the poll was noted and compared as a percentage with the overall Facebook Group membership being circa. 300. It was noted that the majority of the group had not expressed an opinion. A comparison to the electorate of Arlesey being over 4.2k was also noted. Concerns expressed by members raised that the question posed by the poll lacked sufficient detail of how such a project would be funded, and therefore it was not considered that respondents had been fully informed. Members agreed that whilst the poll had stimulated valuable local discussion on the provision of CCTV the poll outcome did not warrant a reopening of the CCTV project at this time. The Council's rationale had since been provided within a published CCTV Public Notice.

RESOLVED

Committee Recommendation: that the resident be thanked for their valued engagement on this matter and be referred to the Council's CCTV Public Notice published on 16th January 2017 which provides the processes and rationale of the Council leading to the the resolution not to proceed with CCTV at this time.

- 158.2 **Footpath No 5 Arlesey** – Members were provided with update on the site meeting with CBC's Senior Definitive Map Officer attended by Cllrs Gravett, Want and Ward Cllr Wenham. An encroachment on the width of Footpath 5 was evident, however it was not considered feasible to force the current owner to physically re-instate the full width at this time as no vehicle access is required. ATC's original view that the official width of the footpath should not be formally reduced or closed was reiterated to CBC, and an alternative compromise of reducing the width of the highway by 2 meters in favour of a 2 meter increase in the width of the current footpath was put forward for consideration. The cost of extending the footpath by 2 meters to the east and west of the building currently in situ should be borne by at the garage owner, with a caveat that a reinstatement of the encroachment of the building would not be permitted to be carried forward under any future re-development of the site. Town Council to formally consider proposal of compromise at its next meeting.
- 158.3 **Great British Spring Clean 2017 event** – Members noted that the Town Council had delegated this project to the committee and a summary of actions points and next steps provided by Cllr Livermore was considered. It was agreed that the event would take place on Saturday 4th and Sunday 5th March between of 2pm and 5pm. Formal registration with 'Spring Clean 2017' was required and publicity for volunteers was discussed, including the production of a poster and making contact with local schools. Contact would also be made with residents Mr J Savory and Mr D Landman as both had expressed an interest in the event.
- 158.4 **Etonbury Green Wheel Initiative** - Cllr Ferris reported on the Etonbury Green wheel project which is supported and contributed to by Arlesey Town Council. The Green Wheel Masterplan for a 12 mile cycle and walking route has been developed over a period of time with adoption targeted for 2017. Once adopted the Etonbury Green Wheel document will provide a valuable conservation tool in protecting the designated routes and surrounding areas of interest. Cllr Ferris continues to attend quarterly meetings of the group, and will be report on significant milestones when appropriate.

16/159 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

Mr R Watson commented on:

Spring Clean Event - ACORN plan to hold a litter picking event in the north of Arlesey to coincide with the Spring Clean event, and would welcome volunteers in this area joining their activity.

Community Centre CCTV - when considering options for CCTV upgrades/repair, it was suggested consideration be given to the addition of WIFI cameras at the MUGA building to enhance building security.

The meeting closed at 8.45pm

CHAIRMAN

Date