

**A meeting of the PUBLIC LANDS & HIGHWAYS COMMITTEE, Arlesey Town Council held in the Village Hall, High Street, Arlesey, on Tuesday 5 September 2017 at 7pm.**

**PRESENT:** Cllrs: J Wallace C Livermore (late arrival minute 17/021.1)  
M Gould C Gravett  
J Randall S Sarll

**In attendance:** Mrs J Bailey (Assistant Clerk), Cllrs Ward and Ferris and 2 members of the public.

**17/015 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs J Auburn, R Clark and J Want.

**17/016 MEMBERS' INTERESTS**

To receive declarations of interest from members  
*(Members of the Council are invited to disclose any personal interest or personal and pecuniary interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members)*

- a) Disclosable Pecuniary Interests - Agenda item 12.1 – Cllr Sarll due to employment with company quoting for tree supply.
- b) Other Interests - Agenda item 10 - Cllr Gravett due to spouse allotment tenancy at Hillary Rise.

**17/017 PUBLIC PARTICIPATION**

There was no public participation.

**17/018 MINUTES OF THE PREVIOUS MEETING**

To consider and approve the minutes of the Public Lands & Highways Committee meeting held on 6<sup>th</sup> June 2017.

**RESOLVED**

**that the minutes of the Public Lands & Highways Committee meeting held on 6 June 2017 be approved as true record of the meeting and be signed by the Chair.**

**17/019 MATTERS ARISING**

There were no matters arising.

**17/020 COMMUNITY CENTRE PROPERTY MANAGEMENT**

020.1 **Community Centre Car Park Safety Project** – Members received an update. Central Bedfordshire Council have contacted Gothic Mede Academy and are to facilitate Health and Safety Adviser attendance on site, to assess safety implications surrounding continued use of Youth Centre playground access gate for pupil entrance/exit of Gothic Mede Academy.

**17/021 MUGA/PAVILION PROPERTY MANAGEMENT**

021.1 **MUGA Refurbishment Project** – Members were informed that Planning Consent had been granted for siting of storage container and refurbishment works to MUGA pavilion. ATC to be notified of Football Foundation grant application outcome by 6<sup>th</sup> October 2017. A successful grant application will allow for instruction of commencement of works being issued to the approved contractor.

**17/022 RECREATION GROUND/PLAY AREA MANAGEMENT**

022.1 **BMX Track Repairs** - Members noted completion of repairs to slalom balance and damaged cycle jump ramp.

- 022.2 **Disused Skate Park Ramp Disposal** – Members considered disposal of skate park ramps currently stored in Cemetery Shed, removed from Recreation ground in October 2014 due to Health and Safety risk posed. Sale of ramps was considered, condition/size of ramps rendered re-sale an unfeasible option.

#### **RECOMMENDATION**

**Committee Recommendation: that Council approve disposal of unsafe/disused skate ramps via scrap metal collector at no cost to Town Council.**

- 022.3 **Outdoor Gym Equipment** – Members discussed potential provision of Outdoor Gym Equipment further to resident correspondence received and Neighbourhood Plan survey data. Cllr Sarll volunteered to be on Working Party to research potential project.

#### **RECOMMENDATION**

**Committee Recommendation: that members of Arlesey Town Council are invited to form a Working Party with Cllr Sarll, to investigate possible costs and feasibility of providing Outdoor Gym Equipment.**

- 022.4 **Recreation Ground Perimeter Border** – Members acknowledged query surrounding ownership and responsibility of boundary fence/hedging and maintenance thereof, to Recreation Ground and legal advice awaited. Update to be provided at next meeting of Public Lands & Highways Committee.

#### **17/023 CEMETERY & WAR MEMORIAL MANAGEMENT**

- 023.1 **Cemetery Railings** – Members noted completion of paintwork to railings and gate at Arlesey Cemetery.
- 023.2 **Cemetery Garage** - Members noted completion of repairs to damaged cemetery garage door claimed on insurance.
- 023.3 **Cemetery Regulations and Fees Review** - Members informed that Cllr Ward and the Town Clerk were progressing the review and would report to committee on completion of process.
- 023.4 **Remembrance Day Service Road Closure** - Members received correspondence from Royal British Legion supporting new timing and route for Remembrance Day service and Parade. Cllr Livermore informed of an issue concerning road closure for 2016 and suggested that closure of St Peter's Avenue for parade to assemble, in addition to House Lane closure would contribute to the safety of participants in the parade.

#### **RECOMMENDATION**

**Committee Recommendation: that Council approve request to Central Bedfordshire Council for closure of St Peter's Avenue for the duration of the Remembrance Parade and Service. Town Council Office to include St Peter's Avenue and Chase House on recipients list for correspondence sent to residents informing of road closures 12 November 2017.**

#### **17/024 ALLOTMENTS MANAGEMENT**

- 024.1 **Allotments Land Review** - Members were informed that a land parcel at Northern entrance of Hillary Rise allotment land had been identified as owned by Central Bedfordshire Council. Town Clerk in discussions with Lorraine Howitt of CBC to establish rights of way over this area to gain access to allotments from Northern end.
- 024.2 **Allotment Handbook update** – Members considered suggested amendments to Allotment Handbook following allotment holder meeting held 29 August 2017.

#### **RECOMMENDATION**

**Committee Recommendation: that Council approve amendments to Allotment handbook as suggested by allotment tenants:**

#### ***Amendment regarding dogs:***

**Allotment holders may bring their dogs to the allotment site. Dogs are to be kept on leads and solely on allotment plots rented by their owners. Dogs to be kept under**

control at all times, all dog waste to be removed from site and disposed of responsibly.

***Amendment regarding weed killer:***

**Chemicals such as weed killers may be used on your plot. If using weed killers during growing season please use on a still day when there is no chance of rain. Please note, weeds killed in this way should not be composted."**

- 024.3 **Fruit Cage Plot 6 Hillary Rise** – Members considered resident request for permission to erect a fruit cage 2m square on allotment plot HR 6.

**RECOMMENDATION**

**Committee Recommendation: that Council approve request and grant permission to Town Clerk to act within the powers of the written authority to approve/reject tenant requests for sheds and structures to be placed on allotment plots to prevent timely delays in response to tenants.**

- 024.4 **Bonfires at Allotment sites** –Members acknowledged that Allotment tenants were reminded during Allotment Holder Meeting 29 August 2017, bonfires not permitted at allotment sites.

**17/025 RESOURCE CENTRE**

- 025.1 **Carpet Complaint** - Cllr Wallace reported that Resource Centre carpet was aged and required cleaning. Carpet cleaning needing to be carried out on a Saturday afternoon when Resource Centre is closed and would take approx. 4-5 hours. Central Bedfordshire Council to be contacted in capacity of Landlord to determine responsibility for carpet provision and maintenance.

**17/026 HIGHWAYS ISSUES**

- 026.1 **St. Johns Road Amenity Land** – Members consider hedge screening costs to create a border between amenity land and residential boundary following ongoing nuisance to neighbouring property. The resident had purchased 6x 5ft yew trees to provide border between property and amenity land. Quotations were considered and total number of yew trees required to provide sufficient barrier.

**RECOMMENDATION**

**Committee Recommendation: that Council approve Amenity Trees quotation to supply between minimum of 4x and maximum 12x 6ft height yew trees to provide sufficient boundary between the residential property and amenity land to eliminate the current nuisance endured. Minimum cost £160.00 + VAT, Maximum cost £480.00 + VAT. Yearly pruning to be undertaken by Grounds maintenance staff upon completion of hand held hedge cutter course.**

- 026.2 **John Rix House** – Members noted correspondence received from developer Samuel Beadie (Investments) Ltd, taking responsibility for maintenance of land. Grass had been cut and written commitment received to carry out regular ongoing grass cutting to this area of grassland.

- 026.3 **Floral/Shrub displays Arlesey High Street** – Members considered resident request for planting on Arlesey High Street and noted response from Neighbourhood plan survey concerning street planting. Several possibilities for provision and maintenance of floral displays were discussed. Formation of a Working Party consisting of Cllrs Sarll, Livermore and Gravett was suggested.

**RECOMMENDATION**

**Committee Recommendation: that Councillors Sarll, Livermore and Gravett form a working party to explore options for planters, positioning of planters, funding options and maintenance.**

- 026.4 **Free Trees for Communities** – Members received information from Woodland Trust regarding Free Tree scheme. Cllr Gravett mentioned the Arlesey Remembers You memorial copse and possibility of additional trees/hedging plants being available under the Free Trees for Communities Scheme should they be required. Possibility of hedging packs for boundary fencing of Recreation Ground to be explored subject to outcome of boundary ownership enquiry.

**RECOMMENDATION**

**Committee Recommendation: that Councillor Gravett research whether any additional**

**trees/hedging plants are required for completion of Arlesey Remembers You memorial copse and identify any potential areas within Arlesey where further plants/trees may be desirable.**

**17/027 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING**

Cllr Ferris noted the need for Council support of Town Clerk's decisions regarding fruit cages/structure applications at allotment sites.

Cllr Ferris suggested Arcade Flowers are contacted by floral display working party, for recommendation and advice on suitable plants, soil requirements, and maintenance for floral displays in the village. Supply of plants could also be explored.

Cllr Ward questioned whether the Free trees for Communities project could be used to plant on the Recreation Ground to provide a shaded area, following feedback from Summer Fete regarding lack of shaded space and wind break areas on the open Recreation Ground.

Remembrance Parade - Cllr Ward felt that an opportunity to alter the 2017 parade had been missed, he felt Town Council could influence service making it positive and engaging to youth of village for future years.

Meeting closed 7.50pm