

Ref: Agenda/PLOS170913

11 September 2013

Dear Sir or Madam

I hereby give notice that a meeting of the **Public Land & Open Space Committee** will take place on **Tuesday 17 September 2013** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7pm in order to transact the undermentioned items of business.

Yours faithfully

Cllr Mrs WP Smith  
Chairperson

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Committee Members:

Cllr Mrs W Smith (Chair)  
Cllr I Bond  
Cllr B Briars  
Cllr Ms S Mulchrone

Cllr G Wilson  
Cllr R Skinner  
Cllr S Watkins  
Cllr Mrs J Lawrence

## **AGENDA**

1. **APOLOGIES**

2. **DECLARATION OF INTERESTS**

3. **PUBLIC OPEN SESSION**

4. **MINUTES OF MEETINGS**

- a. For Members to receive and approve the minutes of the Public Lands and Open Spaces meeting held on 18 June 2013.

5. **MATTERS ARISING**

- a. From the Public Lands and Open Spaces meeting held on 18 June 2013 -

6. **ITEMS FOR CONSIDERATION**

a. **Boundary Fence, 173 Mead End**

Correspondence has been received from the resident of the above address, who moved into the property in July 2012. The property is adjacent to the public alleyway leading from Mead End to Kitelands recreation ground, and a boundary fence separates the property from the alleyway.

The previous owners explained that the fencing is the responsibility of Biggleswade Town Council and that BTC had recently measured up the fencing with a view to replacing it in the near future.

The title deeds clarified that the resident owns the boundary fence. During the course of enquiries with BTC (followed up by Cllr Steve Watkins, see Appendix 3) the resident was informed that due to likely wear and tear caused by the public BTC may be willing to contribute to the cost of the replacement fencing.

The resident has obtained 3 quotations for the work and is asking BTC to consider making a contribution to the cost of this replacement given the damage caused to the fence by pedestrians.

Copies of photographs supplied by the resident are on display in the Chamber for Members to view.

A copy of all correspondence is attached to this agenda.

**b. Request for Parking**

Correspondence has been received from a member of the Biggleswade Congregation of Jehovah's.

For the next 4 months they are rebuilding the Kingdom Hall in Shortmead Street and require somewhere to park the vehicles of construction personnel, from 7.30am to 6.30pm, Monday to Friday.

They have also contacted the Cricket Club with same request.

A copy of all correspondence is attached to this agenda.

**c. Draft copy of Biggleswade Town Council Memorial Safety Policy**

A copy of the Biggleswade Town Council Memorial Safety Policy is attached for Members consideration.

**7. ITEMS FOR INFORMATION**

**a. Grasmere**

Following the last meeting and works undertaken by Anglian Water the basin area has completely dried out and the Town Council have been able to resume regular grass cutting operations. Furthermore the remaining items of play equipment and street furniture have also been removed from Site. Prices are currently being obtained to excavate the safety surfacing bases and the backfill with topsoil and seed.

The Deputy Town Clerk has had communications with Twigden Homes, CBC, IDB and Anglian water regarding the area at Grasmere. Twigden Homes have been asked to confirm that the basin and also the adjacent ditch falls within their title. It is also believed that further drainage systems along to the rear of Lincoln Crescent adjacent to CBC adopted open space are also still in the hands of the developer.

Anglian Water have advised that they have no further works required in this location and are satisfied with the functioning of the basin. The Deputy Town Clerk is currently pursuing with Anglian Waters local manager an issue with the recently installed kee klamp fencing and a partially blocked outlet grille.

**b. Fairfield Sports Ground**

The Deputy Town Clerk attended a pre start meeting on site with Cliff Andrews (BRCC) and contractor, works are expected to commence during w/c 16<sup>th</sup> September.

**c. Quotations for works at Eagle Farm Road Pavilion**

Repair works commenced on Monday 9<sup>th</sup> September, with contractors expecting to complete on site on during w/c 23<sup>rd</sup> September.

d. **Cemetery Maintenance**

Staff have continued to undertake fortnightly grass cutting at both cemeteries, additional attention has been paid to footpath surfaces and kerb edgings and some hedgecutting has already been completed within the Drove Road Cemetery.

e. **New play equipment items Kitelands Recreation Ground**

All items of equipment are due to be delivered by 20<sup>th</sup> September and installation works are due to commence in early October.

f. **New play equipment items**

The new roundabout item was installed in Watkin Walk in August. The roundabout is proving popular with local youngsters.

A number of manufacturing flaws have unfortunately been identified with this product, these are not dangerous in any way to users but will affect the longevity of the product. The supplier has visited the site and raised an instruction for their technical department to investigate and rectify.

g. **Maintenance and repairs to the Outbuildings and Boundary Walls – Stratton Way Cemetery**

Works are due to commence during w/c 23<sup>rd</sup> September.

h. **Replacement roofing works Drove Road workshop**

These works are due to be undertaken during October.

i. **Stratton Way- demolition of garages**

Members are informed that Aragon Housing have now completed the demolition of the former garages at the rear of the Stratton Way recreation ground and the boundary fencing works have been completed.

j. **New play area- Land East of Biggleswade**

Members are informed that works to install the new Super LAP play area in Apollo Gardens commenced on 9<sup>th</sup> September and are due to complete by 9<sup>th</sup> October. The Deputy Town Clerk has been provided with opportunities to meet on site and review the installation and associated landscaping works, with the first such meeting taking place on 12<sup>th</sup> September. The site is expected to be offered to the Town Council for adoption.

k. **Compound at the Acorn centre**

CBC have now provided written confirmation that the compound at the Acorn Centre must be vacated by 25<sup>th</sup> December 2013. CBC have confirmed that the Town Council have permission to retain the sectional building. Quotes are currently being obtained for the dismantling of the building. The Town Clerk and Deputy Town Clerk have discussed the possibility of an area of land being provided at the development Land East of Biggleswade where a compound could be sited and the sectional building erected, this request was met favourably with the developers and is likely to be deliverable in approximately 18 months' time.

8. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this agenda.

9. **EXEMPT ITEMS**

The following resolution will be moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item +issue(s) is discussed.

**There are no exempt items.**

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.