



**MINUTES OF THE PUBLIC LAND AND OPEN SPACES COMMITTEE MEETING  
HELD ON TUESDAY 02 JANUARY 2018 AT 7.00 PM  
AT BIGGLESWADE TOWN COUNCIL, SAFFRON ROAD, BIGGLESWADE**

**PRESENT:**

Cllr B Briars (Chair)  
Cllr G Fage  
Cllr F Foster  
Cllr M Foster  
Cllr D Strachan

Mr M Thorn, Deputy Town Clerk  
Mrs A Dennis, Meeting Administrator

Members of Public - none

**02/01/01      1.    APOLOGIES**

Cllr M North, Cllr S Patel, Cllr D Albone, Cllr I Bond, Cllr J Medlock

**02/01/02      2.    DECLARATION OF INTERESTS**

- 02/01/02.1      a.    Disclosable Pecuniary Interests in any agenda item – None
- 02/01/02.2      b.    Non-pecuniary interests in any agenda item – None

**02/01/03      3.    PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda. No members of the public attended the meeting.

**02/01/04      4.    MINUTES OF MEETING**

- 02/01/04.1      a.    Members received and approved the Minutes of the Public Lands and Open Spaces Committee Meeting held on 19 September 2017.

**02/01/05      5.    MATTERS ARISING**

From the Minutes of the Public Lands and Open Spaces meeting held on 19 September 2017.

- 02/01/05.1      a.    Item 5b – Cllr D Strachan asked for an update on the renewal of the lease for Biggleswade United Football Club. The Deputy Town Clerk reported that draft lease papers had been issued to the club some time ago and had followed this up but signed papers have not yet been returned.
- 02/01/05.2      b.    Item 5a – Cllr G Fage asked for an update on the proposed Splash Park fundraising event. The Deputy Town Clerk reported that a new date had not been requested by the fundraising committee.
- 02/01/05.3      c.    Item 7b – Cllr F Foster asked for an update regarding repairs to the Drove Road chapel. Cllr Briars stated that a report will be coming to a future meeting.

02/01/06

**ITEMS FOR CONSIDERATION**

02/01/06.1

**a. Apollo Gardens**

Members were asked to consider Recommending to Council to adopt the Local Area of Play (LAP) at Apollo Gardens. This will be the first of a number of public open spaces that are expected to become available for adoption. A commuted sum has been offered by the consortium of developers as follows:

“As per schedule 16 of the S106 agreement, the cost per annum for a LAP is £3980 per year for 20 years. These were at Q4 2006 figures and will be indexed linked using RPI”.

It was **RECOMMENDED** to proceed to adopt the Local Area of Play (LAP) at Apollo Gardens with a commuted sum of £3,980 per annum for 20 years, to be adjusted for inflation.

02/01/06.2

**b. Quotations for Replacement Slide at Kitelands Recreation Ground**

Members considered a request for quotations for a replacement slide at Kitelands Recreation Ground with recommendations to be made to Committee.

It was **RECOMMENDED** to accept Quote A2 at a cost of £9,900 plus VAT, funded by Ear Marked Reserves for Play Equipment of £3,500 and the balance from General Reserve.

Members discussed the options and reasons for replacing the slide due to its age and condition. Cllr F Foster asked for the minute to note that he felt that it was more appropriate refurbish the existing slide.

02/01/07

**ITEMS FOR INFORMATION**

02/01/07.1

**a. Brunel Drive**

After lengthy negotiations, agreement has been reached for the transfer of the play area and associated public open space at Brunel Drive from developers Taylor Wimpey to the Town Council's ownership. A commuted sum of £26,000 has been received. The area exclude steep banks is now being maintained by the Town Council's Public Realm Team.

This item was noted.

02/01/07.2

**b. Grounds Maintenance Workshop, Storage and Welfare Facilities**

The planning application for the Grounds Maintenance Workshop, Storage and Welfare Facilities has been submitted to CBC.

This item was noted.

02/01/07.3

**c. Dan Albone Picnic Area**

The installation of new picnic benches is scheduled for delivery and installation in late January / early February 2018.

This item was noted.

02/01/07.4

**d. Play Equipment Repairs**

Quotations have been requested from manufacturers for the repair and / or replacement of bearings in the Honeycomb Roundabout at Kitelands Recreation Ground and the Hang Glider at Franklin Recreation Ground. These works are expected to be completed within the budget for play equipment maintenance.

The seat and chain guard on the Cableway at Kitelands Recreation Ground have been removed for a period of time following damaged caused by dogs. This is due to be reinstated in due course.

This item was noted.

02/01/07.5

**e. Cemetery Management**

Town Council staff are in regular communications with local Funeral Directors to ensure that the Town Council's rules on burials are complied with. Discussions have taken place with Funeral Directors to clarify the Town Council's requirement to ensure that procedures are followed regarding Exclusive Rights of Burial. Site meetings have also been held at the Stratton Way Cemetery to discuss recent issues regarding the marking out and digging of graves to ensure that plots are correctly aligned.

This item was noted.

The Deputy Town Clerk responded to questions. In the last few months it has been necessary for Town Council Administration staff to meet with local Funeral Directors and Grave Diggers, to build relationships. There has as in particular been one independent Grave Digger has dug one grave out of alignment. This creates a problem with regards to the space between graves. It hasn't happened in the past. We are spotting the error as it occurs and dealing with it. The matter is in hand and Town Council is on top of the situation. It takes diligence to manage the grave plots.

It has been observed that it is overgrown between graves, this is due to the difficulty to get the Strimmer between the edges. Town Council are considering the options of alternative types of strimmer as the graves need to be neat and staff are on hand to ensure this.

**02/01/08**

**8. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

No members of the public attended the meeting.

**02/01/09**

**9. EXEMPT ITEMS**

There were no exempt items.

Meeting concluded: 7.26 pm