



**MINUTES OF THE PUBLIC LAND AND OPEN SPACES COMMITTEE MEETING  
HELD ON TUESDAY 02 APRIL 2019 AT 7.00 PM  
AT BIGGLESWADE TOWN COUNCIL, SAFFRON ROAD, BIGGLESWADE**

**PRESENT:**

Cllr B Briars (Chair)  
Cllr M North  
Cllr F Foster  
Cllr M Foster  
Cllr D Strachan

Mr M Thorn, Deputy Town Clerk  
Mr B Catchpole, Works Manager  
Mrs J Durn, Meeting Administrator

Members of public – Cllr I Bond joined the meeting at 7.10pm

**02/04/01**      1.    **APOLOGIES**  
Cllr D Albone

**ABSENT:**  
Cllr P Sheldon  
Cllr S Patel

**02/04/02**      2.    **DECLARATION OF INTERESTS**

- 18/09/02.1    a.    Disclosable Pecuniary Interests in any agenda item – None  
18/09/02.2    b.    Non-pecuniary interests in any agenda item – None

**02/04/03**      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.

There were no public comments.

**02/04/04**      4.    **INVITED SPEAKER**

There is no invited speaker.

**02/04/05**      5.    **MINUTES OF MEETING**

- 02/04/05.1    a.    Members received and approved the Minutes of the Public Lands and Open Spaces Committee Meeting held on 18 December 2018.

**02/04/06**      6.    **MATTERS ARISING**

From the Minutes of the Public Lands and Open Spaces meeting held on 18 December 2018.

- 02/04/06.1    a.    There has been no further news from BUFC.

Page 2, Item 7a: Cllr North: Do we have update on the survey.

Survey has been completed but results not yet released. To be discussed on the Agenda under Item:

Page4, Item 8h: Cllr Strachan: Drove Road Workshop – what is current status? We have been waiting for CBC to change the plans for the entrance on Drove Road. There has been some movement on this in the last few days. We have now heard from Highways and are able to start taking this forward.

**02/04/07 7. ITEMS FOR CONSIDERATION**

**02/04/07.1 a. Isuzu Grafter**

The current three-year hire term for the Isuzu Grafter 3.5t dropside vehicle with tail lift is due to expire July 2019. Quotations have been sought from four companies for a three-year contract hire to include repairs, maintenance and breakdown cover. One company has provided a quote as required

It was **RESOLVED** to accept the Quote: £486.81 plus VAT per month, funded from operational budgets.

**02/04/07.2 b. Playground Signage**

Members are asked to consider new playground signage.

Quotations have been received for the supply of 15 signs, each with different play area names, and consistent in design with logo and postcode added to each site name.

It was **RESOLVED** to accept Quote A: £281.25.

**02/04/07.3 c. Biggleswade Entrance Signs**

Improvements to the “Welcome to Biggleswade” signs were discussed. Members are happy with the content, but would like to see improvements to the general style of the signs. The Deputy Town Clerk will be pleased to receive any ideas for signage preferences. This item will then be taken forward.

It was **RESOLVED** to take this item forward for development of ideas.

**7. ITEMS FOR INFORMATION**

**02/04/08.1 a. Drove Road Chapel Survey and Repairs**

The Tower has been thoroughly cleaned and remedial work has been carried out to prevent pigeon access. There are no major structural problems, and work is ongoing for the general repairs highlighted by the survey.

**02/04/08.2 b. Play Equipment Annual Inspections**

We are pleased to report that good Inspection Reports have been received, with a risk rating of Low.

**02/04/08.3 c. Update on Tree Works**

The "Twinning" tree has been replaced with a more substantial variety. There are plans to plant more trees at Kitelands in the Autumn, and we are hoping to include school children in the planting exercise so that they can become involved in the future of the trees.

02/04/08.4      **d.    Public Realm Supervisor**

We ask that the Minutes record the thanks and appreciation of the Council to Mike Dean, who is leaving the area after working for the Council for 15 years.

02/04/09      **9.    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.

There were no public comments.

02/04/10      **10. EXEMPT ITEMS**

There were no exempt items.

**Additional Comment**

**Cllr Briars:**

This is Cllr Briars last meeting with the Council and Members asked that the Minutes record thanks to Cllr Bernard Briars for his involvement and commitment to the Council over the past years.