

**MINUTES OF A MEETING OF THE PUBLIC LAND & OPEN SPACE COMMITTEE HELD ON 29 JULY 2014
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD,
BIGGLESWADE**

Present: Cllr Mrs W Smith (Chair), Cllr G Wilson, Cllr I Bond, Cllr B Briars, Cllr M North
Rob McGregor – Town Clerk
Jan Durn – Administrative Assistant
Members of public - 3

1. APOLOGIES

Apologies were received from Cllr P Biernis, Cllr S Watkins and Cllr Mrs H Ramsay

2. DECLARATION OF INTERESTS

(a) interests in any agenda item - none declared

(b) interests in any agenda item - none declared

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. MINUTES OF MEETINGS

- a. Members received and approved the minutes of the Public Lands and Open Spaces meeting held on 1 April 2014

5. MATTERS ARISING

There were no matters arising from the meeting held on 1 April 2014.

6. ITEMS FOR CONSIDERATION

Capital Works Programme

The Town Clerk has obtained agreement from Central Beds that our submissions will be funded from 106 monies.

The Committee are happy with the Capital Works Programme that is currently laid out.

b. Brunel Drive

Correspondence was received from TDS Midlands Ltd asking the Committee to consider the adoption of Brunel Drive.

The Committee last considered this at a Public Land and Open Spaces Committee 27th March 2012 where it was **RECOMMENDED** that Town Council approved the new play design for Brunel Drive and agree to adopt the play area and the grass surrounding, but do not wish to adopt the steep banks next to the metal works or any other grass areas and that no shrubs are to be planted inside the perimeter; (adopted at the Town Council meeting 24th April 2012).

TDS have provided a plan of the areas to be adopted and are asking members for agreement on the areas identified along with a figure for a developer's contribution on the transfer.

It was **RECOMMENDED** that as stated previously, the Town Council do not accept responsibility for some of the grass area (as adopted by Town Council on 24 April 2012). Also the Play Area has not been brought up to the required Health and Safety standards.

c. **Fairfield Cricket Pavilion electrical works quotations**

Members were asked to consider the quotations attached for Fairfield Cricket Pavilion Electrical Works.

It was **RECOMMENDED** to accept Quote B **Value - £2695.54 + VAT**

d. **Tennis Court fencing quotations**

Members were asked to consider the attached quotations for replacement fencing at the Tennis Courts, Drove Road.

It was **RECOMMENDED** to accept Quote A **Value - £12,240 + VAT**

e. **Replacement bridge at the allotments**

Members were asked to consider the attached quotations for replacement bridge at the allotments.

It was **RECOMMENDED** to accept Quote A **Value - £5,500 + VAT**

f. **Memorial Safety Policy Software**

Members were asked to consider the attached quotations for digital software.

It was **RECOMMENDED** to accept Quote A. **Value - £3,400 one-time plus £300 per annum + VAT**

g. **Replacement boundary fencing at Buttercup Mead**

Members were asked to consider the attached quotations for replacement boundary fencing at Buttercup Mead.

It was **RECOMMENDED** that none of the attached quotations be accepted

It was **RECOMMENDED** that the Town Clerk obtain further quotations for Council consideration.

h. Members were asked to consider the attached quotations for replacement play equipment at Fairfield recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration

i. **Quote for replacement Supernova at Kitelands recreation ground**

Members considered the attached quotation for the replacement of the Supernova at Kitelands recreation ground.

It was **RECOMMENDED** to accept this quotation **Value - £3,057.30 (possible discount)**

j. Members were asked to consider the attached quotations for replacement play equipment at Franklins recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration

k. Members were asked to consider the attached quotations for replacement play equipment at Kitelands recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration.

7. ITEMS FOR INFORMATION

a. Drove Road Cemetery Maintenance

At the Public Land and Open Spaces Committee 1st April 2014 members were asked to consider the deteriorating boundary walls, footpaths and roadways within Drove Road Cemetery and to discuss appropriate actions to remedy the various issues.

A meeting has taken place with the conservation officer who has confirmed that the walls fall within the listed building status. Levitt's are currently drawing up a specification document that can be used to go out to tender for the identified works.

The Town Clerk is arranging a further meeting to firm up the document to go to tender.

b. Dog Control Orders

At the Public Lands and Open Spaces Committee 1st April 2014 Members were asked to consider the implementation of Dog Control Orders in the play areas in Biggleswade.

It was **RECOMMENDED** that Town Council pursue the implementation of Dog Control Orders with a particular consideration for 'Dogs on Leads by Direction Order'.

Following on from the meeting Central Bedfordshire Council notified the Town Council that they were proposing to implement dog control orders across the whole of Central Beds and were asking that any areas that required dog control orders in Biggleswade should be identified.

A form was completed online and sent to Central Bedfordshire Council identifying all Town Council areas. We have received no further news to report at this meeting.

c. 2014 Annual inspection and Risk Assessment of Town Council play areas.

The Annual Play inspections were carried out the week beginning 14th July 2014, the inspections covered all the Town Councils play areas covering a total of 216 items to include; the site, gates, bins, fencing seats, signage, surfacing, play equipment and any ancillary items.

We are pleased to report that our total risk ratings are very good. Our equipment is checked weekly and our risk rating over all the sites is very low.

8. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions.

MOP1 asked for clarification of the council quotation procedure.

MOP2 queried the seemingly random pavement areas in the Saxon area, where paving stones had been started and then appeared to have run out, and also the worn down footpaths made by the public across the grass.

The Town Clerk has had considerable previous correspondence with Central Bedfordshire Highways on this issue.

It was **RECOMMENDED** that the Town Clerk contact Highways again with the public concerns, and also take it to the next Biggleswade Joint Committee Meeting as an Agenda item.

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 were 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.