



MINUTES OF THE PUBLIC LAND AND OPEN SPACES COMMITTEE MEETING
HELD ON TUESDAY 19 SEPTEMBER 2017 AT 7.00 PM
AT BIGGLESWADE TOWN COUNCIL, SAFFRON ROAD, BIGGLESWADE

PRESENT:

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

Mr M Thorn, Deputy Town Clerk
Mrs J Durn, Meeting Administrator

Members of Public - none

1. APOLOGIES

Cllr G Fage, Cllr S Patel.

2. DECLARATION OF INTERESTS

- (a) Disclosable Pecuniary Interests in any agenda item – None
(b) Non-pecuniary interests in any agenda item – None

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.

4. MINUTES OF MEETING

- a. Members received and approved the Minutes of the Public Lands and Open Spaces Committee Meeting held on 20 June 2017.

5. MATTERS ARISING

From the Minutes of the Public Lands and Open Spaces meeting held on 20 June 2017.

- a. Item 6c: Splash Park Fund Raising Event: Cllr F Foster asked if there was an update on this event.

The Deputy Town Clerk informed him that this event has been postponed until the Spring 2018.

- b. Item 7c: Biggleswade United Football Club – Lease Renewal: Cllr D Strachan asked for an update.

The Deputy Town Clerk said that the paperwork is in hand. The Town Council requests have been accommodated, and this is now moving forward.

6. ITEMS FOR CONSIDERATION

a. Grounds Maintenance Workshop, Storage and Welfare Facilities

Members considered a proposal for improved facilities at the Town Council's Drove Road workshop and store. A report outlining the scheme of works is attached to this agenda along with drawings and Pre-Construction Health and Safety Information.

The proposed scheme of works includes

- 1) New Grounds Maintenance Workshop, Storage and Welfare Facilities
- 2) Realignment of the tennis courts
- 3) Improvements to Bowls Club parking provision off Glebe Road
- 4) Improved site security

Members were asked to consider the project design alterations to the Drove Road site with Recommendations to Town Council to progress with a planning application, costings and preparation of a tender specification.

It was **RECOMMENDED** to progress the project design further with alterations to incorporate two storeys for the full length of the main building; the inclusion of CCTV, and clarification that access and parking for the Bowls Club via Glebe Road entrance should be scheduled for completion before full construction begins.

It was **RECOMMENDED** to allocate £5,000 from General Reserve for a Project Manager; the ongoing development of the design and specification, and a planning application.

b. Water Supply to Kennel Farm Road Paddocks

Members considered a request from a Kennel Farm Road paddock tenant for access to the water supply to the allotments who would like to request the allowance of a water meter and supply to be run from supply to the allotments to provide water for horses in the field.

It was **RESOLVED** that Members had no objection to this request, provided there was no cost to the Council and a separate meter is installed.

c. Maintenance of Footpaths & bridleways around Biggleswade

Members considered a request for Town Council workforce to assist with additional clearance of a number of footpaths and bridleways around Biggleswade. Currently CBC contractors cut certain routes twice annually. CBC is currently looking to add an additional cut to their existing contract, and would like Town Council staff to carry out an additional cut mid-season.

It was **RESOLVED** to support this request for the paths identified.

As a separate issue, Cllr D Albone identified an additional footpath in need of maintenance. The Deputy Town Clerk agreed to discuss this with CBC.

7. **ITEMS FOR INFORMATION**

a. **Brunel Drive**

The Council now has signed documents, and is currently waiting for the other party to complete the paperwork regarding the completion of the transfer of land at Brunel Drive.

b. **PLOS Walkabout**

Members visited the following sites with the Deputy Town Clerk on 5 September.

- Brunel Drive – paperwork awaiting completion.
- Fairfield Road Cricket Ground and Football Ground – Discussion is taking place for the provision of a temporary club and a business plan is currently being drawn up. This will then be presented to full Council as it has financial implications.
- Drove Road Recreation Ground – Members looked at site in relation to plans for the new building.
- Drove Road Cemetery – This requires an urgent proposal for a church specialist to inspect the building and provide a report of the work required.
- Kitelands Recreation Ground – Members looked at the requirement for a new surface under the MUGA.

8. **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.

Minutes of the PLOS Meeting held on 20 June 2017.

Matters Arising from the PLOS Meeting held on 20 June 2017.

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.

9. MINUTES OF MEETING

- a. Members received and approved the Exempt Minutes of the Public Land and Open Spaces Committee Meeting held on 20 June 2017.

10. MATTERS ARISING

Matters Arising from the Exempt Minutes of the Public Land and Open Spaces Committee Meeting held on 20 June 2017.

- a. Cllr M North asked for an update regarding item b: Car Parking:
The Deputy Town Clerk reported that this item will be discussed at a future Council Meeting.

Meeting concluded: 7.47pm