

**MINUTES OF A MEETING OF THE PUBLIC LAND & OPEN SPACE COMMITTEE HELD ON 11
SEPTEMBER 2012 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,
SAFFRON ROAD, BIGGLESWADE**

Present: Cllr Mrs W Smith (Chair), Cllr I Bond, Cllr B Briars, Cllr Ms S Mulchrone, Cllr G Wilson,
Cllr Mrs J Lawrence
Louise Wilcox – Deputy Town Clerk
Sue Crowther – Administrative Assistant
Members of the public - 5

1. APOLOGIES

Apologies were received from Cllr R Skinner and Cllr S Watkins

2. DECLARATION OF INTERESTS

(a) Prejudicial interests in any agenda item – there were no prejudicial interests declared

(b) Personal interests in any agenda item - there were no personal interests declared

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. MINUTES OF MEETINGS

a. Members received and approved minutes of Public Land and Open Spaces meeting held on 12 June 2012.

5. MATTERS ARISING

a. Minutes of the Public Land and Open Spaces meeting held on 12 June 2012 – there were no matters arising.

6. ITEMS FOR CONSIDERATION

a. Works at Biggleswade Bowls Club

Biggleswade Bowls Club has received a quotation from Turfcare for works that are needed on 2 sides of the Green. The Club is prepared to pay 50% and ask that Town Council pay the other 50%.

It was **RECOMMENDED** that Town Council **DO NOT AGREE** to paying any of these costs.

b. Letter from a Resident of Kitelands Road

Members considered a letter from a resident of Kitelands road, (a copy was attached to the agenda).

Cllr Mrs W Smith advised Council that CBC are considering adopting this roadway and lighting, and replacing the gate that they removed.

It was **RECOMMENDED** that Town Council write to the resident to keep them informed and to keep in touch with CBC to progress.

c. Asset Management

Members considered the introduction of an asset management software programme that will enable the Council and its Committees to manage all assets and meet all audit requirements in an easy to use and time efficient way.

Two versions are available: Asset Manager Lite for smaller Councils and Asset Manager for full asset management capability (information sheet and costs were attached to the agenda).

It was **RECOMMENDED** that Town Council ask for a demonstration and also that 2 further quotations be obtained from other suppliers.

d. Biggleswade 63rd Annual Sports Meeting – 13 July 2013

Town Council has received correspondence from Biggleswade Sports to advise that they plan to hold their 63rd Annual Sports Meeting on Saturday 13 July 2013 commencing at 1.00pm, at Fairfield Sports Ground. They are requesting permission to use the Sports Ground as well as the Pavilion and Toilets. The Cricket Club has agreed to the Cycle event taking place on the same day.

It was **RECOMMENDED** that Town Council **AGREE** to this request.

7. ITEMS FOR INFORMATION

a. Floodlights at Fairfield

The floodlights at Fairfield were removed in July 2012 and sold for the sum of £500.00.

It was **RECOMMENDED** that this be noted.

b. Biggleswade Cricket Club

The Cricket club have been asked on two occasions to provide dates of availability for a meeting with the Town Council, no dates have been provided.

It was **RECOMMENDED** that this be noted.

c. Adoption of Brunel Drive

Following on from the P.L.O.S meeting on the 12th June 2012, there has been no progress by the developer on this matter.

It was **RECOMMENDED** that this be noted.

d. Drove Road Cemetery Chapel

Following the Town Council meeting of the 28th August 2012 were it was resolved to carry out the works to the Cemetery Chapel, Drove Road; an order has been issued for the works and the works will be supervised by Levitt Partnership.

Discussions are now underway with Levitt's the approved contractor, English Heritage and C.B.C conservation officers.

It was **RECOMMENDED** that this be noted.

e. Resurfacing of Roadway at Drove Road Recreation Ground

The works to re-surface the roadway and entrance to Drove Road Recreation Ground were completed in August 2012.

It was **RECOMMENDED** that this be noted.

f. Removal of Play equipment Items at Grasmere Open Space

The waterlogged conditions on site have thus far prevented the removal of the items of play equipment and subsequent re-instatement works. The play equipment items are currently fenced off from use and advisory signage is in place.

This situation continues to be monitored and as soon as ground conditions permit these works will be undertaken.

It was **RECOMMENDED** that this be noted.

g. Removal of defective play equipment items

In recent weeks the following defective items of play equipment have all been removed.

Watkin Walk- Roundabout
Heather Drive- Spring Toy
Fairfield- See Saw

Play equipment inspections have identified defects in the above items and the items were all found to be beyond repair.

A condition survey is currently being finalised stating recommendations for play equipment renewals for the 2013/14 financial year and subsequent years. These recommendations will be presented to the Committee's December meeting

It was **RECOMMENDED** that this be noted.

8. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

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 is discussed.

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