

**MINUTES OF A MEETING OF THE PUBLIC LAND & OPEN SPACE COMMITTEE HELD ON 12 MARCH 2013 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 Mrs J Lawrence, Cllr G Wilson  
Louise Wilcox – Deputy Town Clerk  
Members of the public – 5

Also present: Cllr Mrs H Ramsay, Cllr D Lawrence

**1. APOLOGIES**

Apologies were received from Cllr Ms S Mulchrone, Cllr R Skinner and Cllr S Watkins

**2. DECLARATION OF INTERESTS**

(a) **Disclosable Pecuniary interests in any agenda item** - there were no interests declared

(b) **Non-Pecuniary interests in any agenda item** - there were no 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 the minutes of the Public Land and Open Spaces meeting held on 11 December 2012.

**5. MATTERS ARISING**

a. Public Land and Open Spaces meeting held on 11 December 2012.

Cllr Mrs J Lawrence asked why the Memorial Safety Policy document had not been received by Councillors.

Louise Wilcox replied that it is a significant policy to prepare and she was not going to present anything that was incomplete or lacking in detail.

**6. ITEMS FOR CONSIDERATION**

**a. Works at Eagle Farm Road**

Following burst water pipes in the pavilion in 2012, works are required to repair damaged ceilings, fit replacement light fittings and undertake works to supply and fit trace heating system to prevent further incidences of water pipes bursting within the ceiling cavity.

An initial quotations has been obtained that incorporates the above items and also included for some minor external repairs. It is recommended that two further quotations be obtained for these works and the sum of £8000.00 be ringfenced at this stage. In addition it was suggested that three quotations be obtained for an alternate scheme to install a supply to the toilets and doing away with the existing tank fed system.

It was **RECOMMENDED** that 3 quotes be obtained for both options and taken to council

**b. Cricket Club Pavilion**

Members discussed the outcome of the meeting held with the cricket club on 20th February 2013 and the subsequent written list provided by the cricket club.

Members considered the request for temporary changing facilities to be provided, but felt this would need to be considered as a longer term matter and that the cricket club should clearly outline their priorities for the short and medium term.

It was **RECOMMENDED** that materials including paint and plaster be purchased to enable the cricket club members to undertake redecoration work within the pavilion and that the cricket club be asked to submit in writing their priorities for the short, medium and long term.

**c. Reinstatement of access gate Kitelands Recreation Ground**

Further to the discussion of this matter at the Biggleswade Joint Committee meeting held on 16 January 2013, no response has yet been received from CBC regarding a timescale for the gate to be re-instated.

Members are asked to consider any further action that they would wish to take.

It was **RECOMMENDED** that as Town Council had been reassured at the Joint Committee meeting that the gate would be re-instated, that this be taken back to the next Joint Committee meeting in April. In the meantime officers should continue to pursue CBC on this matter.

**d. Request from Network Rail**

Correspondence has been received from Network Rail requesting temporary access across land off Grasmere Road, Biggleswade.

This is to allow installation of a new electrical feeder station that is located on Network Rail owned land with the fence line of the operational railway boundary, close to the railway footbridge leading to Grasmere Road.

It was **RECOMMENDED** that a meeting take place with Network Rail to discuss this request further.

**7. ITEMS FOR INFORMATION**

**a. Franklins Recreation Ground**

Works to remove the aerial runway were completed during February 2013, with the area now re-instated.

Two replacement litter bins have been installed at The Splash and one additional litter bin within the Recreation Ground.

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

**b. Drove Road Cemetery Chapel Works**

Works at the cemetery are nearing completion with the final contract sum expected to total £40,807.00. This is slightly cheaper than the budgeted sum of £43,255.00.

Advice is awaited from CBC Conservation Officer on whether any heating should be installed in line with the Mechanical and Engineering report that was commissioned as part of the condition survey.

It was **RECOMMENDED** that quinquennial inspections be introduced every five years, to assess works required and identify priorities for their completion.

**c. Development of Memorial Safety Policy**

A memorial safety policy is currently being drafted and will shortly be issued to committee members for their consideration.

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

8. **PUBLIC OPEN SESSION**

M.O.P.1 suggested the Town Council contact CBC planning department to check the status of the land at Grasmere, which should be designated as an attenuation area.

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.

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.