

Dunstable Town Council
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DUNSTABLE
TOWN COUNCIL

David Ashlee Town Clerk and Chief Executive

Our Ref: DA/JC/GES

Date: 1 November 2019

Dear Councillor

Could you please note that a meeting of the Grounds and Environmental Services Committee will be held on **Monday 11 November 2019 at 7.00pm** at the Council Chamber, Grove House, 76 High Street North, Dunstable when the following business will be transacted.

AGENDA

1. Apologies for Absence.
2. To approve the Minutes of the Meeting of Grounds and Environmental Services Committee held on 9 September 2019 (copy previously circulated).
3. Specific Declarations of Interest.
4. Minutes of the Meetings of Plans Sub-Committee held on 10 September, 1 October and 22 October (see page 1).
5. Cemetery, Allotments, Recreation Grounds, Town Centre Gardens and Ranger Service Information and Update Report (see page 8).
6. Creasey Park Community Football Centre and Splash Park Update (see page 14).
7. Vehicle and Equipment Reserve Spending Proposal (see page 17).
8. Reports from Outside Organisations –
CBC Development Management Committee – Councillors Sid Abbott and Gloria Martin

Yours faithfully

David Ashlee
Town Clerk and Chief Executive

To: All Members of the Grounds and Environmental Services Committee
Councillors Sid Abbott (Town Mayor), Liz Jones (Deputy Town Mayor & Chairman), Lisa Bird, (Vice-Chairman), Matthew Brennan, Mark Cant, Alan Corkhill, Philip Crawley, Greg George, Pamela Ghent, Kenson Gurney, Gladys Sanders, Johnson Tamara and other Members of the Council for information.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 10 SEPTEMBER 2019

Present: Councillors Liz Jones (Chairman), Phillip Crawley (Vice-Chairman), Alan Corkhill, John Gurney and Cameron Restall

Apologies: Councillors Mark Cant and Greg George

In Attendance: John Crawley (Head of Grounds and Environmental Services)

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 30 AUGUST 2019

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 10 August and 30 August 2019.

RESOLVED: that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

CB/19/00314/TRE 10 Beechwood Court

Proposal: Prune Beech tree (G1) due to concerns about safety of overhanging branches. Tree protected by TPO 79/00014.

Observations: No objection

CB/19/01850/FULL 21 Ullswater Road

Proposal: Single storey front extension.

Observations: No objection

CB/19/02142/FULL 19 Kingsway

Proposal: Two storey rear and side extension.

Observations: No objection

CB/19/02155/ADV Tesco Stores Ltd, 166 High Street North

Proposal: 4x Vinyl graphics, 1x ATM panel surround.

Observations: No objection

CB/19/02156/FULL Tesco Stores Ltd, 166 High Street North

Proposal: Closing off a secondary access point onto the site, installation of 3 bollards and white lining for 2 additional parking bays.

Observations: Objection. Members expressed concern that a single access/egress would potentially lead to a build-up of traffic on the main road. Members were also concerned about possible

congestion caused by larger delivery vehicles using a single access/egress point.

CB/19/02165/FULL 2 Olma Road

Proposal: Part first storey, part double storey side and single storey rear extension.

Observations: No objection

CB/19/02166/FULL 23 Richard Street

Proposal: Loft conversion. Single storey side extension to create larger kitchen, wc and garage.

Observations: No objection

CB/19/02180/FULL 27 Dale Road

Proposal: Single storey front, side and rear extension.

Observations: No objection

CB/19/02189/FULL 87 The Mall

Proposal: Single storey building to provide 1 no. one-bedroom flat following demolition of existing garage.

Observations: Objection – Members consider the proposal to be overdevelopment and not in keeping with the street scene.

CB/19/02201/FULL 32 Appleby Gardens

Proposal: First floor side and single storey front extensions.

Observations: No objection

CB/19/02218/FULL Carlton House, 42-44 West Street

Proposal: Alterations to fenestration and façade treatment.

Observations: No objection

CB/19/02219/FULL 10 Appleby Gardens

Proposal: Two storey side extension and porch to front.

Observations: No objection

CB/19/02272/FULL 7 Laurelside Walk

Proposal: Single storey rear extension.

Observations: No objection

CB/19/02302/ADV 63 Katherine Drive

Proposal: 1 no. internally illuminated fascia sign and 1 no. internally illuminated projecting sign.

Observations: No objection

CB/19/02355/FULL 9 Tring Road

Proposal: Single storey rear extension and addition of rear dormer with balcony and ensuite to existing loft conversion.

Observations: No objection

3. PLANNING DECISIONS

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 1 OCTOBER 2019

Present: Councillors Liz Jones (Chairman), Phillip Crawley (Vice-Chairman), Mark Cant, Alan Corkhill, Greg George, John Gurney and Cameron Restall

Apologies: None

In Attendance: Lucy Salim (Head of Finance and Support Services)

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 24 SEPTEMBER 2019

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 31 August and 24 September 2019.

RESOLVED: that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

CB/19/02140/FULL 4 Old Dairy Court

Proposal: Single storey rear extension to create kitchen and family area with conversion of existing garage and 1st floor loft extension over to create annexe.

Observations: No objection

CB/19/02325/FULL 15 Edward Street

Proposal: Single storey rear extension to replace existing, internal alterations, exterior repair works and replace existing roof tiles.

Observations: No objection

CB/19/02326/LB 15 Edward Street

Proposal: Single storey rear extension to replace existing, internal alterations, exterior repair works and replace existing roof tiles.

Observations: No objection

CB/19/02400/FULL Weatherfield Special School, Brewers Hill Road

Proposal: Erection of a single storey timber outbuilding for use as additional classroom space.

Observations: No objection

CB/19/02404/FULL 133 Poynters Road

Proposal: Retaining existing loft with side dormers. (Retrospective)

Observations: No objection

CB/19/02437/FULL 16 St Christophers Close
Proposal: Single storey rear extension.
Observations: No objection

CB/19/02439/OUT Jewson Ltd, Beale Street
Proposal: Conversion of existing office building into 18 one-bed flats including new three-storey extension to the rear, erection of 12 one-bed and 40 two-bed flats in 4 three-storey blocks and 1 four-storey block, following demolition of existing storage units.
Observations: Object – Overdevelopment, there is also insufficient parking for the proposed number of dwellings and there are concerns regarding the access and egress to the development. Members also wanted to note that the Police have voiced their concerns over this development. Also member wanted noted that with regards to the National Planning Framework, points 108-111 (with regards to traffic in & out of the development) are all not met in this proposal.

CB/19/02447/FULL Hadrian Academy, Hadrian Avenue
Proposal: First floor extension above the existing administration block, with internal alterations and dining room extension as previously approved under applications CB/15/03807/FULL and CB/15/03920/FULL.
Observations: No objection

CB/19/02484/ADV Prologis Park, Arenson Way
Proposal: Installation of three non-illuminated fascia signs over the main entrance.
Observations: No objection

CB/19/02523/FULL 35 Coombe Drive
Proposal: Demolition of single-storey rear extension and garage. Construction of single-storey rear extension and two-storey side extension.
Observations: No objection

CB/19/02581/FULL 40 Kirkstone Drive
Proposal: Single storey rear extension.
Observations: No objection

CB/19/02626/FULL 34 Drovers Way
Proposal: Single storey side extension and erection of front porch.
Observations: No objection

CB/19/02628/FULL 32 Meadway
Proposal: Single storey rear extension and garage conversion.
Observations: No objection

CB/19/02645/FULL 214 Luton Road
Proposal: Conversion of roof space to habitable use to include front and rear dormers, involving raising of ridge height.
Observations: No objection

CB/19/02660/FULL 33 Winfield Street

Proposal: Demolition of existing commercial property and the construction of a residential building to accommodate three one-bedroom apartments and one studio apartment.

Observations: Object - Overdevelopment and concerns with regards to waste disposal and insufficient parking space.

CB/19/02666/FULL 21 Park Street

Proposal: Ground floor rear extension and internal alterations.

Observations: No objection

CB/19/02676/FULL 86 Garden Road

Proposal: Proposed two new semi-detached houses and new vehicular access for existing dwelling.

Observations: Object – On the basis of the car parking situation. The parking for these proposed dwellings would be on a busy blind corner at a busy junction which is in close proximity to a school therefore a lot of school children would be walking to school around this blind corner where there could potentially be a vehicle reversing out of sight. Members would like to note they have no issue with the style and make-up of the dwelling. The dwelling does appear to be situated on/near a zebra crossing and the new parking arrangements would cause access and egress issues for the current tenants.

CB/19/02705/FULL 58 Marina Drive

Proposal: Single storey side and rear extension.

Observations: No objection

CB/19/02725/FULL 60 Canesworde Road

Proposal: Proposed single storey rear extension and part double storey rear extension and front porch.

Observations: No objection

3. PLANNING DECISIONS

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

4. LICENSING APPLICATIONS

No licensing applications had been received.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 22 OCTOBER 2019

Present: Phillip Crawley (Vice-Chairman), Mark Cant, Alan Corkhill, Greg George, Sid Abbott and Peter Hollick

Apologies: Councillor Liz Jones (Chairman) (for whom Sid Abbott was substituting), Cameron Restall (for whom Peter Hollick was substituting) and John Gurney

In Attendance: David Ashlee (Town Clerk and Chief Executive)

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 24 SEPTEMBER 2019

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 25 September and 14 October 2019.

RESOLVED: that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

CB/19/02779/FULL 1 Woodford Road

Proposal: Erection of detached 2-bedroom dwelling on land adjacent to 1 Woodford Road following the withdrawal of application CB/19/01308/FULL

Observations: No objection

CB/19/02850/FULL 69 Canesworde Road

Proposal: Demolition of conservatory and erection of single storey rear extension.

Observations: No objection

CB/19/02963/FULL 73 Derwent Drive

Proposal: First floor side extension and first floor rear balcony.

Observations: No objection

CB/19/02967/FULL 4 Calcutt Close

Proposal: Single storey side and rear extension, following partial demolition of integral garage and demolition of rear conservatory. Erection of front porch canopy.

Observations: No objection

CB/19/03016/FULL 7 Beechwood Court

Proposal: Single storey rear extension.

Observations: No objection

CB/19/03031/FULL 2 Park Street

Proposal: New 2-storey dwelling with rear extension, extended from 2 Park Street. Inclusion of 4 x parking bays to front.

Observations: No objection

CB/19/03096/FULL 75 Evelyn Road

Proposal: Single and two storey rear extensions. Demolition of existing garage and rebuild new garage.

Observations: No objection

CB/19/03149/ADV Eastern Avenue Industrial Estate, Eastern Avenue

Proposal: Permanent totem style advert.

Observations: No objection

CB/19/03161/FULL 8 Ullswater Road

Proposal: First floor side extension.

Observations: No objection

CB/19/03197/FULL 53 Jeans Way

Proposal: Proposed single storey rear and side extension with garage conversion and conversion of roof space to habitable use.

Observations: No objection subject to highways officers being content that there will still be sufficient parking provision. DTC members are aware that residents of Jeans Way already suffer from parking issues.

CB/19/03254/FULL 24 Allen Close

Proposal: Demolition of existing single storey side/rear projection, construction of a two-storey side extension, new 1.8m fence, internal alterations and landscaping to front garden.

Observations: No objection

3. PLANNING DECISIONS

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

4. LICENSING APPLICATIONS

No licensing applications had been received.

DUNSTABLE TOWN COUNCIL**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 11 NOVEMBER 2019****CEMETERY, ALLOTMENTS, RECREATION GROUNDS, TOWN CENTRE GARDENS AND RANGER SERVICE INFORMATION REPORT**

Purpose of report: - The purpose of this report is to update members on the management and maintenance of the town's cemetery, allotments, recreation grounds, town gardens, floral displays, play areas and Ranger Service.

1. DUNSTABLE CEMETERY

- 1.1 Burial activity has remained ongoing and the table below provides a comparison for the period 2 Sept 2019 to 31 October 2019 against the same period for the previous year.

	Sept 2018 – Oct 2018	Sept 2019 – Oct 2019
New earth grave	5	9
Re open earth grave	10	7
New ashes	7	8
Reopen ashes	8	9

- 1.2 At the time of writing this report, 198 burials will have taken place in the lawn section of the cemetery extension since February 2016.
- 1.3 The Cemetery profiled expenditure and income report as at end of September 2019 is available in Appendix 1. The overall position shows a small positive variance for the period which can largely be attributed to an over achievement of income during August 2019.
- 1.4 The Friends of Dunstable Cemetery continue to meet on a regular basis to carry out various light grounds activities to support the grounds staff. Following on from the very successful 'Headlines behind the Headstones' evening held in the Cemetery Chapel last year, The Friends of Dunstable Cemetery held another evening in the Cemetery Chapel on the 9 October where the general public were invited to listen to a local Town Guide give a talk about some of the WW2 burials in the Cemetery.
- 1.5 The Council's Green Flag improvement plan for Dunstable Cemetery includes an action to provide information about the heritage of the site and its importance to the town. Works have recently been completed to deliver this action and some of the town's notable historical figures, who are buried in Dunstable Cemetery, are now celebrated with five new interpretation panels. These have been installed at various locations in the older part of the cemetery. They provide visitors with information about the life and achievements of various people who have influenced and shaped our town over the last 200 years.



2. ALLOTMENTS

2.1 At the time of writing this report there are 97 people on the waiting list, which is 1 more than reported to this Committee in June. Some 44 notices to cultivate were issued after the October inspections. These will be reviewed again at the end of November. Of these; 32 were at Meadway, 5 at Catchacre, 3 at Maidenbower, 1 at Pascomb Road and 3 at Westfield. Four people have since relinquished their plots.

The table below provides some detail about the make-up of the waiting list.

	Total	Resident	Non-Resident
Number on waiting list	97	53	44
Number currently under offer	1	1	0
Number that will accept offer of any plot /site	29	6	23
Number that have requested a specific plot /site	64	45	19
No. requesting a second plot	3	1	2

3. RECREATION GROUNDS

Play Areas, Grove Skate Park and BMX

- 3.1 Since the last report to this Committee there has been one incident of vandalism to play equipment. This was at Mentmore play area where all three of the seats on the Typhoon equipment were damaged by dog bites to the point where all three seats needed replacing.
- 3.2 The order to replace the fire damaged Geo Boulder at Bennett’s adventure play area has now been placed. There is a lead time of approximately six weeks until installation of the new play stack, which will be constructed using York stone slabs.



- 3.3 The zip wires at Bennett’s adventure play area now operational again. The zip wire at Mentmore Crescent play area is currently out of use. Parts have been ordered to carry out repairs. Spare parts are currently on order to repair the rocking horse at Bennett’s play area, which is fenced off and out of use at present.

Sports Pitches and General Grounds Maintenance

- 3.4 The irrigation system at Creasey Park has now been completed. The handover was carried out after a period of testing to ensure all elements of the system were satisfactory. Grounds team staff have been trained on the operational programmes.
- 3.5 It has been necessary to take down the football goals at Ridgeway Avenue due to an infestation of chafer grubs on the football pitches and surrounding grass areas on the site. The grubs eat the grass roots resulting in the grass dying and leaving the integrity of the football pitch surface compromised. The teams using the pitches for league matches have been found alternative venues on DTC sites. The grounds team will seed barren areas on the pitches shortly to try to establish new grass on the field over the winter period. There is only one available treatment to eradicate the chafer grubs which will now have to be treated in a time frame between July and early October 2020. The treatment uses nematodes and is dependent on many conditions being favourable to ensure that it is successful. The cost will be in the order of £2000. Since the ban on using traditional insecticides the damage caused by chafer grubs has been considerable on many sports pitches across the country.
- 3.6 Contractors will be constructing two new ramps at the pedestrian entrances to Luton Road Recreation Ground from Jeans Way. These ramps will be longer than the existing paths into the recreation ground and will have new kerb edges and a tarmac surface. One replacement bench has been installed at Luton Road Recreation Ground and an extra bench has been positioned by the side of one of the football pitches.
- 3.7 The main gates to the car park at Luton Road from the Kingsbury Avenue entrance will be replaced as the existing gates have been damaged and the support posts are starting to rust at the base. Welding repairs have been carried out in the past, but the gates are now in need of renewal.
- 3.8 The grounds team are now focusing on the winter programme of leaf clearing, cutting hedges and growth growing through perimeter fence lines.
- 3.9 Grass cutting is ongoing and will extend into November due to the current flush of growth at the end of October.
- 3.10 A section of 37 metres of chain link fence will be replaced at Mentmore recreation ground due to damage along the fence line on the boundary by the farmers field.

4. TOWN CENTRE AREA

Priory and Grove House Gardens and the Town Centre

- 4.1 The winter/spring bedding plants have been delivered and the planting of all beds should soon be completed.
- 4.2 Lamps and Tubes attended Priory Gardens in September to replace bulbs and carry out remedial works to the light columns along the footpath leading to double gates. All the lights are now working in time for the Torchlight procession.

Dunstable in Bloom

- 4.3 Dunstable was recognised as the best large town in the Anglia Region and both Dunstable Cemetery and Grove House Gardens were recognised as the best in their category.
- 4.4 Dunstable in Bloom are already planning the 2020 campaign and the theme will be pollinating insects and wildflowers.

5. TOWN RANGER SERVICES

- 5.1 The Ashton Square toilets have retained Platinum standard in the Loo of the Year awards and this can partly be credited to the work of the Town Rangers who have taken over maintenance and cleaning operations.
- 5.2 Removal of flyposting and cleaning of the Town Council notice boards has been carried out recently by the Rangers.
- 5.3 Both rangers have been ensuring that the contracted work areas they maintain are kept in a good condition. There has also been some extra income generated for works carried out for the Bedfordshire Football Association at Peter Newton pavilion.
- 5.4 The work regime for the Rangers will now change to more use of the sweeper, as the weather conditions over the winter will see a reduction in the amount of jet washing.

6. AUTHORS

Ian Swinnerton, Grounds Operations Manager
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Mary Dobbs, Cemetery Manager
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DUNSTABLE TOWN COUNCIL**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 11 NOVEMBER 2019****CREASEY PARK COMMUNITY FOOTBALL CENTRE AND BENNETT'S SPLASH UPDATE**

Purpose of Report: To provide a progress report on operations at Creasey Park Community Football Centre, Bennett's Splash and the Splashside Café.

1. INTRODUCTION

1.1 This report gives members a summary account of performance to date.

2. ATP AND GRASS PITCHES

2.1 The October half term was busy due Luton Town FC holding their Youth Development team matches here at Creasey Park. This brought in an additional £1,500 of bar & catering income.

2.2 October saw a weekend of games cancelled due to heavy rainfall and bad weather; the games will be rebooked but this has had a small impact on our bar & catering income this month.

3. INCOME & EXPENDITURE

3.1 The CPCFC profiled income and expenditure report, as at end of September 2019, is presented below,

	April	May	June	July	August	September
Budgeted Expenditure	£50,399	£34,327	£27,616	£29,017	£29,127	£33,507
Actual Expenditure	£48,641	£32,227	£25,449	£26,259	£29,535	£32,871
Variance	£1,758	£2,100	£2,167	£2,758	-£408	£636
Budgeted Income	£19,350	£20,400	£23,000	£29,052	£112,131	£39,830
Actual Income	£20,319	£31,068	£21,889	£30,180	£138,305	£15,457
Variance	£969	£10,668	-£1,111	£1,128	£26,174	-£24,373
Total Variance	£2,727	£12,768	£1,056	£3,886	£25,766	-£23,737
Overall Variance	£22,466					

- 3.2 By the end of September the centre is showing at £22,500 positive variance, this is largely down to overachieving on ATP and room hire due to the new college usage agreement.
- 3.3 Although the budget projections are positive, caution should always be exercised due to unexpected repairs and maintenance.

4. EVENTS AND FUNCTIONS

- 4.2 The art classes are going well, and they have already confirmed they wish to book classes for next year.
- 4.3 Creasey Park held the annual Best Bar None Awards ceremony in October. Creasey Park also won the `Best Bar` category and received the highest score from all the assessed bars taking part. This is a fantastic achievement for the Centre.
- 4.4 The Halloween Arts & Crafts event organised by the Community Services team was very successful and was at capacity.
- 4.5 Creasey Park hosted its own Halloween Party on Saturday 26 October. The event was successful, with 84 adults and children attending.
- 4.5 The Centre Manager is currently preparing an events and functions plan for the 2019/20 aiming to increase income and local awareness of the Centre.
- 4.6 A New Year's Eve party was promoted in Talk of the Town, however since going to print it has been decided not to go ahead with this function due to predicted income/expenditure costs plus the difficulty in staffing this function.

5. BUILDING AND ENVIRONMENTAL UPDATE

- 5.1 Creasey Park was recently successfully re-inspected for its Quest Accreditation. The Centre has now held Quest Accreditation for 6 years.
- 5.2 Creasey Parks commitment to its environmental strategy will see the phasing out of all plastic disposables. Plastics will either be replaced with re-useable products or eco-friendly. However, suppliers of more economical eco-friendly products are being searched as there is a 900% increase from plastic/polystyrene products to eco-friendly with the current supplier. The Centre is also investigating new, reusable plastic glasses which will require a £1 deposit when a drink is purchased. Similar schemes operate in local rugby clubs.
- 5.3 The irrigation system is now complete and has been handed over. Ground staff have had training and pitches have already benefited from the installation.

The system will be drained down in November and then be recommissioned in February/March time 2020.

6. BENNETT'S SPLASH & SPLASHSIDE CAFÉ UPDATE

- 6.1 The Splashside Café was open as a trial in the October half-term Monday to Friday, staff also ran a Halloween hunt, where children won a prize.

Total takings for this week	£186.45
The total staffing costs	<u>£625.00</u>
Operating deficit (exclusive of stock)	£438.55

The weather did not help with trade although, feedback has been positive from the users, who said it enhanced their experience to the Adventure Play and made it a full day out rather than just a quick visit.

- 6.2 Further discussions will be had over the viability of opening over half-terms in the future.
- 6.4 The focus from now until April will be on attracting room hire income from the Splashside Café.

Income & Expenditure

- 6.5 In terms of the Splash Park season (May to August end) the outturn was positive. Café sales overachieved against budget by £2,329 and the season finished £647 under budget. However, taking account of October half-term trading, the end of year forecast is that the facility will break even.

AUTHOR

- 7.1 Lisa Vincent - Sports and Leisure Facilities Manager
lisa.vincent@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 11 NOVEMBER 2019****VEHICLES AND EQUIPMENT RESERVE - SPENDING APPROVAL**

Purpose of Report: The purpose of this report is to request authorisation from this Committee to purchase an additional utility vehicle for the Grounds Service from the vehicles and equipment reserve.

1. ACTION RECOMMENDED

- 1.1 That the Committee recommends to Finance and General Purposes the release of up to £10,000 of earmarked reserves for the purchase of an additional utility vehicle.

2. INTRODUCTION

- 2.1 The Grounds Operations Manager has identified the need to purchase an additional utility vehicle to assist day-to-day grounds maintenance operations. The grounds maintenance team based at Dunstable Cemetery have a dedicated all-terrain utility vehicle which is used for grave digging and other grounds maintenance operations. The vehicle was purchased in 2009 and is used on a daily basis.

3. MAIN CONSIDERATIONS

- 3.1 The installation of the new irrigation system at Creasey Park Community Football Centre includes two towable reel irrigators to irrigate the top field grass pitches. These items cannot be moved by hand and are best towed using an all-terrain utility vehicle.
- 3.2 The existing utility vehicle at Dunstable Cemetery is in reasonable condition mechanically but has not been modified for road use and it is therefore not possible to have it travel from one site to another. Furthermore, it is required for constant daily use at Dunstable Cemetery.
- 3.3 It is therefore proposed that the Council purchase a new all-terrain utility vehicle for use at the cemetery and moves the existing vehicle to Creasey Park for dedicated use on sports pitch maintenance including towing irrigation equipment.
- 3.4 The cost of purchasing a new vehicle would be no more than £16,000. However, the Council owns a JCB type excavator which is no longer required for grave digging and has become uneconomical to repair. It is estimated that the resale or trade-in value of the excavator is around £6,000. Disposing of the excavator as a trade-in against a new utility vehicle would reduce the new vehicle price to £10,000.

4. FINANCIAL IMPLICATIONS

- 4.1 The Council currently has £76,275 available in the vehicle and equipment reserve for the purchase of this item. The Grounds Operations Manager will seek quotations for the purchase of the vehicle in line with the Council's Financial Regulations.

5. POLICY AND CORPORATE PLAN IMPLICATIONS

- 5.1 The proposal and recommended action is in line with current policy and the Corporate Plan priority to improve and develop the provision of green space within the town.

6. HEALTH AND SAFETY IMPLICATIONS

- 6.1 The purchase of these items will assist in reducing the manual handlings risks for all grounds staff.

7. HUMAN RESOURCE, ENVIRONMENTAL AND LEGAL IMPLICATIONS

- 7.1 None

8 APPENDICES and BACKGROUND PAPERS

- 8.1 None

9. AUTHOR

- 9.1 John Crawley
Head of Grounds and Environmental Services
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