

David Ashlee Town Clerk and Chief Executive

Date: 3 September 2021

Dear Councillors

A meeting of the Grounds and Environmental Services Committee will be held on **Monday 13 September 2021 at the Council Chamber, Grove House commencing at 7.00 PM**. Those members of the Town Council that are not Committee Members, members of the public and press who wish to attend are invited to do so remotely using Microsoft Teams. Therefore, they are asked to notify their intention to attend by emailing Ian.Reed@dunstable.gov.uk by 10 September 2021.

AGENDA

1. Apologies for Absence.
2. To approve the Minutes of the Meeting of Grounds and Environmental Services Committee held on 7 June 2021 (copy previously circulated).
3. Specific Declarations of Interest.
4. Minutes of the Meetings of Plans Sub-Committee held on 22 June, 13 July, 3 and 24 August 2021 (see page 1)
5. Creasey Park Community Football Centre and Bennett's Splash Park Update Report (see page 16)
6. Cemetery, Allotments, Recreation Grounds, Town Centre Gardens and Ranger Service - Information Report (see page 20)
7. Multi Use Games Area (MUGA) Feasibility Study – Report (see page 25)
8. Reserve Spending Report – Dunstable Cemetery (report to be circulated separately)

9. Tree Planting Report – Update Report (see page 32)
10. Reports from Outside Organisations -
CBC Development Management Committee - Councillors Sid Abbott and Gloria Martin

Yours faithfully

A handwritten signature in black ink, appearing to be 'DA' followed by a long horizontal stroke.

David Ashlee
Town Clerk and Chief Executive

To: All Members of the Grounds and Environmental Services Committee:
Councillors Gloria Martin (Town Mayor), Liz Jones (Deputy Town Mayor), Lisa Bird (Chairman), Phil Crawley, Greg George (Vice-Chairman), Matthew Brennan, Mark Cant, Alan Corkhill, Pamela Ghent, Kenson Gurney, Gladys Sanders and 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, DUNSTABLE
ON TUESDAY 22 JUNE 2021 AT 7.00 P.M.

Present: Cllrs, Liz Jones (Chairman), Lisa Bird, John Gurney, Phil Crawley, Cameron Restall and Johnson Tamara

Apologies: Councillor Mark Cant

In Attendance: Ian Reed (Democratic Services Manager)

Public: Two

1. SPECIFIC DECLARATIONS OF INTEREST

Councillors	Interest	Minute
Nil	Nil	Nil

2. PLANNING APPLICATIONS – RECEIVED UP TO 10 JUNE 2021

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 20 May and 10 June 2021

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

1. CB/21/01965/FULL: 7 Suncote
Proposal: Single Storey. Front, side and rear extensions and change of use from C3 to small HMO (C4) Single storey rear extension
Comments: Objection based on overdevelopment and insufficient living area

2. CB/21/02180/FULL: 187A Luton Road
Proposal: Retrospective conversion of single dwelling house into three flats 187(A) Ground Floor one bed front entrance 187 (B) Ground Floor one bed flat rear entrance 187 (C) First Floor one bed side entrance
Comments: Objection based on overdevelopment and not sufficient parking

3. CB/21/02090/FULL:	26 Wilbury Drive
Proposal:	Proposed extension of first floor front dormer, proposed porch addition and single storey rear extension
Comments:	No objection
4. CB/TRE/21/00252/FULL:	9 Beale Street
Proposal:	Works to trees protected by a Tree Preservation Order CB/15/0001/G1; reduce branches to 10 Sycamore Trees overhanging the garden
Comments:	No objection
5. CB/21/02244/FULL:	76 Coombe Drive
Proposal:	Erection of single storey front extension
Comments:	No objection
6. CB/21/02276/FULL:	45 Coombe Drive
Proposal:	Single storey front and rear extensions
Comments:	No objection
7. CB/21/02309/FULL:	5 Weatherby
Proposal:	Erection of single storey front extension and conversion of garage
Comments:	No objection
8. CB/TRE/21/00204:	91 Mentmore Crescent
Proposal:	Works to a Tree protected by a Tree Preservation Order SB/77/00003/A2: pruning to the top, removal of excess ivy growth and remove some of the lower branches to a Sycamore Tree
Comments:	No objection
9. CB/21/02183/FULL:	41 Woodford Road
Proposal:	Single storey rear extension and garage conversion
Comments:	No objection
10. CB/21/01079/FULL:	5 Winfield Street
Proposal:	Replacement roof structure over existing building to provide a two bed flat
Comments:	Objection due to insufficient parking and waste removal facilities

11 CB/21/02342/FULL:	4 Mardale Avenue
Proposal:	Proposed porch
Comments:	No objection
12 CB/21/02332/FULL:	18 Beale Street
Proposal:	First floor rear extension
Comments:	No objection
13CB/21/02381/FULL:	7 Allen Close
Proposal:	Single storey front extension)
Comments:	No objection
14.CB/21/02420/ADV:	3 Houghton Parade, High Street North
Proposal:	Advertisement: internally illuminated sign above the ATM
Comments:	No objection
15. CB/21/02419/FULL	3 Houghton Parade, High Street North
Proposal:	Retrospective application for the installation of an ATM to the shop front
Comments:	No objection
16.CB/21/02440/FULL:	27 Hillcroft
Proposal:	Single storey rear extension
Comments:	No objection
17. CB/21/02503/FULL:	52 West Hill
Proposal:	Remove existing conservatory. Erection of single storey rear extension and front porch
Comments:	No objection
18. CB/21/01824/FULL:	Hallwycke, Bullpond Lane
Proposal:	Single storey rear extension, creation of first floor with a front dormer, rear dormer and rear balcony
Comments:	No objection

4. PLANNING DECISIONS

The Sub-Committee noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

The Meeting Closed at 19.26

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, DUNSTABLE

ON TUESDAY 13 JULY 2021 AT 7.00 P.M.

Present: Councillors Liz Jones (Chairman), Lisa Bird, John Gurney, Peter Hollick and Johnson Tamara

Apologies: Councillors Phillip Crawley and Cameron Restall

In Attendance: Ian Reed (Democratic Services Manager)

Public: Nil

1. SPECIFIC DECLARATIONS OF INTEREST

Councillors	Interest	Minute
Johnson Tamara	Non – pecuniary – Member of Central Bedfordshire Council	3. Central Bedfordshire Council application

3. PLANNING APPLICATIONS – RECEIVED UP TO 1 JULY 2021

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 20 May and 10 June 2021

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

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- 1. CB/21/01328/FULL:** 19 Loring Road
Proposal: Single storey front extension
Comments: No objection
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- 2. CB/21/02296/FULL:** Montpelier Chambers, 61 and 61A High Street South
Proposal: Four storey side extension with an additional floor creating 13 flats
Comments: Objection; the Town Council supports the Central Bedfordshire Council Officers' comments of concern and also has concerns relating to vehicle access and egress onto the site and potential hazard of vehicular conflict with pedestrians at busy junction with Friars Walk and concerns of overdevelopment
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3.CB/21/02354/FULL:	Central Bedfordshire Council Highways Depot, Brewers Hill Road
Proposal:	Change of use from B8 and B2 to Sui Generis and installation of 2 no. modular buildings
Comments:	No objection
4.CB/21/02627/FULL:	26 Carterweys
Proposal:	Single and two storey rear extension and front porch
Comments:	No objection
5. CB/21/02369/FULL:	21 Poynters Road
Proposal:	Two storey and part single rear extension with pitch roof and flat roof
Comments:	No objection
6. CB/21/02641/FULL:	61 Lockington Crescent
Proposal:	Single storey front and rear extension
Comments:	No objection
7. CB/21/02644/FULL:	131 Jeans Way
Proposal:	Single storey rear extension and first floor side extension
Comments:	No obstruction
8. CB/21/02652/FULL:	77 Poynters Road
Proposal:	Part single part two storey rear and side extension
Comments:	No objection
9. CB/21/02713/FULL:	41 Coombe Drive
Proposal:	Single storey side and rear extension. Demolition of existing single-storey rear extension and shorten existing garage
Comments:	No objection
10. CB/21/02726/FULL:	2 Queensway Parade
Proposal:	Change of use from E(d) Indoor sport, recreation or fitness to E(b) Restaurant with ancillary Sui Generis takeaway with rear signage, new shop front and extract canopy to the rear
Comments:	The Sub-Committee has concerns around the ventilation extraction system and potential affects on neighbouring businesses and residents living above the premises and supports the provision of high street bins
11.CB/21/02727/ADV:	2 Queensway Parade
Proposal:	Advertisement: internally illuminated fascia and projecting sign

Comments:	No objection
12.CB/21/02385/FULL:	7 Kingsbury Avenue
Proposal:	Erection of outhouse (Retrospective)
Comments	Objection on the grounds of its impact on neighbouring properties and the potential for inappropriate habitual planning applications in the future
13.CB/21/02842/FULL:	9 Meadway
Proposal:	Single storey rear extension, roof profile alteration with dormer window to the rear and roof lights to the front
Comments:	No objection
14. CB/21/02260/FULL	22 Beech Green
Proposal:	Demolition of existing out building, construction of single storey rear and side extensions and conversion of garage (part) to habitable room
Comments:	No objection
15. CB/21/02610/FULL:	42 Evelyn Road
Proposal:	Erect front porch
Comments:	No objection
16. CB/21/02569/FULL:	36 Burges Close
Proposal:	Erection of first floor side extension
Comments:	No objection
17. CB/21/02904/FULL:	118 Victoria Street
Proposal:	Single storey rear extension
Comments:	No objection
18.CB/21/02884/FULL:	25-27 High Street North
Proposal :	Conversion of existing first floor Restaurant/Bar to form 8 residential dwellings (5x1 bed flat and 3 x Studio Flats) with erection of second and third levels, with associated waste bins and cycles parking
Comments:	No objection

19. CB/21/02953/FULL: 14 Harvey Road
Proposal: Replacement Balcony and stairs
Comments: No objection

4. PLANNING DECISIONS

The Sub-Committee noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

The Meeting Closed at 19.31

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, DUNSTABLE

ON TUESDAY 3 AUGUST 2021 AT 7.00 P.M.

Present: Councillors Liz Jones (Chairman), Lisa Bird, Phillip Crawley, John Gurney, Cameron Restall and Johnson Tamara

Apologies: None received

In Attendance: Ian Reed (Democratic Services Manager)

Public: Nil

1. SPECIFIC DECLARATIONS OF INTEREST

Councillors	Interest	Minute
Councillors Liz Jones (Chairman), Lisa Bird, Phillip Crawley, John Gurney, Cameron Restall and Johnson Tamara	Members declared interest in the item as the planning application would benefit the Town Council financially as owner of the site	3

3. PLANNING APPLICATIONS – RECEIVED UP TO 23 JULY 2021

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 20 May and 10 June 2021

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

1. CB/21/02456/FULL: 8 High Street North

Proposal: Conversion of the first and second floors to create 1 x studio and 1 x two bedroom self-contained flats, installation of a rear dormer window with associated cycle and refuse storage

Comments: No objection

2. CB/21/02943/FULL: 10 Norcott Close

Proposal: Single storey rear and side extension. Loft Conversion with side and rear dormers (removal of existing conservatory)

Comments: No objection

3.CB/21/02673/FULL:	Land at Quarry Walk
Proposal:	Development of Specialised Supported living accommodation comprising a block of two five bedroom shared supported living apartments and a block of ten one – bedroom self contained supported living apartments together with new communal open space and car parking (use class C3)
Comments:	No comment made
4.CB/21/02317/FULL:	
Proposal:	Pizza Hut, Lion Retail Park, Boscombe Road Full planning permission for the change of use from Class E (was A3) to a Sui Generis use consisting of a coffee shop /restaurant selling food/drink for consumption on and off the premises. Installation of a drive-thru lane and associated engineering works, including relocated bin store, alterations to car parking and servicing arrangements and associated changes to landscaping. Demolition and alterations to the building and elevations and installation of new cladding. <i>(Proposal description amended by applicant 070/7/21 to clarify intention of proposal)</i>
Comments:	No objection
5. CB/21/02319/ADV:	Pizza Hut, Lion Retail Park, Boscombe Road
Proposal:	Advertisement: Display of 8 no. internally illuminated fascia signs, 1 no. internally illuminated “totem” sign, 4 no. .internally illuminated “information” signs, 2 no. internally illuminated “information signs and 1.no. illuminated height restrictor sign
Comments:	No objection
6. CB/21/03064/FULL:	62 Borrowdale Avenue
Proposal:	Erection of two storey side and first floor rear extension
Comments:	No objection
7.CB/TRE/21/00316/FULL:	Ash opposite 8 Hawthorne Close
Proposal:	Works to trees protected by a Tree Preservation Order:Ash – KT 590054986 – Fell – weeping cavity in south east stem, early Ash Die Back
Comments:	No objection

8. CB/21/02263/FULL:	11 The Retreat
Proposal:	Pitched roof to flat roofed garage
Comments:	No objection
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9. CB/21/02653/FULL:	2 Buttermere Avenue
Proposal:	Two storey side extension
Comments:	No objection
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10. CB/21/02461/REG3:	48 Mountview Avenue
Proposal:	Construction of a single storey front extension
Comments:	No objection
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11. CB/21/04312/FULL:	St Marys RC Church, 82 West Street
Proposal:	Demolition of Presbytery. Erection of a block of 8 flats and a bungalow and associated works(A series of amendments have been received)
Comments:	No objection
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12. CB/21/04313/LB:	St Marys RC Church, 82 West Street
Proposal:	Listed Building: Demolition of Presbytery. Erection of a block of 8 flats and a bungalow and associated works. A series of amendments have been received)
Comments:	No objection
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13. CB/21/03156/FULL:	67 Leyland Road
Proposal:	Conversion of garage to habitable room
Comments:	Objection due to the loss of car parking space
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14. CB/21/01280/FULL:	14 Peppercorn Way
Proposal:	Raise ridge and hip to gable with rear dormer loft conversion
Comments:	No objection
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15. CB/21/02643/FULL:	29 and 29A London Road
Proposal:	Redevelopment of site, mixed – use development comprising of 73 apartments and retail floor space with associated car parking, landscaping and infrastructure. Demolition of existing commercial units
Comments:	Objection for the following reasons; <ul style="list-style-type: none"> • overdevelopment • adverse effect on the street scene • creation of problems for vehicles gaining access/egress to the site

16. CB/21/02737/FULL: 31 High Street South
Proposal: Outdoor covered eating area, uncovered seating and a covered bar. Covered entrance to the rear. Retrospective
Comments: Objection as this is in the conservation area, it adjoins the scheduled monument and is close to Grade II Priory House and there is no consideration of heritage in the application

17. CB/21/03188/FULL: 32 Carterweys
Proposal: Erection of single storey rear extension, side porch, detached garage and loft conversion with rear dormer window
Comments: No objection

18. CB/21/03265/FULL: 49 Meadway
Proposal : Ground floor single storey rear extension, alterations to existing garage to create habitable spaces and new storm porch structure to front elevation
Comments: No objection

20. CB/21/03274/FULL: 16 Norman Way
Proposal: Two storey side extension
Comments: No objection

21. CB/21/03280/FULL: 51 Ridgeway Avenue
Proposal: Erection of a half width rear single storey extension with hipped roof
Comments: No objection

22. CB/21/02887/FULL: 1 Weatherby
Proposal: Demolition of existing carport and erection of a garage with a single storey side extension
Comments: No objection

4. PLANNING DECISIONS

The Sub-Committee noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

The Meeting Closed at 19.25

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, DUNSTABLE

ON TUESDAY 24 AUGUST 2021 AT 7.00 P.M.

Present: Councillors Liz Jones (Chairman), Sid Abbott, Phillip Crawley, John Gurney and Johnson Tamara

Apologies: Councillors Lisa Bird and Cameron Restall (for whom Cllr Abbott was substituting)

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

Public: Nil

1. SPECIFIC DECLARATIONS OF INTEREST

Councillors	Interest	Item
Cllrs Crawley & Tamara	Non-Pecuniary – CBC Application	3
Cllr Tamara	Pecuniary - Applicant	12

3. PLANNING APPLICATIONS – RECEIVED UP TO 16 AUGUST 2021

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 23 July and 16 August 2021

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

1 CB/21/03290/FULL: 5 Carterweys
Proposal: Single storey rear extension
Comments: No objection

2 CB/21/3349/FULL: 6 Penrith Avenue
Proposal: Flat roof timber clad habitable building to rear of property
Comments: Object – Members considered the application to be overdevelopment of the site with no apparent means for waste collection, no access or egress to site and approval might set an unsustainable precedent

3CB/21/03224/REG3: Priory View, Church Street
Proposal: Conversion of commercial spaces to accommodate 8no. 1-bedroom apartments and associated landscaping.
Comments: No objection

4.CB/21/03357/FULL:	26 Willoughby Close
Proposal:	Single storey rear extension
Comments:	No objection
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5.CB/21/TRE/21/00371:	1 Chichester Close
Proposal:	Works to a tree protected by a Tree Preservation Order SB/TPO/08/00005 Reduce (T1) Ash tree by 30% and remove deadwood
Comments:	No objection
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6. CB/21/03499/FULL:	149 West Street
Proposal:	Change of use from C2 Residential Care to C3b residential use
Comments:	No objection
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7. CB/21/04314/FULL:	35 Croft Green
Proposal:	Demolition of outbuildings and construction of two storey side extension
Comments:	No objection
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8. CB/21/03286/FULL:	87 Wolseley Drive
Proposal:	Detached single storey rear garden office
Comments:	No objection
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9. CB/21/03285/FULL:	129 Jeans Way
Proposal:	Single storey rear extension and two storey side extension
Comments:	No objection
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10. CB/21/03606/FULL:	14 Evelyn Road
Proposal:	Erection of a single storey side extension
Comments:	No objection
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11.CB/21/03602/FULL:	Hallwycke, Bullpond Lane
Proposal:	Part two storey, part single storey rear extension, creation of first floor with a front dormer, rear dormer and rear balcony and hip-to-gable roof extension. New front gabled roof over the garage
Comments:	No objection
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12.CB/21/03272/FULL: 79A High Street North
Proposal: Change of use of a premises to a HMO (House of Multiple Occupation): Renovation of windows and doors. Extension to the outer building and shop alterations
Object – Members considered the application to be overdevelopment of the site creating cramped and inadequate living accommodation. Concerns were raised about inadequate provision for waste collection and whilst recognising the site was deemed to be town centre, concerns were still raised about insufficient parking provision.

13.CB/21/03423/VOC : 1 Fairfield Road
Proposal: Variation of conditions 1 & 2 of planning permission CB/19/013214/FULL – (Erection of single storey front/rear extension and double storey side extension) 1 – Width of extension to rear reduced to comply with Anglian Water Authority requirements, 2 Amend sloping roof to flat roof)

Comments: No objection

14.CB/21/03672/FULL: 13 Hillcroft
Proposal: Demolition of existing conservatory and outbuilding, Erection of a single storey side and rear extension and front porch

Comments: No objection

15. CB/21/0344/FULL: 24 Houghton Road
Proposal: Single storey side extension with lean to roof

Comments: No objection

4. PLANNING DECISIONS

The Sub-Committee noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

The Meeting Closed at 19.26

DUNSTABLE TOWN COUNCIL

GROUND'S AND ENVIRONMENTAL SERVICES COMMITTEE

MONDAY 13 SEPTEMBER 2021

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 and Bennett's Splash.

1. INTRODUCTION

- 1.1 This report provides the Committee with a summary account of performance to date.

2. ARTIFICIAL TURF PITCHES (ATP) & GRASS PITCHES

- 2.1 Due to Covid, the football season was extended to the end of June. As a result, both ATP's continued to be heavily used and increased normal usage for the time of year. The additional ATP and this season's extension resulted in a positive impact on income. At end July 2021, ATP income was at £49k, the same time in 2020 it was £15K.
- 2.2 Over the summer the Centre offered 'Pay & Play' scheme on ATP1. Monday to Friday, 10am – 4pm anyone could play on the ATP for just £2.00 all day. The Play & Pay offer has been very successful and brought in over £1,000 of income. The scheme provided an opportunity for the whole community to take advantage of the first-class facilities at Creasey Park, which 100's of children did.
- 2.3 Block bookings on the ATP's resume in September and currently Monday - Friday, 6pm -9pm for both ATP's are 100% booked, with only a few 5pm – 6pm and 9pm – 10pm bookings remaining.
- 2.4 The new ATP2 has now received International Hockey Federation (FIH) accreditation.
- 2.5 The adult football season has now started with both clubs having played their pre-season friendlies and started their respective league campaigns.
- 2.6 AFC Dunstable Ladies, AFC Development team, AFC U18 and Dunstable Town U18 will also be playing their matches on the main pitch this year.
- 2.7 In line with FA and Government guidance spectators are now allowed to spectate at matches.
- 2.8 Dunstable Town Football Club (DTFC) have now become a Community Benefits Society (CBS) which is a recognised legal entity, supported by the FSA (Football Supporters Association) and regulated by the FCA (Financial Conduct Authority). This means that the club is owned equally by its shareholders, and anyone can become a shareholder with equal voting rights. All shareholders are equal, and no person has overall control.

- 2.9 DTFC established a walking football club which has now been running weekly for 6 weeks and attracting numbers of 12-16 each week. The group was visited by Andrew Selous MP, Deputy Town Mayor Councillor Jones, and Councillor Bird.

3.0 ATP USAGE NUMBERS

Month	Players	Usage (hrs)
April	4,155	356
May	4,653	374
June	4,175	451
July	4,776	499
TOTAL	17,759	1,680

- 3.1 From the table above it shows July has been the most heavily used month thus far. This is both the number of people using the pitch and total hours the pitch has been used.
- 3.2 Since April both ATP's have been used by almost 18,000 users which equates to 1,700 hours of usage.

4. INCOME & EXPENDITURE

4.1 Creasey Park Bar & Catering takings comparison EX VAT

	2019/2020	2021/2022	Variation	% Variation
APRIL	£16,930.69	£5,777.67	-£11,153.03	66
MAY	£12,645.83	£6,550.14	-£6,095.70	48
JUNE	£8,409.83	£4,275.74	-£4,134.09	49
JULY	£9,609.22	£12,461.16	£2,851.94	-29
AUGUST	£10,065.36	£7,299.09	-£2,766.27	27

- 4.2 The table above shows the negative effect Covid and the restrictions have had on bar and catering income. However, Julys' income was above that achieved in 2019/20, this being due to a weekend football festival and a lucrative pre-season friendly.
- 4.3 Now restrictions have been lifted and with the return of spectators and functions, income will hopefully return to figures seen in 2019/20. The impact of the additional ATP has not yet been realised but will become evident as winter ATP block bookings return.

5. OPERATIONAL & BUILDING UPDATE

- 5.1 The outside canopy has now been installed and is being well used.



- 5.2 The Dunstable Road Runners group has resumed their weekly Wednesday night sessions.
- 5.3 Function bookings are rapidly increasing with 14 bookings up to Christmas.
- 5.4 The older peoples Lunch Club returned on 1 July, with weekly numbers between 22 and 28.
- 5.5 Creasey Park has struggled with Covid related staff absences. This has put a significant strain on staffing levels and in turn, operational challenges.
- 5.6 New contract talks with Central Bedfordshire Council have taken place and initially these have been positive. Further updates will be provided in the November's Committee report.

6. BENNETT'S SPLASH & SPLASHSIDE CAFE

- 6.1 The Splash Park re-opened on Monday 21 June with restrictions in place, one of these being usage numbers limited to 60 people at any one time.
- 6.2 Welcome Back Wardens were used to assist with marshalling of the restrictions in place.
- 6.3 There have been numerous challenges at the splash park this season aside from Covid related. The splash park itself suffered what seems to be annual mechanical failures which have been addressed with the installation contractors and will be further discussed with them in a forthcoming meeting.
- 6.4 There were also numerous sewage drainage issues, firstly as a result of a faulty sewage pump which has now been fixed, but also due to a foliage blockage in the main sewage drain-pipe, also now resolved.

6.5 **Splashside Café Income 2021/22**

Week Beginning	Weekly Income (£)	Cumulative Weekly Target (£)	Cumulative Weekly Total (£)	Difference Target/Actual (£)
21 June	356.78	1,833.30	356.78	- 1,476.52
28 June	540.33	3,666.60	897.11	- 2,769.49
5 July	838.70	5,499.90	1,735.81	- 3,764.09
12 July	2,246.98	7,333.20	3,982.79	- 3,350.41
19 July	2,628.22	9,166.50	6,611.01	- 2,555.49
26 July	976.15	10,999.80	7,587.16	- 3,412.64
2 August	1,279.21	12,833.10	8,866.36	- 3,966.74
9 August	1,694.54	14,666.40	10,560.91	- 4,105.49
16 August	793.92	16,499.70	11,354.82	- 5,144.88
23 August	1,163.48	18,333.00	12,518.30	- 5,814.70

- 6.6 The table above shows that income from the Splashside Café on a weekly basis has been well below income required to the budget target.
- 6.7 The best two weeks were in July, outside of school holidays, when the weather was at its warmest. Interestingly week beginning 12 July, was when number restrictions were still in place, yet income was £2,246. This just highlights how much income is affected by the weather conditions and unfortunately it has been a very poor summer.
- 6.8 As with Creasey Park, the Splash Park experienced operational challenges as a result of Covid related staffing absences.

7. **AUTHOR**

- 7.1 James Slack - Sports and Leisure Facilities Manager
james.slack@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 13 SEPTEMBER 2021****CEMETERY, ALLOTMENTS, RECREATION GROUNDS, TOWN CENTRE GARDENS,
RANGER SERVICE INFORMATION REPORT**

Purpose of report: - The purpose of this report is to update the Committee 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 1 June 2021 to 31 August 2021 against the same period for the previous year.

	June 2020 – Aug 2020	June 2021 – Aug 2021
New earth grave	10	9
Re open earth grave	11	8
New ashes	8	12
Reopen ashes	10	12

- 1.2 At the time of writing this report, 310 burials will have taken place in the lawn section of the cemetery extension since February 2016.
- 1.3 The Council continues to work closely with Central Bedfordshire Council (CBC) and other Town and Parish Councils to coordinate burial activity in Bedfordshire and remain prepared for any future spike in demand for burials associated with the ongoing Pandemic. Following the full lifting of restrictions, on 21 June 2021, there is now no limit around the number of mourners that may attend a burial or interment of cremated remains.
- 1.4 The Friends of Dunstable Cemetery met again on 23 July for a general tidy up. They will continue to meet on the third Friday of each month.
- 1.5 Grass cutting operations have been ongoing throughout the season with the usual challenges of keeping on top of grass growth during warmer wetter periods. Hedge cutting has been completed towards the end of August and the floral displays at all entrance points have been well maintained with plenty of colour showing.
- 1.6 The Cemetery profiled expenditure and income report as at end of July 2021 is given below.

Cemetery Profiled Income and Expenditure Report as at 31 July 2021

	April	May	June	July	Totals
Budgeted Expenditure	£9,001	£9,001	£9,001	£9,001	£36,003
Actual Expenditure	£17,125	£9,955	£6,010	£7,271	£40,361
Variance	-£8,124	-£954	£2,991	£1,730	-£4,358
Budgeted Income	£15,008	£15,008	£15,008	£15,008	£60,033
Actual Income	£33,307	£16,884	£15,200	£15,688	£81,079
Variance	£18,299	£1,876	£192	£680	£21,046
Overall Variance	£16,688				

- 1.7 The overall positive variance can largely be attributed to over achievement on income during April 2021.

2. **ALLOTMENTS**

- 2.1 The waiting list for allotments continues to grow and at the time of writing this report there are 333 people on the waiting list, of which 208 are resident and 125 are non-resident. This continues to reflect the national picture of bigger waiting lists largely resulting from the pandemic. Appendix 1 provides some detail about the make-up of the current waiting list.
- 2.2 The non-residents on the waiting list will only be offered an allotment plot once all resident requests have been satisfied and there is no resident demand. **Given the large number of people on the waiting list and as many as one third of those being non-residents, Members are requested to consider closing the waiting list to non-residents.** If Members are minded to do so, Officers would also write to all the existing non-residents on the list to advise them that it may be many years before they are offered a plot and to ascertain if they still wish to remain on the list.

3. RECREATION GROUNDS

Play Areas, Grove Skate Park and BMX

- 3.1 Since the last report to this Committee there have been no incidents of vandalism to play equipment.
- 3.2 General wear and tear repairs have been carried out including new matting at Downside and the replacement of the group basket swing. Further work is taking place at Frenchs Avenue and Bennetts to keep the play equipment in good condition.
- 3.3 The vehicle access to the Skate Park has been closed by CBC following a traveller incursion on the adjacent parking areas during early August. This has restricted grounds and Ranger vehicle access to maintain the Skate Park. However, basic maintenance including litter collection and grass cutting has been maintained albeit in difficult circumstances. The Head of Service is seeking support from CBC officers to improve the situation.

Sports Pitches and General Grounds Maintenance

- 3.4 Grass cutting has been ongoing at all sites and hedge cutting has been taking place towards the end of August once the bird nesting season has finished.
- 3.5 The renovations to the recreation ground football pitches have been completed and pitches are being marked out and goal posts erected for the start of the season on 4 September 2021.

4. TOWN CENTRE AREA

Priory and Grove House Gardens and the Town Centre

- 4.1 The floral displays throughout the town have been well received this year and the Council has received several compliments about the displays and how they improve the town.
- 4.2 Tree pruning and general arboriculture works will take place shortly in both Priory and Grove House Gardens as part of the Council's arrangements for managing a healthy and safe tree stock. As both gardens are in Conservation Areas, the relevant permissions to carry out the works have been obtained from the CBC Planning Team.
- 4.3 Orders have been placed for the winter / spring bedding plants and these will be delivered in late September / early October for planting once the summer displays have been removed.
- 4.4 The Council continues to maintain the town centre beds and large planters installed during Phase 1 of the High Street improvement works. Some replanting and the removal of a

couple of dead trees will take place in early autumn. Maintenance of the Phase 2 planting will be passed to the Council in spring 2022.

Dunstable in Bloom

- 4.5 The Parks and Green Space Development Officer has been working with Dunstable in Bloom and other partners and has completed all this year's entries to the Britain in Bloom and Anglia in Bloom virtual campaigns. Both competitions will be announcing their winners by the end of September.
- 4.6 Dunstable in Bloom continues to meet monthly and has worked on several projects, with support from the Council, including free floral baskets and containers for High Street shops and neighbourhood centres. An extension of the scheme to include winter baskets and containers is currently being investigated. In Bloomers have continued to dead head floral displays around the town.
- 4.7 Dunstable in Bloom have been busy judging this year's local competition entries and will be announcing the winners during September.

5. TOWN RANGER SERVICES

- 5.1 The Rangers continue to provide a reactive and responsive service across the town alongside their regular maintenance activities in the town centre and the cleaning of the Ashton Square toilets. The team also supports the setting up of the twice monthly special markets at weekends.
- 5.2 The Rangers have twice recently had to clean extensive anti-vax graffiti from a brick wall at Newton Recreation Ground.
- 5.3 Works to refurbish town centre benches is ongoing including those installed 3 years ago in Phase 1 of the High Street improvements.

6. AUTHORS

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Appendix 1 – Allotment Waiting List

Waiting list	Total	Resident	Non-Resident
Willing to accept any plot/site	104	41	63
Specific plot/site requested	210	150	60
Second plot requested	13	11	2
Offer made - not yet accepted	6	6	0
TOTAL	333	208	125
Added to list since last report (included in above total)	25	21	4
On list but don't want plot yet (included in above total)	1	1	0

Site	Catchacre	Hillcroft	Maidenbower	Meadway	Pascomb Road	Westfield	ALL SITES
Total available plots on site	21	18	22	112	15	85	272
Vacant plots	0	0	3	2	1	1	7
Notice to Cultivate	9	6	5	21	4	11	56
Notice To Quit	0	0	0	0	0	0	0
Plot Newly let	0	0	0	4	1	3	8
Plot Given up	0	0	1	2	2	1	6
Inspection Dates	20 th July 2021. Reinspection 12 th August 2021. Next full inspection to take place in October.						

DUNSTABLE TOWN COUNCIL**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 13 SEPTEMBER 2021****MULTI USE GAMES AREA (MUGA) FEASIBILITY STUDY**

Purpose of Report:	To provide Members with the findings of a desktop feasibility study on site suitability for the installation of a MUGA on Council owned land.
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1. ACTION RECOMMENDED

- 1.1 It is recommended that Members discuss and determine what type of MUGA they would like to see provided and at which site or sites with a view to instructing officers to establish cost estimates for the project and bring a further report to this Committee.

2. BACKGROUND

- 2.1 The Council's Corporate Plan 2020–2023 includes an action to carry out a feasibility study to determine the best Council owned open space to install or convert an existing area into a multi-use games area (MUGA). The timescale to complete this study was by the end of March 2023. However, Members requested that this be brought forward with a view to reporting by the end of 2021.
- 2.2 Members were keen to include this action in the Corporate Plan but there has been no detailed discussion or indication to date about what type and size of MUGA is envisaged. This report, therefore, also seeks to establish the type of facility that Members might consider suitable.

3. MAIN CONSIDERATIONS AND FINDINGS**Desktop Feasibility Study**

- 3.1 The Head of Grounds and Environmental Services and the Parks and Green Space Development Officer have undertaken a desktop feasibility study covering all the Council's recreation grounds and large open spaces. A summary table of the study is provided at Appendix 1.
- 3.2 It should be noted that Grove House Gardens and Priory Gardens have not been included in the study as they are considered unsuitable for such provision. Furthermore, Creasey Park Community Football Centre has not been included because it does not have open access for casual use, is already well provided with sports facilities, lacks space for further development and is not in the Council's ownership.
- 3.2 The study covers 11 Council owned sites, and the following criteria were used to examine each site:

- Available space (High importance) – Is there space available on the site to accommodate the MUGA without the loss of existing facilities?
- Topography (Medium importance) – Is the existing ground level or undulating? Uneven ground might require ‘cut and fill’ groundworks which would increase installation costs.
- Proximity to similar provision (Medium importance) – Is there a MUGA type facility already situated nearby?
- Proximity to existing housing (High importance) – Is there space to allow a minimum 30m separation from housing boundaries as per the CBC Leisure Strategy Guidance?
- Public Accessibility (High importance) – Does the site have good open access for users?
- Parking (Low importance) – Does the site benefit from parking?
- Build accessibility (Medium importance) – Can the site be easily accessed to build the MUGA and minimise disruption.

3.3 Each of the criteria have been given an importance ranking (high, medium and low) and as part of the assessment each site has been assigned a red, amber, or green (RAG) rating against the various criteria. A simple scoring mechanism has been used to determine an overall score for each site. The highest score denotes the most suitable site and the lowest score the least suitable site.

3.4 In summary, the least suitable site is Brewers Hill Recreation Ground scoring 30 points, and the most suitable site is Downside Recreation Ground with 44 points. However, it should be noted that there is an existing MUGA within 400m of the Downside Recreation Ground located at Jardine Way.

Types and Design of MUGA

3.5 In June 2021 Central Bedfordshire Council published Children’s Play Provision Guidance in line with their Leisure and Recreational Open Space Strategies. The document includes guidance on the location and design of MUGA Sports Courts and NEAP (Neighbourhood Equipped Area for Play) Kick About Courts. There is a clear distinction between the two types of provision.

3.6 MUGA Sports Courts are generally considered to be designed to accommodate formal sport activity and are usually 40 x 20 metres in size and are provided with an artificial turf surface and lighting. However, the size will be determined by the type of sport being provided.

3.7 NEAP Kick About Courts are generally provided for casual recreation rather than formal organised sport but may be of a similar size. Facilities usually include a kick about area with tarmac surfacing, basketball goals and five-a-side goals. Courts may have lighting depending on local requirements.

3.8 With both types of court there should be a minimum of 30m separation between the activity zone and the boundary of dwellings and this specific guidance has been taken into account when undertaking the desktop study. An indication of the most suitable type of MUGA for each site, where it is possible to provide one, is given on the summary table at Appendix 1.

- 3.9 Taking account of the feasibility study at Appendix 1 and the information provided on the two types of MUGA, Members are asked to discuss and determine what type of MUGA they would like to see provided and at which site. Officers will then be able to establish cost estimates for the project and bring a further report to Committee on how best to take the project forward.

4. FINANCIAL IMPLICATIONS

- 4.1 There are currently no financial resources set aside for the installation of a MUGA on Council owned land. Officers will need to determine how the project might be funded by exploring opportunities for using Section 106 funding, securing grant funding or utilising future capital receipts should they become available.

5. POLICY AND CORPORATE PLAN IMPLICATIONS

- 5.1 This report addresses the action to carry out a feasibility study contained within the Council's Corporate Plan 2020 – 2023.

6. HEALTH AND SAFETY, HUMAN RESOURCE, LEGAL, ENVIRONMENTAL POLICY AND EQUALITIES IMPLICATIONS

- 6.1 There are no implications currently.

7. APPENDICES

- 7.1 Appendix 1 - Summary Table - MUGA Feasibility Study
7.2 Appendix 2 – Maps showing available space at recreation grounds.

7. BACKGROUND PAPERS

- 7.1 Central Bedfordshire Council – Children's Play Provision Guidance June 2021

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Appendix 2 - Recreation Ground Images

Green star denotes potential location for a MUGA



Appendix 2 – Continued



Appendix 2 - Continued



DUNSTABLE TOWN COUNCIL

GROUND AND ENVIRONMENTAL SERVICES COMMITTEE

MONDAY 13 SEPTEMBER 2021

INFORMATION REPORT - UPDATE ON TREE PLANTING AND ASSOCIATED GRANT FUNDING APPLICATIONS

Purpose of Report:	To update Members on progress with securing funding for tree planting initiatives and emerging plans to complete the projects.
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1. ACTION RECOMMENDED

- 1.1 It is recommended that Members note the contents of this report.

2. BACKGROUND

- 2.1 The Council's Corporate Plan 2020 to 2023 includes an objective to improve Mentmore Recreation Ground with tree planting and the creation of wildflower areas by the end of 2023. In addition, Members have expressed a desire to see more tree planting taking place on other Council owned land to support national initiatives on tree planting and in support of the Queens Green Canopy initiative.
- 2.2 Members of this Committee received a report in March 2021 detailing various tree planting projects and funding opportunities and resolved that the projects detailed in the report be agreed, that an application be made to the Central Bedfordshire Community Tree Fund and that officers explore other match funding sources to maximise the funding opportunities as they arise.
- 2.3 The Parks and Green Space Development Officer has completed several funding applications for the various projects, and these are detailed below along with an update on how each project is progressing.

3. PROJECT AND FUNDING UPDATE

Mentmore Recreation Ground

- 3.1 To remind Members, this project includes the following:
- The creation of a 0.5ha woodland area using deciduous and evergreen native species planted as young whip and transplant trees.
 - The establishment of a Forest Garden planted with edible fruit and nut trees.
 - The creation of 200m of new hedgerow with native tree species.
 - The planting of 40 to 50 standard sized oak trees.

- 3.2 A initial site survey to establish the use and size of areas to be planted and existing thriving tree species has been completed. This information is being used to support detailed applications for funding and inform the choice of plant species and quantity to be planted.
- 3.3 An application has been made to the Woodland Trust 'MOREwoods' grant fund to obtain young trees to plant the 0.5ha woodland with native species. A site visit by the Woodland Trust representative will take place before a decision is made on the application and the Council has been advised that a decision on the application will be made by Mid October 2021.
- 3.4 A separate application has been made to the Woodland Trust 'MOREhedges' grant fund to secure plants for the establishment of the 200m of new hedgerow along the field boundary between the park and the adjacent farmer's field.
- 3.5 Securing this funding will allow the first phase of the planting works to be completed during the tree planting season from late November 2021 to March 2022
- 3.6 Phase 2 of the project will be the creation of the Forest Garden and the planting of the standard Oak trees, and these elements of the project will form the main part of the application to the CBC Community Tree Planting Fund. This application will be submitted during the first week in September.
- 3.7 The Parks and Green Space Development Officer will be visiting the Recreation Ground on several occasions during early September to promote the project with existing users and to establish contacts with local people to gain support for volunteer planting days. Social Media will also be used to promote the initiative.

Urban Tree Planting

- 3.8 The urban tree planting project seeks to establish groups of standard size trees in larger open spaces throughout the town. The trees will be a mix of ornamental and native species chosen to enhance the aesthetic appeal of each open space and improve biodiversity.
- 3.9 Following a consultation exercise with Members to identify locations for tree planting and further discussion with the Trees for Cities grant funding organisation an application has been made for 10 new trees at the following locations, 60 in total:
 - Bennett Memorial Recreation Ground
 - Downs Road Recreation Ground
 - French Avenue Public Open Space
 - Ridgeway Avenue Recreation Ground
 - Downside Recreation Ground
 - Land adjacent to the Busway on College Drive (subject to securing the land)
- 3.10 The application value is £4,800 with a match funding labour contribution from the Council of £1,200. Trees for Cities have advised that a decision will be made in early September and subject to securing the funding it is anticipated that the 60 trees can be planted during National Tree Week which takes place from 28 November to 6 December 2021.

- 3.11 Whilst it is noted that Members suggested locations including highway and non-DTC land, these have not been included because one of the grant funding criteria was that the applicant owned the land. However, following a request from CBC Highways, the Town Mayor of Dunstable has written a letter of support, to assist them in securing grant funding for tree planting on highway verges in Dunstable.

The Queens (Platinum Jubilee) Green Canopy Initiative

- 3.12 The Queen's Green Canopy (QGC) is a tree planting initiative created to mark the Queens Platinum Jubilee. Communities throughout the UK are being encouraged to "Plant a Tree for the Jubilee". The projects detailed above link well with this initiative and represent an excellent opportunity to involve the Town Mayor and local people in dedicated tree planting, including the placing of an official Queen's Green Canopy plaque.
- 3.13 With the Green Canopy initiative running from September 2021 to December 2022 there will be ample opportunity to organise a dedicated tree planting during one of these two tree planting seasons. The tree planting season runs from November through to March each year. Local communities and volunteers will be encouraged to help with tree planting on both projects. Dunstable in Bloom have also indicated a willingness to get involved.

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