

DUNSTABLE TOWN COUNCIL

**MINUTES OF THE MEETING OF THE GROUNDS AND ENVIRONMENTAL SERVICES
COMMITTEE**

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 16 JANUARY 2017

Present: Councillors Peter Hollick (Town Mayor), Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Lisa Bird, Steve Elliott, Jeannette Freeman, Des Moffatt, Ann Sparrow, Nigel Warren and Andy Whayman

In Attendance: David Ashlee (Town Clerk and Chief Executive), John Crawley (Head of Grounds and Environmental Services), Mary Dobbs (Cemetery Manager), Kelley Hallam (Office Administrator), James Slack (CPCFC Manager) and Ian Swinnerton (Grounds Operations Manager)

Apologies: Councillors Jessica Castle, John Kane, Gloria Martin and Emma Simmons

12 MINUTES

The minutes of the meeting of Grounds and Environmental Services Committee held on 14 November 2016 were approved as a correct record and signed by the Chairman.

13 SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

14 PLANS-SUB COMMITTEE

RESOLVED: that the Minutes of the meetings of Plans Sub-Committee held on 22 November, 13 December 2016 and 3 January 2017 be received.

15 BUDGET PROPOSALS 2017/18

The Committee considered the comprehensive report of the Town Clerk and Chief Executive which provided detailed proposals for the Grounds and Environmental Services budget for 2017/18 and proposed fees and charges.

Excluding staff costs the overall budget for Grounds and Environmental Services proposed an increase of £4,194. The primary changes to the budget related to the introduction of the Town Centre Ranger scheme and the splash park and cafeteria at Bennett Memorial Recreation Ground.

The Committee received a summary of changes to savings, increased income targets and growth.

RESOLVED: that the Committee approve the draft Grounds and Environmental Services and Creasey Park Community Football Centre budget as presented, with no amendments or recommendations to the Finance and General Purposes Committee.

16 CREASEY PARK COMMUNITY FOOTBALL CENTRE

The Creasey Park Community Football Centre Manager presented a detailed report on recent operations at the Centre.

The Committee received the profiled income and expenditure report as at the end of November 2016.

Creasey Park had not only retained its Best Bar None accreditation but also came runner-up overall.

The kitchen extension work had finally started and was expected to be completed in February 2017. Work had also started on sanding and re-treating the wood cladding surrounding the building.

17 MARKET TOWN REGENERATION FUND UPDATE

The Town Clerk and Chief Executive presented an update report on Market Town Regeneration Fund projects relating to this Committee.

a) Enhanced Town Centre Cleansing

The new service was now fully operational. Initial feedback had been very favourable.

DTC logos and branding had been added to all associated vehicles and equipment.

b) New Splash Park and Associated Café Provision

Kingcombe Aqua Care Ltd had been commissioned to install the splash park. The tender process to procure the main contractor to refurbish the pavilion had been delayed but would begin shortly.

The public exhibition had gone well with 78 visitors over the two sessions. The response was generally positive but there were concerns over potential parking problems. Officers had met with a CBC parking officer who advised that parking would be monitored for the first year to see what (if any) parking restrictions would be explored prior to the 2018 summer period.

If all went well with the planning application it was anticipated that the splash park would be completed in June 2017.

c) New Entrance Features for Priory Gardens

Initial designs would be commissioned in the next two weeks. It was envisaged that the new entrance would mirror the entrance to Grove House Gardens and would also be lit in line with the architectural lighting scheme being installed on the rest of Priory House.

Members suggested that options to install fixings to secure banners to display and advertise events should be considered.

Action: Head of Grounds and Environmental Services

18 GROUND MAINTENANCE OPERATIONS– REPLACEMENT VEHICLE

The Head of Grounds and Environmental Services presented a report that requested authorisation from the Committee to replace an existing grounds maintenance vehicle recently destroyed in an arson attack and to further request authorisation from the Finance and General Purposes Committee for the release of earmarked capital reserve funding.

Members noted that, at the time of receiving the report, the insurance settlement figure was still unknown.

RESOLVED: that the Committee recommend to Finance and General Purposes Committee the release of £20,135 from the earmarked capital reserve for the purchase of a replacement vehicle for the Grounds and Environmental Services and Market Porter teams.

19 CEMETERY MANAGEMENT PLAN 2017/18 – 2022/23

The Head of Grounds and Environmental Services presented a detailed report that sought approval for the adoption of the 6-year action plan for Dunstable Cemetery to support the application for Green Flag status in 2017.

Members received the detailed draft action plan that was split into the key Green Flag criteria: a welcoming place; a healthy, safe and secure place; a well maintained and clean place; a sustainable place; a place of conservation and heritage; a place where the community can be involved; a well marketed place; a well-managed place.

RESOLVED: that the 6-year action plan that supports the application for Green Flag status for Dunstable Cemetery in 2017 be adopted.

20 RECREATION GROUNDS, TOWN CENTRE GARDENS, CEMETERY AND ALLOTMENTS

The Grounds Operations Manager and the Cemetery Manager presented a detailed information report covering all areas of the Council's grounds maintenance responsibilities.

a) Recreation Grounds

Since the last report to this Committee there had been one incident of vandalism in the recreation grounds.

The Grounds staff were focusing on maintaining the football pitches as well as cutting back growth from fence lines and generally tidying up at each of the recreation grounds.

b) Town Centre Area

The second information lectern for the Priory Gateway had been installed.

The Council was working closely with Dunstable in Bloom and Keep Dunstable Tidy volunteers to develop the 2017 Anglia in Bloom campaign. The RHS theme this year was 'Greening Grey Britain'.

c) Town Ranger Service

The Town Ranger continued to provide local residents with assistance to deal with eyesores and other environmental related issues. The Ranger had dealt with 143 requests since April 2016.

The Town Centre Ranger had made excellent progress jet washing large areas of the town including Ashton Square, outside Santander on High Street North and the planters outside Argos.

d) Dunstable Cemetery

Members received the burial figures for November and December 2016 along with the profiled income and expenditure figures as at the end of November 2016.

Officers were currently obtaining quotations from a number of companies for stability testing of memorials in the cemetery.

e) Allotments

There were currently 38 people on the waiting list which was comparable to figures reported to the Committee in November. Members received the detail of the make-up of the waiting list.

Invoices for 2017 had been sent out.

21 REPORTS FROM OUTSIDE ORGANISATIONS

CBC Development Management Committee:
No report.

22 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

23

FUTURE USE OF LUTON ROAD BOWLING GREEN AND ASSOCIATED SPORTS PAVILION

The Town Clerk and Chief Executive updated Members on progress being made with negotiations regarding the lease of land at Luton Road Recreation Ground.

- RESOLVED:** i) that the Committee recommend to Finance and General Purposes Committee that it be agreed to lease the land at Luton Road Recreation Ground as set out in the report
- ii) that the Town Clerk and Chief Executive be authorised to instruct the Council's solicitors to prepare a draft lease accordingly.