

HUNTINGDON TOWN COUNCIL
LEISURE AND COMMUNITY SERVICES COMMITTEE

To; All Members of Huntingdon Town Council.

YOU ARE HEREBY SUMMONSED TO ATTEND
a meeting of the
LEISURE AND COMMUNITY SERVICES COMMITTEE
to be held in
THE ASSEMBLY ROOM TOWN HALL, MARKET HILL, HUNTINGDON
on
THURSDAY 16th JUNE 2022
Following the Finance Committee

REMOTE ACCESS VIA ZOOM AVAILABLE

9th June 2022

Philip Peacock

Town Hall
Market Hill
Huntingdon
PE29 3PJ

PHILIP PEACOCK
TOWN CLERK

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence

2. **APPOINTMENT OF VICE CHAIRMAN**

To appoint a Vice Chairman to the Committee for the local government year 2022/23

3. **DECLARATIONS OF INTEREST**

To receive declarations of interest in items on the agenda (see notes below)

4. **PUBLIC ADDRESS**

To hear any address to the Committee from members of the public on matters within its responsibility

5. **MINUTES**

To receive and approve the minutes of the meeting of the Leisure & Community Services Committee held on 10TH February 2022 (attached)

6. **RECOMMENDATIONS OF SUB COMMITTEES**

To receive and approve recommendations in the minutes of the Media Sub Committee ohelf on the 24th February 2022 (M4) and the 19th May 2022 (M5) (attached)

7. **APPOINTMENT OF SUB-COMMITTEES**

To appoint the following Sub-Committees for the ensuing local government year and the membership thereof:

- i) Media Sub Committee: To appoint 9 Members to the Media Sub Committee for the ensuing local government year
- ii) Leisure Development Sub Committee: To appoint 9 Members to the Leisure Development Sub Committee for the ensuing local government year
- iii) Neighbourhood Plan Sub Committee: To appoint 9 Members to the Neighbourhood Plan Sub Committee for the ensuing local government year

8. **HUNTINGDON IN BLOOM**

To receive a written report from the Assistant Town Clerk on Huntingdon in Bloom (attached)

9. **CONEYGEAR CENTRE MANAGER UPDATE**

To receive and note a written report from the Coneygear Centre Manager (attached)

10. **HEAD GROUNDSMAN UPDATE**

To receive and note a verbal report on behalf of the Head Groundsman

11. **DATE & AGENDA OF THE NEXT MEETING**

On Thursday 4th August 2022 at the Town Hall, Market Hill, Huntingdon

This meeting will be serviced by the Town Clerk – 01480 410383
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Copies for information to:

District Councillors; County Councillors; The Chairman and Chief Executive of Huntingdonshire District Council; The Press; Huntingdon Public Library and the Police.

Notes

(1) Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.

(2) A Member has a disclosable pecuniary interest if it

(a) relates to you, or

(b) is an interest of -

(i) your spouse or civil partner; or (ii) a person with whom you are living as husband and wife; or (iii) a person with whom you are living as if you were civil partners and you are aware that the other person has the interest.

(3) Disclosable pecuniary interests includes -

(a) any employment or profession carried out for profit or gain;

(b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as

- a Member (except from the Council);
- (c) any current contracts with the Council;
- (d) any beneficial interest in land/property within the Council's area;
- (e) any licence for a month or longer to occupy land in the Council's area;
- (f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or
- (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

B. Other Interests

- (4) If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.
- (5) A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -
 - (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Council's administrative area, or
 - (b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association and that interest is not a disclosable pecuniary interest.

For Members of the Public or Press to join the Zoom meeting, you will require an access number / code. Please email town.council@huntingdowntown.gov.uk to request this access, stating your name and address and business(if applicable) please. You will be emailed the access details

<p style="text-align:center"><u>HUNTINGDON TOWN COUNCIL</u></p> <p style="text-align:center"><u>LEISURE AND COMMUNITY SERVICES</u></p> <p style="text-align:center"><u>COMMITTEE</u></p>

A meeting of the Leisure & Community Services Committee was held at Huntingdon Town Hall on Thursday 10th February 2022 at 7.30pm.

Present: Councillors: M Baker; A Blackwell; J Cole; C Doyle; S Gifford; M Kadewere; P Kadewere; P Kennington; D Landon Cole; B Luckham; A McAdam; S McAdam; T Sanderson (Chairman); P Pearce; S Sweek and K Webb.

Absent: Councillor A Beevor

In Attendance: Peter Haynes, Head Groundsman; Shilpa Desai-Sakaldip, Coneygear Centre Manager; Natasha Pierson, Assistant Town Clerk; Paul Sweeney, BID Huntingdon; Aiden Joy and Paul Robbins of Huntingdon District Scouts and 2 members of the public

34. **APOLOGIES FOR ABSENCE**

There were no apologies.

35. **DECLARATIONS OF INTEREST**

There were none.

36. **PUBLIC ADDRESS**

There was none.

37. **MINUTES**

Copies of the minutes of the Leisure and Community Services Committee meeting held on 2nd December 2021 (M3) had been circulated to Members before the meeting, the draft having received informal approval by the Chairman.

It was then proposed, seconded and

RESOLVED to approve the minutes, and duly signed by the Chairman.

38. **RECOMMENDATIONS OF SUB COMMITTEES**

Members had before them minutes of the Media Sub Committee from meetings held on 7th October 2021 (M1), 25th November 2021 (M2) and 13th January 2022 (M3). With no comments from Members, it was proposed, seconded and

RESOLVED to approve the recommendations contained within the minutes of

the above Media Sub Committee meetings.

39. **HUNTINGDON TENNIS BUBBLE BUILDING**

The Chairman advised that due to the length of the meeting agenda, this item had been deferred for a future meeting of the Leisure & Community Services Committee.

40. **BID HUNTINGDON MANAGER'S REPORT**

The Chairman welcomed Paul Sweeney of BID Huntingdon to the meeting and invited him to address the meeting.

Paul thanked Members for the invitation to the meeting and explained that he had taken over as BID Manager in December 2021 and that projects had been developing at pace since then.

Paul highlighted that following the recent night-time incident in the town leading to a fatality, BID had been working with Huntingdonshire Businesses Against Crime (HBAC) to investigate the provision of Night Rangers and Hosts to have a presence on Huntingdon High Street from 8.00pm – 3.00am on Friday and Saturday evenings. It was hoped that having a presence on the High Street to welcome people would deter anti-social behaviour and would encourage a safer, thriving night-time economy. The presence would also support the work of the CCTV control room and those venues registered as part of the Pub Watch scheme.

Members were told about a campaign for the town called 'Discover Huntingdon' to inform and signpost visitors to different places located within the town centre. Banners would be installed along the length of the High Street with the aim of increasing town centre footfall beyond Sainsbury's and Chequers Shopping Centre. A campaign called 'Rediscover Huntingdon' would also take place to encourage residents to visit and enjoy the wealth of shops and venues on their doorsteps.

Paul advised that he was investigating the installation of 'Window Jackets' for vacant shop windows, to make empty units look less of an eyesore. BID would work with organisations such as the local Twinning Association and the Civic Society to design and create the window jackets with relevant themes to Huntingdon.

Members heard BID's plans to set up a Visitor's Centre located at the Commemoration Hall to offer town maps, guides and books. The plan would be for the Centre to be open 6 or 7 days a week, to compliment the Town Council's plans of setting up a Heritage Centre at the Town Hall.

Members were further advised that BID had appointed an artist to rejuvenate Literary Walk which was currently unsightly with inappropriate graffiti, which attracted anti-social behaviour. The entrance to Newtowns Court was also due to be rejuvenated with a mural of Huntingdon buildings and landmarks to make the area more attractive to visitors.

Finally, Members were told that BID was organising a Food Fayre for mid March 2022 in conjunction with Huntingdonshire District Council (HDC) and that the

popular Vegan Market would return at the end of March 2022.

Members welcomed the very extensive report from Paul and portfolio of projects in such a short space of time since becoming BID Manager in December 2021 and offered their congratulations on the post. The Chairman echoed Members' praise and thanked Paul for his time to attend the meeting.

41. **CONEYGEAR CENTRE MANAGER'S UPDATE**

The Chairman invited Shilpa Desai Sakaldip, Coneygear Centre Manager to give her report. Shilpa provided the following updates:

- That Covid measures remained in place at the Coneygear Centre, and that most groups had returned but that capacity limits were in place to manage the number of people in the centre at any one time. Members were advised that groups were being respectful and understanding of the restrictions in place for the building
- That Lateral Flow Testing would come to an end at the Centre as of 31st March 2022. This would free up the meeting room currently being used as the test centre for groups to hire
- That the library and internet suite planned to open two days a week on a Tuesday and Thursday after the February half term
- That plans for a Community Café to open up on a Tuesday and Thursday were underway, with the café being run by volunteers. It was hoped this would begin after Easter
- That Huntingdon Town Council and the Coneygear Centre had been set up as a trusted partner of the Household Support Fund and that three applications had been submitted through the fund in the space of a week. It was noted that the fund would help and support a lot of local families
- That the Supporting Older People Project (SOPP) was going from strength to strength, supporting senior residents in the town on a weekly basis. Members received a case study regarding a former member of SOPP to demonstrate the positive impact the session has on people's lives and wellbeing
- That the Coneygear Gala was planned to take place on Sunday 4th September 2022
- That during the Easter holiday, May half term and Summer holiday, the Snack Shack would be running weekly events on Coneygear Park for referred families. The events would be run in conjunction with Huntingdon Community Action Projects (HCAP)
- That the Local Highway Improvement (LHI) bid for the footpath running to the centre from the Bus Stop would be considered at the end of February. Members were advised, that currently pedestrian access from the Bus Stop to the centre was restricted
- That the acoustics in the Main Hall of the centre were causing problems for some groups, resulting in the loss of one long standing hirer. 3 quotes had been obtained to address the sound issues in the Hall, which would be presented to the Finance Committee on 24th March
- That a partnership funding application was being submitted to The National Lottery for a mental health project. The application was being supported by the Town Council, HCAP and Cambridgeshire County Council (CCC)
- That currently the centre was not taking Saturday bookings. This was due

to the lack of Caretaker cover. Members were advised that currently, the centre only had one Caretaker, and that until recruitment of the vacant posts had been filled, there wasn't the capacity to cover weekend social bookings

With no further updates, Members gave thanks to the Coneygear Centre Manager for her report, and thanked her for the outstanding work taking place at the centre. The Chairman echoed the commendable work happening at the centre and gave thanks to the Coneygear Centre Manager and Assistant Manager for the support they gave the community.

42. **HEAD GROUNDSMAN UPDATE**

The Chairman invited Peter Haynes, Head Groundsman to give his report. Peter provided the following updates:

- The Estates Services Team had had a busy winter planting over 10,000 daffodils at Castle Hills and across Hartford. 4,000 whips had been planted at the new Crematorium and 8,000 snowdrops and bluebells had been planted across the town
- Grass cutting season was starting earlier in 2022 due to the mild weather with the first cuts taking place w/c 7th February 2022
- Plans to mark the Platinum Jubilee were in place with a 3D floral crown display at the Bus Station and replicas of the Queen's Beasts would be installed around the boundary of the Market Square
- A 3D floral display was also being created for Shakespeare at the George's 2022 production of Romeo and Juliet, which would be installed at the Sebastopol Cannon Site
- The Estates Services Team had been undertaking lateral flow tests twice weekly since the test centre had been located at Coneygear Park, and this would continue until the facility came to an end. Precautions had been taken to keep the team safe whilst ensuring the town was maintained to its normal high standard
- Replacement play equipment had been ordered for Jackson Walk and Great Northern Street and would be installed in the next fortnight
- The move to the new Depot based at the Crematorium site was imminent and plugs had been ordered for the summer displays for the new greenhouses
- Weekend work would commence as the weather improved and the town's parks and open spaces became more heavily used over the weekends. Weekend work would include additional litter picking, bin emptying and watering
- The Town Council was due to have its independent tree survey undertaken in 2022. The survey was conducted every three years and as a result of regular surveying, the Town Council hadn't had any problems with trees, despite the recent storms

With no further updates or questions, the Chairman thanked the Head Groundsman for his updates, and extended his thanks to the Estates Services Team for their consistent high standard of work.

43. **HUNTINGDON IN BLOOM**

The Assistant Town Clerk provided Members with an update on the 2022 Huntingdon In Bloom campaign and projects being undertaken as part of the entry:

- It was hoped that the 2022 campaign would return to being judged in person, rather than virtually. Huntingdon In Bloom would submit its project portfolio in June 2022 and Anglia In Bloom judges would visit Huntingdon in July 2022 to carry out the town's judging
- The first Huntingdon In Bloom committee meeting of the year was held on 9th February 2022
- The Anglia In Bloom Spring Launch would take place on 24th March, where the entry categories would be announced for the year
- Huntingdon In Bloom would host its 2022 Launch Event on Thursday 9th June 2022 to unveil the town's 3D floral displays
- The 2022 3D floral displays would focus on Her Majesty The Queen's Platinum Jubilee and Shakespeare at the George's Romeo and Juliet
- Snowdrop planting activities across the town were planned with community groups and schools at the end of February 2022
- Trees would be planted at Coneygear Park, Bloomfield Park and Sallowbush Road dog walking area to mark Her Majesty The Queen's Platinum Jubilee, including 420 saplings at Coneygear Park funded by The Woodland Trust.
- The installation of Cromwell themed street furniture had been recently undertaken in the town centre on the Market Square.
- A covid memorial bench had been purchased to be installed in All Saints' Church Garden
- Two Parklets were to be installed in the town centre, one outside Sainsbury's and one by the Bus Station, funded by the Cambridgeshire & Peterborough Combined Authority
- A grant application had been submitted to the RHS for a Community Garden at Coneygear Park. The outcome of the application would be announced in March 2022
- Activities such as bird box building, wild flower sowing and verge improvements were planned for the year and it was hoped that community groups would be involved
- The annual Best Kept competitions for the allotments and front gardens would return for 2022

With no further updates or questions, the Chairman thanked the Assistant Town Clerk for her updates and expressed gratitude for the thorough and positive updates from the Coneygear Centre Manager, Head Groundsman and Assistant Town Clerk.

44. **SCOUTS**

The Chairman invited Aiden Joy, District Commissioner for Huntingdonshire Scouts to address the meeting.

Aiden thanked the Chairman and explained that there were 14 scout groups across the District with the 1st Hunts (Hartford) Scouts being managed by Paul Robbins. Aiden told Members that the Scouts had done well throughout the

Pandemic, meeting face to face when possible between lockdowns and focussing their efforts on outdoor activities.

Aiden advised that a lot more could be achieved with the Huntingdon Scouts, but that currently they didn't have a Scout Hut. Members were told that the groups currently met at the Commemoration Hall in local School halls, but that they were keen to pursue opportunities for a more suitable, permanent home. Aiden questioned whether the Huntingdon Sea Cadets had been offered a potential space by the Town Council, and if so, whether there might be the opportunity of shared accommodation.

Members were further advised that currently, the 1st Hunts (Hartford) Scouts had a 40ft x 10ft storage container based at Alconbury Weald. Aiden explained that as Alconbury's Weald's development moved forward, notice had been served for the Scout's storage unit to be based in its current location, and that it would need to be relocated by the end of March 2022. Aiden asked Members whether it would be possible to relocate the container anywhere in the town, or if an existing storage facility would be available for use.

The Town Clerk suggested that moving the storage facility to Jubilee Park's car park, alongside the Town Council's existing portacabins would be an ideal location, and it was agreed that Aiden would liaise with the Town Clerk after the meeting to make the necessary arrangements.

One Member highlighted that it was likely the Town Council would receive further requests for support as other community groups were being served notice at Alconbury Weald.

With no further comments or questions, the Chairman thanked Aiden for his time.

45. **STUKELEY MEADOWS TRIM TRAIL**

The Chairman referred Members to the proposal and costings contained within the agenda pack for the installation of a replacement trim trail at Stukeley Meadows.

Members expressed their shock at the cost of the installation and questioned whether the existing equipment could be refurbished to reduce costs. One Member questioned whether the existing trim trail was utilised and in demand to be replaced, and another Member asked which budget the equipment would be coming from.

The Town Clerk explained that the existing equipment was rotten and beyond repair. Members were told that when the budget was revised to accommodate covid recovery, a sum of £200,000 was allocated. It was agreed at the time that should this money not be used for covid recovery purposes, the budget would be ringfenced to replace the existing trim trail and provide outdoor fitness equipment.

One Member suggested that additional quotes were required and questioned whether the quote before them was to provide like for like equipment. The cost of the safety surfacing was also questioned and the implication on the Council's insurance for such a large installation. Members asked whether public consultation had been undertaken to identify whether there was demand for a

new trim trail and outdoor fitness equipment.

The Town Clerk explained that when the replacement of the trim trail was first investigated prior to Covid 19, three quotes were obtained, and the one before Members today was the best quote. Members were advised that by installing a new trim trail would reduce insurance costs due to the improved safety surfacing, and would reduce the likelihood of claims, with the equipment and surfacing being safer.

Members questioned whether the project needed to be devolved to the Leisure Development Working Party for further consideration, to investigate different cost options after carrying out public consultation with local residents and Stukeley Meadows Primary School. With no further comments it was proposed, seconded and

RESOLVED to delegate the project to the Leisure Development Working Party to carry out public consultation.

46. **CRICKET PAVILLION UPDATE**

The Chairman invited the Town Clerk to update Members on plans for the Cricket Pavilion, following a recent meeting with groups involved.

The Town Clerk advised Members that a very productive meeting had taken place with representatives from the Cricket Club, Tennis Club and Cancer Care Network to discuss the idea of building a new Cricket Pavilion, which could meet the needs of all groups concerned.

Members were told that the groups' requirements for use of the facility would work with all parties requiring the same facilities. The groups agreed that their individual requirements would work collectively, as their seasons and operating hours wouldn't cross over.

The Town Clerk advised that should Members agree, an architect would need to be appointed to create proposed drawings and plans for the new facility. From a financial perspective, Members were told that the project would need to be funded via S106 funding and income from the sale of Sallowbush II land to Hotel Chocolat. Members were advised that the money from the sale of Sallowbush II had strict conditions and could only be spent on capital projects, which the Cricket Pavilion fell under. Members were in agreement with the funding of the project and confirmed that if the build were to cost beyond S106 and Sallowbush II funds, grant, or other external funding such as Community Infrastructure Levy (CIL) would need to be sourced.

With no further comments or questions, it was proposed, seconded and

RESOLVED to proceed with appointing an architect to carry out preliminary drawings.

47. **BEVAN CLOSE**

The Chairman invited the Town Clerk to give Members an update on Bevan Close Play Area.

The Town Clerk explained to Members that Bevan Close Play Area was currently owned and managed by Huntingdonshire District Council (HDC), but that the equipment was in desperate need of replacement at over 23 years old. Members were told that discussions had taken place with HDC about the Town Council taking over ownership and responsibility of the play area, but HDC had advised it was an asset they didn't wish to hand over. The option of leasing the site had been suggested as an option, but the Town Clerk advised that no advice on financial contribution by HDC to HTC or an agreed lease had been provided.

Members agreed that the Play Area was in desperate need of replacement and commented that residents were keen for the area to be updated. Comments were made to suggest that the issue should be raised with HDC again to request the site be transferred to HTC, and one Member advised he would speak to HDC as a Ward Member and District Councillor to support the negotiation.

With no further comments or questions, it was proposed, seconded and

RESOLVED to continue discussions and negotiations with HDC regarding the transfer or long-term lease of Bevan Close Play Area.

48. **DATE & AGENDA OF NEXT MEETING**

The date of the next meeting of the Leisure & Community Services Committee was to be confirmed.

CHAIRMAN

HUNTINGDON TOWN COUNCIL**MEDIA SUB COMMITTEE**

A meeting of the Media Sub Committee was held at Huntingdon Town Hall, Market Hill, Huntingdon on Thursday 24th February 2022 at 6.30pm.

Present: Councillors: J Cole (Chairman); D Landon Cole; M Kadewere; P Kadewere (Vice Chairman); P Kennington; A McAdam; S McAdam; P Pearce and K Webb.

Absent: Councillor C Doyle

24. **APOLOGIES FOR ABSENCE**

There were none.

25. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 13th January 2022 (M3) had been circulated, following their informal approval by the Chairman. it was

RESOLVED that these minutes were a correct record, and they were duly signed by the Vice Chairman.

26. **DECLARATIONS OF INTEREST**

There were none.

27. **PUBLIC ADDRESS**

A Member wished to speak. It was proposed, seconded and

RESOLVED to adjourn the meeting.

A Member raised concerns about accessibility of the website, the older reports need to be updated. It was noted that the whole website required updating, some areas were difficult to navigate. It was advised that the Democratic Officer would investigate the accessibility issues on the website. However, a revamp of the website would require further research as there was no budget for it in this government year. It was highlighted that the Officers were aware that communication could be improved, and it was an on-going discussion.

ACTION 27.1: Cllr D Landon Cole was actioned to email the Democratic Officer areas of the website that needed updating.

With no further comments, it was proposed, seconded and

RESOLVE to reconvene.

21. **HUNTINGDON ISSUE 26**

The Chairman invited the Democratic Officer to run through the final proof for each page of Huntingdon magazine, Issue 26.

Front Cover – The original front cover was a photo of the Cromwell planters in front of the Cromwell Museum; however the Town Clerk had requested a brighter photograph. The Democratic Officer requested that the photographers in the Committee submit more photos for consideration.

Page 2 – This page featured a half page advert from Safe Local Trades and a half page from Grafham Water Lions.

Page 3 – This page included the contents, a message from the Town Clerk and the committee and publisher details.

Page 4 – This page included a whole page feature on What a Councillor is and how people can run in the local elections.

Page 5 – This page included a Staff Profile from the new Finance Manager, Muibat Babayemi. The half page Council update was replaced with a request for more volunteers for the Coneygear Centre. Some typographical errors were highlighted in the Staff Profile.

Page 6 – This page was originally allocated from an article from the Coneygear Centre, this was moved to page 18, to allow for a whole page on HM The Queen's Platinum Jubilee.

Page 7 – This page featured News from the Head Groundsman and information on the Huntingdon in Bloom campaign for 2022.

Page 8 – This page featured an article from the Institute of Cemetery and Crematorium Management (ICCM) on their recycling of metals scheme. The second article was for the Crematorium's Community Open Day.

Page 9 – This page featured a scam awareness article provided by Cambridgeshire Constabulary. A quarter page paid advert from DISH and a quarter page article on the government Help to Save scheme.

Page 10 – This page included community news from the Commemoration Hall and a half page article for News from Huntingdon Library. A Member requested that the titles of events were put in bold type to help them stand out for the Commemoration Hall article.

Page 11 – This page included a whole page feature from Cambridgeshire Constabulary on Restorative Justice.

Page 12 – This page included a whole page article on Alconbury Weald Affordable Rent, it was advised that the Civic Advice Bureau missed the deadline. However,

they were given the contents deadline for the next three issues. There was a typo in the title.

Page 13 – This page featured News from the Mayor and a half page article from Spotlight Productions.

Page 14 – The layout was changed, as the forms for the Pensioner’s Summer Tea and the community shield were back-to-back, which made it difficult for residents to complete the forms. This page included the Pensioner’s Summer Tea article.

Page 15 – The first half of the page included an article on walks in Cambridgeshire, some typos were highlighted to be amended. The second half of the page included an article from HGTA.

Page 16 – This page included community news from BID Huntingdon and Hunts Shopmobility.

Page 17 – This page included the details for Mayor Making, the form for the Mayor’s Community Shield and a quarter page image from Library Presents.

Page 18 – This page featured News from the Coneygear Centre and from Cromwell Museum.

Page 19 – This page featured the standard information on Who’s Who at the Council. The new Hinchingsbrooke Park Ward Councillor would be added to the list.

Page 20 – This page included the Councillor attendance report from May 2021 – January 2022. Cllr P Brown would be removed from the report, as he was no longer a councillor.

Members were advised that the final proof would be sent to print on Monday 28th February, Members were asked to email any comments to the Democratic Officer before then.

16. **DATE & AGENDA OF THE NEXT MEETING**

The date of the next meeting was noted as 7th April 2022 at Huntingdon Town Hall, Market Hill, Huntingdon.

ITEM NO.	ACTION	WHO’S RESPONSIBLE	UPDATE
27.1	Cllr D Landon Cole was actioned to email the Democratic Officer areas of the website that needed updating.	Cllr D Landon Cole	Completed

CHAIRMAN

HUNTINGDON TOWN COUNCIL

MEDIA SUB COMMITTEE

A meeting of the Media Sub Committee was held at Huntingdon Town Hall, Market Hill, Huntingdon on Thursday 19th May at 6.00pm.

Present: Councillors: J Cole (Chairman); D Cole; C Doyle; P Kennington; A McAdam; S McAdam; P Pearce and K Webb.

In Attendance: Councillor K Brockett

Clerk's Note: The Deputy Mayor opened the meeting, as Councillor J Cole arrived at 6.17pm. Cllr P Kennington arrived at 6.17pm and Cllr D Cole arrived at 6.30pm.

36. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M Kadewere and P Kadewere.

37. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 4th February 2022 (M5) had been circulated, following their informal approval by the Chairman. it was

RESOLVED that these minutes were a correct record, and they were duly signed by the Chairman.

38. **DECLARATIONS OF INTEREST**

There were none.

39. **PUBLIC ADDRESS**

A Member wished to speak. It was proposed, seconded and

RESOLVED to adjourn the meeting.

A Member suggested that once the new committee for 2022/23 has formed that the format of Huntingdon magazine is reviewed. It has had the same layout since 2015, it was suggested that the purpose, content, demographic is fully discussed and reviewed. It was advised that the new Communications Officer may have ideas to contribute on how to improve the publication for Huntingdon residents.

ACTION 39.1 – The Democratic Officer was actioned to add Magazine Review as an item to a future Media Sub Committee agenda.

With no further comments, it was proposed, seconded and

RESOLVE to reconvene.

40. **HUNTINGDON ISSUE 27**

The Chairman invited the Democratic Officer to run through the final proof for each page of Huntingdon magazine, Issue 27.

Front Cover – The front page featured a photograph of HM The Queen in honour of the Platinum Jubilee.

Page 2 – This page featured an advertorial from Safe Local Trades. It was advised that Safe Local Trades had renewed their booking for 2022 and booked a further 4x adverts up to December 2022.

Page 3 – This page included the contents, a message from the Town Clerk and the committee and publisher details. It was noted that there were several errors within the Town Clerk's message that would be corrected.

Page 4 – This page included a whole page on News from Huntingdon Council, this included updates from each standing committee.

Page 5 – This page included an introduction to the Mayor and Deputy Mayor for 2022/23 and a welcome message from the newly elected Mayor. It was requested that the photograph of the Mayor and Deputy was changed.

Page 6 – This page included a full-page article on News from the Coneygear Centre, including information on the newly opened Coneygear Library.

Page 7 – This page featured News from the Head Groundsman and the Huntingdon in Blood Best Kept Garden competition entry form.

Page 8 – This page featured a full-page article on the Coneygear Community Garden, as the winner of the RHS Community Growing Garden competition.

Page 9 – This page featured an article provided by the Fraud and Crime Prevention team on courier fraud. A short half page article from Anglian Water on financial assistance was also included.

Page 10 – This page included community news from the Citizen's Advice Bureau on the increase in cost of living and an article on Armed Forces Day at RAF Wyton. It was noted that the top banner was to be corrected from March 2022 to June 2022.

Page 11 – This page included community news articles from Cambridgeshire Fire and Huntingdon Area Lifelong Learners (HALL) which is a new community group in the area.

Page 12 – This page included a whole page article on the Honorary Freeman Gordon Peacock and Derek Bristow. A Member noted a small typographical error to be corrected.

Page 13 – This page featured a half page article on Huntingdon in Bloom 2022 and a second half page article on Crematorium Opening Service.

Page 14 – The first half of the page included an article from Cromwell Museum and the second half included an article from the Hinchingsbrooke Hospital Garden volunteers.

Page 15 – The first column included information on the Mayor's chosen charities for 2022-23 and information on the Riverside Gala. It was noted that the Mayor's charities could be given a brighter background to differentiate them.

Page 16 – This page included a full page on Shakespeare at the George's production of *Romeo and Juliet*.

Page 17 – This page included the details for Huntingdon Carnival and a half page image from the Summer Reading Challenge.

Page 18 – This page featured the Forthcoming Council Meetings and Forthcoming Events, some more events would be added to the list before the final copy goes to print.

Page 19 – This page featured the standard information on Who's Who at the Council. The Councillor list was updated with the new members.

Page 20 – This page featured a full-page poster on Huntingdon Eco Fair.

Members were advised that the final proof would be sent to print on Friday 27th May 2022, Members were asked to email any comments to the Democratic Officer before then.

41. **DATE & AGENDA OF THE NEXT MEETING**

The date of the next meeting was noted as 7th July 2022 at Huntingdon Town Hall, Market Hill, Huntingdon.

ITEM NO.	ACTION	WHO'S RESPONSIBLE	UPDATE
39.1	The Democratic Officer was actioned to add Magazine Review as an item to a future Media Sub Committee agenda	Democratic Officer	

CHAIRMAN

TO: The Leisure & Community Services Committee

Date: 16 June 2022

HUNTINGDON IN BLOOM

(Report by Natasha Pierson, Assistant Town Clerk)

1. BACKGROUND INFORMATION

- 1.1 Due to the pandemic, the annual Anglia In Bloom campaign, and nationally, Britain In Bloom supported by the RHS hasn't been able to take place in the traditional 'in person' way for two years.
- 1.2 This year, 'in person' judging for Anglia In Bloom has returned and Huntingdon has entered under the Large Town Category.

2. DETAILED CONSIDERATION

- 2.1 Huntingdon's judging date for Anglia In Bloom has been confirmed as Wednesday 20th July 2022.
- 2.2 The In Bloom team and various local groups will be welcoming two judges from Anglia In Bloom to the town for a 3.5 hour morning tour.
- 2.3 It is planned for the judging route to cover the following locations:

Hinchingbrooke Country Park
Hinchingbrooke Hospital
The Sebastopol Cannon Site Floral Display
Huntingdon Community Centre
The Bus Station Floral Display
The Market Square, All Saints' Church and The Cromwell Museum
Coneygear Park and the RHS Community Garden

All Members are welcome to come and meet the judges at the end of the tour, which concludes at Coneygear Park (timings TBC but around 12noon).

- 2.4 A portfolio has to be submitted to the judges in advance of their visit to demonstrate the annual calendar of work undertaken by the town to cover the three main elements of In Bloom – Horticultural Achievement, Environmental Responsibility and Community Participation. The portfolio deadline is 21st June.
- 2.5 In addition to the in person judging on 20th July, Huntingdon In Bloom will also be submitting entries for the 'Special Awards', which are judged virtually. The categories for these include:

Best Community Project
Best Conservation or Biodiversity Project
Best Sustainable Planting
Best Floral Display by an individual or community group
Best Garden for Special Needs
Best Grow your Own Project
Best Industrial/Commercial Area
Best Local Authority Display
Best Public Open Space
The Mike Ames Award
Best Young People's Project

- 2.6 In addition to the judging day, Huntingdon In Bloom will be returning to host it's annual Launch event, to unveil the two 3D floral displays in the town. The launch will take place on Wednesday 29th June at 10.00am to first unveil the Queen's Platinum Jubilee display at the Bus Station Green. All are welcome to attend.
- 2.7 Details of for both the launch event and judging day will be emailed to all Members in due course, with confirmation of arrangements and timings.

3. RECOMMENDATION

- 3.1 That Members note the contents of the report.
- 3.2 That Members partake in Huntingdon In Bloom's judging day on Wednesday 20th July should they wish to.
- 3.3 That Members attend the launch of Huntingdon In Bloom on Wednesday 29th June should they wish to.

Contact Officer:

Natasha Pierson
Assistant Town Clerk
☎ 01480 410384

TO: The Leisure & Community Services Committee

Date: 16 June 2022

CONEYGEAR CENTRE & THE CONEYGEAR PARK

(Report by Shilpa Desai-Sakaldip, Centre Manager)

1. BACKGROUND INFORMATION

1.1 The Coneygear Centre continues to provide value for money accommodating individuals, groups and associations from the community, greater Huntingdon, and surrounding areas.

2. DETAILED CONSIDERATION

2.1 The Committee is presented with a bookings report (*Appendix A*) which details the current availability of the centre as of June 2022. It should be noted that Saturdays are generally left available for social bookings. Since COVID restrictions were reduced at the centre at the end of April 2022, 8 social bookings have so far been secured for Saturday hire.

2.2 Tuesday and Thursday mornings are currently left free in the lobby for people visiting the centre to utilise the library and internet suite. Footfall for both is gradually increasing. It was envisaged that the community café would open after Easter. This has now been delayed until September 2022 due to problems with the Snack Shack bank account being frozen, due to no activity throughout COVID.

2.3 A homework club will commence at the centre from September 2022 and will be led by the lead library volunteer and a colleague from Fusion. This will enable young people to access the library and internet suite after school on one evening a week.

2.4 The Supporting Older People's project continues to be well attended with numbers averaging 35 per session. A special Jubilee themed session was held recently, whereby a singer entertained those attending, with lots of dancing taking place. Members are encouraged to signpost older people to the centre, to encourage them to attend this session. The aim of the weekly session is to tackle loneliness and isolation and increase physical and mental activity. This project is heavily supported by volunteers.

2.5 Currently, there are 10 people that regularly volunteer at the Coneygear Centre. Our volunteers earn Tempo Time Credits as part of a reward and recognition scheme for the invaluable work they do within our community. These Credits can be exchanged for a range of services and activities provided by local and national Recognition Partners through corporate charity partnerships. A group spend is also

possible. As such, many of our volunteers that have young families, will be able to attend a 2night residential trip to Grafham Waters, which is currently being organised. Although the accommodation will be paid for using Time Credits, funds are required for food, activities, and travel. As such, funding bids are currently being submitted to help fund this trip. The trip is being organised in conjunction with Huntingdon Community Actions Projects and is being supported by the Oxmoor Christian Fellowship and Cambridgeshire County Council.

- 2.6 Various comments have been received from Members and users of the centre, regarding the acoustics in the main hall. The Finance Committee approved the costs for sound panels to be installed. A date has now been confirmed during August 2022, for the work to take place.
- 2.7 Members were advised in December 2021, that an application had been made to the Woodland Trust for 420 colourful trees. The trees were delivered in April 2022 and planted by the community.
- 2.8 The orchard area was vandalised twice but has since remained intact. Additional CCTV has been installed at the centre, facing the park, which will hopefully act as a deterrent. Discussions are also underway for the centre/park to have its own security radio, which is linked to the local PCSO's, CCTV control room and Huntingdonshire District Council. This will enable staff to report anti-social behaviour quicker and will be safer when lone working.
- 2.9 The Coneygear Summer Gala will take place on Sunday 4 September 2022, with advertising starting shortly.
- 3 An application has recently been submitted to the National Lottery for funds to renovate the old Snack Shack. If successful, the inside will be refurbished to allow for a small catering facility and storage, which will allow Huntingdon Girls FC to make/sell refreshments for home games and training.

4. RECOMMENDATION

That Members note the contents of the report.

Contact Officer: *Shilpa Desai-Sakaldip, Centre Manager*
☎ 01480 388677

