

<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 in the Town Hall, Market Hill, Huntingdon on Thursday 21st June 2018 at 8:00pm.

Present: Councillors A Beevor; A Blackwell; P Brown; C Doyle; S Gifford; V Hufford; P Kadewere; P Kennington; S McAdam; P Pearce; T Sanderson (Chairman); A Sedgwick; T Shrapnel and S Sweek.

Absent: Councillor C Wayment

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors J Cole, A Diaz, B Luckham and K Webb.

2. **APPOINTMENT OF VICE CHAIRMAN**

It was proposed, seconded and unanimously

RESOLVED that Councillor Karl Webb be appointed Vice Chairman to the Committee for the local government year 2018-19.

3. **DECLARATIONS OF INTEREST**

There was none.

4. **PUBLIC ADDRESS**

A Member indicated that they wished to address the meeting. It was proposed, seconded and

RESOLVED to adjourn the meeting.

Cllr Gifford noted that there had been people congregating in St John's Churchyard at night, drinking alcohol and urinating on gravestones. Cllr Gifford questioned what could be done to prevent this.

Cllr McAdam reported that he and a number of other Members had received a large number of complaints from residents regarding various parking issues around the town. Cllr Brown added that the parking issues in the town had been ongoing for years. Members noted that a large issue was the lack of enforcement for parking restrictions etc. It was agreed that a car parking meeting would be scheduled to further discuss the parking issues.

Cllr Gifford noted that herself and Cllr McAdam would be going out to do litter picks in advance of the Huntingdon In Bloom judging day, and wished to encourage residents to keep the town tidy not only for the judging day, but at all times.

The Chairman thanked Members for their comments and it was proposed, seconded and

RESOLVED to reconvene.

5. **MINUTES**

Copies of the minutes of the Leisure and Community Services Committee meeting held on 29th March 2018 (M6) had been circulated to Members before the meeting, the draft having received informal approval by the Chairman.

A Member reported that at a recent BID Huntingdon meeting, it had been questioned why the Christmas Lights Switch On event had been planned for a Thursday night, as this was a school night. The Deputy Town Clerk explained that the Switch On was planned for the Thursday so the lights would be on for the duration of the market, and noted that the Switch On was previously on a Sunday evening, which was also a school night. It was explained that the 2018 event would be a trial to see how holding the event on a Thursday worked, and this could be changed in upcoming years if needed.

Finally, the Chairman asked that a letter be drafted and sent to Cambridgeshire County Council regarding road surfacing at Buttsgrove Way, as requested at the previous meeting.

It was then proposed, seconded and

RESOLVED to approve the minutes, which were duly signed by the Chairman.

6. **RECOMMENDATIONS OF SUB COMMITTEES**

In advance of the meeting, Members had been notified of publication of copies of the minutes of the Media Sub Committee meetings held on 5th April 2018 (M7), 26th April 2018 (M8) and 24th May 2018 (M9).

It was then proposed, seconded and

RESOLVED to receive, approve and adopt the recommendations contained therein.

7. **APPOINTMENT OF SUB-COMMITTEES**

Members were asked to appoint Sub-Committees for the ensuing local government year, together with their membership. It was noted that the Mayor and Deputy Mayor would be Ex-Officio Members of all Committees and Sub-Committees, and the following were proposed:

Media Sub Committee (9)

Councillors P Kadewere, S McAdam; P Pearce, T Shrapnel, S Sweek and K Webb.

Leisure Development Sub Committee (9)

Councillors A Blackwell, P Brown, C Doyle, S McAdam, P Pearce, T Sanderson, T Shrapnel, S Sweek and K Webb.

Neighbourhood Plan Sub Committee Sub Committee (9)

Councillors A Blackwell, P Brown, V Hufford, P Kadewere, S McAdam, P Pearce and A Sedgwick.

The proposals were seconded and it was

RESOLVED that the Sub Committees and their membership be duly appointed.

8. **HEAD GROUNDSMAN**

The Head Groundsman gave a verbal update of the following:

- The Estates Team had been busy with grass cutting and planting the summer bedding.
- A member of the Estates Team had left in May. A new member was joining the team on 2nd July, but this had left the team short staffed in the meantime.
- The team had been working weekends to empty the bins in the local parks and do litter picking and watering.
- There had been various training courses over the past months, including health & safety and grave digging.
- The Head Groundsman thanked Dave Page, who had completed 30 years of service at the Town Council in April 2018.
- 90% of the summer bedding was completed, with just some tubs and troughs left to complete.
- New tubs had been prepared to go on the new town signs. These would hopefully be put out in time for the In Bloom judging.
- The grass cutting around the town was up to date
- The Estates Team had also been working on outside work, including Godmanchester Cricket Club, Stukeley Hall and the Jolly Archers.
- Grave digging had been busy over the recent months.
- Hedge cutting was still outstanding, and could not be completed until the end of July due to nesting birds.
- The Estates Team would also be working on refurbishing the chalets for the Christmas market.

Members congratulated the team for their hard work to keep the town looking very good. It was noted that people had been coming from out of town to see the floral displays in Huntingdon.

A Member questioned if members of the team were getting sufficient days off if they were also working weekends. The Head Groundsman explained that the weekend work was done on a rota and was not compulsory.

A Member asked how the team was coping with the additional Cambridgeshire County Council (CCC) work that had been taken on. The Head Groundsman noted that when the team was fully staffed they were able to cope with the work well.

It was then proposed, seconded and **RESOLVED** to thank the Head Groundsman for his update.

9. **MEDWAY COMMUNITY CENTRE/CONEYGEAR PARK**

Members had before them a report from the Medway Centre Manager, which outlined the activities at the centre, and at Coneygear Park.

A Member noted that revenue had increased by around 10% which was positive, but questioned the level of outgoing costs at the Centre. The Medway Centre Manager explained that these figures were reported to the Finance Committee, but noted that maintenance costs at the current building were high, and over twice the budgeted amount for 2017/18 had been spent on maintenance due to unexpected expenses such as repairing the drains after a tree root damaged underground pipes.

Another Member praised the Medway Centre Manager for her work at the centre, and noted that it was very positive to see there were new organisations booking the centre.

It was proposed, seconded and **RESOLVED** to thank the Medway Centre Manager for her report.

10. **HUNTINGDON IN BLOOM**

The Chairman referred Members to a report summarising the recent activities of Huntingdon In Bloom.

The Deputy Town Clerk thanked the Head Groundsman and the Estates Team for their hard work, as well as all of the volunteers that had been involved with In Bloom projects. It was hoped that all of the efforts would be recognised on the judging day.

A Member questioned if the Huntingdon In Bloom Committee was separate from the Town Council. The Deputy Town Clerk explained that the Committee was made up of Town Council staff, Councillors and members of the community, but worked with various community groups around the town.

A Member reported that the bins in the town were often overflowing, and noted that he would like to see a community action group set up to combat litter around the town.

The Chairman asked if there were any further questions and the report was noted with thanks.

11. **RYDAL CLOSE PLAY AREA**

Members had before them some proposed ideas for additional play equipment that could be installed to improve Rydal Close Play Area. The Chairman noted that this play area was not currently owned by the Town Council, and there was currently no funding available for the additional equipment.

It was

RESOLVED to approach HDC as the current owners to discuss options for the play area.

12. **ST BENEDICT'S COURT**

The Deputy Town Clerk reported that a meeting had taken place between the Town Council, HDC and BID Huntingdon to discuss options to enhance St Benedict's Court. It had been agreed that HDC would remove the fountain and planting area and the Town Council would install 2 hanging basket trees. It was still to be confirmed if BID would make a financial contribution.

A Member questioned why the fountain was being removed, and it was explained that there had been multiple complaints from residents as the fountain was not being maintained. Running costs for the fountain were also high.

A Member questioned who would be funding the work. The Deputy Town Clerk explained that HDC was funding the removal of the existing features and preparation for the new installations. If BID made no contribution, HTC would fund the hanging basket trees and ongoing maintenance. It was noted that as the Town Council already maintained the hanging baskets in the high street the extra work would be minimal. There was also the potential for the baskets to be sponsored by local businesses.

The approximate time frame for the work to be completed was 3 weeks.

13. **MINOR HIGHWAY IMPROVEMENT SCHEME**

i) The Chairman reported that the work for the 2018-19 Minor Highway Improvement bids was underway. A site meeting had taken place at Sapley Road to discuss removal of the traffic calming measure at the junction of Desborough Road and Sapley Road. It was proposed to install a speed cushion further up Sapley Road.

At California Road it was proposed to install a speed table. It was suggested that this should be made a formal pedestrian crossing to avoid confusion over whether pedestrians or vehicles had priority.

Designs for the parking issues at Cowper/Avenue Road were due to arrive the following week.

ii/iii) The Chairman put forward 3 suggestions for the 2019/20 Minor Highway Improvement Scheme:

- a. Measures to stop the right turn from Lidl, Stukeley Road
- b. Widening of footpath by roundabout at Hinchingbrooke Park Road from Cromwell School to Christie Drive
- c. Raising the footpath on land by Percy Green Place by the bridge due to flooding.

Members noted that the Lidl right turn should be relatively minor, as all that was needed was a sign. It was noted that the legalities would have to be sorted to make the sign enforceable, as the current sign was only advisory.

The Chairman explained that residents at Hinchingsbrooke had raised concerns about how close buses came to pedestrians at the roundabout on Hinchingsbrooke Park Road. Widening the footpath would improve this.

Members also discussed cycling issues in the town, such as lack of separation between joint pedestrian and cycle paths, faded cycle path lines and cycling on the High Street. It was suggested that the third bid for 2019-20 could incorporate multiple cycling safety issues around the town, including the bridge at Percy Green Place, providing safer cycling and pedestrian routes.

14. **HUNTINGDON LIBRARY**

The Deputy Town Clerk explained that a number of ideas for partnership working with Huntingdon Library had been discussed, including supporting the summer reading scheme, a potential outreach library at the new community centre and supporting the 'do it digital' campaign with use of the Town Council tablets. It was also proposed that the Town Council could support introducing newspapers in the library for people to look for jobs, as well as sponsoring a £20 gift card as a prize for the town trail competition. Members supported the partnership, but noted concerns that the partnership was very one sided.

The Chairman also highlighted the idea of an 'open plus' scheme to enable the library to be open 24/7.

15. **NEIGHBOURHOOD PLAN**

Members had been sent copies of the final draft of the Huntingdon Neighbourhood Plan. It was explained that once the draft was approved, a 6-week public consultation would be scheduled for members of the public to comment on the plan. The plan would then be submitted to HDC for independent examination before going to a referendum for residents to vote.

It was then proposed, seconded and

RESOLVED to approve the final draft of the Neighbourhood Plan.

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

The date of the next meeting of the Leisure & Community Services Committee was noted as 2nd August 2018.

CHAIRMAN