

HUNTINGDON TOWN COUNCIL
LEISURE AND COMMUNITY SERVICES
COMMITTEE

A meeting of the Leisure & Community Services Committee was held in the Town Hall, Market Hill, Huntingdon on Thursday 12th November 2015.

Present: Councillors: A Beevor; A Blackwell; T Forster; L George; S Gifford; P Kadewere; B Morrell; S Mulcahy; T Sanderson (Chairman); and R Valatka.

In Attendance: District and County Councillor Shellens; Peter Haynes (Head Groundsman).

Absent: Councillor A Mackender-Lawrence.

43. APOLOGIES FOR ABSENCE

Apologies were received from Councillors D Brown; A Dovans; J Dyne; S Hassell; W Hensley; J Jacobs; B Manning; and S McAdam.

44. DECLARATIONS OF INTEREST

There was none.

45. PUBLIC ADDRESS/ADDRESS BY OTHER COUNCILLORS TO COMMITTEE

There was none.

46. MINUTES

Copies of the minutes of the Leisure and Community Services Committee meeting held on 10th September 2015 (M3) had been circulated to Members before the meeting, the draft having received informal approval by the Chairman.

It was therefore proposed, seconded and

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

47. RECOMMENDATIONS OF SUB COMMITTEES

Members had before them copies of the minutes of the

- i. Newsletter Sub Committee meeting held on 6th October 2015 (M5)
- ii. Events Sub Committee meeting held on 3rd September 2015 (M3) and 6th October 2015 (M4)
- iii. Neighbourhood Plan Sub Committee meeting held on 15th October 2015 (M1)

It was proposed, seconded and

RESOLVED to receive and approve the recommendations in the minutes.

48 . TOWN CLERKS UPDATE

The Town Clerk gave a verbal update on the following:

- The Town Clerk had been contacted by Almaren Homes (a Local developer) who have been working on the old Anglian Water Building. Almaren wished to advertise on the railings surrounding the Bloomfield Park (formerly Town Park) (facing the road). The Town Clerk and Almaren have sought advertising consent from Huntingdonshire District Council. The Town Clerk recommended a proposed charge of £1,000 per month to advertise in the Town Park.
Members questioned where the signage would be placed, It was clarified that boards would be placed, freestanding in the Town Park, facing the ring road against the railings. Members agreed that if there was a demand to use Bloomfield Park for advertising, the Council should use the opportunity.
- The Town Clerk had spoken with Bill Tilhah, Estates Manger at Huntingdonshire District Council, and Mr Tilhah was happy to propose to renew the terms of lease for One Leisure, and to propose renewal of the Medway Centre lease. It was hoped that the renewal of the Medway Centre Lease would be bought forward so that WREN funding could be applied for. Members were reminded that WREN could not accept an application from the Medway Centre until the Centre's lease had been renewed or confirmed. A meeting had been scheduled for November, however this had been delayed until Thursday 10th December 2015, so that Councillor Abelwhite could attend and would include a discussion on devolution. The Town Clerk informed members that all buildings were now being valued and that the Town Council was ready to negotiate.
- The Town Clerk wished to ensure that all members were aware of an incident on the allotments. It was confirmed that all Members had received an email regarding the incident and subsequent court case. Members were reminded that at this time, the Town Council would not be taking any action until a verdict is reached.

49. CROMWELL MUSEUM

- i. Members were advised that the draft lease had been presented to Lettings Sub Committee, and was currently with the Cromwell Trustees and Cambridgeshire County Council for comment. The Town Clerk advised that Leeds Day solicitors would finalise the Lease once the Draft

was returned. It would cost between £2000-£3150 to engage a solicitor to undertake the property transfer and reading of the draft lease.

Members questioned what would be included within the transfer of the leasehold. The Town Clerk advised that a sum of £20,000 and the Wayleave (granting access to Pizza Express), which would generate approximately £1250 per annum.

- ii. Members were asked to approve the following requests.
 - a. Computer System Support. The Town Clerk report that CNS who were responsible for support the Town Council computer system, had agreed to offer computer support via the Town Council system, to the Cromwell Museum Trust, free of charge as a good will gesture.
 - b. Payroll Support. The Town Clerk had spoken with the RFO to clarify what would be needed. It was suggested that the RFO generate the payslip, NI, PAYE and pension sum monthly and this would be sent to the Trustees, who would pay the employee directly. This would be a simpler alternative to adding the employee to payroll, paying and then invoicing the amount back to the Cromwell Museum Trust.
 - c. Key Holder Support. Trustees had requested that the Town Council caretaker on duty unlock the external door to the museum daily to allow the volunteers to access the internal door and museum. This would eliminate the need to issue a key to every volunteer. The inner door would be unlocked by the volunteer using a key code. The unlocking and locking of the property would take the caretaker approximately 5 minutes a day.

It was proposed, seconded and

RESOLVED to approve the requests as listed above.

50. HUNTINGDON IN BLOOM

Members were informed that two officers of Huntingdon In Bloom (Natasha Pierson and David Jameson) had attended an Anglia in Bloom Judges seminar in Colchester. The officers were able to report the following feedback and recommendations:

- The officers found the event useful and informative.
- Judges would like to have the presentation first on judging day
- Judges wanted to see finished projects, rather than in progress
- Judges wanted to see more interaction and involvement from BID
- New awards would be added to Anglia in Bloom 2016
- a new grant of up to £15,000 for pocket parks
- Huntingdon fell just shy of a Silver Gilt award for 2015

Members asked if there were examples of In Bloom projects working well with BID, which could be used as a suggestion. The Town Clerk stated that there were and that the In Bloom team would be looking into this.

51. NEIGHBOURHOOD PLAN

The Chairman gave an update on how the Neighbourhood Plan was progressing. He explained that recent meetings had gone well and had been informative and productive, and it was planned to hold a soft launch at the upcoming Christmas Light Switch On event. Hayley Williams had been engaged to produce the relevant artwork, and it was hoped that key chains would be ready to distribute (with questionnaires) at the event.

The Chairman welcomed involvement from other Members and explained that a recent meeting with Huntingdonshire District Council and St Neots Town Council had highlighted complications with the process. It was proposed, seconded and

RESOLVED to note the report.

52. PLAY AREAS

Members welcomed the Head Groundsman to the meeting. The Chairman informed members that approximately £200,000 of Section 106 money had been uncovered and that Members should consider where this money could be spent. It was made clear that the money was to be allocated for multi use games areas and play areas.

Some areas being considered were:

- Frenches Field (by Gymnastics Club)
- Devoke Close
- KGV Field Sapley Road
- Stukeley Meadow Primary School (land to rear)
- Land between Kent and Surrey Road

The Head Groundsman had visited the sites, clarifying that Devoke Close was considered a flood risk, and that Stukeley Meadow Primary School had expressed an interest in working with the Town Council on play areas, so that the school children could use the area.

Members considered that Frenches Field would be a good area to invest in, as would Sapley Road(KGV Hartford) as it was in need of a ball element (such as basketball/football).

Members discussed a variety of play areas throughout Huntingdon (including Sallowbush Road, Maryland Avenue and Coneygear). It was recommended to Members that the Head Groundsman would look into costs for equipment on the land behind Stukeley Meadows Primary School, Frenches Field, Sallowbush Road and KGV Hartford. It was proposed, seconded and

RESOVLED to approve the recommendation (3.1) that the Play Area options with costs be collated for the various locations, by the Head Groundsman.

53. STREET LIGHTING

Members had before them a report regarding the changes to the provision of street lighting in Huntingdon. Members discussed whether the Town Council could (and should) fund a proportion of Street Lighting in Huntingdon. Members argued whether the public benefit from lights being left on or being dimmed. A Member noted that in the report it stated 'if the need arises' which would give Council the option to consider each request for lighting or dimming individually , whilst outright refusal at this time would mean that the Council had no choice in

future lighting options.

It was proposed, seconded and

RESOLVED to adopt the (2.5ii) policy to provide additional columns, heritage lighting and replacement columns on request and that the Finance Committee proved suitable budget from Precept.

54. HEAD GROUNDSMAN

The Head Groundsman informed members that groundstaff were still grass cutting due to the mild weather. Notice boards had been installed at Coneygear Park, and signage was now in all play areas. A new notice board for Primrose Lane Cemetery had been ordered. A fire risk assessment had been undertaken at both the Depot and the Priory Road Cemetery Chapel, and it had highlighted the need for equipment and chemical stores, as liquids such as petrol were highly flammable and needed to be kept in a separate containment unit.

There had been recent criminal activity at the Indoor Bowls Club and the Cricket Club, who had experienced break-ins and arson attacks. Concern had been raised by the Head Groundsman and the Property and Estates manager regarding the safety and security of the depot. Therefore they were looking into security measures such as cameras. A special safe would also be required by law for the chemicals stored at the Depot.

Christmas trees were ordered and due to be delivered Friday 13th November. Planting and hedging had been ordered for Snowdonia Way and was due to be delivered in the coming weeks. New rose bushes for Hartford Road Churchyard had been ordered to replace those which were stolen or damaged. Groundstaff would be visiting Hinchingsbrooke Country Park to check that signage showed appropriate ownership (Huntingdon Town Council own the fenced children's play area) and also dog fouling signs were displayed clearly.

The Head Groundsman concluded that designs were still being looked at for forthcoming plant/floral display to mark the Queens 90th birthday, and the Lancaster Bomber for summer 2016. The use of pallets would be used to construct the frame of the Lancaster.

Members questioned whether the Depot had experienced vandalism. The Head Groundsman advised that in the past the Depot had experienced stones being thrown at the greenhouses causing damage. Members asked about litter in play areas and parks. The Head Groundsman explained that Sunday litter picks (which were trialled by groundstaff) had been successful and that there had been a definite improvement.

55. MEDWAY COMMUNITY CENTRE

Members had received a written report submitted by the Medway Centre manager. Members were asked to consider a recommendation contained within 2.5 regarding Celestina Rowley of 'Celestina's Breakfast and Afterschool Club' hiring the meeting room at the back of the stage on a sole usage basis. It was recommended that an occupational licence would be appropriate as prepared previously for HCR. It was proposed, seconded and

RESOLVED to accept the recommendation and request for sole hire for Celestina Rowley and to note the report.

56. DATE & AGENDA OF THE NEXT MEETING

The date of the next meeting of the Leisure & Community Services Committee was noted as 4th February 2016, in the Town Hall, Huntingdon at 7.00pm

CHAIRMAN