Minutes of the meeting of the Services and Environment Committee held on 10th May 2023 at 16.00hrs using www.zoom.us

Present: Cllrs Ken Pollard (Chair), Jez Perkins, Tony Dawson, Den Fensome and Elsa Tattersfield.

One member of the public.

Town Clerk: F Fitch and C Quinlan (Admin Assistant)

1. **Apologies:** received from Councillors Mark Greenwood and Paul Mackin.

2. **Declarations of interest:** none declared.

3. **Minutes**
   The minutes of the meeting of the committee on 12th April 2023 were agreed as a true record and signed digitally by the Chair. The Zoom recording was agreed to be deleted.

4. **Public Question Time:** no questions received.

5. **Market**
   The final draft of the Market Management Plan was reviewed by the Committee and approved. TD has produced a document outlining the options for the future of both the Charter and Farmers' markets, which will be distributed to Members for review at the next meeting of the Committee.

6. **Communications**
   It was reported that the summer edition of the Newsline magazine has been printed and is currently being distributed. The recruitment of volunteers to help with the distribution was reviewed, including utilising local Scouts.

7. **Parks and Open Spaces**
   The report on the parks and open spaces, including play areas, their inspections, and any repairs necessary, was distributed to Councillors and reviewed.

8. **Shefford House**
   The report on Shefford House was distributed to Members and reviewed.

9. **Events**
   An update was given on upcoming events, including: the Annual Town Meeting to be held at the Shefford Town Memorial Association (STMA) hall on 12th May 2023; the Summer Fun Day to be held in the Town Centre on 8th July 2023; and two requests for the loan of the Council's gazebos.

   It was resolved by Delegated Powers for the Council to loan their 4m by 4m gazebo to Les Davies to use for shelter if rain is forecast at the Christian Aid

Fundraising event to be held at the Oak Manor Care Home car park on 20th May 2023.

It was resolved by Delegated Powers for the Council to loan their 8m by 4m gazebo to the Shefford Town Memorial Association Committee as shelter for the Hitchin Town Band who will be performing at their fete on 4th June 2023.

Meeting closed 16:50hrs