Minutes of the meeting of the Services and Environment Committee held on 8th November 2023 at 18.00hrs using www.zoom.us

Present: Mark Greenwood (Chair), Ken Pollard, Tony Dawson, Paul Mackin, Den Fensome, Elsa Tattersfield and Julie Ford.

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

1. **Apologies:** received from Cllrs Fred Wilson and Jez Perkins.

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

3. **Minutes**
   The minutes of the meeting of the committee on 11th October 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. **Communications**
   It was reported that the winter edition of the Newsline has been printed and is ready for distribution. The following on the Council's Facebook page has increased to 983 followers.

6. **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, including the ordering of the recommended tree works identified in the Tree Safety Reinspection.

   Recommendation by Delegated Powers to be made to Full Council for an order to be raised to Maydencroft Ltd to carry out the recommended trees works identified in the Tree Safety Reinspection carried out in September 2023, including recommendations that have been flagged up as critical (removal of a dead Alder that is in close proximity to a well-used footpath), and recommendations to be carried out within three months.

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

8. **Events**
   An update was given on recently delivered and upcoming events, including: Remembrance and Armistice Day Services; attendance at the Town Council's Christmas social event on 22nd December 2023; the Santa Sleigh on 1st and 2nd December 2023; and support and promotion of this year's Christmas Tree Festival, which runs from 1st to 3rd December 2023.

Meeting closed 18:35hrs