Minutes of the meeting of the Services and Environment Committee held on 13th March 2024 at 18.00hrs using www.zoom.us

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

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

1. **Apologies:** received from Cllrs Ken Pollard and Fred Wilson.

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

3. **Minutes**
   The minutes of the meeting of the committee on 14th February 2024 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 deadline for the summer edition of the Newsline is the 4th April 2024. An update was given on the progress for the production/collation of the content for the new design of the website.

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 renewal of the lease agreement for the allotment land with the Robert Lucas Trust.

   Recommendation by Delegated Powers to be made to Full Council for a new ten-year lease agreement to be entered into with the Robert Lucas Trust for the allotment land at a rental of £500 per annum.

7. **Shefford House**
   The report on Shefford House was distributed to Members and reviewed, including a quotation for replacing of the battery in the defibrillator.

   It was resolved by Delegated Powers for an order to be made to Community Heartbeat to purchase a replacement battery for the defibrillator (expected lifespan of 5 years), which is located on the outside of Shefford House. The expenditure is to be charged against the CERT budget.

8. **Shefford Community Market**
   A report was received from Lesley Whiteman, the Shefford Community Market Supervisor, on the success of the monthly Shefford Community Market since its launch in October 2023, including the current bookings for 2024, positive feedback from market traders, and moving the market forward.

It was resolved by Delegated Powers for the Shefford Community Market to become a permanent monthly event, with Lesley Whiteman continuing in the role of the Shefford Community Market Supervisor.

9. **Events**
   An update was given on upcoming events, including: the 'Just Ask' public engagement event hosted by Health Watch on 8th August 2024 on the market square; and the Duck Race, which will be held on Sunday 7th July 2024 from 12pm to 4.30pm.

Meeting closed 18:43hrs