Minutes of the meeting of the Services and Environment Committee held on 8th May 2024 at 18.00hrs using www.zoom.us

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

1. **Apologies:** received from Cllrs Jez Perkins, Ken Pollard and Paul Mackin.

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

3. **Minutes**
The minutes of the meeting of the committee on 10th April 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 summer edition of the Newsline is currently being distributed, and Councillor Email addresses have been requested from the Website Facilitator.

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 replacement of the existing bus shelters in the High Street with upgraded shelters; a quotation for repainting the replica pump; support of a grant application to the Broome Quarry Community Fund by the Shefford Town Memorial Association; the engagement of a Solicitor for the renewal of the lease agreement for St Michael's Close Play Area; quotations for the next five year Management Plan for Bellcote Meadow Millennium Green, the relevelling of the footpath leading from Tippetts Drive in Bellcote Meadow Millennium Green, and the ecological survey and control of Himalayan Balsam along the rivers and ditches in Shefford; and the cutting back of vegetation along Footpath 1.

It was resolved by Delegated Powers to relinquish the two existing bus shelters in the High Street, and for Central Bedfordshire Council to install two upgraded replacement shelters. The replacement shelters will have a higher specification including lighting, full sides, and a 'green roof', and all costs for the installation and ongoing repairs and maintenance will be paid for by Central Bedfordshire Council.

It was resolved by Delegated Powers for an order to be raised to GD Maintenance and Cleaning Services to repaint the replica pump located in Southbridge Street, including the cleaning of the brass plaque and clearing out the water trough planter and filling with compost reading for planting.

It was resolved by Delegated Powers to support an application made by the Shefford Town Memorial Association (STMA) for a grant from the Broome

Quarry Community Fund to purchase new ground fixings and install the donated fitness equipment (from Robert Bloomfield Academy) in their grounds.

Recommendation by Delegated Powers to be made to Full Council to not engage a Solicitor regarding the renewal of the lease agreement with St Albans Diocese for St Michael's Close Play Area, as the lease mirrors the previous lease agreement excepting two points: an increase in starting rental costs (was £85 in 1998); and item 14 has been extended with a proviso that covers STC should there be any nuisance resulting from the land's use as a play area.

Recommendation by Delegated Powers to be made to Full Council to raise an order to Maydencroft Ltd to produce the next five-year Landscape Management Plan for Bellcote Meadow Millenium Green. The five-year plan will be included in the 2025/2026 Green Flag Award application.

Recommendation by Delegated Powers to be made to Full Council to raise an order to Maydencroft Ltd to carry out further relevelling of the footpath (an additional 5 tonne of granite fines) in Bellcote Meadow Millennium Green leading from the Tippetts Drive entrance into the site. This will prevent the puddling on the path after heavy rainfall.

Recommendation by Delegated Powers to be made to Full Council to raise an order to Maydencroft to carry out an ecological walkover survey of the areas to receive Himalayan Balsam control, and four days control of Himalayan Balsam along the rivers and ditches in Shefford.

It was resolved by Delegated Powers for an instruction to be made to GD Maintenance and Cleaning Services to cut the overhanging vegetation back on Footpath 1, if required, following the reduction in the cutting regime by Central Bedfordshire Council along all the rights of way in the town.

7. Shefford House

The report on Shefford House was distributed to Members and reviewed, including quotations to carry out the necessary works to bring fire doors up to specification and for the recarpeting of the stairwell.

Recommendation by Delegated Powers to be made to Full Council to raise an order to Benchmark Fire and Safety to carry out works to bring the five fire doors leading off the main fire escape route, including the installation of automatic door closers, up to the correct standard specification.

Recommendation by Delegated Powers to be made to Full Council for an order to be raised to M Cole for the recarpeting of the stairwell, including new metal stair noses in the correct sizes.

8. **Public Toilets**
   It was reported that the locks on the all the toilet block entrance doors have been installed and all the blocks have been steam cleaned. A quotation was reviewed by the Committee for the supply of water saving devices for the urinals and the toilet cisterns.

   It was resolved by Delegated Powers to purchase from PHS a Flowsaver for the urinals and a Flush Wiser for each of the toilet cisterns to reduce the amount of water used in each flush. Once these water saving devices are fitted, the toilets will be ready to be reopened to the public.

9. **Events**
   It was reported that a meeting has been arranged with the main contacts from each organisation involved in the D Day 80th Anniversary event to be held on the market square on the evening of 6th June 2024. The schedule of the proceedings will be reported to the Full Council, including an invitation to attend the public events.

Meeting closed 17:48hrs.