Minutes of the meeting of the Services and Environment Committee held on 4th December 2024 at 18.00hrs using www.zoom.us

Present: Cllrs Mark Greenwood (Chair), Ken Pollard, Fred Wilson, Tony Dawson, Den Fensome and Christine Culleton.

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

1. **Apologies:** received from Cllrs Jez Perkins, Paul Mackin, Elsa Tattersfield and Danny Cummins.

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

3. **Minutes**
   The minutes of the meeting of the committee on 13th November 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. **Grounds Maintenance Winter Works**
   The grounds maintenance winter works programme was reviewed by the Committee, including the reduction of shrub beds and overgrown vegetation, treatment of notifiable weeds, and clearance of vegetation to open up sight views and facilitate grass cutting operations.

   Recommendation by Delegated Powers to be made to Full Council to instruct the Council's grounds maintenance contractors to carry out winter works funded through the Council's 2024/2025 revenue budget, including: reduction of shrubs at Kingsmede; reduction (height only) of the conifer hedge at the Meads; removal of leaves at Lucas Way; crown lifting of mature trees at Waterside Open Space; and removal of basal growth and scrub at Hitchin Road.

   Recommendation by Delegated Powers to be made to Full Council to carry out additional winter works (works that were scheduled to be carried out by Central Bedfordshire Council but have been dropped from their winter works programme due to the current financial position of the Council as they are not deemed essential health and safety works). The works, which will be funded from available funds within the Town Council's 2024/2025 revenue budget, include: the removal of graffiti at various locations around the town; the treatment of knotweed at Hitchin Road (on adjacent land to the allotments); the reduction/clearance of overgrown vegetation adjacent to Riverview; and the reduction of shrubs at Kingfisher Road play area. This recommendation is made in the spirit of benefiting the community of Shefford and working in partnership with Central Bedfordshire Council; however, the Committee wish it to be noted that this is a one-off arrangement, which will be communicated to

Central Bedfordshire Council, and that it does not set a precedent to carry out these works in future years.

Meeting closed at 18:16hrs