36XX 03/25

Minutes of the meeting of the Services and Environment Committee held on 9th April 2025 at 19:00hrs in the Council Chamber at Shefford House, 15 High Street, Shefford, SG17 5DD

Present: Cllr Greenwood (Chair), Cllrs Pollard, Fensome, Culleton, Tattersfield, Wilson.

Town Clerk: Locum- Tammy Medley

1. **Apologies:** received from F Fitch, C Quinlan, Cllr Mackin, Lydia Endersby and Matt Hollingsworth.

2. **Declarations of interest:** None

3. **To elect a Chair and Vice-Chair of the Services and Environment Committee.**
   Cllr Wilson Proposed Cllr Greenwood as Chair, seconded by Cllr Tattersfield, all agreed.

   Cllr Wilson proposed Cllr Cullerton as Vice-Chair, seconded by Cllr Pollard, all agreed.

4. **Minutes**
   The minutes of the meeting of the committee on 12th March 2025 were agreed as a true record and signed digitally by the Chair. The Zoom recording was agreed to be deleted. Proposed by Cllr Wilson, seconded by Cllr Tattersfield, all agreed.

5. **Public Question Time**
   No public present.

6. **Asset of Community Value (ACV)**
   Locum Clerk shared a link to the application with Cllrs prior to the meeting, Cllr Wilson opened discussion, and the concept was agreed in principle, Cllr Wilson will research the application more when he returns from holiday.

7. **VE DAY**
   Cllr Cullerton explained the programme of events for VE Day on 8th May 2025. There will be a service by the Vicar and the beacon will be lit at 21.30, refreshments will be available. There will be a nominated first aider and barriers in place, a risk assessment has been completed. Cllr Cullerton will speak to Gary and Robert regarding the raising of the flag and bunting for Shefford House.

8. **Arrangements for the Annual town meeting.**
   The STMA has been booked for the Annual Town meeting 6-7pm on Thursday 15th May 2025. The mayor will open the meeting with a short explanation of the Year. Cllr Pollard will ask Sustainable Shefford to attend and give a presentation. Cllr Wilson will ask The Good Neighbours group to attend and give a presentation. Cllr Pollard will

contact the school and ask if they will sing a couple of songs. Tammy and Checka will arrange refreshments and print certificate. Cllr Pollard confirmed there were no specific invitations to send out.

9. **Summer Fun Day.**
    - Cllr Pollard confirmed that the Dance studio has been booked.
    - Cllr pollard confirmed the stalls and performances are booked.
    - Cllr Greenwood confirmed there is a risk assessment in place for the event. Sustainable Shefford will be running an event in the Church.
    - Cllr Fensome will organise the sale of postcards, Cllr Pollard will provide a poster for the postcard sales.
    - Cllr Pollard the Street food has been arranged.
    - Clerk will contact Sarah Potter to make arrangements for the Prince/Princesses, interviews and a place for them to change.
    - Rob needs to be contacted for the barriers for the event to be arranged.
    - Cllr Pollard will contact Samuel Whitbread to discuss street music.
    - A water station has been organised.
    - Ice cream has been organised.

Meeting closed 20:08hrs.