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DUNSTABLE  
TOWN COUNCIL

**David Ashlee** Town Clerk and Chief Executive

Our Ref: DA/JC/GES

Date: 1 September 2017

Dear Councillor

Could you please note that a meeting of the Grounds and Environmental Services Committee will be held on **Monday 11 September 2017 at 7.00pm** at the Council Chamber, Grove House, 76 High Street North, Dunstable when the following business will be transacted.

### AGENDA

1. Apologies for Absence.
2. To approve the Minutes of the Meeting of Grounds and Environmental Services Committee held on 12 June 2017 (copy previously circulated).
3. Specific Declarations of Interest.
4. Presentation by Dunstable Town Football Club – An Introduction to New Management Arrangements
5. Minutes of the Meetings of Plans Sub-Committee held on 20 June, 11 July, 27 July, 1 August and 22 August 2017 (see page 1).
6. Creasey Park Community Football Centre Update (see page 15).
7. Bennett's Splash and Splashside Café – Information Report (see page 18).
8. Market Town Regeneration Fund Update on Projects Relating to this Committee (see page 25).
9. Recreation Grounds, Town Centre Gardens, Cemetery and Allotments – Information Report (see page 27).

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-2-

DA/JC/GES  
1 September 2017

10. Reports from Outside Organisations –

CBC Development Management Committee – Councillor Jones.

Yours faithfully

David Ashlee  
Town Clerk and Chief Executive

To: All Members of the Grounds and Environmental Services Committee  
Councillors Gloria Martin (Town Mayor), John Kane (Deputy Town Mayor), Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Lisa Bird, Jessica Castle, Steve Elliott, Jeannette Freeman, Peter Hollick, Des Moffatt, Emma Simmons, Ann Sparrow, Nigel Warren and Andy Whayman and other Members of the Council for information.

## DUNSTABLE TOWN COUNCIL

### MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 20 JUNE 2017

Present: Councillors Liz Jones (Chairman), Steve Elliott, Pat Staples and Andy Whayman

Apologies: Councillors Claire Meakins and Des Moffatt

In Attendance: Rosemary O'Sullivan (Head of Finance and Support Services)

Public: None

#### 1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

#### 4. PLANNING APPLICATIONS – RECEIVED UP TO 9 JUNE 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 20 May and 9 June 2017.

**RESOLVED:** that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

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CB/17/01860/FULL 166 Langdale Road  
Proposal: Old fencing, shrubs and hedges removed, replaced with new wooden fence supported by concrete posts. New fencing stands at 1.8m tall in the position of the previous hedges (retrospective)  
Observations: The Sub-Committee reiterated their opposition to retrospective planning applications. No objections to the proposal but raised concerns that this application sets a precedent for others to extend their boundaries.

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CB/17/01965/FULL 19 West Street  
Proposal: Change of use from A1 (beauty studio) to two 2 bed flats on the first floor.  
Observations: No objection

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CB/17/01986/FULL 10 Ravenscourt  
Proposal: Single storey rear extension.  
Observations: No objection

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CB/17/02040/REG3 Dunstable Leisure Centre  
Proposal: Construction of new electricity substation including integral meter housing to serve the adjacent remodelled Dunstable Leisure Centre and existing Go-bowling facility.  
Observations: No objection

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CB/17/02141/FULL	42 Goldstone Crescent Proposal: Proposed porch / new roof to existing porch. Observations: No objection
CB/17/02238/ADV	37-43 Katherine Drive Proposal: 1 x fascia only logo illuminated 1 x non-illuminated wall mounted aluminium panel. Observations: No objection
CB/17/02250/FULL	91 Drovers Way Proposal: Removal of existing outbuilding. Construction of new single storey side and front extension. Observations: No objection
CB/17/02471/FULL	22 Holliwick Road Proposal: Proposed single storey front/side extension to garage forming extended store. Replacement roof over existing attached side garage and conversion to form additional living accommodation, single storey rear extension and provision of tiled lean to roof over existing single storey rear and side extension. Granted 16/5364. Observations: No objection
CB/17/02507/FULL	38 Hillyfields Proposal: Rear side single storey cloakroom extension, car port and enlarged porch with new roof. Observations: No objection
CB/17/02591/FULL	12 Periwinkle Lane Proposal: Single storey rear and side extension. Demolish existing detached single garage. Observations: No objection
CB/17/01862/FULL	5 Ashton Square Proposal: Change of use on first floor from A1 retail to D1 non-residential education. Observations: No objection
CB/17/02160/FULL	44 Bibshall Crescent Proposal: Single storey extension to the rear of the property and double storey extension to the side/rear of the property. Observations: No objection
CB/17/02175/FULL	3 Ullswater Road Proposal: To erect pvcu conservatory to the rear of the property. Observations: No objection
CB/17/02314/FULL	68 Half Moon Lane Proposal: Loft conversion including rear dormer and raising up new gable end with dutch hip. Observations: No objection

CB/17/02370/FULL	Priory Academy, Britain Street Proposal: Siting of mobile classrooms on the year 5 playground. Observations: No objection
CB/17/02485/FULL	21 Cheyne Close Proposal: Two storey side extension. Observations: No objection
CB/17/02491/FULL	4 Ashton Road Proposal: Removal of conservatory and replacement with side and rear single storey extension on same footprint. Observations: No objection
CB/17/02518/FULL	12 Mentmore Crescent Proposal: Loft conversion to habitable space with rear dormer. Observations: No objection subject to the Planning Authority being satisfied that this proposal does not result in overlooking of neighbouring properties.
CB/17/02521/FULL	29 Chiltern Road Proposal: Demolition of existing rear extension and outbuilding to enable construction of full width 5.3m deep new rear single storey extension. Observations: No objection
CB/17/02537/FULL	6 Burr Street Proposal: Single storey rear extension and loft conversion. Observations: No objection
CB/17/02583/FULL	34 Hillyfields Proposal: Erection of single storey rear extension. Observations: No objection
CB/17/02646/FULL	14 Penrith Avenue Proposal: Single storey front extension to garage. Observations: No objection
CB/17/02714/FULL	11 Holmwood Close Proposal: Single side and front single storey extension. Observations: No objection to the extension but the Sub-Committee are concerned at the loss of garage parking space which could lead to an increase of on street parking.

## 5. PLANNING DECISIONS

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

## **6. STREET NAMING AND NUMBERING; ASHTON SCHOOL**

The Sub-Committees suggested names for this development had been considered by CBC and the Developers. The reason for non-acceptance of some suggested names was understood and the Sub-Committee agreed that the main school building be named 'Old School House' and the three school house names; York, Ely and Wells be used for the blocks of apartments. It was accepted that Lincoln (the 4<sup>th</sup> school house name) was an existing street name.

## DUNSTABLE TOWN COUNCIL

### MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 11 JULY 2017

Present: Councillors Sid Abbott (In the Chair), Steve Elliott, John Kane, Claire Meakins, Pat Staples and Andy Whayman

Apologies: Councillor Liz Jones (for whom Cllr Kane was substituting)

In Attendance: John Crawley (Head of Grounds and Environmental Services)

Public: None

#### 1. SPECIFIC DECLARATIONS OF INTEREST

Councillor	Interest	Agenda Item
Cllr Whayman	Unit DC1 & DC2 Prologis, Boscombe Road– Non-Pecuniary	Item 6
Cllr Staples	14 First Avenue – Non-Pecuniary	Item 9

#### 2. PLANNING APPLICATIONS – RECEIVED UP TO 30 JUNE 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 10 June and 30 June 2017.

**RESOLVED:** that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

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CB/17/00229/TRE 3 Grove Road  
Proposal: Yew tree located on left hand boundary – trim tree crown by 30-40%. Tree protected by SB/TPO/79/00012 T1.  
Observations: No objection

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CB/17/00230/FULL Globe House, 84-88 High Street South  
Proposal: Pollarding Lime trees located along side of the car park. Trees are overgrown and are becoming a safety hazard and restrictions to the pedestrians walking past on the pathway in Friars Walk. Tree protected under TPO 14/1989.  
Observations: No objection

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CB/17/01142/FULL 28 Kingsway  
Proposal: Two storey rear and single storey rear extensions.  
Observations: No objection

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CB/17/02248/FULL 16 Weatherby  
Proposal: Change of use from amenity land into garden.  
Observations: No objection

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CB/17/02386/FULL	52 Drovers Way Proposal: Installation of new dropped kerb. Observations: No objection
CB/17/02536/VOC	Unit DC1 & DC2 Prologis, Boscombe Road Proposal: Variation of conditions 3,28 & 29 on planning application CB13/00187/FULL dated 19.04.13. Observations: No objection
CB/17/02671/FULL	88-90 Union Street Proposal: Demolition of existing Victorian dwelling. Erection of 3 no. 3 bedroom terraced houses over 3 floors. Observations: No objection
CB/17/02692/FULL	44 Coombe Drive Proposal: Proposed rear single storey extension and internal works. New mansard roof to existing garage and porch. Observations: No objection
CB/17/02720/FULL	14 First Avenue Proposal: Single storey rear extension. Observations: No objection
CB/17/02754/FULL	10 Radburn Court Proposal: Single storey front extension and pitched roof. Observations: No objection
CB/17/02766/FULL	77 Poynters Road Proposal: Part demolition/reduction of garage, single/two storey extension. Demolition of single storey extension and single and two storey rear extension and internal alterations. Observations: Members were aware of an outstanding issue relating to an unauthorised rear dormer and a recent fire at the property giving rise to an unstable gable end wall . Whilst Members noted that the rear dormer was under investigation by CBC they were of the view that this did not materially affect the planning application and therefore had no objection to the alterations requested at this time.
CB/17/02767/FULL	48 Garden Road Proposal: Demolition of existing conservatory and rebuilding single storey rear extension. Observations: No objection
CB/17/02857/FULL	3 Garrett Close Proposal: Two single storey extensions either side of the existing houses. Replacement of existing first floor cladding and hanging tiles. Observations: No objection
CB/17/02908/FULL	186 West Street Proposal: Single storey rear extension. Observations: No objection



### **3. PLANNING DECISIONS**

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

### **4. LICENSING APPLICATIONS**

The Sub-Committee considered all licensing applications submitted to Central Bedfordshire Council in respect of Dunstable since the last meeting of this Committee.

#### Love is Catering – Street Trader:

Members expressed the view that there was not a suitable safe location on Vernon Place which did not affect existing parking provision or ensure no obstruction of the highway. Members were concerned that if the location was to be the parking bays outside Mike's Fish and Chips and Dunstable Tandoori this would reduce parking availability and could also have a detrimental effect on existing local businesses. Members questioned the operating times noting that midday (12.00hrs) to 5.00 am at Vernon Place was an 18 hour period. Members asked if this should have been midday to 5.00pm or midnight to 5.00am.

## DUNSTABLE TOWN COUNCIL

### MINUTES OF THE SPECIAL MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON THURSDAY 27 JULY 2017

Present: Councillors Liz Jones (Chairman), Sid Abbott (Vice-Chairman), John Kane, Claire Meakins, Pat Staples and Andy Whayman

Apologies: Councillors Steve Elliott and Pat Staples

In Attendance: Councillors John Chatterley, Ann Sparrow and Gloria Martin and Rosemary O'Sullivan (Head of Finance and Support Services)

Public: Two

#### 1. SPECIFIC DECLARATIONS OF INTEREST

Councillor	Interest	Agenda Item
Cllr Meakins	Non-Pecuniary – Resident of neighbouring property	Item 3

#### 2. FORMER DUKEMINSTER ESTATE, CHURCH STREET, APPLICATION NO. CB/16/02972/FULL

The Special meeting of this Sub-Committee had been called to ensure that the Council's comments could be submitted to Central Bedfordshire Council by the closing date of 28 July 2017.

The Sub-Committee received representation by the Chair of the Priory View Residents Association, Margaret Luther, who had no objections to the application being considered for amendments to Block 2 and Block 3 of the development. However the residents of Priory View had raised objections to the proposals for Block 1.

The Chairman reminded Members that the Sub-Committee had considered the original planning application in August 2016 and raised no objections but had expressed concern about vehicular access arrangements.

It was apparent that the changes to Block 1 had been agreed under Reserved Matters and had not been considered by this Sub-Committee.

Having considered the residents representation, Members expressed the view that Priory View was a first class independent living accommodation which they did not wish to be spoilt by this development.

**RESOLVED:** that the following comments be submitted to Central Bedfordshire Council in respect of this application:

- i) No objections to the proposed amendments to Blocks 2 and 3, however

ii) having heard the residents passionate representation regarding Block 1 which was proposed to be a four-storey with gable roof, decreasing to three-storey nearer to Priory View, the Sub-Committee supported their view and believe that this is too high in relation to the proximity to Priory View

iii) that Councillor Sid Abbott attend the CBC Development Committee meeting on 16 August and speak on behalf of the Council.

## DUNSTABLE TOWN COUNCIL

### MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 1 AUGUST 2017

Present: Councillors Liz Jones (Chairman), Claire Meakins, Pat Staples and Andy Whayman

Apologies: Councillor Sid Abbott

In Attendance: Becky Wisbey (Head of Community Services)

Public: None

#### 1. SPECIFIC DECLARATIONS OF INTEREST

Councillor	Interest	Agenda Item
Cllr Staples	62 First Avenue – Non-Pecuniary	Item 13

#### 2. PLANNING APPLICATIONS – RECEIVED UP TO 21 JULY 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 1 July and 21 July 2017.

**RESOLVED:** that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

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CB/17/00275/TRE	10 Oakwell Close
Proposal:	Fell 1 Beech tree and prune two Beech trees located to the right hand corner of the rear garden, the trees are protected by VMB/TPO/85/00002 within Group G1.
Observations:	No objection

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CB/17/00276/TRE	3 Old Dairy Court
Proposal:	Remove a very large Sycamore tree within the rear garden. The tree is protected by TPO SB/TPO/98/00018 and is listed as T4.
Observations:	No objection

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CB/17/02309/FULL	135 High Street South
Proposal:	Change of use from A1/A5 to HMO C4, including demolition of rear two storey and single storey extension and replacement with larger two storey extension to rear of main building.
Observations:	Object due to over-development.

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CB/17/02683/FULL	120 Drovers Way
Proposal:	Single storey rear extension with pitched roof.
Observations:	No objection

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CB/17/02823/LB	6 West Street Proposal: Signage to front elevation on West Street. Observations: No objection
CB/17/02824/ADV	6 West Street Proposal: Various signage to front elevation on West Street. Observations: No objection
CB/17/02868/FULL	201 Luton Road Proposal: Erection of single storey rear extension. Observations: No objection
CB/17/03020/FULL	24 Lancot Drive Proposal: Single storey front and second storey side and rear extensions and garage conversion. Observations: No objection
CB/17/03043/FULL	Unit 17, Apex Business Centre, Boscombe Road Proposal: Change of use from B1 office use to combined B1 office use and D1 community use. First floor to be used as a place of worship on Sundays and education / community use Monday to Friday. Observations: No objection
CB/17/03086/FULL	3 Potters Mead Proposal: Erection of conservatory to rear elevation. Observations: No objection
CB/17/03093/FULL	7 Brook Close Proposal: New two storey side extension and single storey rear extension providing 2 new reception rooms and 2 new bedrooms at first floor. All new works are to use matching materials to be sympathetic to the existing house and terrace. Observations: No objection
CB/17/03116/FULL	57 Churchill Road Proposal: Ground floor front and rear extensions. Observations: No objection
CB/17/03132/FULL	62 First Avenue Proposal: Two storey front and first floor side extension. Observations: No objection
CB/17/03229/FULL	The Old Mill, West Street Proposal: The extension of the existing GRP panels on the exterior of the building, the swap out on a like for like basis of 3No. existing antennas and 1No. cabinet located internally, and ancillary development thereto. Observations: No objection

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CB/17/03230/LB The Old Mill, West Street  
Proposal: The extension of the existing GRP panels on the exterior of the building, the swap out on a like for like basis of 3No. existing antennas and 1No. cabinet located internally, and ancillary development thereto.

Observations: No objection

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CB/17/03233/VOC Land R/O 59 High Street South  
Proposal: Removal of Condition 10 of application 16/1394/Full Condition deemed inappropriate by Highways Dept.

Observations: No objection

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CB/17/03260/ADV The Gate, Victoria Street  
Proposal: Logo and name of the church fascia signs.

Observations: No objection

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CB/17/03271/FULL 12 Holmwood Close  
Proposal: Replacement porch.

Observations: No objection

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CB/17/03306/FULL 45 Kingsbury Gardens  
Proposal: Two storey side and rear extension with canopy roof over front door.

Observations: No objection

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CB/17/03318/FULL 17 Dale Close  
Proposal: Erection of front porch.

Observations: No objection

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CB/17/03318/FULL 16 Burr Street  
Proposal: Amendment to previous application: Two storey rear/side extensions and single storey rear extensions (with revision to roof design).

Observations: No objection

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\*An additional planning application had been received for Members to consider;

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CB/17/02724/LB Ashton Middle School  
Proposal: Revisions to basement unit (Plot 1) approved under application 16/013189/LB to include independent external step access, erection of external basement terrace and the erection of railings at first floor.

Observations: No objection

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### **3. PLANNING DECISIONS**

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

### **4. LICENSING APPLICATIONS**

No licensing applications had been received.

**DUNSTABLE TOWN COUNCIL**

**MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE**

**HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE**

**ON TUESDAY 22 AUGUST 2017**

Present: Councillors Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Pat Staples and Nigel Warren

Apologies: Councillors Claire Meakins and Andy Whayman (for whom Cllr Warren was substituting)

In Attendance: David Ashlee (Town Clerk and Chief Executive)

Public: None

**1. SPECIFIC DECLARATIONS OF INTEREST**

There were no declarations of interest.

**2. PLANNING APPLICATIONS – RECEIVED UP TO 11 AUGUST 2017**

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 22 July and 11 August 2017.

**RESOLVED:** that the following comments be forwarded to Central Bedfordshire Council in respect of the applications indicated:

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CB/17/00283/TRE 25 The Avenue  
Proposal: Beech trees x 4- reduce crowns by 30%, raise crown to 4m; and linear group of Beech trees alongside property – reduce in height by 30% approximately 4.5-5m and prune overhang to 1.5-2m beyond boundary. Trees protected by TPO reference SB/TPO/01/00001.  
Observations: No objection

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CB/17/00307/TRE 27 Friary Field  
Proposal: Sycamore tree – remove large branch with decaying cavity at base, reduce downward branches to suitable upright growth points, reduce overhang to adjacent hedge line, remove all weak downward growing branches, prune to shape tree to previous points and reduce branches overhanging path. Tree protected by TPO reference SB/TPO/58/0001 A12.  
Observations: No objection

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CB/17/02316/ADV 2 Brittany Court, High Street South  
Proposal: 4no Flags on the porch on the front of shop, slanted flags with bullet points as bathrooms, tiles, designs, toiletries.  
Observations: No objection

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CB/17/02316/ADV	108 Drovers Way
Proposal:	Dropped kerb.
Observations:	No objection
CB/17/03060/FULL	7 Markham Crescent
Proposal:	Proposed demolition of existing single storey side extension, construction of new single storey wrap around extension and conversion of the existing roof space to form bedroom.
Observations:	No objection
CB/17/03243/FULL	19 Index Drive
Proposal:	Single storey front extension.
Observations:	No objection
CB/17/03256/FULL	19-20 Queensway
Proposal:	Change of use from A1 to A3.
Observations:	No objection
CB/17/03433/ADV	59-61 Lowther Road
Proposal:	2 x fascia only logo illuminated; 1 x internally illuminated projector; 1 x non-illuminated wall mounted aluminium panel.
Observations:	No objection
CB/17/03508/ADV	17 West Street
Proposal:	Shop front replacement including new fascia and awning.
Observations:	No objection
CB/17/03592/FULL	37 Badgers Gate
Proposal:	Single storey rear extension.
Observations:	No objection
CB/17/03806/FULL	41 Kingsbury Gardens
Proposal:	Two storey side, single storey front and part two storey, part single storey rear extensions.
Observations:	No objection
CB/17/03807/FULL	97 Tring Road
Proposal:	Single storey rear extension with mono roof linking into existing side roof line.
Observations:	No objection

### 3. PLANNING DECISIONS

Members noted the decisions of Central Bedfordshire Council in respect of recent planning applications.

### 4. LICENSING APPLICATIONS

No licensing applications had been received.



**DUNSTABLE TOWN COUNCIL**

**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE**

**MONDAY 11 SEPTEMBER 2017**

**CREASEY PARK COMMUNITY FOOTBALL CENTRE UPDATE**

**Purpose of Report:** To provide a progress report on operations at Creasey Park Community Football Centre.

**1. INTRODUCTION**

- 1.1 This report gives members a succinct account of performance to date.
- 1.2 Dunstable Town FC have a new chairman and new committee who will be intruding themselves elsewhere on this agenda. Creasey Park achieved Quest accreditation for the 5<sup>th</sup> year. Functions bookings continue to be healthy.

**2. ATP AND GRASS PITCHES**

- 2.1 Since the last report to this Committee, Dunstable Town FC's uncertain future appears to have stabilised. The situation at Dunstable Town FC is that the club is now under new management with a new Chairman and Committee appointed. Regular meetings and correspondence between the club and Creasey Park management have been positive and new the Committee have attended a facility stakeholder meeting.
- 2.2 The 2017/18 season has started and there will again be 5 teams calling Creasey Park main pitch their home. Dunstable Town FC (DTFC) & AFC Dunstable (AFC) 1<sup>st</sup> teams, AFC Ladies, DTFC U25 development squad and AFC U18 floodlit team. AFC also have U25 development squad who will be using the ATP for their matches.
- 2.3 The main pitch is looking in excellent condition after a good renovation period. The mini soccer pitches have benefited from additional maintenance programme this season.
- 2.4 Creasey Park hosted AFC Dunstable's 6<sup>th</sup> annual football festival and it was the biggest yet, 120 youth teams, male and female competed over a 2 day festival.

**3. INCOME & EXPENDITURE**

- 3.1 Appendix 1 - CPCFC profiled income and expenditure report as at end of July 2017.
- 3.2 Appendix 1 shows that expenditure in June was £8,993 overspent against profile. The grounds maintenance budget was £4,843 overspent on profile, however this was for an agreed expenditure for essential renovations to the mini grass pitches. There was also a £1,322 overspend against profile which was for a new water valve to allow water to be delivered to the mini youth grass pitches for this year's renovations.
- 3.2 Appendix 1 shows that in both June and July income over achieved profiled targets, this result is due to good performing bar income levels. It is anticipated that the current revenue deficit should be addressed by the end of the financial year.

**4. EVENTS AND FUNCTIONS**

- 4.1 Creasey Park held 9 functions since the last report and 13 football parties. There are already 11 functions booked from September to December. September and October are fully booked with only a few weekends in November and December available.
- 4.2 Creasey Park hosted a very well-attended Luton Legends charity match in association with Macmillan and Autism Bedfordshire. Luton Town legends such as Mick Harford and Kingsley Black attended the event.

**5. MARKETING**

- 5.1 Creasey Park achieved Quest Accreditation for the 5<sup>th</sup> year. The score achieved for this accreditation was the highest to date. One notable score improvement was for environmental practice which received a score of 'very good' along with a 'very good' score across the board. A very pleasing report as this year's assessment was conducted during July and therefore in the middle of the splash park being in operation.
- 5.2 Creasey Park now has 544 twitter followers.

**6. BUILDING AND ENVIRONMENTAL UPDATE**

- 6.1 The kitchen extension is now complete.

**7. CONCLUSION**

- 7.1 Creasey Park is now in its seventh season. Football operations have been boosted by the new Dunstable Town FC management regime. This new regime should prove to be a positive change for the football club, the centre and relationship between club and the Town Council. Operational improvements are still being evidenced through an improved Quest accreditation score. There have been some high expenditure items this quarter for necessary maintenance which have impacted on the budget, though were vital to pitch maintenance in providing high standard fit for purpose pitches. The bar income figures, coupled with the high function bookings should lead towards a positive year ahead that should eradicate the current revenue deficit.

**8. AUTHOR**

- 8.1 James Slack – Sports and Leisure Facilities Manager  
[james.slack@dunstable.gov.uk](mailto:james.slack@dunstable.gov.uk)



**DUNSTABLE TOWN COUNCIL**

**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE**

**MONDAY 11 SEPTEMBER 2017**

**BENNETT'S SPLASH AND SPLASHSIDE CAFÉ – INFORMATION REPORT**

<b>Purpose of Report:</b>	To provide information for members on operations at Bennett's Splash and Splashside Café since 23 June 2017
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**1. ACTION RECOMMENDED**

- 1.1 That member's note progress with regards to operations at Bennett's Splash and the Splashside Café since 23 June 2017.

**2. INTRODUCTION**

- 2.1 Members will be aware that Bennett's Splash and the Splashside Café was opened to the public on Friday 23 June. The official opening took place on Friday 21 July. This report provides members with information on the success of this new service since its opening.
- 2.2 Overall, from an operational perspective, officers have been very pleased with how both the new splash park and café have operated. Whilst there is no doubt the weather has affected user numbers and there have been a number of technical problems with the new pool plant; both of the facilities have been well used and, anecdotally, the response to the new facility from both local residents and visitors to Dunstable has been very positive.
- 2.3 A full review report with recommendations for next year's operations will be presented to this Committee in November.

**3. STAFFING**

- 3.1 Staffing arrangements for the new facility included, as a minimum, provision for a duty manager and catering assistant to be on site from 9.30am to 6.30pm each day from 23 June (total of 73 days). This minimum staffing arrangement was supplemented by up to two additional catering assistants during busier periods.
- 3.2 All staffing was provided and managed through existing management arrangements at Creasey Park Community Football Centre and it is considered that this arrangement worked very well. Under the overall management of the Town Clerk and Chief Executive, the Sports and Leisure Facilities Manager provided direct day to day management for the new facility and he was supported by two permanent part time duty managers. This arrangement was supplemented by casual duty managers and a number of casual catering assistants.
- 3.3 Whilst this arrangement worked, it is likely that it will be recommended that for next year a number of contracted staff are taken on for the duration of the splash park opening as well as an additional member of staff for Creasey Park to provide the

Sports and Leisure Facilities Manager with more support and flexibility in order to maintain effective management arrangements for CPCFC and Bennett's Splash.

**4. INCOME**

- 4.1 A breakdown of daily income figures is given at appendix one along with a description of the daily weather conditions. Members will note that café trading was greatly affected by the weather conditions and as a result income achieved ranged from a daily low of just £6.83 to a high of over £1,100. Having experienced one of the wettest July and Augusts on record this level of income fluctuation is perhaps not surprising.
- 4.2 The Splashside Café was budgeted to achieve a daily income of £491 per day (inclusive of ice cream concession income). At the time of writing this report it is predicted that a daily average income of £285 will be achieved.
- 4.3 A full breakdown of income and expenditure for the splash park and café will be presented to the next Committee but it is anticipated that the budgeted subsidy will not be exceeded despite the shortfall in income achieved.

**5. PARKING**

- 5.1 Despite a number of concerns raised about how the provision of the splash park might effect on street parking in the local area, the Council has received only one complaint about parking issues. Officers will be liaising with colleagues from CBC to discuss measures that might help any anticipated parking issues for future years.

**6. ANTI-SOCIAL BEHAVIOUR**

- 6.1 Unfortunately the splash park has experienced a number of incidents (4) of anti-social behaviour with one incident requiring the presence of the police. Colleagues from Central Bedfordshire Council's Anti-social Behaviour Unit and the Bedfordshire Constabulary have been contacted and a commitment has been secured from both partner organisations to meet in March next year, before the facility re-opens in May, to discuss how such incidents can be avoided next year.

**7. FUTURE DEVELOPMENT OF BENNETT MEMORIAL RECREATION GROUND**

- 7.1 Now that Bennett's Splash and the Splashside Café are established, officers are keen to try and develop Bennett Memorial Recreation Ground into more of a destination park rather than simply a recreation ground. It is therefore suggested that over the next few years, proposals are presented to this Committee that will enhance the features in the recreation ground. This will include improved play equipment, improved landscaping, improvements to the tennis courts and the addition of further attractions. Officers will also be testing the feasibility of staging more summer activities at the recreation ground.
- 7.2 If members are minded to support this proposal, it is possible that some trees could be planted in the area directly behind the splash park this autumn.

8. **THE SPLASHSIDE CAFÉ**

- 8.1 The Splashside Café will be closed from Monday 4 September. Officers are keen to seek the views of members as to how this new facility could be used outside of the splash park opening periods. Members are asked to discuss this at the Committee meeting.

9. **CONCLUSION**

- 9.1 In summary, despite the bad weather experienced since opening the splash park, officers are pleased with how this first season opening has gone. Whilst there will be some recommendations for improving operations for the 2018 season, it is apparent that the splash park and associated cafeteria is going to be another very popular service provided by the Council.

10. **AUTHOR**

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# Aug-16

	Monday 31	Tuesday 1	Wednesday 2	Thursday 3	Friday 4	Saturday 5	Sunday 6
Weather	20 - clear	21 - clear	18 - rain	20 - rain	19 - rain	19 - rain thunder	21 - cloudy
Takings (£)	£ 315.01	£ 229.09	£ 38.90	£ 108.50	£ 139.17	£ 62.24	£ 242.52
							<b>£ 1,135.43</b>

	Monday 7	Tuesday 8	Wednesday 9	Thursday 10	Friday 11	Saturday 12	Sunday 13
Weather	17 - overcast	15 - cloudy	14 - cloud - rain	18 - cloudy	19 - sunny	20 - overcast	22 - sunny
Takings (£)	£ 122.00	£ 36.58	£ 6.83	£ 155.50	£ 284.33	£ 152.70	£ 415.33
							<b>£ 1,173.27</b>

	Monday 14	Tuesday 15	Wednesday 16	Thursday 17	Friday 18	Saturday 19	Sunday 20
Weather	21 - overcast	22 - sunny	21 - sunny	23 - sunny	15 - light rain	18 - clear	18 - clear
Takings (£)	£ 254.42	£ 320.33	£ 171.05	£ 179.05	£ 100.75	£ 74.25	£ 94.50
							<b>£ 1,194.35</b>

	Monday 21	Tuesday 22	Wednesday 23	Thursday 24	Friday 25	Saturday 26	Sunday 27
Weather	18 - cloudy	21 - sunny	19 - light cloud	19 - clear	23 - sunny	23 - sunny	25 - sunny
Takings (£)	£ 47.08	£ 220.18	£ 176.67	£ 117.50	£ 465.58	£ 276.58	£ 513.66
							<b>£ 1,817.25</b>

# Sep-17

Monday 28	Tuesday 29	Wednesday 30	Thursday 31	Friday 01-Sep	Saturday 02-Sep	Sunday 03-Sep
25 - sunny	22 - sunny	14 -rain				
£ 1,107.94	£ 654.20	£ 22.73				

**DUNSTABLE TOWN COUNCIL**

**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE**

**MONDAY 11 SEPTEMBER 2017**

**MARKET TOWN REGENERATION FUND – UPDATE ON PROJECTS RELATING TO THIS COMMITTEE**

<b>Purpose of Report:</b>	To update members on Market Town Regeneration Fund (MTRF) projects that relate to this Committee.
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**1. ACTION RECOMMENDED**

- 1.1 That Members note the progress made with MTRF projects relating to this Committee.

**2. INTRODUCTION**

- 2.1 Members will be aware that earlier this year the Council was successful in securing a £610,000 grant from Central Bedfordshire Council (CBC) through the MTRF initiative. The grant was awarded to fund a range of projects that the Council will be implementing over the next few years that will hopefully help contribute to the regeneration of Dunstable.

- 2.2 A total of 7 projects received funding, of which the following report to this Committee:

- **Enhanced town centre cleansing (Town Centre Ranger scheme)**
- **New splash park and associated café and beach provision at Bennett Memorial Recreation Ground**
- **New entrance features for Priory Gardens**

- 2.3 Each project will now be considered in turn.

**3. ENHANCED TOWN CENTRE CLEANSING**

- 3.1 The service remains fully operational and is being reviewed on an ongoing basis. Officers have met with CBC officers to discuss the impact on street cleansing activities and how the two organisations could work even more closely to improve the town centre environment.

- 3.2 Feedback on this new service remains favourable and both the Rangers are now using Facebook as a means to communicate with the public and publicise the good work that is being achieved.

**4. NEW SPLASH PARK AND ASSOCIATED CAFÉ PROVISION**

- 4.1 This project is considered in detail elsewhere on this agenda.

**5. NEW ENTRANCE FEATURE FOR PRIORY GARDENS**

- 5.1 Project Design Studio Ltd have now been commissioned and have prepared three options for the new overthrow that they will be discussing with the Conservation Team at CBC. The three options will be made available for members to view at Committee but the design decision will be made by CBC officers.
- 5.2 It is hoped that a planning application will be made by the end of September with the final work being commissioned by the beginning of 2018.

**6. AUTHOR**

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**DUNSTABLE TOWN COUNCIL****GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 11 SEPTEMBER 2017****RECREATION GROUNDS, TOWN CENTRE GARDENS, CEMETERY AND ALLOTMENTS -  
INFORMATION REPORT**

**Purpose of report:** - The purpose of this report is to update members on the management and maintenance of the town's recreation grounds, town centre gardens, floral displays, allotments, Grove Skate Park, Town Ranger and cemetery services.

**1. RECREATION GROUNDS****Play Areas**

- 1.1 Since the last report to this committee, there have been two incidents of vandalism to play equipment. Both occurring at Luton Road play area.
- 1.2 The installation of replacement play equipment at Willoughby Close will be carried out by Proludic Play. Work is scheduled to commence on Monday 2 October 2017.

**Sports Pitches and General Grounds Maintenance**

- 1.3 The grounds team have been focusing their efforts on measuring and marking out the football pitches ready for the start of the new 17/18 football season. The local league matches commence from the 2 September. The main stadium pitch at Creasey Park has been in use from late July when the first friendly matches were played.
- 1.4 Grass cutting operations have been ongoing throughout the summer with 13 cuts completed since the beginning of April.
- 1.5 Establishing grass growth on the bank around the Splash Park was very challenging for the grounds staff due to thirty degree temperatures during the seeding operation. However there is now a reasonable coverage of grass due to repeated efforts to re-seed and water the bank.
- 1.6 Grounds staff have also assisted with transporting equipment around for the Community Services summer events programme.

**2. TOWN CENTRE AREA****Priory and Grove House Gardens and the Town Centre**

- 2.1 The summer bedding displays needed a longer period of watering after the initial planting due to the high temperatures in June. They established well during July and looked excellent for the tour of the Anglia in Bloom judges. The planters have also flowered well all through the summer and the grounds staff have received praise from members of the public for the maintenance of the gardens.

- 2.2 An order has been raised to fabricate a new steel runner and wheels for the sliding doors at Priory depot building as parts are not available to repair the existing track.
- 2.3 Green flag status has been retained for both Grove and Priory Gardens.

**Dunstable in Bloom and Keep Dunstable Tidy**

- 2.4 This year’s judging took place on Monday 17 July and the judges spent the whole day in Dunstable. They were aware that Grove House Gardens had been the venue for Party in the Parks just 24 hours before judging and were impressed with how well the grounds staff and Luton Waste Services had cleared the area.
- 2.5 The Anglia in Bloom awards ceremony is being held on Thursday 14 September in Gorleston, near Great Yarmouth, and the Mayor, along with Dunstable in Bloom members, will be attending the event.
- 2.6 Keep Dunstable Tidy and the Council will be working with local residents and community groups during late September / early October to organise various litter picking events around the town.

**3. TOWN RANGER SERVICES**

- 3.1 The Town Ranger service continues to provide local residents with a means to report and request assistance to deal with eyesores and other environmental related issues. The Ranger has dealt with approximately 50 specific requests for assistance since April 2017.
- 3.2 The Town Centre Ranger continues to work with the Town Ranger every third week of the month and they are currently working on repairing and re-staining benches throughout the Town Centre.
- 3.3 It has been necessary for the Town Ranger to remove extensive graffiti from the Skate Park on one occasion during the school holiday period. There has also been an increase in the amount of fly tipping having to be removed from the Town Centre area.
- 3.4 The Town Ranger has secured funding from Central Bedfordshire Council to regularly clean a number of bus shelters in the Town to ensure that they are kept in good condition.

**4 DUNSTABLE CEMETERY**

- 4.1 Burial activity has remained ongoing and the table below provides a comparison for the period 1 June to 31 August 2017 against the same period for the previous year.

	<b>June-July-August 2016</b>	<b>June-July-August 2017</b>
New earth grave	12	13
Re open earth grave	8	10
New Ashes	11	8
Reopen ashes	16	14

- 4.2 At the time of writing this report 96 burials will have taken place in the lawn section of the cemetery extension. The lawn section makes provision for memorial headstones only and full length kerb stones and plinths are not allowed. This is in accordance with members' previous decision to provide burial space in the form of a more easily maintained lawn cemetery.
- 4.3 The Cemetery profiled expenditure and income report as at end of July 2017 is provided below:

	April	May	June	July
<b>Budgeted Expenditure</b>	£10,686	£7,935	£7,932	£9,185
<b>Actual Expenditure</b>	£7,578	£7,501	£9,228	£7,216
<b>Variance</b>	£3,108	£434	£-1,296	£1,969
<b>Budgeted Income</b>	£12,884	£12,884	£12,882	£12,884
<b>Actual Income</b>	£32,897	£15,359	£12,634	£20,827
<b>Variance</b>	£20,013	£2,475	£-248	£7,943
<b>Total Variance</b>	£23,121	£2,909	£-1,544	£9,912
<b>Overall Variance</b>	<b>£34,398</b>			

- 4.4 The significant positive variance on income is largely due to the purchase of two brick lined vaults for non-resident burials and an adjacent pre purchase of a grave space in April. In July half of the burials were for non-residents with some choosing to also pre purchase adjacent grave spaces. Members should be minded that income can fluctuate throughout the year and burial income for August will be below target.
- 4.5 Dunstable Cemetery has been awarded Green Flag status for 2017/18 at the very first attempt and is now allowed to proudly fly a Green Flag. A new flag pole has been erected at the entrance to the Cemetery and the flag raising ceremony is scheduled to take place on 7 September 2017 at 2.00pm. The Town Mayor will raise the flag in the presence of fellow Councillors, grounds staff and partner organisations.
- 4.6 Memorial stability testing is currently underway across the whole Cemetery as part of the Council's risk management arrangements and duty of care to cemetery visitors. Work is being undertaken in line with the current Ministry of Justice guidelines. Inspectors will return to complete the consecrated areas once the faculty has been obtained from the Diocesan Registrar.
- 4.7 The cemetery team are looking forward to welcoming the Church of the Latter day Saints to the Cemetery on the 10 September to carry out another half day of work activity. The volunteers will continue to help clear overgrown graves and will also work to cut back vegetation overhanging the footpaths and grass areas.

- 4.8 The Cemetery Manager has recently met with one of the Town Guides with a view to placing interpretation lecterns at notable graves within the cemetery. Research work will now be undertaken to compile the information.

## 5. ALLOTMENTS

- 5.1 At the time of writing this report there are 45 people on the waiting list which is comparable to figures reported to this Committee in June 2017. The table below provides some detail about the make-up of the waiting list.

	<b>Total</b>	<b>Resident</b>	<b>Non-Resident</b>
<b>Number on waiting list.</b>	45	31	14
<b>Number of which are currently being offered a plot.</b>	2	2	0
<b>Number that will accept the offer of any plot or site.</b>	12	3	9
<b>Number that have requested a specific plot or site or have declined to take a plot at this time.</b>	23	18	5
<b>No. requesting a second plot.</b>	8	8	0

- 5.2 There are currently a further 13 vacant plots which are ready for re letting and these will be offered to people on the waiting list very shortly.

## 6. AUTHORS

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