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DUNSTABLE
TOWN COUNCIL

David Ashlee Town Clerk and Chief Executive

Our Ref: DA/JC/GES

Date: 6 November 2017

Dear Councillor

Could you please note that a meeting of the Grounds and Environmental Services Committee will be held on **Monday 13 November 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 11 September 2017 (copy previously circulated).
3. Specific Declarations of Interest.
4. Minutes of the Meetings of Plans Sub-Committee held on 12 September, 3 October and 24 October (see page 1).
5. Creasey Park Community Football Centre Update (see page 9).
6. War Memorial Refurbishment (report to follow)
7. Play Area Review (see page 13)
8. Recreation Grounds, Town Centre Gardens, Cemetery and Allotments – Information Report (see page 19).

Cont'd.....

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DA/JC/GES
3 November 2017

9. 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 12 SEPTEMBER 2017

Present: Councillors Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Steve Elliott, Claire Meakins and Andy Whayman

Apologies: None

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

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 1 SEPTEMBER 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 12 August and 1 September 2017.

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

CB/17/00336/TRE 61 Beechwood Court
Proposal: Beech tree located in the rear garden – wet rot in trunk to be section fell. Tree protected by TPO reference SB/TPO/58/00001 A10.
Observations: No objection

CB/17/00337/TRE Land adjacent 8 Salters Way
Proposal: Ash tree (marked on plan as T1) – reduce crown by 20-25%, remove deadwood and prune to clear neighbouring property. Tree protected by TPO reference SB/94/00010/TPO.
Observations: No objection

CB/17/03588/OUT Tyler House, Creasey Park Drive
Proposal: Erection of an extension and the creation of an additional floor to provide sixteen (16x) apartments and associated works.
Observations: Object as the proposal could set a precedent for other light industrial units within the area. It is also considered that access to the site is already inadequate and existing problems could be exacerbated by this development.

CB/17/03632/ADV 45 High Street North
Proposal: Replacement illuminated fascia sign.
Observations: No objection

CB/17/03633/FULL	45 High Street North Proposal: New shopfront and awning. Observations: No objection
CB/17/03634/FULL	43 High Street North Proposal: New internally illuminated fascia signage. Observations: No objection
CB/17/03635/FULL	43 High Street North Proposal: Replacement shopfront and new traditional drop-arm awning. Observations: No objection
CB/17/03650/FULL	3 Markham Crescent Proposal: Proposed single storey rear extension and first floor side extension. Observations: No objection
CB/17/03685/FULL	22 Totternhoe Road Proposal: Single storey side and front extensions, two storey rear and side extensions, loft conversion and rear and side dormer windows. Observations: No objection
CB/17/03690/FULL	30 Canesworde Road Proposal: Loft conversion. Observations: No objection
CB/17/03698/FULL	42 Holliwick Road Proposal: 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 rear extension, garage and new overhang over existing entrance door. Observations: No objection
CB/17/03763/FULL	502 Lowther Road Proposal: Two storey rear extension. Observations: No objection
CB/17/03745/FULL	76 Katherine Drive Proposal: Garage conversion. Observations: No objection
CB/17/03784/FULL	36 Meadway Proposal: Conversion of existing garage and utility room to habitable accommodation including raising flat roof and new pitched roof to front. 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

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 3 OCTOBER 2017

Present: Councillors Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Steve Elliott, Claire Meakins and Andy Whayman

Apologies: Councillor Pat Staples

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

Public: One

1. SPECIFIC DECLARATIONS OF INTEREST

Councillor	Interest	Agenda Item
Cllr Abbott	14 Ridgeway Avenue – Non-Pecuniary (Applicant known)	4

2. PLANNING APPLICATIONS – RECEIVED UP TO 22 SEPTEMBER 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 2 September and 22 September 2017.

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

CB/17/03685/FULL	22 Totternhoe Road
Proposal:	Single storey side and front extensions, two storey rear and side extensions, loft conversion and rear and side dormer windows.
Observations:	No objection

CB/17/03738/FULL	17 West Street
Proposal:	Change of use from A1 to A3 restaurant and café.
Observations:	No objection

CB/17/03759/FULL	The Star and Garter, 147 High Street South
Proposal:	Change of use from public house to residential accommodation, 6 x one bedroom flats.
Observations:	No objection

CB/17/03867/FULL	14 Ridgeway Avenue
Proposal:	Two storey side and rear extension.
Observations:	No objection to the design of the proposed extension but concerned at the potentially insufficient off-road parking for a four bed property.

CB/17/03955/FULL	27 Park Street
Proposal:	Construction of single storey detached self-contained granny annexe.
Observations:	No objection
CB/17/03993/FULL	37 Lovers Walk
Proposal:	Ground floor rear extension.
Observations:	No objection
CB/17/04064/FULL	12 The Avenue
Proposal:	Detached double garage.
Observations:	No objection
CB/17/04069/FULL	The Crown, 9 High Street North
Proposal:	New bi-fold doors and top lights to front elevation.
Observations:	No objection
CB/17/04196/FULL	3 Wayside
Proposal:	Single storey side and rear extension.
Observations:	No objection
CB/17/04200/FULL	2 Patterdale Close
Proposal:	Demolition of existing garage. Erection of detached garage and store.
Observations:	No objection
CB/17/04284/REG3	Land in front of 45-61 Mayfield Road
Proposal:	Provision of additional off road parking.
Observations:	No objection

3. PLANNING DECISIONS

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

4. LICENSING APPLICATIONS

Prestige Express, 15 High Street North:

Based on the information provided, the Sub-Committee were concerned at the proposed extended hours and believe 12 midnight would be more reasonable.

It would be appreciated if additional information, particularly existing conditions, could be provided with any future applications to be considered by Dunstable Town Council.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 24 OCTOBER 2017

Present: Councillors Sid Abbott (Vice-Chairman)(In the Chair), Steve Elliott, Claire Meakins, Des Moffatt, Pat Staples and Andy Whayman

Apologies: Councillor Liz Jones (Chairman)

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.

2. PLANNING APPLICATIONS – RECEIVED UP TO 13 OCTOBER 2017

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 23 September and 13 October 2017.

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

CB/17/00405/TRE Rear of 5, 7 & 9 Derwent Drive
Proposal: Fell a row of Blackthorn trees (T1-T5).
Observations: No objection

CB/17/04226/FULL 34 High Street South
Proposal: New replacement shopfronts to front and rear including new signage.
Observations: No objection

CB/17/04227/ADV 34 High Street South
Proposal: New replacement shopfronts to front and rear including new signage.
Observations: No objection

CB/17/04228/FULL 44 High Street North
Proposal: Shopfront replacement including new signage and façade repairs and decorations.
Observations: No objection

CB/17/04229/LB 44 High Street North
Proposal: Shopfront replacement including new signage and façade repairs and decorations.
Observations: No objection

CB/17/04230/ADV 44 High Street North
Proposal: Dark blue PPC aluminium fascia tray with push-through LED backlit Perspex 3D letters and white vinyl graphics.
Observations: No objection

CB/17/04236/FULL The Old Sugar Loaf, 46 High Street North
Proposal: External building refurbishment works including porch renovation, decorations and new signage.
Observations: No objection

CB/17/04238/ADV The Old Sugar Loaf, 46 High Street North
Proposal: White PPC aluminium / stainless steel 3D fascia letters to carriageway arch Dark Blue PPC aluminium / stainless steel 3D letters to porch fascia White PPC aluminium / stainless steel internally illuminated 3D letters to porch parapet Dark blue PPC aluminium projecting sign with push-through LED backlit Perspex 3D letters and white vinyl graphics White / dark blue hand painted sign to timber yard gate.
Observations: No objection

CB/17/04239/FULL 33 High Street North
Proposal: Shop front refurbishment including new awning and new signage.
Observations: No objection

CB/17/04240/ADV 33 High Street North
Proposal: Shop front refurbishment including new awning and new signage. Red PPC aluminium projecting sign with push-through LED backlit Perspex 3D letters and white vinyl graphics White PPC aluminium fascia tray with push-through LED backlit Perspex 3D letters and red blue and green vinyl graphics Red and white hand painted flank wall ghost sign.
Observations: No objection

CB/17/04256/FULL 51 High Street North
Proposal: External building refurbishment including new canopy, cladding and signage.
Observations: No objection

CB/17/04257/LB 51 High Street North
Proposal: External building refurbishment including new canopy, cladding and signage.
Observations: No objection

CB/17/04259/ADV 51 High Street North
Proposal: White PPC aluminium / stainless steel cased internally illuminated opalescent Perspex front 3D letters to building parapet Off white PPC aluminium fascia tray with push-through LED backlit Perspex 3D letters with black vinyl graphics.
Observations: No objection

CB/17/04294/FULL 12 St Christophers Close
Proposal: Construction of dormer and conversion of loft space.
Observations: No objection

CB/17/04341/FULL 33 Tring Road
Proposal: Single storey rear extension, raising of roof and dormer extensions to enlarge first floor.
Observations: No objection

CB/17/04518/REG3 Thorn Turn WP, Thorn Road, Houghton Regis
Proposal: Variation of conditions 1 and 30 of permission ref. CB/15/01626/REG3 to allow changes to the waste park development (part retrospective).
Observations: No objection

CB/17/04531/REG3 Thorn Turn WP, Thorn Road, Houghton Regis
Proposal: Variation of conditions 1 and 28 of permission ref. CB/15/01627/REG3 for part retrospective permission to regularise changes to the design and sizes of the Salt Barn, Vehicle Stores / Maintenance building & Highways Office; new footway to access road; additional sub-station; amendments to ancillary development, parking provision & surfacing; increase in height of security fencing & additional fencing; and revised landscaping.
Observations: No objection

CB/17/04548/FULL 1 Bunhill Close
Proposal: Replace existing porch with single storey front extension.
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 since the last meeting of this Sub-Committee.

5. GOVERNMENT CONSULTATION; 'PLANNING FOR THE RIGHT HOMES, IN THE RIGHT PLACES'

The Sub-Committee considered the view of Central Bedfordshire Council regarding the proposed new methodology for calculating housing need which would see a 60% increase in housing numbers for Central Bedfordshire.

RESOLVED: i) that Dunstable Town Council support the response of CBC to the consultation that the new housing target is neither reasonable nor deliverable

ii) that the Town Clerk and Chief Executive be authorised to respond to the consultation accordingly

iii) that a copy of the response be sent to Members

6. STREET NAMING

The Sub-Committee noted the confirmed postal addressing for the Ashton Middle School site as previously agreed, namely:

Main access road – Frances Drive

Old main school apartments – Old School House

Remainder of apartments – Ely House, York House, Wells House

DUNSTABLE TOWN COUNCIL

GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE

MONDAY 13 NOVEMBER 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 Football clubs have started their seasons well. Creasey Park passed FA ground grading requirements. Creasey Park again hosted a successful youth football festival and road runner's event which together brought approximately 3,000 people to the Centre. Creasey Park suffered another break in, though nothing was stolen.

2. ATP AND GRASS PITCHES

- 2.1 Dunstable Town FC (DTFC) is now a stable club and progressing well, it has been a difficult start to the league season for them but their aim is to just remain in the current league. AFC Dunstable (AFC) have had a positive start to the season and vying for promotion from their league. If promoted they would join the same league as Dunstable Town FC.
- 2.2 AFC Dunstable Ladies are enjoying a very good Women's' FA Cup run having reached the FA Cup 1st round proper where they will meet Luton Town Ladies at Creasey Park. This is an excellent achievement by the ladies.
- 2.3 Creasey Park has just passed The FA ground grading inspection to ensure both DTFC and AFC meet their league requirements.
- 2.4 The 2017/18 ATP block bookings are now established with just a few 9-10pm training slots available. Monday to Friday 6pm to 10pm is at 93% capacity.
- 2.5 The main pitch is looking in very good condition after having already hosted 45 matches which is the equivalent to one team's complete season.
- 2.6 Creasey Park hosted Dunstable Town Youth FC annual football festival with 110 youth teams competing over a 2 day festival. This brought over 1,000 players to the Centre and over 1,700 spectators.
- 2.7 Dunstable Road Runners held their annual Challenge Event at Creasey Park on the same weekend as the football festival. There were over 300 runners from running clubs all over the region that competed.

3. INCOME & EXPENDITURE

- 3.1 Appendix 1 - CPCFC profiled income and expenditure report as at end of September 2017 shows that there is currently a £1,480 negative variance on the revenue budget the reasons from which are given below.
- 3.2 Appendix 1 shows that expenditure in September was £15,365 overspent against profile. This is largely due to repairs and replacement of CCTV cameras, these cost will be recharged to CBC. There was also a £4,000 expenditure against replacing 9 floodlight lamps, this is the first instance since opening that these bulbs have had to be replaced.
- 3.2 Appendix 1 shows that over August and September there is a positive £6,948 variance on income against profile.

4. EVENTS AND FUNCTIONS

- 4.1 The Mayor held a successful race night event at the Centre which saw good bar and catering income.

5. MARKETING

- 5.1 No update

6. BUILDING AND ENVIRONMENTAL UPDATE

- 6.1 Creasey Park suffered another break in. The building was fully secured and locked, however intruders managed to enter via the office window. There was nothing stolen but the intruders did damage the tills in the bar. CCTV footage has been provided to the Police, though there has been no further update from them. The window is still boarded up and further quotes to replace the window are having to be obtained to meet Central Bedfordshire Council (CBC) insurance claim requirements.
- 6.2 Quotes are being obtained to present to CBC for window shutters, such as those at the Splashside Café.

7. BMX TRACK

- 7.1 There has been recent progress in the development and formation of a BMX Club. An interested member of the public and track user has made progress in forming a committee and in building a BMX start gate, which has been the major stumbling block to the formation of a club. There would need to be additional investment into the track for a start gate to be installed and to bring the track up to requirements for a club to operate.
- 7.2 CBC have advised the emerging club that they would not be prepared to fund the installation of the gate. From a CBC Leisure Strategy perspective, BMX is not one of the sports included so there is no access any S106 funds. Alternative avenues for funding are now being explored.

8. CONCLUSION

- 8.1 Football activity continues to be a success at the Centre across all age groups and clubs. Work will be done to fill the last remaining ATP training slots. Security measures at the Centre will be discussed with CBC to see if there is a case and requirement to install security shutters. The positive progress with the BMX track and club formation will

continue and additional funding avenues explored to maintain momentum and willingness of the track users to form a club. The centre is now entering its busiest period for youth matches which will see an increase in the bar and catering income which should turn the negative financial variance into a positive one.

9. **AUTHOR**

- 9.1 James Slack – Sports and Leisure Facilities Manager
james.slack@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE****13 NOVEMBER 2017****PLAY AREA REVIEW**

Purpose of Report:	To identify priorities and options for future improvements to the Council's play areas in line with the emerging Corporate Plan capital programme.
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1. ACTION RECOMMENDED

- 1.1 That Members note the current condition of the towns play areas and the financial constraints and implications associated with developing a play improvement programme as part of a wider capital expenditure programme.
- 1.2 That Members discuss and identify their priorities for improving the play areas.
- 1.3 That the Head of Grounds and Environmental Services be authorised to deliver the prioritised improvements within the financial constraints of the capital expenditure programme and as funding opportunities arise from receipt of section 106 payments.

2. BACKGROUND

- 2.1 In addition to the Grove Skate Park, Bennetts Splash and the Creasey Park BMX track the Council owns and maintains 11 play areas located across various parks, recreation grounds and open spaces.
- 2.2 In 2007/8 the Council completed a £270,000 improvement programme to 6 of the town's play areas using section 106 funding. The programme focused on improving fencing and some safety surfacing as well as providing some new equipment in areas of greatest need.
- 2.3 The Finance and General Purposes Committee meeting held on Monday 18 September 2017 considered proposals to establish a budget for a capital expenditure programme in order to implement a number of the priority objectives contained within the Corporate Plan 2017-19. The priority objectives include the adoption of a programme of improved play provision at all relevant parks and open spaces identifying a potential play area fund of £120,000 to £145,000.
- 2.4 Members gave in principle support to the establishment of a capital expenditure programme of £250,000 to deliver the wider Corporate Plan objectives, requested further clarification on the availability of section 106 funding and resolved that the November meeting of the Finance and General Purposes Committee give further consideration to the detailed programme.
- 2.5 Members have subsequently requested a review of all the play areas to assist with prioritising play area improvements as part of the wider capital investment programme.

3. MAIN CONSIDERATIONS AND ANALYSIS OF FINDINGS

3.1 Officers visited and reviewed all 11 play areas during September 2017 to assess them against the following criteria:

- Size – small, medium, large
- General condition – excellent, good, reasonable, poor
- Type and condition of safer surfacing - excellent, good, reasonable, poor
- Equipment issues
- Hard surfaced access path – yes, no
- Play age range catered for – toddler, junior, senior
- Play value / range of types of play such as climbing, swinging, sliding – high, medium, low (this is subjective only)
- Room for additional equipment in existing fence – yes, no
- Room to expand size – yes, no
- Supplier and supply issues for spare parts
- General notes

3.2 The outcome of the assessment and an indication of proposed investment is provided at Appendix 1.

Analysis of Findings

3.3 The assessment clearly identifies that the play areas at Ridgeway Avenue and Luton Rd Recreation Grounds are considered to be in the poorest condition generally. This does not, however, mean that they are unsafe to use. In addition, both sites have issues with the quality of the rubber crumb safer surfacing which is considered to be poor and suffering from some shrinkage and levels issues. The play equipment at Ridgeway Avenue is considered to offer low and limited play value and the play area at Luton Rd offers medium to low play value.

3.4 The play area at Markham Crescent is the smallest play area with just two pieces of equipment and very low play value but its condition is good.

3.5 The play areas at Downside, Mentmore, Frenchs Avenue, Grove House Gardens and Bennett's provide the best opportunities for expansion. Downside and Mentmore would benefit most from expansion providing the opportunity to improve the play value and age range catered for.

3.6 Grove House Gardens and Bennet Memorial Recreation Ground play areas are considered to be the town's premier play areas and are the most heavily used. However, the equipment in the play area at Grove House Gardens as well as that at Brewers Hill is becoming increasingly difficult to maintain because the manufacturer no longer operates in the UK and it is becoming difficult to source replacement parts. The Council's retained independent play safety inspection company has recommended that the large multiplay unit in Grove House Gardens is replaced in the longer term. A similar approach would also need to be taken in the longer term at Brewers Hill Recreation Ground

Summary

3.7 It is evident that there are a range of opportunities to improve the play spaces and

Appendix 1 provides an indication of the level of investment that could be made at each site.

- 3.8 Section 4.1 below identifies the known and potential Section 106 funding that Central Bedfordshire Council are securing from housing developments for specific play areas. There is no absolute certainty regarding the timescales for releasing funding more especially when payments negotiated are often triggered by achieving a specific number of completed dwellings.
- 3.9 Members are therefore asked to note the findings of the play area review and the level of funding required to implement improvements when considering the wider capital expenditure programme.

4. FINANCIAL IMPLICATIONS

- 4.1 This report identifies a potential investment of up to £580,000. The Corporate Plan programme initially identified £20,000 of Council investment towards play provision. Following discussion with CBC officers a further £145,000 of section 106 funding has been identified for play as set out below. This funding should become available for expenditure over the next couple of years.
- £55,000 from the Linpac Development for off-site play at Luton Rd Recreation Ground.
 - Potential for a further £70,000 from the Dukeminster development for off-site play at Luton Rd Recreation Ground.
 - £20,000 from the Ashton School Development for off-site play within the vicinity such as Grove House Gardens.
- 4.2 A full report will be presented to the Finance and General Purposes Committee detailing the wider capital expenditure programme.

5. POLICY AND CORPORATE PLAN IMPLICATIONS

- 5.1 The information contained in this report will assist Members in determining the priority order in which they would like to see the play areas improved as part of a wider capital expenditure programme and the use of section 106 funding.

6. HEALTH AND SAFETY IMPLICATIONS

- 6.1 The Councils play areas are managed and maintained in line with current guidance and best practice to ensure that they remain safe to use.

7. HUMAN RESOURCE, LEGAL IMPLICATIONS AND ENVIRONMENTAL POLICY IMPLICATIONS

- 7.1 None

8. APPENDICES

- 8.1 Appendix 1 - Play Review Field Assessment and Proposed Investment

9. **BACKGROUND PAPERS**

9.1 None

10. **AUTHOR**

10.1 John Crawley
Head of Grounds and Environmental Services
John.crawley@dunstable.gov.uk

Appendix 1 – Play Review Field Assessment and Proposed Investment

Play Area	Size	General Condition	Safer Surface Condition	Equipment Issues	Access Path	Play Age Range	Play Value	Room for Additional Equipment (in existing fenced area)	Room to Expand Size	Supplier	Notes	Proposed Investment
Grove House Gardens	Large	Good	Rubber Crumb - Reasonable to	Difficulty obtaining replacement parts	Yes x 2	Full range of Senior, Junior and Toddler	High	Yes	Yes	Monster – no longer operating	Obtaining parts. Independent play inspector recommends replacement of senior multipplay unit in the longer term due to parts issue. More swings required.	£60,000 to £70,000
Ridgeway Avenue	Small	Poor	Rubber Crumb - Poor. Many patch repairs and shrinking from edges	None	Yes x 1 from car park	Up to 12 year olds	Low	No	Yes but would require cutting into earth banks	Bigfoot and Wicksteed	Full replacement of all equipment and safer surfacing.	£100,000 to £150,000
Markham Crescent	Very Small	Good	Excellent – recently replaced	Only one swing and one springer	No	Up to 12 year olds	Very Low	No	Yes	RSS	Either expand or remove	Nil
Newton Recreation Ground	Small to Medium	Reasonable to Good	Grass Mat – Good	All installed in 2008/9. No major issues	Yes x 1	Junior and Senior	Medium	No	Yes	RSS		Nil
Luton Road	Medium to Large	Poor	Rubber Crumb – Poor and shrinkage	Parallel bars – poor design and often not working	Yes x 1	Up to 12 year olds	Medium to Low	No	Yes	Mostly RSS		£100,000 to £150,000

Play Area	Size	General Condition	Safer Surface Condition	Equipment Issues	Access Path	Play Age Range	Play Value	Room for Additional Equipment in existing fenced area	Room to Expand Size	Supplier	Notes	Proposed Investment
Downside	Medium	Good	Grass Mat – Good	None	Yes x 1	Toddler and Junior	Medium to High	No	Yes	RSS and single Kompan item	Opportunity to expand	£50,000
Mentmore	Large	Good	Grass Mat – Good	None	No	Junior and Senior	Medium	Yes	Yes	Proludic with single RSS item	No Toddler equipment given size. Opportunity to expand and improve play range.	£40,000 plus £10,000 for pathway
Bennett Memorial	Large	Good to Excellent	Rubber crumb – Good	Exigo unit and climbing nets need replacing	Yes x2	Full range of Senior, Junior and Toddler	High	No	Yes	4 to 5 different suppliers	Best play value of all the towns play areas. Opportunity to expand as towns premier play area	£60,000
Brewers Hill	Medium	Reasonable	Rubber crumb – Excellent	Difficulty obtaining replacement parts	Yes x 1	Up to 12 year olds	Medium to High	No	Yes	Monster – no longer operating	Obtaining parts. Begin phased replacement of units for which parts can longer be obtained	£50,000
Frenchs Avenue	Medium to Small	Good	Grass Mat – Good	None	Yes x 2	Up to 12 year olds	Medium	No	Yes	RSS and single Kompan item		Nil
Willoughby Close	Small	Excellent – All replaced 2017	Runner crumb – Excellent	None as new	Yes x1	Toddler	Medium	No	No	Proludic	No further action required as all replaced in 2017	Nil
Total Proposed Investment												£470,000 to £580,000

DUNSTABLE TOWN COUNCIL

GROUND AND ENVIRONMENTAL SERVICES COMMITTEE

MONDAY 13 NOVEMBER 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 no incidents of structural vandalism to play equipment. However it has been necessary to remove graffiti from play equipment at all sites.
- 1.2 The installation of replacement play equipment at Willoughby Close has now been completed.

Sports Pitches and General Grounds Maintenance

- 1.3 The grounds team operations on the football pitches are now focused on aeration, using the vertidrain on the main pitch at Creasey Park and the spiker on the recreation grounds. This will help to allow surface water to drain and help to encourage better grass root growth.
- 1.4 Grass cutting operations on a fortnightly basis has now ceased, but it may be necessary to carry out extra mowing over the winter period if temperatures remain mild.
- 1.5 The grounds staff will be carrying out leaf clearance and general tidying of the sites on the recreation grounds, including hedge trimming and cutting back vegetation from the fence lines over the autumn and winter period.
- 1.6 Two more benches will be installed at Bennett Memorial Recreation Ground on the grass area off the main footpath.

2. TOWN CENTRE AREA

Priory and Grove House Gardens and the Town Centre

- 2.1 All summer flowering hanging baskets, flower towers and troughs have now been removed from the Town Centre. Summer bedding plants have been dug out and mulch has been

added to the beds to help improve the soil structure. The spring bedding plants and bulbs are currently being planted.

- 2.2 The grounds team will shortly be retendering the supply of bedding plants and pre-grown floral displays to ensure that they are procured for the best possible price whilst retaining a high quality product.
- 2.3 New security lights are due to be fitted to the grounds store at Priory Gardens. This should help to deter some of the anti-social activity around the building.
- 2.4 Leaf clearance at both Priory and Grove House gardens has commenced and the leaves will again be composted at the Cemetery compound to use as leaf mulch on the flower beds in 2018.
- 2.5 Project Design Studio are submitting a planning application, on behalf of the Council, for the Priory Gardens entrance overthrow (MTRF project) following consultation with the Conservation team at CBC. Detailed design work required for Building Control approval and the tendering of the works is ongoing.

Dunstable in Bloom and Keep Dunstable Tidy

- 2.6 Dunstable in Bloom and the Town Council had some very good success this year at the Anglia in Bloom Awards achieving an overall Gold status for the town. This has been well reported in the media locally and has been well received by local residents.
- 2.7 The theme for the 2018 campaign will Remembrance and Peace to coincide with the 100th anniversary of the end of the First World War.
- 2.8 Keep Dunstable Tidy continues to encourage local people to act responsibly with litter and has recently undertaken an autumn litter pick in the Green Lanes area.

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 70 specific requests for assistance since April 2017.
- 3.2 The Town Centre Ranger and Town Ranger have applied the anti-graffiti coating to the Splashside Café and pavilion at Bennett Memorial Recreation Ground.
- 3.3 It has been necessary for the Town Ranger to carry out extensive cleaning of the skate park and surrounding areas after the travellers vacated the site on 20 October. The Ranger has also jet washed parts of the Creasey Park overflow car park after Travellers were evicted from this site.
- 3.4 The Town Ranger has also been carrying out work via requests from Facebook.

4. DUNSTABLE CEMETERY

- 4.1 Burial activity has remained ongoing and the table below provides a comparison for the period 1 Sept to 30 November 2017 against the same period for the previous year.

	Sept-Oct-Nov 2016	Sept-Oct-Nov 2017
New earth grave	12	7
Re open earth grave	5	8
New Ashes	8	9
Reopen ashes	16	7

4.2 At the time of writing this report 103 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 September 2017 is provided below:

	April	May	June	July	Aug	Sept
Budgeted Expenditure	£10,686	£7,935	£7,932	£9,185	£7,936	£7,932
Actual Expenditure	£7,578	£7,501	£9,228	£7,216	£6,197	£9,671
Variance	£3,108	£434	£-1,296	£1,969	£1,739	£-1,739
Budgeted Income	£12,884	£12,884	£12,882	£12,884	£12,884	£12,882
Actual Income	£32,897	£15,359	£12,634	£20,827	£12,755	£10,451
Variance	£20,013	£2,475	£-248	£7,943	£-129	£-2,431
Total Variance	£23,121	£2,909	£-1,544	£9,912	£1,610	£-4,170
Overall Variance	£31,839					

4.4 The overall variance remains positive for the period April to September. It has, however, reduced slightly due to lower than anticipated income for September.

4.5 Memorial stability testing has now been completed in both the consecrated and un-consecrated sections of the Cemetery. The findings are currently being analysed but there is no immediate danger from any memorial. The next step will be to contact the grave right holders to carry out any necessary repairs. If it is not possible to trace the right holders the Council will have to consider either funding repairs or laying memorials down and this matter would be discussed fully with the Chair of this Committee once the cost is established.

4.6 An invitation has been extended, via Talk of The Town, to residents of Dunstable to form a 'Friends of Dunstable Cemetery'. The creation of a friends group is in line with the approved management plan for the cemetery and will assist in helping the Council to retain Green Flag status.

- 4.7 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 46 people on the waiting list which is comparable to figures reported to this Committee in September 2017. The table below provides some detail about the make-up of the waiting list.

	Total	Resident	Non-Resident
Number on waiting list.	46	30	16
Number of which are currently being offered a plot.	0	0	0
Number that will accept the offer of any plot or site.	16	5	11
Number that have requested a specific plot or site or have declined to take a plot at this time.	24	19	5
No. requesting a second plot.	6	6	0

6. AUTHORS

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