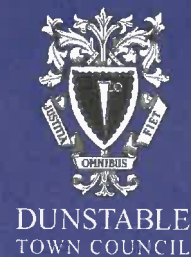


Dunstable Town Council
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David Ashlee Town Clerk and Chief Executive

Our Ref: DA/JC/GES

Date: 2 November 2018

Dear Councillor

Could you please note that a meeting of the Grounds and Environmental Services Committee will be held on **Monday 12 November 2018 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 10 September 2018 (copy previously circulated).
3. Specific Declarations of Interest.
4. Minutes of the Meetings of Plans Sub-Committee held on 4 September, 25 September and 16 October 2018 (see page 1).
5. Future Plans-Sub Committee arrangements (discussion item – no report)
6. Creasey Park Community Football Centre and Splash Park Update (see page 10).
7. Recreation Grounds, Town Centre Gardens, Cemetery and Allotments – Information Report (see page 15).
8. Bennett's Adventure Play Area (see page 19) .
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 John Kane (Town Mayor), Nigel Warren (Deputy Town Mayor), Liz Jones (Chairman), Lisa Bird, (Vice-Chairman), Sid Abbott, Philip Crawley, Jeannette Freeman, Peter Hollick, Gloria Martin, Gladys Sanders, Emma Simmons, Ann Sparrow, Johnson Tamara and Jessica Woodward 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 4 SEPTEMBER 2018

Present: Councillors Liz Jones (Chairman), Philip Crawley, Jeannette Freeman, Ann Sparrow, Pat Staples and Nigel Warren

Apologies: Councillor Sid Abbott (Vice-Chairman) (for whom Cllr Warren was substituting)

In Attendance: Becky Wisbey (Head of Community Services)

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 24 AUGUST 2018

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 28 July and 24 August 2018.

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

CB/18/00295/TRE Land behind Go Bowling, Grove Park, Court Drive
Proposal: Fell one Beech tree and prune various trees located within the areas around the Go Bowling site and car park, along the bus way, the boundary of the land to the sides and rear of the football ground and along Dog Kennel path. The trees are within Group G11 & G23 and Area A15 of TPO ref: SB/TPO/58/00001
Observations: No objection

CB/18/02676/ADV High Street North, outside Quadrant Shopping Centre
Proposal: Upgrade the paper advertising panels on the bus shelter to a double sided digital advertising display panel.
Observations: No objection

CB/18/02811/FULL 19 Canesworde Road
Proposal: Single storey side and rear extension.
Observations: No objection

CB/18/02878/FULL 16 Mentmore Crescent
Proposal: Single storey rear extension, two storey side extension and front porch.
Observations: No objection

CB/18/02894/FULL 8 Lancot Avenue
Proposal: Two-storey side extension.
Observations: No objection

CB/18/02910/FULL 10 Garrett Close
Proposal: Two storey rear extension, first storey side extension, dormer extensions and erection of new garage.
Observations: No objection

CB/18/02921/FULL 177 West Street
Proposal: Two storey side/rear extension and single storey front extension.
Observations: No objection

CB/18/02923/FULL 50 Badgers Gate
Proposal: Erect a PVCU porch to front of the property.
Observations: No objection

CB/18/02120/FULL Icknield Lower School, Burr Street
Proposal: Installation of PV panels on flat roof. (Retrospective)
Observations: No objection

CB/18/02751/FULL Priory Academy, Britain Street
Proposal: Replacement of flat roof coverings and associated works.
Observations: No objection

CB/18/02772/FULL Thames House, 62-68 High Street South
Proposal: Third floor extension to form four 2-bedroom flats over existing first and second floors.
Observations: No objection

CB/18/02776/FULL 18 Kingscroft Avenue
Proposal: Two storey side and rear extension, single storey rear extension and carport.
Observations: No objection

CB/18/02817/ADV Unit 1c, White Lion Retail Park, Boscombe Road
Proposal: Branding to new Cancer Research UK store.
Observations: No objection

3. PLANNING DECISIONS

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

4. LICENSING APPLICATIONS

Members considered all licensing applications received since the last meeting of this Committee.

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

Tackle Mark – Ashton Square Car Park (Street Trader)

No objection to the trader but suggest the site location should be sited on the other side of the footpath to ensure the step free access to Farmfoods is not obstructed.

5. STREET NAMING AND NUMBERING

Members were asked to re-consider a street name for the new development off Tavistock Street, as the previous names submitted were too similar to other street names in Dunstable.

RESOLVED: that the name The Sidings be forwarded to Central Bedfordshire Council as a suggestion for the new development

6. CBC CONSULTATIONS – GAMBLING ACT AND STREET TRADING

The Committee had viewed the documents for the Gambling Act and the Street Trading consultations but had no comments to forward to Central Bedfordshire Council.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 25 SEPTEMBER 2018

Present: Councillors Liz Jones (Chairman), Sid Abbott, Philip Crawley, Jeannette Freeman, Pat Staples and Jessica Woodward

Apologies: Councillor Emma Simmons (for whom Cllr Woodward was substituting) and Ann Sparrow

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

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

2. PLANNING APPLICATIONS – RECEIVED UP TO 14 SEPTEMBER 2018

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 25 August and 14 September 2018.

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

CB/18/00305/TRE 71 & 71a Sundown Avenue
Proposal: Prune 2 Sycamore trees at the back of the rear gardens.
Observations: No objection

CB/18/00335/TRE Phoenix Park (Former Dukeminster Estate), Church Street
Proposal: Works to trees protected by a Tree Preservation Order: T2388 Ash, T2389 Beech, T2390 Ash, T2391 Snowy Mespilus, T2392 Norway Maple, T2393 Sycamore, T2395 Sycamore, T2396 Sycamore, T2397 Sycamore, T2398 Sycamore and T2399 Sycamore - carry out all works recommended within the RGS Tree Report dated February 2018. Trees listed as A1 within TPO 1/1973.
Observations: No objection

CB/18/00341/TRE Queensborough House, Friars Walk
Proposal: T1 Purple Beech- Crown reduce by up to 2.5m back to good viable growth points. This work is to maintain a slightly smaller crown and reduce the wind sail effect on the tree. The tree is located over 2 car parking and pedestrian areas. T2 Yew. Crown reduce by up to 1.5m back to good viable growth points. This work is to reduce it back from the adjacent building and maintain a smaller crown size.
Observations: The Council does not object but would like to request that at the time the main tree work is carried out, the Elder tree is also removed.

CB/18/02801/FULL	Unit DC1 Prologis, Boscombe Road Proposal: Installation of roof mounted solar PV panels and battery storage system, including associated ancillary infrastructure. Observations: No objection
CB/18/03056/FULL	59 Katherine Drive Proposal: Installation of external security shutter. Observations: No objection
CB/18/03063/FULL	6 Oldhill Proposal: Single storey side extension and associated internal works to create a larger garage and new utility room and replacing flat roof over entrance with pitched roof. Observations: No objection
CB/18/03095/FULL	3 Visa View Proposal: Change of use from a domestic residence to a nursery catering for children aged 0-5 years. Observations: Object. The Council believe this would be an inappropriate change of use for a domestic dwelling that is in a residential area.
CB/18/03100/FULL	19 West Street Proposal: Installation of an ATM installed through a composite security panel to the left hand side of the shop entrance. (Retrospective) Observations: No objection
CB/18/03101/ADV	19 West Street Proposal: The retrospective application for the installation of an ATM installed through a composite security panel to the left hand side of the shop entrance. Integral illumination and screen to the ATM fascia internally illuminated Free Cash Withdrawals sign above the ATM blue LED halo illumination to the surround. Observations: No objection
CB/18/03108/FULL	9 Graham Road Proposal: Single storey and two storey rear extension. Observations: No objection
CB/18/03138/FULL	48 Maidenbower Avenue Proposal: Rear single storey extension. Observations: No objection
CB/18/03145/FULL	6 Katherine Drive Proposal: Single storey rear extension. Observations: No objection
CB/18/03149/FULL	122 Union Street Proposal: Conversion from Office space to 1-bed dwelling. Observations: Whilst the Council does not object it would like to record its displeasure with retrospective applications of this nature. The Council would also like CBC to ensure that waste collections are satisfactory for such conversions.

3. PLANNING DECISIONS

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

4. LICENSING APPLICATIONS

No licensing applications were received.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PLANS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON TUESDAY 16 OCTOBER 2018

Present: Councillors Liz Jones (Chairman), Philip Crawley, Gladys Sanders, Emma Simmons and Ann Sparrow

Apologies: Councillor Sid Abbott, Jeannette Freeman (for whom Cllr Sanders was substituting) and Pat Staples

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

Public: None

1. SPECIFIC DECLARATIONS OF INTEREST

Councillor	Interest	Agenda Item
All Councillors	36 Norcott Close – Non-Pecuniary (Applicant known)	Item 3, App 14
Cllr Crawley	36 Norcott Close – Pecuniary	Item 3, App 14
Cllr Sparrow	58 Bull Pond Lane – Non-Pecuniary	Item 3, App 19

2. PLANNING APPLICATIONS – RECEIVED UP TO 5 OCTOBER 2018

The Sub-Committee considered all planning applications submitted to Central Bedfordshire Council in respect of Dunstable between 15 September and 5 October 2018.

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

CB/18/03201/ADV 1-3 Broadwalk

Proposal: Fascia signage illuminated, Mangobean vinyls on the inside of the windows facing outside and projecting sign.

Observations: No objection

CB/18/03246/FULL 52 Croft Green

Proposal: Demolition of existing utility and conservatory and construction of rear extension.

Observations: No objection

CB/18/03254/FULL 27 Appleby Gardens

Proposal: Single storey rear extension, garage conversion and associated alteration works.

Observations: No objection

CB/18/03267/FULL 53 Meadway

Proposal: Two storey side, single storey rear and single storey front extension.

Observations: No objection

CB/18/03268/FULL	31 Markham Crescent Proposal: Single storey front extension and garage conversion. Observations: No objection
CB/18/03294/FULL	13 Loring Road Proposal: Single storey rear extension. Observations: No objection
CB/18/03304/FULL	88-90 Union Street Proposal: Demolition of existing double garage, conversion and extension of property into 5 no. flats with associated car parking and landscaping. Observations: No objection
CB/18/03307/ADV	Unit 1b, White Lion Retail Park, Boscombe Road Proposal: Installation of new company branded signage, consisting of the following: 2 x internally illuminated fascia signs (A&B shopfront elevation). Sign A installed on existing frame work over entrance doors. Sign B installed at high level (above sign A) onto shopfront cladding. Observations: No objection
CB/18/03327/FULL	Royal Mail Building, 59 High Street North Proposal: Change of use from A1 to D1 (Church). Observations: No objection
CB/18/03353/FULL	5 Derwent Drive Proposal: Single storey wrap around and two storey side extension. Observations: No objection
CB/18/03362/FULL	Globe House, 84-88 High Street South Proposal: Demolition of outbuildings in car park, relocation of car park entrance, construction of 2 new dwellings. Observations: No objection
CB/18/03381/FULL	15 Redfield Close Proposal: First floor side extension. Observations: No objection
CB/18/03385/FULL	Garage block off Oakwell Close Proposal: Retrospective application for an infill garage. Observations: No objection
CB/18/03397/FULL	36 Norcott Close Proposal: Loft conversion. Observations: No objection
<p>Nb: As Councillor Crawley had declared a pecuniary interest in this planning application he left the Council Chamber while it was being discussed.</p>	
CB/18/03404/FULL	Dunstable College, Kingsway Proposal: Fifteen 1-beroom homes and eight 2-bedroom, high specification, low energy, low carbon homes on left over development land within the Central Bedfordshire College red line boundary. Observations: No objection

CB/18/03410/FULL Franklin House, Brewers Hill Road
Proposal: Change of use and adaptation of the now redundant central kitchen, dining room, laundry room and activities room etc of this former care home (Greenacre) into office accommodation for CBC housing staff. The proposed work will include the demolition of one or two non-load bearing internal walls and the construction of additional parking spaces for housing staff. It is proposed to have 15 new fixed desk spaces, 2 meeting rooms, 3 interview rooms and a staff training area. Existing toilet facilities will be increased and upgraded. NB The existing accommodation area will remain unchanged as transitional accommodation (planning permission and building control applications previously approved and granted).
Observations: No objection

CB/18/03430/FULL 95 Beecroft Way
Proposal: Single storey rear extension with alterations to paved and ramped area.
Observations: No objection

CB/18/03478/FULL 26 Holmwood Close
Proposal: Single storey rear extension and single storey side extension to existing garage and a pitched roof.
Observations: No objection

CB/18/03523/FULL 58 Bullpond Lane
Proposal: Proposed new dwelling with associated parking.
Observations: No objection

CB/18/03545/FULL 12 Great Northern Road
Proposal: Erection of single garage.
Observations: No objection

CB/18/03565/FULL 120 London Road
Proposal: Demolition of existing single storey rear extension and front porch and the erection of a new enlarged front porch and single storey rear extension.
Observations: No objection

CB/18/03573/FULL 5 Barton Avenue
Proposal: Two storey rear and single storey side 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 were received.

DUNSTABLE TOWN COUNCIL**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 12 NOVEMBER 2018****CREASEY PARK COMMUNITY FOOTBALL CENTRE AND BENNETT'S SPLASH UPDATE**

Purpose of Report: To provide a progress report on operations at Creasey Park Community Football Centre, Bennett's Splash and the Splashside Café.

1. INTRODUCTION

1.1 This report gives members a summary account of performance to date.

2. ATP AND GRASS PITCHES

2.1 Dunstable Town Council Grounds Team have been awarded the Bedfordshire FA Grounds Team of the Year award for their excellent work in maintaining the high quality of the main stadium pitch. The award was presented to Ken McGarrigle (Grounds Supervisor) during the half time interval of a Luton Town FC match.

2.2 The ATP was booked for the full 5 days of the half term by Luton Town and J&R coaching to run children's football holiday courses.

3. INCOME & EXPENDITURE

3.1 The CPCFC profiled income and expenditure report, as at end of September 2018, is presented in Appendix 1.

3.2 It is pleasing to note that after the first 6 months of trading the actual budget is in line with the profiled income and expenditure.

4. EVENTS AND FUNCTIONS

4.1 Creasey Park hosted a successful Dunstable Town FC Football Festival, with 160 teams attending over a weekend, the largest tournament to date.

4.2 There is now a weekly yoga class that takes place every Tuesday, 10am to 11am.

4.3 The Halloween Arts & Crafts event organised by the Community Services team saw over 100 children and adults attending.

4.4 Creasey Park hosted its own Halloween Party on Saturday 27 October. The event was very successful, due to not only the high number that attended, 110 adults and children, but also attendances of many local residents with no previous association to Creasey Park. The event brought in £980 of income.

5. BUILDING AND ENVIRONMENTAL UPDATE

- 5.1 Creasey Park was recently successfully re-inspected for its Quest Accreditation. The Centre has now held Quest Accreditation for 5 years.
- 5.2 Unfortunately Creasey Park was broken into in the early hours of Saturday 6 October. Four intruders gained entry to the office by taking out a window pane. They were confined to the office, but badly damaged the office door trying to gain entry into the main clubhouse. Nothing was stolen; however, the office was completely turned over. Window and door replacement quotations are currently with CBC and instruction to proceed is awaited. CCTV footage has been provided to the Police; as yet there has been no update.

6. BENNETT'S SPLASH & SPLASHSIDE CAFÉ UPDATE

- 6.1 Bennett's Splash is now closed and has been decommissioned for the season.
- 6.2 Review meetings have taken place with Bennett's Splash staff and with Cllr Jones (Chairman), Cllr Kane (Town Mayor), Cllr Abbott and the Town Clerk and Chief Executive.

Key points from the review meetings were:

- Next year the splash park and café will open on Friday 3 May through to Sunday 1 September.
- The daily opening hours will remain the same, 10am to 6pm.
- There will again be a recruitment drive for fixed term contracted duty managers, but not for catering assistants, who remain a casual appointments.
- There will be small menu alterations and small price increases.
- As there were few parking complaints, car parking arrangements will continue as they are, however staff will assist CBC where possible to ensure local residents are not inconvenienced.
- During the close season, an effective and affordable means to provide users with shade will be explored.
- The Sport & Leisure Facilities Manager will tender for an inflatable concession and licence to trade from Bennett's Memorial Recreation Ground, an initiative to increase revenue opportunities.
- Now that the splash park and associated café have operated for a full season, the revenue budget for 2019/20 will be completely reviewed

Income

- 6.3 The splash park income and expenditure report, as at end September 2018, is presented at Appendix 2
- 6.4 Appendix 2 shows that at September end there was £11,155, saving on staffing, as a result of predominately utilising casual staff and limiting the need for additional staff.
- 6.5 The budget has however had to carry the cost of operating expenditure, which was not fully known. At the end of September, utilities, cleaning, waste, telephone data links all exceeded budget. These true costs were unknown when setting the budget for 2018/19, but will now be applied to budget setting for 2019/20.

- 6.6 Building maintenance has exceeded budget due to the commission and decommission of the splash park, although for this year this cost has been transferred from the Reserve Fund. This cost will be included in the revenue budget for 2019/20.
- 6.7 Catering income was at £29,209 at the end of September, under budget by £6,491. However, catering stock was £2,777 under budget as a result.
- 6.8 At the end of September the overall net expenditure was £22,851, which is £942 over budget. Although the splash park and café are now closed, there are ongoing service contracts such as data links and the coffee machine lease, which means the projected outturn for end of year net expenditure, is £25,597. It is anticipated that there will be some additional café room hire income; however, at this stage this is not confirmed

Anti-social behaviour

- 6.9 Since the last report, there has unfortunately been some vandalism to an air ventilation hood on the roof of the café. The cost of this damage is to be ascertained. Working with the Grounds Team, anti-vandalism steps are being put in place such as anti-climb paint, signage and hedge cutting to open up and expose the area.

7. CONCLUSION

- 7.1 Creasey Park- The first half of the year has been steady at Creasey Park. The budget is on profile, which is pleasing, though income has been lower over the past 2 months due to lower than anticipated match attendances, fewer matches on the main pitch due to reduced league games and fewer functions. The next 6 months is the centre's busier period for youth football where the catering income has historically increased. Quest accreditation and the Grounds Team award is deserved recognition for the continued good work at the Centre.
- 7.2 Bennett's Splash - The first full season at Bennett's Splash and Splashside Café has again been a learning experience. Operationally, both the splash park and café ran well with no major issues. Staff coped admirably with the warm working conditions and pockets of anti-social behaviour. In terms of usage the splash park excelled, quantifying overall usage is difficult, however at times 400 people were using the splash park at any given time. This first full season has provided a greater understanding of the true operating expenditure and income potential and the 2019/20 budget will represent this.

8. AUTHOR

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

Appendix 1 - CPCFC Profiled Income and Expenditure Report as at end of September 2018

	April	May	June	July	August	September
Budgeted Expenditure	£46,413	£29,864	£32,563	£26,564	£27,263	£32,914
Actual Expenditure	£43,135	£32,141	£24,515	£27,719	£30,722	£30,108
Variance	£3,278	-£2,277	£8,048	-£1,155	-£3,459	£2,806
Budgeted Income	£43,250	£14,250	£15,750	£14,750	£13,250	£118,500
Actual Income	£41,459	£20,592	£13,634	£11,132	£11,750	£114,745
Variance	-£1,791	£6,342	-£2,116	-£3,618	-£1,500	-£3,755
Total Variance	£1,487	£4,065	£5,932	-£4,773	-£4,959	-£949
Overall Variance			£803			

Appendix 2

Splash Park 2018/19

Nominal Code		Budget 2018/19	Actual at 30-Sep-18
	Expenditure		
4001	Staff costs (DMs)	18,911	10,869
4002	Staff costs - Catering	15,520	12,407
4011	Rates	1,000	2,328
4012-15	Utilities (water 4012, elec 4014 & gas 4015)	2,500	4,478
4016	Cleaning	2,600	3,867
4017	Waste Disposal	750	1,293
4018	Security		60
4021	Telephones/data links	500	2,568
4036	Building & Eqmnt Maintenance Contracts	4,500	7,973
	Tfr from Reserve - commission/decommission splash		-4,019
4038	Repairs and Maintenance	1,000	418
4040	Equipment	0	339
4026	Insurance	1,000	0
4020	Misc	48	48
4032	Publicity/Marketing		116
4073	Kitchen sundries/expenses	0	1,021
4072	Catering stock	14,280	11,503
	Income	62,609	55,269
	Lettings		-99
1042	Catering	35,700	29,209
1092	Concession	5,000	3,308
1093	Advertising/Sponsorship		
		40,700	32,418
	Total Net Expenditure	£21,909	£22,851

DUNSTABLE TOWN COUNCIL**GROUND AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 12 NOVEMBER 2018****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 services and Dunstable Cemetery.

1. RECREATION GROUNDS**Play Areas, Grove Skate Park and BMX**

- 1.1 Since the last report to this committee, there have been no incidents of vandalism to play equipment.
- 1.2 The Grounds Operations Manager met with officers from Central Bedfordshire Council on Friday 12 October, for the completion handover of the new electricity supply and meter for the skate park lighting. The lights are now operational again with timers set for the winter period.
- 1.3 New grass reinforcement mats will be installed at the Skate Park during November to replace some damage through constant usage.
- 1.4 A second herbicide application has been carried out on the BMX track to help define the edges of the track.

Sports Pitches and General Grounds Maintenance

- 1.5 On Tuesday 23 October one of the Council's Grounds Supervisors attended the Bedfordshire FA's 2018 Grassroots awards evening at Luton Town FC to receive the winning Grounds Team of the Year Award for maintenance of the Creasey Park pitches.
- 1.6 In conjunction with Bedfordshire FA, a regional pitch advisor from the Institute of Groundsmanship attended Creasey Park on Friday 26 October to carry out in-depth assessments of all of the pitches on site. A report on the findings and suggestions for improvements will follow shortly.
- 1.7 The pitches at both Creasey Park and the recreation grounds have recovered well from the extremely dry summer and are looking and playing well at present.
- 1.8 The grounds team are commencing hedge cutting and leaf clearing across the recreation ground sites and this will be ongoing into the winter months.

2. TOWN CENTRE AREA

Priory and Grove House Gardens and the Town Centre

- 2.1 The winter/spring bedding plants were delivered on 25 October and planting at Priory Gardens was undertaken first to ensure that the gardens were looking at their very best for Armistice Day.
- 2.2 Works to refurbish the War Memorial were completed within budget with over £11,000 raised from donations. The Council has received many positive comments about the works and all that now remains is to erect an interpretation board in the Gardens detailing the history of the memorial and thanking the major sponsors.
- 2.3 The Grounds Operations Manager is liaising with the Women's Institute to arrange a date for them to plant the raised bed at Grove House Gardens. The WI have been planting and caring for this display for three years as part of the Dunstable in Bloom campaign.

Dunstable in Bloom and Keep Dunstable Tidy

- 2.4 Dunstable in Bloom have recently undertaken a workshop to review their activities over the last few years and plan for the 2019 campaign. The theme for 2019 will be 'Plants for the Senses' to encourage individuals and organisations to plant areas and create displays that stimulate the senses including sight, sound, smell, taste and touch.

3. TOWN RANGER SERVICES

- 3.1 The recruitment of an additional Town Ranger is ongoing with the closing date for applications on 14 November and a provisional date for interviews set for 22 November 2018.
- 3.2 Following a number of incidents with youths climbing on the Bennett's pavilion and café roof causing damage, the Rangers will be applying anti-climb paint to the edges of the roof and railings at the rear of the pavilion. Signs will be put up on the pavilion walls and fencing stating that anti-climb paint has been applied. Officers will monitor the success of this deterrent.
- 3.3 It has been necessary for the Town Rangers to remove graffiti from a number of Council facilities including Downside Community Centre, Luton Road Pavilion and the Skate Park.
- 3.4 The Rangers recently held an open day in Grove House Gardens to meet members of the public and to promote the Ranger Service. They received good feedback from the majority of the public and used this as an excellent way to make contact and explain in detail the types of work the Ranger Service carries out across the town.

4. DUNSTABLE CEMETERY

- 4.1 Burial activity has remained ongoing and the table below provides a comparison for the period 1 Aug 2018 to 31 Oct 2018 against the same period for the previous year.

	Aug 2017 – Oct 2017	Aug 2018 – Oct 2018
New earth grave	13	12
Re open earth grave	10	12
New ashes	5	8
Reopen ashes	11	10

- 4.2 At the time of writing this report 146 burials will have taken place in the lawn section of the cemetery extension.
- 4.3 The Cemetery profiled expenditure and income as at end of September 2018 is provided in the table below.

	April	May	June	July	August	Sept
Budgeted Expenditure	£17,783	£7,533	£7,530	£8,783	£7,533	£7,531
Actual Expenditure	£16,596	£6,729	£8,804	£7,663	£6,094	£7,532
Variance	£1,187	£804	-£1,274	£1,120	£1,439	-£1
Budgeted Income	£13,175	£13,175	£13,175	£13,175	£13,175	£13,175
Actual Income	£20,436	£22,616	£21,227	£22,104	£11,789	£8,892
Variance	£7,261	£9,441	£8,052	£8,929	-£1,386	-£4,283
Total Variance	£8,448	£10,245	£6,778	£10,049	£53	-£4,284
Overall Variance	£31,290					

- 4.4 The overall variance is positive for the period and this remains largely attributable to overachieving on income from burials and memorials for the period April to July.
- 4.5 In order to encourage more volunteers to the Friends of Dunstable Cemetery group, they hosted an evening in the Cemetery Chapel on the 30 October where the general public were invited to listen to a local Town Guide give a talk about some of the more notable graves in the Cemetery. The evening was a success with seven new people signing up to join the group.

5. ALLOTMENTS

- 5.1 At the time of writing this report there are 50 people on the waiting list, which is comparable to figures reported to this Committee in September. The table below provides some detail about the make-up of the waiting list and the plots that are currently under offer.

	Total	Resident	Non-Resident
Number on waiting list	50	33	17
Number currently under offer	8	8	0
Number that will accept offer of any plot /site	16	3	13
Number that have requested a specific plot /site	23	20	3
No. requesting a second plot	3	2	1

6. AUTHORS

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DUNSTABLE TOWN COUNCIL**GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE****MONDAY 12 NOVEMBER 2018****BENNETT'S ADVENTURE PLAY AREA**

Purpose of Report: The purpose of this report is to seek Member approval to increase the budget allocation for the new Bennett's Adventure Play Area.

1. ACTION RECOMMENDED

- 1.1 That the Committee recommends to Finance and General Purposes the release of £26,000 from the allocated Parks and Play reserve as identified in section 4.1 of this report.

2. BACKGROUND

- 2.1 Members will recall that the Grounds and Environmental Services Committee have resolved to use £174,000 Section 106 funding from the Central Bedfordshire College development to create a new adventure play area at Bennett Memorial Recreation Ground. Members have subsequently appointed councillors to form a Member/Officer panel to review tender submissions.
- 2.2 Preparation of the design and build tender documentation and the choice of suitable play equipment contractors has been ongoing throughout October and tender documents are scheduled to go out on Tuesday 13 November 2018 for completion and return by Friday 7 December 2018.

3. MAIN CONSIDERATIONS

- 3.1 The choice and review of suitable adventure play companies and their associated case studies, has identified the need to ensure that sufficient funding is provided to maximise the opportunity for creating an exciting and stimulating play experience for young people of all abilities. This is more especially the case, where the Council is seeking to create a destination park for both residents and visitors alike.
- 3.2 It is therefore proposed that Members consider increasing the budget allocation for the adventure play area by £26,000 giving a total project budget of £200,000. This additional funding will allow the designers greater flexibility and creativity with their designs.

4. FINANCIAL IMPLICATIONS

- 4.1 The Council's budget includes contributions to an allocated parks and play reserve set aside specifically to improve the town's parks and open spaces. The allocated reserve balance is currently £47,866. There is sufficient funding available within the allocated reserve to fund the additional £26,000 identified in section 3.2 of this report.

5. POLICY AND CORPORATE PLAN IMPLICATIONS

5.1 The proposal set out in this report accords with the Council's Corporate Plan 2017 – 2019 and in particular with the following key objectives:

(i) Using section 106 funding to ensure that the Council and residents of Dunstable benefit from planned housing developments in and around Dunstable.

(ii) Improved play provision in parks

(iii) Secure a Green Flag for Bennett Memorial Recreation Ground

6. HEALTH AND SAFETY, HUMAN RESOURCE, LEGAL AND ENVIRONMENTAL POLICY, EQUALITIES IMPLCATIONS

6.1 The implications set out in the report to this committee in June 2018 remain unchanged by the proposed additional funding.

7. AUTHOR

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