

**DUNSTABLE TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE GROUNDS AND ENVIRONMENTAL SERVICES  
COMMITTEE**

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,  
DUNSTABLE**

**ON MONDAY 11 SEPTEMBER 2023 FROM 19:00**

Present: Councillors Liz Jones (Town Mayor), Louise O’Riordan (Deputy Town Mayor), Matthew Brennan (Chairman), Richard Attwell (Vice-Chairman), Trevor Adams, Kenson Gurney, Michelle Henderson and Matthew Neall.

In Attendance: Councillor Peter Hollick, Paul Hodson (Town Clerk and Chief Executive), John Crawley (Head of Grounds and Environmental Services), Mary Dobbs (Cemetery Manager), Hayley McKee (Creasey Park Community Football Centre Manager), Dimitrisz Sopisz (Grounds Operations Manager), James Slack (Sports and Leisure Facilities Manager), Kathy Doyle (Parks and Green Space Development Officer) and Georgia Pearson (Democratic Services Manager)

Apologies: Councillors Mark Davis and Johnson Tamara

Public: Nil.

**178/23 SPECIFIC DECLARATIONS OF INTEREST**

There were no specific declarations of interest.

**179/23 MINUTES**

The Minutes of the meeting of Grounds and Environmental Services Committee held on 5 June 2023 were approved as a correct record and signed by the Chairman.

**180/23 PLANS-SUB COMMITTEE**

**RESOLVED:** That the Minutes of the meetings of the Plans Sub-Committee held on 30 May 2023, 20 June 2023, 11 July 2023, 1 August 2023 and 22 August 2023 be received.

**181/23 CREASEY PARK COMMUNITY FOOTBALL CENTRE AND SPLASH PARK**

Members received the report provided. A Pay & Play user survey was conducted to identify where the young people came from to visit the centre. It was noted the usage in the local area consisted of 41.5% from LU5 and 44% from LU6 and nearly 9% of users were female.

Cllr Jones thanked Creasey Park staff for all their hard work and support, including at the Mayor's quiz night.

The Splash Park was able to continue business for another week due to the outstanding weather experienced. A report will be provided at the next meeting as it is expected to be the splash park's best trade week and is hoped that the final figures for this will reach the forecast predicted.

## **182/23          GROUNDS – INFORMATION REPORT**

Members received the report provided.

### **Cemetery**

The Cemetery Manager summarised the report giving details about various activities and works completed in the cemetery.

### **Allotments**

The Cemetery Manager summarised the report giving further details about various allotment activities.

### **Recreation Grounds – play areas.**

The Grounds Operations Manager updated members that the new play area at Kingsbury Recreation Ground was now complete. It was also noted that works on the MUGA are ongoing, and members will be updated soon for the opening dates.

### **Town Rangers**

Councillor O'Riordan asked whether the skate park users can use the toilet facilities which are in the hub. Officers agreed to clarify the situation.

**ACTION** Grounds Operations Manager

Councillor Jones raised a concern regarding parking on the sports pitch at Kingsbury Recreation Ground. The Grounds Operations Manager advised that he will contact all members with the keys to the gates to remind them the gate keys are to be used only for emergencies.

**ACTION** Grounds Operations Manager

Councillor Attwell requested that the fencing from the entrance to Mentmore Recreation Ground be replaced. Prior to the meeting Councillor Attwell raised his concern with the Head of Grounds and Environmental Services Manager. It was noted that there is funding available in the reserve for fencing. It was suggested that metal mesh fencing could be used up to the hedgerow which would provide protection to the farmers crop field and then a wooden fence could be used behind the hedge in which as the hedge grows long term this would become the fence itself once the wooden fence deteriorates over time.

The Head of Grounds and Environmental Services agreed to bring a spend proposal forward to Novembers committee.

**ACTION** Head of GES

Councillor Jones raised a concern about damage to the planters along Middle Row and Ashton Square. The Head of Grounds and Environmental Services informed Members that discussions with CBC Highways were ongoing. CBC are responsible for the upkeep/replacement of the planters should there be any damage, however discussions had begun to establish whether the Town rangers will be able to carry out minor repairs.

**ACTION** Head of GES

### **Dunstable in Bloom and Projects**

The Parks and Green Space Development Officer summarised the report given about various ongoing projects.

#### **183/23 ALLOTMENTS TENANCY AGREEMENT – DECISION REPORT**

Members received the report provided.

Councillor Henderson declared an interest due to being an allotment tenant.

#### **RESOLVED:**

1.1. That the Committee consider and approve the updated and amended tenancy agreement provided in Appendix 1.

1.2. That the Committee adopt the National Allotment Society (NAS) policy document 108 in support of the cultivation guidance now included within the tenancy agreement.

#### **184/23 UPDATED VEHICLE MANAGEMENT POLICY – DECISION REPORT**

Members received the report provided.

**RESOLVED:** To approve the updated vehicle management policy summarised in section 3 and provided in full at Appendix 1.

#### **185/23 REPORTS FROM OUTSIDE ORGANISATIONS**

CBC Development Committee

Councillor Jones advised that Councillor Kotarski had represented the Council at the CBC Development Committee on a planning application. CBC agreed with the council's decision which led to the rejection of the planning application. The Chair congratulated Councillor Kotarski for his efforts.

#### **186/23 EXCLUSION OF PRESS AND PUBLIC**

It was proposed, seconded and

**RESOLVED:** in terms of Schedule 12A, Local Government Act 1972, the following item will be likely to disclose exempt information relating to establishment and contractual matters and therefore, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

**187/23      NEW CEMETERY DEVELOPMENT – DECISION REPORT**

**RESOLVED:**

- I. To recommend to the Finance and General Purposes Committee the release of up to £40,000 from the New Cemetery Reserve to undertake the works identified in section 3 of the report.
- II. To give delegated authority to the Town Clerk & Chief Executive, in consultation with the Chair of this Committee and the Responsible Financial Officer, to incur additional expenditure up to the remaining value of the allocated New Cemetery Reserve.

**188/23      VERBAL      UPDATE      ON      CREASEY      PARK      MANAGEMENT  
ARRANGEMENTS**

No update

**The meeting closed at 21:19**