

**MINUTES OF A MEETING OF THE SERVICES AND MAINTENANCE COMMITTEE
HELD ON 10TH NOVEMBER 2004**

PRESENT

Mr. Wren presided over Mesdames Harrison, Warwick and Reddick, Messrs. Mackin, Fletcher and Dear.

1. APOLOGIES

Mr. Coward.

2. DECLARATIONS OF INTEREST

None.

3. WASTE COLLECTION – PLAY AREAS

Raynesway Construction has been contacted with regard to carrying out a litter pick and waste bin emptying service in three play areas of the town. Unfortunately they have replied informing members that they weren't licensed for such an operation and therefore couldn't carry out such a service. Mid Beds D C are to be contacted to see if they are aware of any contractor that could carry out such an operation.

4. EVENT – MAYDAY WEEKEND

A letter has been received from Redbornstoke Morris and Bedfordshire Lace Morris informing members that they are looking for suitable venues to hold a weekend of dance over the Mayday period. A reply is to be sent informing them that there aren't any such events being held in the town at that time but their letter will be held on file.

5. CONFERENCE – ANTI-SOCIAL BEHAVIOUR

An invitation has been received from the Community Safety Team to attend a conference on Anti-Social Behaviour. The conference is to be held on Friday 19th November at the Rufus Centre in Flitwick starting at 9.30 a.m. Unfortunately a representative could not be found from this Committee and although this was felt to be a very worthwhile conference, overall it was considered that anti-social matters were handled very well by the town's beat manager and P C S O's.

6. RECREATIONAL OPEN SPACE STRATEGY REVIEW OF PARISH SCHEDULES 2004

The above review was originally discussed at the last meeting of the Planning & Environment Committee. At this meeting, Mrs. Harrison very kindly offered to study the review and report back. A questionnaire was also enclosed and because of those discussions, Mrs. Harrison was able to answer most of the questions that were asked. However, several issues still required further discussion at the Services & Maintenance Committee meeting before the questionnaire could be completed. As the document is now complete it will be forwarded to the Play and Open Space Officer at Mid Beds District Council.

7. BELLCOTE MEADOW PLAY AREA

Mrs. Harrison reported that the fence round the children's play area now had 6 panel length of slats and several slat supports missing. Investigations are to be made as to a suitable material and manufacturer that could be utilised in order to construct a replacement fence round the entire perimeter.

8. GRASS CUTTING

It was decided to formulate a complete map of all areas for which the Town Council has a grass cutting responsibility. This item is to be placed on the agenda for next month's meeting of the Services and Maintenance Committee as it was felt that considerable time should be devoted to it prior to 'tendering' for contractor's early in the new year.

9. STREET SURVEY

Most of the roads in the town have now been surveyed and a very few are now outstanding. Once the survey is complete a master chart will be drawn up prior to sending a report to the appropriate authorities.

10. ANY OTHER BUSINESS

A quotation has been received regarding a secure door entry system and intruder alarm for the Council Chamber bearing in mind the clerk's 'lone worker' situation. The quote was deemed to be entirely adequate and reasonably priced and covered all the appropriate aspects of security. As a result of this information it was thought that the sum of £791 for the system and £166 for 50 security key fobs is RECOMMENDED to full Council.

A letter has been received from Woods Hardwick regarding a presentation they made at last week's Planning and Environment Committee meeting. The letter enquired as to what current facilities the committee felt needed improving. A reply is to be sent informing them that the Town Plan will soon come up to draft status and suitable extracts of that document will be forwarded to them in the course of the next two weeks or so.

It was requested that part of a tree be removed from the river at the Waterside area and that the lower branches of some of the willow trees be trimmed. A further request for the concrete waste bin to be emptied at the same area.

An enquiry was made regarding the possibility of yellow road markings being painted in the area of School Lane bearing in mind entry and exit to the school. This was deemed to be the responsibility of the school and as such it was suggested that they should approach the appropriate authorities themselves. Advice on the situation is to be sought from County Councillor Mr. Younger.

Mr. Mackin informed members that he had made numerous representations over several months to both the local Somerfield's Store and their Head Office regarding broken pallets in the adjacent car park. Mr. Mackin stated that he had experienced a cavalier attitude in all the approaches he had made and was seriously concerned about the likelihood of someone having a serious fall. A letter had again been sent to Somerfield's office on November 6th but obviously no reply has been received as yet.

A letter is to be written to the County Council informing them that the Town Council is not entirely satisfied with the quality of work that some of their contractor's carry out. The letter is also to inform them that several of the projects, for which certain of their own Officers has a direct responsibility, are taking far too long to resolve. I.e. the pedestrian walkway between Duck Lane and the High Street, Kingsmede and the area outside the Council Chamber. The Town Council would be prepared to have site meeting should the County Council require it.

It was felt that if photographic evidence of sites requiring remedial work could be sent to the appropriate authority along with a written outline of the problem, it might add credence to the Town Council's requests. Bearing this and the above paragraph in mind, it was suggested that the Clerk and Council members should have access to a digital camera. Therefore, it is RECOMMENDED to full Council that such a camera be purchased.

The meeting closed at 9.25 p.m.