

**MINUTES OF A MEETING OF THE SERVICES AND MAINTENANCE COMMITTEE
HELD ON 14TH SEPTEMBER 2005**

PRESENT

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

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

None.

3. QUOTES FOR SIGNAGE – THE MEADS

Quotes have been received for the replacement of five signs around The Meads Play Area. However, it was decided to approach another company for a further quote.

4. NOTICE BOARD – SCOUT HALL

Measurements are to be taken of the requisite size of a free standing notice board to be erected outside the Scout Hall. Brochures from five manufacturers have already been received which will be studied with a view to selecting the most suitable. However, it must be borne in mind that details should be submitted to the Robert Lucas Trust and their permission must be sought prior to the installation of any such notice board.

5. QUOTE MAINTENANCE WORK/REMOVAL OF VEGETATION

A quote has been received from a contractor to remove weeds/vegetation from various areas of the town. The figures were studied and it was decided that the Clerk should contact the contractor to discuss the quote in further detail.

6. INVITATION – BLETCHLEY PARK PLAY SEMINAR

An invitation has been received from a manufacturer/supplier of play equipment inviting a representative of the Council to attend a seminar demonstrating their equipment. However, as the Council does not have the responsibility for purchasing play equipment at the present time, it was decided to decline the invitation.

7. SUMMARY OF PLAY EQUIPMENT CONTRACT

The play area inspection contractor has been contacted to ask if minor remedial works to play equipment are covered by the current contract. The contractor has responded and informed members that such remedial works are not covered by the existing contract but a 'find and fix' clause could be added although it would be at an additional cost. It was decided not to proceed with this clause at the present time.

8. LATEST PLAY AREA INSPECTION REPORT

A further month's play area inspection reports have been received from the contractor. These were read out and any remedial required was noted accordingly.

9. LIST OF PLAY AREA WORKS REQUIRING ATTENTION

The play area inspector has forwarded a report listing items which they feel should receive attention in due course along with quotes for the cost of repair. Mr. Wren volunteered to examine the equipment itemised in the report and then inform the committee of his findings in more detail.

10. LIST OF LICENSES AND PREMISES APPLICATIONS

The Licensing Department has sent notification of all premises that have applied for a licence along with a copy of the Club Premises Licensing Register. Those applications related to Shefford were noted accordingly.

11. LETTER FROM RESIDENT – TIPPETT DRIVE

A copy of a letter has been received from a resident of Tippett Drive regarding the screening of the adjacent pumping station. The letter was written to Anglian Water requesting that they should consider screening the other two sides of the pumping station which are currently unscreened. The clerk is to write to the resident offering the committee's support should he need it.

12. ROAD CONDITION SURVEY

It was decided to update the road survey previously sent to the Highways Department of the County Council in order that they should have the latest information of road conditions in the town.

13. GRAFFITI REMOVAL

A letter has been received from the Contract Services Manager of the District Council enclosing a flyer informing members of the name of a company that can be contacted for the removal of graffiti. The company has been endorsed by Biggleswade Town Council.

14. MINERALS & WASTE LOCAL PLAN

A copy of the above document has been received from the County Council.

15. GRASS CUTTING

The current grass cutting contracts will be due for renewal in the new year. It was decided to draw up a master map showing all the areas for which the Town Council has a responsibility for grass cutting prior to sending out invitations to tender early in 2006.

16. ANY OTHER BUSINESS

Anglian Water are to be invited to a committee meeting with a view to discussing the current drainage/sewerage system in the town which has proved to be totally inadequate during the recent heavy rainfall.

The Highways Department of the County Council is to be requested to replace a missing street sign in Sullivan Close.

Notification of flooding in the ditch at Tippett Drive. The developer is to be contacted to 'jet' the ducts.

Report of a large 'prickly' hedge in the vicinity of Grieg Close/Bliss Avenue which is causing an obstruction across the pavement.

Complaint of foul odours emanating from wheelie bins which is particularly prevalent in the current hot weather. A further complaint of maggots has also been received in spite of waste items being double-wrapped. It was agreed that the current two-weekly refuse collection system is not working and because of this it was decided to contact the Environmental Health Officer.

Overall it was thought that parking in the town was not sufficient a problem to warrant the cost of £150 per day per attendant for additional parking enforcement time.

Report of a tree at the top-end of Riverside requiring attention by next Spring.

A discussion took place about the article in the Biggleswade Chronicle regarding the proposed Bedford Road development.

Complaint of inappropriate parking in the vicinity of the Woolpack public house in Clifton Road. As the offending vehicles are not actually causing an obstruction it was decided to renew the request to the County Council for 'yellow lines'. County Councillor Mr. Younger is to be asked if he has any further information on the situation.

The meeting closed at 9.15 p.m.
