

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD ON MONDAY, 15 SEPTEMBER 2014 AT 7.30PM IN THE CASTLE,
HERTFORD**

PRESENT Cllr N Wilson, In the Chair

Councillors P Boyle, Mrs B Haddock, Mrs S Newton, P Ruffles and R Willis

IN ATTENDANCE: Ms Nina L. Villa, Town Clerk
Ms T Carpenter, Civic Administration Manager

157. APOLOGIES FOR ABSENCE

Cllr D Poole (Previous engagement) and Cllr M McCormick (Work commitment)

158. DECLARATIONS OF INTEREST

None.

159. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 9 June 2014 were approved as a correct record of the proceedings and the Chairman was authorised to sign same.

160. MATTERS ARISING FROM THE MINUTES NOT DEALT WITH ELSEWHERE ON THE AGENDA

Flowerbeds at Bluecoats

It was noted that the beds were much improved and the maintenance schedule appeared to be up to standard. A request was made for consideration for a raised area to be installed to prevent the public walking across the grass.

Fishing Rights

It was requested that this matter be removed from the Action Sheet.

Cemetery

A report was requested for a future agenda to establish what could be learned from Bishop's Stortford Town Council's experience in looking at maximising burial space.

It was **RESOLVED** that:

The action sheet be noted.

161. **QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE PUBLIC**

None.

162. **ALLOTMENTS – STATISTICS AND MAINTENANCE**

The Committee received a report detailing the latest statistics for the Council's allotment sites, and also maintenance work which had been carried out on the sites.

The Committee was pleased to note that all vacancies had been filled, however it was requested that when the Allotments Officer completed the statistics that the number of vacancies were updated for the North Road Site.

It was noted that the Allotment Open Day had been successful and the Committee expressed its thanks to the Allotment Officer for her hard work both on the day and leading up to the event.

The Committee considered the report regarding the provision of a surface for car parking on the Bengo allotments and noted that the area had become more necessary as a result of the addition of parking restrictions on Sacombe Road. The Committee decided that the Eco grid surface, which, whilst more expensive than the terram surface, would be more appropriate in the allotment setting. It was noted that the Allotment maintenance budget would be over spent as a result of the installation of this surface.

It was **RESOLVED** that:

1. The allotment statistics and maintenance details be received and noted.
2. The Committee approved the installation of an Eco grid surface to the car park area at the Bengo Allotment Site at a cost of around £5500.

163. **ALLOTMENTS – MUDLARKS COMMUNITY GARDEN PROJECT**

The Committee received a report from Mudlarks regarding the recent activities of the project. The Committee was most impressed by the buoyancy of the project, which appeared to be going from strength to strength.

It was **RESOLVED** that:

The Committee notes the report.

164. NORTH ROAD PLOTHOLDERS GROUP

The Committee received a report regarding the recent activities of the North Road Plotolders Group which was noted.

It was **RESOLVED** that:

The Committee notes the report.

165. LOVELY GRUB GARDEN

The Committee received a report of the work of the Lovely Grub Garden.

It was **RESOLVED** that:

The Committee notes the report.

166. CEMETERY AND CLOSED CHURCHYARDS - STATISTICS FOR BURIALS AND INTERMENT OF ASHES

The Committee received a report outlining the recent burials and interment of ashes statistics at the Cemetery along with details of the maintenance work programme.

It was **RESOLVED** that:

The Committee notes the report.

167. SEASONAL INSPECTION NOTES

The Committee received the notes of the recent seasonal inspection at the Cemetery, which had focussed mainly on the Mess area. Several recommendations had been made for improvements, including a replacement floor for the shed, improved lighting in the trailer shed for indoor working and greater security for the mower store. Most of these works had been actioned since the inspection.

The Grounds Supervisor had provided the Committee with a list of the replacement tree planting that had taken place over the last five years, however the Committee requested that that further report be prepared outlining details of trees that specifically interested the Grounds Supervisor and which could be added to a list in order to augment the planting in the Cemetery.

It was **RESOLVED** that:

The Seasonal Inspection report be noted.

168. MEETING WITH MEMBERS OF THE PCCs

The Committee had received a copy of the notes from the recent meeting with the PCCs of All Saints' and Hertford St Andrew. The Committee was disappointed to note that there was no representation from Holy Trinity, and the Town Clerk agreed to contact the Vicar to ascertain their feedback on the maintenance of the churchyards of Holy Trinity and St Leonard's.

Concern was expressed regarding the removal of the wall adjacent to St Andrew and in particular to the whereabouts of the valuable 200 year old bricks, which were being stored by a Contractor. The Town Clerk agreed to discuss the matter with George Robertson of East Herts Council, who was aware of the matter.

169. SUB COMMITTEES AND ADVISORY SUB COMMITTEES

Hertford Youth Town Council

The next meeting will be held on 24 September 2014.

170. FINANCE - FIRST QUARTER INCOME AND EXPENDITURE 2014/15

The Committee received a report detailing the first quarter income and expenditure for the Community Services Committee 2014/15.

It was **RESOLVED** that:

The first quarter Income and Expenditure be noted.

171. DRAFT BUDGET

The Committee received a copy of the draft budget for 2015/16 along with proposals for optional projects. Further detailed information was requested regarding the items for the new van and for the inscription work to the War Memorial.

The Clerk confirmed that some work was being completed this year on the inscriptions around the War Memorial, but more budget was required to bring all the plaques up to a suitable standard. Additionally, some pointing work was required to the stonework and one of the boards was showing some wear.

The van was now five years old, and members were reminded that the gear box broke on the previous van when it reached a similar age and at that point, the grounds staff had been required to hire a van until a new one could be purchased. The current van was now used more regularly and was often called upon for use by the office staff, and it was therefore suggested that consideration be given to the purchase of a new van, with the old one being retained at the Castle. The Committee also requested

that consideration be given to branding the vehicle, possibly with removal magnetic signage.

The Clerk advised that no work had yet taken place to repair damaged memorials at the Cemetery, as all previous budget had been used in All Saints' Churchyard. Additionally, the Pearson Memorial in All Saints' required some important remedial work which had been delayed in the recent past due to the lack of available budget but that was now becoming more pressing.

It was **RESOLVED** that:

The Committee notes the report.

The meeting closed at 2050.