

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD ON MONDAY, 18 SEPTEMBER 2017 AT 7.30PM IN THE
CASTLE, HERTFORD**

CHAIRMAN: Councillor Steve Cousins, in the Chair

PRESENT Peter Boyle, Mrs Brenda Haddock, Peter Ruffles, Mrs Malwina Stevens and Mrs Beryl Wrangles

IN ATTENDANCE: Mr J Whelan – Town Clerk
Ms Tricia Carpenter – Civic Administration Manager

253. RECORDING OF MEETING

It was confirmed that no person present wished to record the meeting.

254. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Bolton (Previous engagement), Mrs S Dunkley (Mayoral engagement) and Cllr Mrs Newton.

255. DECLARATIONS OF INTEREST

| | | | |
|--|-----|---|-----------------------|
| Cllr Mrs Stevens, Cllr Cousins and Cllr Wrangles | DPI | Agenda item 6 (e) Allotment Rents | Allotment tenants. |
|--|-----|---|-----------------------|

256. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 12th June 2017 were approved as a correct record of the proceedings and the Chairman was authorised to sign same.

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

Wall at Churchyard

Members were disappointed to note that the rebuilding of the wall had again been delayed and it was noted that should the delays continue the weather would become too cold for the lime mortar to set. The Town Clerk was asked to liaise with East Herts Council and the Contractor to ensure the wall was rebuilt urgently.

River Signage

It was confirmed that three of the four signs would be installed shortly, with the fourth sign being installed on the bridge over the Rib at a later

date when Hertfordshire County Council had established a suitable fixing method. The Committee wished to thank the officers at Hertfordshire County Council for their very helpful co-operation in this project, and requested that a suitable letter be forwarded to the appropriate department commending the excellent service and co-operation.

CCTV cameras at Cromwell Road

It was confirmed that so far no images from the cameras had indicated any criminal behaviour, but officers will continue to move the cameras around the site to capture images in different areas. The Town Clerk agreed to meet with the Police to discuss the matter further.

It was **RESOLVED** that:

The action sheet be noted.

258. QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE PUBLIC

None.

259. 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 the number of let plots, especially at Hertingfordbury and the Committee wished to thank the Allotments Officer for her work in securing the new tenants.

Following a recent visit to Cromwell Road it was noted that several plots were overgrown, although it was noted that the Allotments Officer had been carrying out regular site inspections and sending letters where appropriate.

A request was made for the repair of the fence along the length of Rowleys Road to help maintain the security of the site and it was agreed that this would be considered for the budget for next year.

The Chairman and Civic Administration Manager would visit the Cromwell Road site shortly to assess the situation of overgrown plots and fence.

It was **RESOLVED** that:

The allotment statistics and maintenance details be received and noted.

260. ALLOTMENTS – MUDLARKS COMMUNITY GARDEN PROJECT

The Committee received a report from Mudlarks regarding the recent activities of the project.

It was **RESOLVED** that:

The Committee notes the report.

261. NORTH ROAD PLOTHOLDERS GROUP

The Committee received a report from the Chairman of the North Road Plotters' Group.

It was **RESOLVED** that:

The Committee notes the report.

262. LOVELY GRUB GARDEN

The Committee received a report from the Lovely Grub Garden. The Committee noted the request for a modification to the base of the notice board to prevent injury.

It was **RESOLVED** that:

The Committee notes the report.

263. ALLOTMENT RENTS

The Committee received a report outlining a proposal for the allotment rent to increase to £5.20 per pole from 1 January 2019. Following discussion the Committee opted for a lesser increase to £5.10 per pole.

It was **RESOLVED** that:

- a) The Committee **notes** the report.
- b) The Committee **approves** a 10p increase in allotment rents, to £5.10 per pole with effect from 1 January 2019.

Having previously declared a DPI, Cllrs Cousins, Mrs Stevens and Mrs Wrangles left the meeting prior to the discussion and vote on this item.

264. REVIEW OF ALLOTMENT RULES AND REGULATIONS

The Committee had received a report outlining a request from officers for a slight amendments to the rules and regulations in regard to colour and types of sheds. A discussion took place regarding the durability and security of metal sheds and after a vote, the proposed change in the regulations to allow metal sheds was approved.

It was **RESOLVED** that:

The Committee **approves** the amendments to the Allotment Rules and Regulations.

265. 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.

The Committee noted that the yew hedge at St Leonard's Churchyard was overrun with ivy and the challenges faced by the Grounds staff in their attempt to clear the ivy. Members considered that the ivy was so well established the challenge was all but lost, but wished to commend the grounds staff in their continuing efforts to preserve the hedge.

It was requested that Mrs Cordingly be advised that efforts continued to clear the hedge.

It was **RESOLVED** that:

- a) The Committee **notes** the report

266. PROGRESS ON OBJECTIVES 2016-19

It was **RESOLVED** that:

The Committee **notes** the progress on the objectives for 2016-19

267. FINANCE - FIRST QUARTER INCOME AND EXPENDITURE 2017/18

The Committee received a report detailing the income and expenditure figures for the first quarter 2017/18.

It was **RESOLVED** that:

- a) The Committee notes the first quarter income and expenditure to 30 June 2017.

268. DRAFT BUDGET 2017/18

The Committee received the first draft of the budget for 2016/17.

Items raised by members included consideration for a new fence at Cromwell Road Allotments and the purchase or lease of a new van for the Grounds staff.

Prices for the repair and painting of the Church Street gates should also be obtained for inclusion in the budget.

Members were advised to bring any items to the attention of the Civic Administration Manager for consideration and inclusion in the budget in time for reporting at the next Committee meeting on 27 November 17.

It was **RESOLVED** that:

The Committee **notes** the report.

269 **EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** that:

In view of the confidential nature of the following items, which relate to the business matters of other individuals and organisations, the public shall be excluded while the following items are discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

270. **SENSITIVE DISPOSAL OF FOETAL REMAINS**

The Committee received a report outlining a request from the Lister Hospital to provide burial space at the Cemetery for the burial of non-viable foetal remains of less than 12 weeks gestation.

It was **RESOLVED** that:

- a) The Council **approves**, the provision of the service as requested by the Lister Hospital, on a free of charge basis for 9 POCs
- b) The Council **receives** a written undertaking from the Hospital contractor (Austin's) regarding the Council's responsibilities regarding parental rights.
- c) The Council **approves** the future burial of POCs for Hertford residents and will review the provision of the service at the appropriate time.
- d) The Council **receives** a report to every meeting of the level of service provided to the Lister Hospital at every meeting.

The meeting closed at 2035