

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD ON MONDAY, 12 FEBRUARY 2018 AT 7.30PM IN THE
CASTLE, HERTFORD**

CHAIRMAN: Councillor Steve Cousins, in the Chair

PRESENT P Boyle, Mrs B Haddock, Mrs S Newton, P Ruffles and Mrs B Wrangles

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

553. RECORDING OF MEETING

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

554. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Dr Downs (Personal Commitment), Mrs S Dunkley (Unwell) and Cllr Mrs R Bolton.

555. DECLARATIONS OF INTEREST

Cllrs S Cousins and Mrs B Wrangles	Personal	Agenda item - Allotments	Allotment Tenants
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556. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 27th November 2017 were approved as a correct record of the proceedings and the Chairman was authorised to sign same.

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

Rotovating of Allotment plots

It was requested that further quotations be sought for the cost of rotovating empty plots.

The Chairman confirmed that he had visited three allotment sites (Cromwell Road, Bengoe and Hertingfordbury) and considered them all to be in a reasonable condition given the time of year. A further site visit with officers would take place in late March/early April, when letters to

tidy plots and/or notices to quit would be issued where no work had commenced for the season.

The stile he noted was an improvement on the last one, but that it should have grab rails added to ensure safety.

The Clerk was requested to seek advice from the Allotment Association or from other Councils to establish best practice when letting overgrown plots.

Pinehurst

The Town Clerk confirmed that, following a report to the Personnel Sub Committee, litter picking and safety checks would be carried out Monday, Wednesday and Friday. This would be open to review if it proved necessary.

It was **RESOLVED** that:

The action sheet be noted.

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

None.

559. 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 advised of the up to date vacancies at sites, which currently stood at:

7 at Cromwell Road
4 at Sele
8 at Hertingfordbury

In addition to these, 10 notice to quits had been issued at Cromwell Road for non- payment of rents, along with 3 at Hertingfordbury.

It was **RESOLVED** that:

The allotment statistics and maintenance details be received and noted.

560. ALLOTMENTS – MUDLARKS COMMUNITY GARDEN PROJECT

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

A suggestion was made as to whether it would be possible for Mudlarks to assist with the ivy removal from the hedge at St Leonards. Care would need to be taken to ensure the removal of the ivy did not leave large holes in the hedge.

It was **RESOLVED** that:

The Committee notes the report.

561. NORTH ROAD PLOTHOLDERS GROUP

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

The Chairman agreed to meet with the Chairman of the NRPG to ascertain whether shooting magpies was taking place on site, and if so, to stop the practice, which was illegal.

It was **RESOLVED** that:

The Committee notes the report.

562. LOVELY GRUB GARDEN

The Committee received a report from the Lovely Grub Garden. The Committee was pleased to see that the group was organising a new watering system.

It was suggested that the project be advertised in the next issue of the events programme.

It was **RESOLVED** that:

The Committee **notes** the report.

563. 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 requested that the tables in the report be revised to make them clearer to understand.

It was **RESOLVED** that:

The Committee **notes** the report.

564. CEMETERY FEES

The Committee received a report outlining a proposal to increase burial fees by 3%, in line with the Council's decision to increase its budgets.

It was **RESOLVED** that:

The Committee **approves** the increase in burial fees by 3%.

565. PROGRESS ON OBJECTIVES 2016-19

It was **RESOLVED** that:

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

566. FINANCE - THIRD QUARTER INCOME AND EXPENDITURE 2017/18

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

The outstanding allotment fees at the end of December was noted at over £2000. It was confirmed that many of the fees were paid in January 2018.

It was **RESOLVED** that:

1. The Committee **notes** the report.
2. The Committee **approves** a virement of £2000 from budget code 5342 Cemetery Memorial Repairs to 5175 Pinehurst Play Area maintenance.

There being no further business, the meeting closed at 8.30pm.