

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD ON MONDAY, 6 SEPTEMBER 2010 AT 7.30PM IN THE CASTLE,
HERTFORD**

PRESENT: Councillor Miss K Darby in the Chair.

Councillors Mrs H P Durbin, Mrs A Emsley, Mrs B Haddock, J Hedley, Mrs S Newton, R Radford, and N Wilson.

IN ATTENDANCE: Councillor P A Ruffles
Mrs N L Villa, Town Clerk
Ms T Carpenter (Minutes)
North Road Plotolders Group
Mudlarks Community Allotment Group
11 Members of the public (at the start of the meeting)

Prior to the meeting the Mayor presented awards to the winners in the Best Kept Allotment Category of the Hertford in Bloom competition.

148. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs D Poole (family commitment) and Mrs B Wrangles (family commitment)

149. DECLARATIONS OF INTEREST

Cllr Mrs H Durbin	Personal	Item 6(d) Mudlarks Committee member of Mudlarks and Item 8 St Leonard's Garden. The gardening contractor is known to Cllr Mrs Durbin
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150. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 14 June 2010 were approved as a correct record and the Chairman authorised to sign the same.

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

The Committee received an updated Action Sheet. It was noted that the grant payment from the Pilgrim Trust had been received and the Cemetery leaflet had now been printed. Cllr Mrs Durbin reported that she had recently met with an officer of the Countryside Management Service who had commented on the important flora and fauna in the Cemetery. A wildlife survey is a requirement for Green Flag and something which would be carried out next year.

It was **RESOLVED** that:

The Action Sheet be received and noted

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

There were no members of the public wishing to speak.

153. ALLOTMENTS – NORTH ROAD ALLOTMENTS SITE

The Committee received a written report from the Secretary of the North Road Plotolders Group.

It was **RESOLVED** that:

The report from the North Road Plotolders Group be received and noted.

154. ALLOTMENT - STATISTICS

The Committee noted that the report detailing the latest statistics.

It was **RESOLVED** that:

The allotment statistics be received and noted.

155. ALLOTMENTS - MAINTENANCE

The Committee received a report which provided details of work completed across the allotments sites since the beginning of June 2010.

It was **RESOLVED** that:

The report on allotments maintenance be received and noted.

156. ALLOTMENTS - MUDLARKS

The Committee received a report from Mudlarks regarding the recent activities of the project. The group was grateful to the Town Clerk for forwarding information concerning the LSP Health and Equalities grant, from which the project had been awarded £2000.

The Committee received reassurance that the new wood burning stove would be installed correctly within the shed, following all necessary health and safety checks.

It was **RESOLVED** that:

The report be noted.

157. REVIEW OF ALLOTMENT RULES AND REGULATIONS

The Committee noted the proposed minor alterations to the rules and regulations and particularly the clear procedure for appeals against a notice to quit.

It was requested that a note be added that the use of chemicals to destroy wasps nests at allotment sites was forbidden.

It was **RESOLVED** that:

The revisions to the rules and regulations be approved.

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

It was **RESOLVED** that:

The report on the statistics for burials and interment of ashes be noted.

159. CEMETERY AND CLOSED CHURCHYARD - MAINTENANCE

The Committee received a report detailing the maintenance which had taken place in the Cemetery and Closed Churchyards, along with an email from a member of the public expressing his appreciation to the cemetery staff for the high standard of maintenance at the Cemetery.

The Committee noted that a number of positive comments had been received regarding the maintenance standards at the Cemetery and requested that a letter of appreciation be forwarded to the grounds staff in recognition of their hard work.

It was **RESOLVED** that:

The report of the maintenance work programme for the Cemetery and Closed Churchyard be received and noted.

160. SEASONAL INSPECTION

The Committee received a report detailing the outcome of the recent seasonal inspection and the progress being made towards rectifying any areas of concern. It was noted that the flint wall at Holy Trinity Churchyard was in urgent need of repair and that a third quotation for the work was awaited.

It was **RESOLVED** that:

- (a) The report be noted.

- (b) Given the urgency of the need to repair the wall at Holy Trinity that delegated powers be given to the Clerk, in consultation with the Chairman to accept the best quotation and approve the repairs to the wall at Holy Trinity. The matter would be referred back to the Committee for retrospective ratification at its meeting in November.

161. SIGNAGE AND WATER SUPPLY AT ST LEONARD'S GARDEN

The Committee had received a report detailing the requirement for the installation of a water supply at St Leonard's Garden. Since the Council assumed responsibility for the Garden in 2008 significant investment in both time and the purchase of plants had been made to provide a suitable planting scheme for the Garden. However as a result of the extremely hot, dry weather in June and July many of the plants had died through lack of water. The Clerk advised that a quotation had been received in the sum of £1021.26 for the installation of the pipe work, and this work had a thirteen week lead time, therefore it was necessary for the work to be ordered during the current year, ready for the spring of 2011. Additional works to connect the pipe work could be carried out in the 2011/12 financial year.

Approval was also sought for the design of a sign for the Garden.

It was **RESOLVED** that:

- (a) The Committee **approves** the proposal to provide a stand pipe at St Leonard's Garden at a cost of £1021.26 in the current financial year, with the additional works taking place in 2011/12
- (b) The Committee **approves** the proposed design for the sign at a cost of £210.
- (c) The cost of the proposed expenditure be met from reserves.

162. SUB-COMMITTEES AND ADVISORY SUB-COMMITTEES – HERTFORD YOUTH TOWN COUNCIL

It was **RESOLVED** that:

- (a) The next meeting of the Youth Council on 14 September 2010 be noted.

163. BENCH AT WINDSOR DRIVE

This matter had been referred to the Committee at the request of Cllr Poole who was requesting that this bench be removed. Whilst the bench was not in particularly good decorative order it was structurally sound and securely fitted, however a number of complaints had been received from residents complaining that the bench was used by groups of young people, often under the influence of alcohol who caused an anti social and litter nuisance. The neighbourhood policing team had also requested that the bench be removed, as had one of the East Herts

Cllrs representing Sele Ward. Whilst sympathetic to the problem, the Committee was of the opinion that efforts should be made to suitably manage the situation in the first instance, with consideration being given to the installation of a litter bin and an approach being made to the neighbourhood police team to police the area. Cllr Radford, in his capacity as Partnership Liaison Officer was requested to contact the Police to request that the matter be addressed.

It was **RESOLVED** that:

Any decision to remove the bench at Windsor Drive be deferred until liaison with the Police had taken place.

164. FINANCE - 1st QUARTER INCOME AND EXPENDITURE

The Committee received a report detailing the 1st quarter income and expenditure and it was noted that the projected overspend on the year would be approximately £12,000, which was largely as a result of the need to purchase a new van for the ground staff.

It was **RESOLVED** that:

(a) The report be noted.

165. ITEMS FOR BUDGET 2011/2012

The Committee had received a report providing a draft budget for the financial year 2011/12 along with a request for consideration to any additional projects the Committee may wish to undertake in the next financial year. Projects totalling £58,400 had been suggested, which included items such as resurfacing, cemetery railing replacement and repair of unsafe memorials, the inclusion of which still resulted in a 0% increase in the precept. The Committee agreed to be guided by officer advice in this matter, which would be further considered at the meeting in November.

The meeting closed at 8.25pm.