

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD ON MONDAY, 19 SEPTEMBER 2016 AT 7.30PM IN THE
CASTLE, HERTFORD**

CHAIRMAN: Councillor Mrs S Newton, in the Chair

PRESENT P Boyle, Mrs B Haddock, and Mrs S Dunkley

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

Note: In the absence of the Chairman and Vice Chairman, Cllr Mrs Newton chaired the meeting

206. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Bolton (Previous engagement), Cllr Ruffles (Personal commitment), Cllr Cousins (Personal Commitment), Cllr Dr Downs (Personal Commitment) and Cllr Mrs S Rutland Barsby (Previous engagement)

207. DECLARATIONS OF INTEREST

None.

208. THE MINUTES

It was **RESOLVED** that:

The minutes of the meeting held on 13th June 2016 were approved as a correct record of the proceedings and the Chairman was authorised to sign same.

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

It was **RESOLVED** that:

The action sheet be noted.

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

None.

211. 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.

It was noted that continues to be a very good level of allotments take up with overall vacancies running at less than 5%.

It was **RESOLVED** that:

The allotment statistics and maintenance details be received and noted.

212. ALLOTMENTS – MUDLARKS COMMUNITY GARDEN PROJECT

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

The Committee was pleased to note that Mudlarks had secured £8000, with the potential for an increase to £12000 under the Tesco plastic bag scheme, the money of which would be used to improve the planting in the Castle Grounds.

It was **RESOLVED** that:

The Committee notes the report.

213. 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.

214. LOVELY GRUB GARDEN

The Committee received a report from the Lovely Grub Garden.

It was **RESOLVED** that:

The Committee notes the report.

215. ALLOTMENT RENTS

The Committee received a report outlining a proposal for the allotment rent to remain unchanged at £5 per pole from 1 January 2018. The Committee was supportive of the proposal.

It was **RESOLVED** that:

- a) The Committee **notes** the report.
- b) The Committee **approves** no increase in allotment rents, which will remain at £5.00 with effect from 1 January 2018.

216. 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:

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

217. PROPOSALS FOR YOUTH ENGAGEMENT

The Committee had received a report from the Working Group set up to investigate the Council's future youth engagement arrangements. Cllr Deards advised that the ideas within the report came from the young people themselves.

A discussion took place regarding the school selection process, which members felt should be by election rather than selection by teaching staff, and the need to engage with young people in the wider community, within sports clubs, cadets etc was also considered important.

The Town Clerk agreed to write a paper, based on the findings of the Working Group, and recommend a method for the Council's youth engagement policy.

It was **RESOLVED** that:

The Town Clerk **prepares** a report for the next meeting of the Committee outlining future youth engagement policies for the Council.

218 KEY PERFORMANCE INDICATORS

The Committee received a report from the Town Clerk outlining future Key Performance indicators for the Community Services Committee. The indicators, which included income secured as a percentage of expenditure for the allotment and cemetery work would give the Council a good basis of understanding when discussing increases in fees, and the third indicator, of a regular update of remaining burial and ashes spaces in the Cemetery would ensure that sufficient lead time was allowed in seeking new cemetery land.

It was **RESOLVED** that:

The Committee **notes** the new Key Performance Indicators that will be reported at all future meetings of the Committee.

219. FINANCE - FIRST QUARTER INCOME AND EXPENDITURE 2016/17

The Committee received a report detailing the income and expenditure figures for the first quarter 2016/17.

It was **RESOLVED** that:

- a) The Committee notes the first quarter income and expenditure to 30 June 2016.

220. DRAFT BUDGET 2016/17

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

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 28 November 16.

It was **RESOLVED** that:

The Committee **notes** the report.

The meeting closed at 2030