

RAUNDS TOWN COUNCIL

ENVIRONMENT LEISURE AND RECREATION COMMITTEE

Minutes: 22nd May 2018: Start Time 7.30pm.

PRESENT

Cllr L Wilkes (Chair), Cllr B Tyman, Cllr B Tirebuck, Cllr R Levell, Cllr M Hind

Also Present

Ms Kate Houlihan: Town Clerk (Minutes)

Mrs Emma Williams : Assistant to the Clerk

- 24.18 To elect a Chairman of the committee.
RESOLVED that Cllr L Wilkes be elected as Chairman of the Committee.**
- 25.18 To elect a Vice-Chairman of the committee
RESOLVED that Cllr D Jones be elected as Vice Chairman of the committee.**
- 26.18 To Receive Apologies for absence.
Apologies were received from Cllrs Jones and Beck
RESOLVED to note the apologies**
- 27.18 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.
NONE RECEIVED**
- 28.18 Notification of members questions in compliance with the council's standing orders.
NONE RECEIVED**
- 29.18 Declarations of Interest.
COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM.
NONE RECEIVED**
- 30.18 Minutes: confirm the minutes of the Environment, Leisure and Recreation Committee meeting held 20 March 2018
RESOLVED that the minutes of the meeting held on 20th March 2018 be confirmed as a true record.**
- 31.18 To receive a progress report on ELR projects**
- Members reviewed the project report as shown in Appendix 1 and the Clerk answered members questions thereon. It was agreed that the Mayor would write to the coop regarding the installation of cctv equipment on the roof of the premises. It was also agreed that a further CCTV camera may be need at the Ada Salter Garden.
It was.....
- RESOLVED to note the report and project updates.**

32.18 To consider replacing the existing Welcome to Raunds signs: To consider the style and design required for the new signage.

Members reviewed a number of different design and it was agreed that the Full Council should be asked to comment on the proposed designs before a decision was made.

RESOLVED that the Clerk will circulate the prospective designs to the Full Council and comments and feedback will be considered at the next meeting of the ELR committee.

33.18 Bye-Laws: To approve the draft byelaws for open spaces in Raunds

Members reviewed the draft byelaws. It was noted that this is a model document and only minor changes are permitted. In reviewing the document it was queried if the section on model aircraft also applied to drones and that amendments be made to show that horse riding will not be permitted unless expressly authorised by Raunds Town Council or on a designated route (e.g. Bridleway).

The Clerk was also asked to investigate if byelaws could be used to prevent parking over culverts within the Town.

RESOLVED that the Clerk is to investigate if the byelaws can be applied to Drones and to prepare the final version of the Byelaws for Open Spaces for submission to the Department of Housing and Local Government.

RESOLVED that the Clerk investigate the use of byelaws to restrict parking in certain areas.

34.18 Saxon Hall working party: To receive a verbal report on the Saxon Hall working party.

The Clerk gave a verbal update on the likely timescales for receiving the s106 money and following discussion it was....

RESOLVED that a meeting of the Saxon Hall working Party should be held to:

- **Setting priorities for the project**
- **Appointment of an architect**
- **Scoping the outside works and improving the link to Brook Street.**

35.18 Allotments: To receive a verbal report on allotment provision in Raunds.

The Clerk and Assistant to the Clerk gave a verbal update on the waiting lists for allotments in Raunds. Following discussion, it was agreed that ideally the Town Council should not hold a waiting list for the London Road Allotments and that all enquiries should be directed to the Allotment Association.

RESOLVED that the Clerk arrange to meet the secretary of the allotment association to discuss how the waiting lists are best maintained.

- 36.18 Brook Street Railings:** To consider information from Northamptonshire County Council regarding the replacement of railings on Brook Street.

Further information had been received from Northamptonshire Highways advising that it would now be possible to repair the existing railings on Brook Street. However it was felt it would be prudent for the Clerk to investigate the costs of railings for future reference and that this should be presented to a future meeting of the ELR Committee.

RESOLVED that the Clerk investigate the cost of railings and present these to a future meeting.

- 37.18 Community Facilities Fund (CFF):** To consider projects that be suitable for an application to the [community facilities fund](#)

Members reviewed the information as shown in Appendix 2 and it was agreed that all council members should be asked for their ideas on projects that could be funded through the CFF.

RESOLVED that the Clerk ask all Councillors for their ideas for projects and that these should be presented to the next meeting of the ELR so that a bid/s can be prepared.

- 38.18 [Nene Valley Festival](#):** To approve a funding bid to awards for all to enable Raunds to participate in the 2018 Nene Valley Festival

Members reviewed the draft funding bid as presented and it was...

RESOLVED to approve the bid and that the Clerk should seek letters of endorsement from local schools to support the bid.

- 39.18 Use of Millfield:** To consider a request for Bootcamp and Personal training sessions to take place on the Millfield.

Members considered the request from a fitness instructor to use Millfield for a a Bootcamp and it was...

RESOLVED to approve the request.

- 40.18 Cemetery Regulations:** To consider minor amendments to the council's cemetery regulations

Members considered the report of the Assistant to the Clerk as shown in Appendix 3 and it was..

RESOLVED to approve the amendments.

- 41.18 Town Square Improvements:** To receive a verbal progress report on improvements to the Square and to consider the addition of further planters to the Square.

The Clerk gave a verbal report on progress and following discussion it was...

RESOLVED that an additional four planters should be purchased at a cost of £386.50 per planter.

There being no further business the meeting concluded at 21:05

Approved: (Town Mayor)

Meeting date: 12 June 2018..... (Council)

Approved: (Chairman)

Meeting date: (Committee)

APPENDIX 1

Major / Small	Funding Agreed	Resolution	Action/Progress	Complete	Notes
M	N	Costed schemes for paths at cemetery		pending	
		Official Town Map	history society asked to provide a walking route to be added to the map	Ongoing	
		Land at Sheffield Court	Land cleared but not re-instated	Ongoing	
S	Y	Annual tour of inspection	date agreed 19 th June 2018 at 6pm	ongoing	
S	Y	Promote use of parks	Through social media/ digital noticeboards and events	ongoing	
S	Y	Survey of Cemetery Chapel	Completed no urgent works	ongoing	
S	Y	Street Furniture	On agenda for ELR 20 March 2018. Article was published in round up and suggestions received	ongoing	

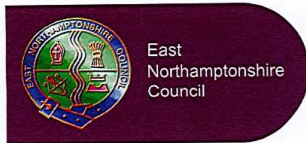
S	Y	Additional seating to be provided in local parks	Benches at Saxon Hall/Dog Park/Webb Road completed Benches for Ada Salter Spinney fitted Benches at Bassfords should be completed by meeting Picnic benches at Amos Lawrence to be fitted as soon as ground is drier	ongoing	
S	Y	Bye-laws / (Include provision to deter travellers	on agenda for this meeting	ongoing	KH to circulate to members of ELR
S	Y	Public Space Protection Orders	All fenced play areas have dogs on leads orders. No other orders were made for Raunds. ENC to revisit some.	ongoing	
S	Y	Youth Work	feedback required from Groundworks following completion of project.	ongoing	
S	Y	Autumn Litter Pick	Saturday 15th September 2018.	ongoing	Should this include additional bulb planting?
S	Y	London Road Opposite ASDA/Highways verge	Hedge has re-grown. But needs to be maintained	ongoing	

S	Y	PR consultant	This work has been bought in house. Assistant to the Clerk has received training and is developing a PR calendar.	ongoing	Clerk is meeting with local PR specialist to discuss training.
S	Y	Light at Red Row - to liaise with resident to change lighting	Awaiting information from resident	ongoing	
S	Y	McDonalds Love Where you Live	Date proposed as June 10 2018. Will be a cemetery clean up	ongoing	
M	Y	Provision of a piece of public art at Warth Park	spoke to Simon Williams 15/05/18. He will chase David Shaw to move project forward	ongoing	
M	Y	Tree Survey 2018	Quotes to be presented to July meeting. May need to review frequency of survey.	ongoing	
M	Y	Improvements to Town Square	on agenda for this meeting	ongoing	

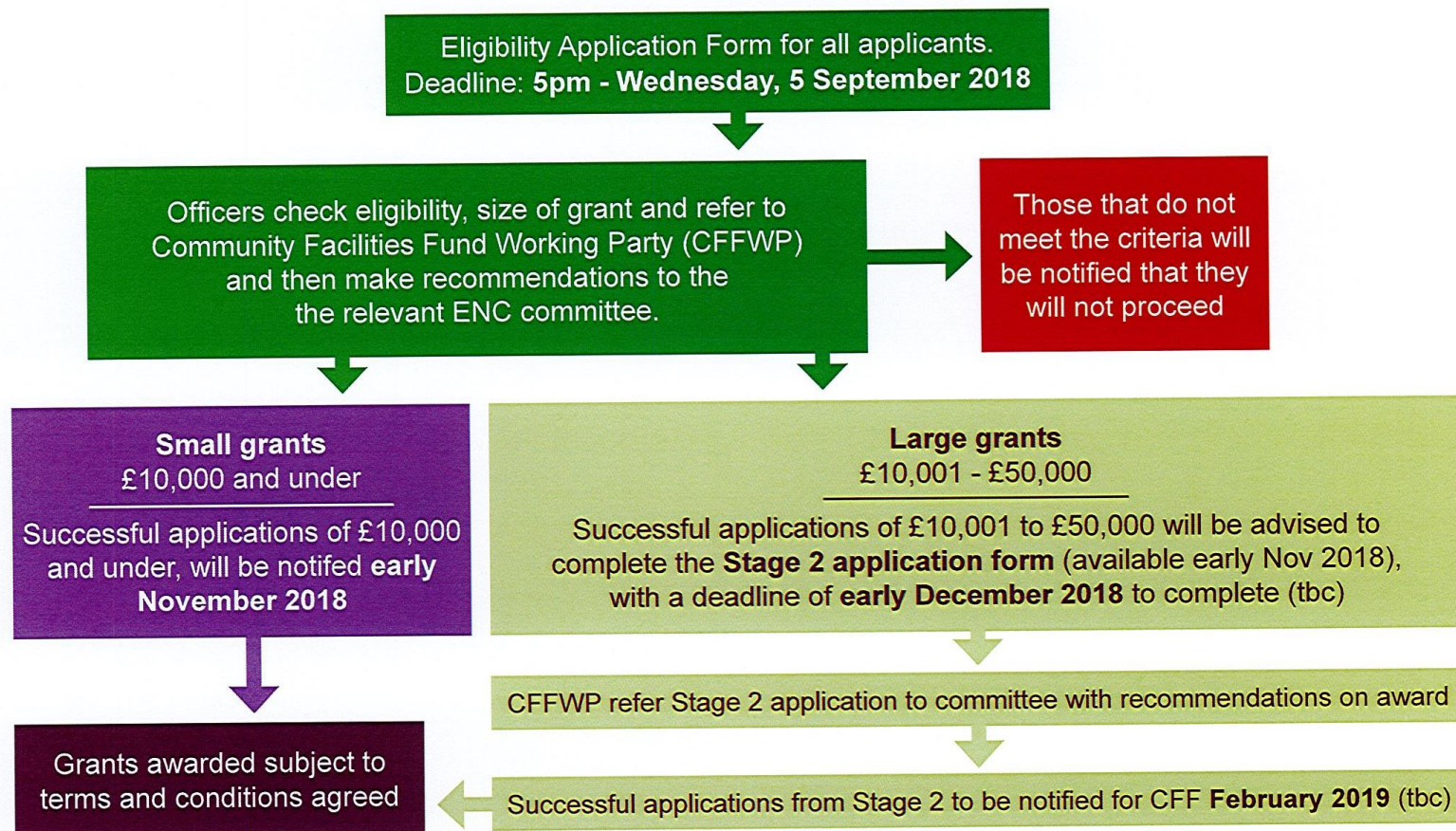
M	Y	Ada Salter Tribute	Working with history society regarding	ongoing	
M	Y	Community Facilities Fund (covered seating area)	Installed. Electrics being completed this week. Camera ordered, site visit conducted, installation tbc.	ongoing	
S	N	Hanging Baskets	Baskets received. To be planted when risk of frost has passed	ongoing	
S	N	Tackling Social Isolation	ongoing successful launch of coffee afternoons	ongoing	
M	N	Tourism Signage including Welcome to Raunds signs and Twinning	On agenda for this meeting	ongoing	
M	N	Costed schemes for each play area	Work at Webb Rd, Saxon Hall, Bassfords Completed. Skate Park / Amos Lawrence / Saddlers still to be considered Scheme for Market Square being presented to this meeting.	ongoing	

		Brook Street	ELR to consider how to improve Brook Street	ongoing	
M	Y	CCTV	First stage completed Mobile camera installed at Spinney Hill. Can be used at any hotspots Wi-fi link still needed -ongoing	ongoing	
M	N	Skate Park	Plan for long term regeneration of skate park.	ongoing	
		Adult Gym Equipment	Provision of information leaflet ongoing Very positive feedback received from Freedom Leisure regarding the equipment	ongoing	
		Saxon Hall Working party	on agenda for this meeting	Ongoing	
		St Peters Churchyard	Improvements to lighting and steps. Quotes to be brought to July meeting.	ongoing	
		Cemetery Gates/Childrena Area Picket Fence	New gates installed New fence installed	DONE	

S	Y	Playground Inspections	Completed for 2017 and all repairs done	DONE	To be arranged for 2018
S	Y	Land at Rear of Cemetery	Creation of Dog Park	DONE	
S	Y	Welcome Pack	Done	DONE	
S	Y	Budget 2018/19	Done	DONE	
S	Y	Trees (100 trees to be planted in town)	Done	DONE	
S	Y	Noticeboard on Coop railing	Done	DONE	
S	Y	Community Enhancements Gang	Done	DONE	
M	Y	Webb Road Play Area	Done	DONE	
M	Y	Grounds Maintenance	Turneys have struggled this season in part due to weather	DONE	
M	Y	Appointment of gardenr for Saxon Hall/Various sites throughout the Town	Done	DONE	
		Fencing and additional gates at Bassfords Play area		DONE	



Community Facilities Fund Round 6 process



*dates may be subject to change

APPENDIX 3

Summary:		
A report on Cemetery Regulation		
Attachments:		
Regulations for the Management of the London Road cemetery.		
1.0	Background	
	<p>Raunds Town Council's 'Regulations for the Management of the cemetery currently state at point 8.1 and 8.2 that the Council will sow grass seed or turf graves following an interment and will maintain this area at our expense.</p> <p>Turney's Grounds Maintenance currently dig our burial and cremated remains plots and following an interment they will fill the grave with soil and replace the 'turf' that was removed.</p>	
2.0	Recommendation	
	<p>a) That we remove paragraphs 8.1 and 8.2 from the Regulations.</p> <p>b) That we add to the Regulations that Raunds Town Councils will fill the grave with soil and replace the 'turf' that was removed.</p>	
Implications:		
Council objectives:		X
Equalities & Human Rights	There are no equalities and human rights issues	X
Crime and Disorder	The proposal seeks to have a positive impact on anti-social behaviour	
Bio-diversity	There are no bio-diversity implications	
Financial	There are no financial implications at this stage	
	There will be financial implications	
	There is provision within the budget	
	Decisions may give rise to additional expenditure	X
	Decisions may have potential for income generation	
Legal	Power: Local Government Act 1972	X
	Other considerations: None	
Risk Management	Material risks exist and these are currently being assessed.	X
	- Inherent risk score:	
	- Residual risk score:	
Person originating this report: Emma Williams: Assistant to the Clerk		
Date: 16 th May 2018		