

RAUNDS TOWN COUNCIL

ENVIRONMENT LEISURE AND RECREATION COMMITTEE

Minutes: 23rd September 2021 Time 19:30

PRESENT: Cllr L Wilkes (Chair), Cllr D Hughes, Cllr S Hughes, Cllr B Cross, Cllr R Levell, Cllr M Levell Cllr R Beattie and Cllr O Curtis.

Also Present:

Mr Steve Beech, Town Clerk (Minutes)

Mrs Emma Williams, Assistant to the Town Clerk (Minutes)

Mr Simon Smart, Operation Manager

266.21 To Receive Apologies for absence.

Apologise received from Cllr T Swailes.

RESOLVED to note the apologies.

267.21 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

None received

268.21 Notification of members questions in compliance with the council's standing orders.

None received

269.21 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

270.21 Minutes: confirm the minutes of the Environment, Leisure and Recreation Committee meeting held 22nd July 2021.

RESOLVED that the minutes of the meeting held on 22nd July 2021 be confirmed as a true record.

271.21 Progress report: To receive a progress report on ELR projects to update Members, and discuss any amendments, updates or additions required.

Members reviewed the report as shown in appendix 1 and progress was noted.

Members noted that The Den youth facility has now opened and will run every Thursday evening at Manor School and should therefore be changed to green on the report.

Members discussed having additional electronic noticeboards at prominent locations e.g., by the Football club/Warth Park roundabout.

- 272.21 Film and Coffee Afternoons:** To consider re-starting the Film and Coffee afternoons and to consider any Covid safety measures that need to be put in place.

RESOLVED that the committee will consider restarting the coffee and film afternoons in the New Year due to the risk of increased Covid cases during the colder winter period.

- 273.21 Defibrillator Saxon Hall:** To consider installing a defibrillator at Saxon Hall Raunds.

RESOLVED that the office approach the British Heart Foundation and the First Responders to seek funding for a defibrillator to be installed at Saxon Hall and to add the link to the database to our website.

- 274.21 Additional Dog Bins:** To consider requests for additional dog bins in Raunds.

RESOLVED that the office investigate the possibility of installing a dog bin on the Silverfields estate and the associated costs.

- 275.21 Annual Tour of Inspection:** To consider a report on the annual tour of inspection and any further actions needed.

RESOLVED that

- a) Two additional quotations for the cemetery gate sign be sought.**
- b) The fence outside a property on Brook Street is reported to NNC enforcement officer.**
- c) The report of sharps found at Ada Salter Spinney is reported to the JAG group by the Council representative.**

- 276.21 Local History Signage:** To consider the installation of local history signage in the town.

RESOLVED that the Clerk write to Raunds History Society requesting suggestions for areas, buildings, and wording for signage.

- 277.21 Public Toilet:** To review the Service Level Agreement for the public toilet and to consider the costs thereof.

RESOLVED that the Clerk arrange a meeting with the Contractor to discuss Service Level Agreement.

- 278.21 Evelyn Walk:** To consider additional signage linking Saxon Hall and the town centre

RESOLVED that this be included in RESOLUTION 275.21.

279.21 S106 and developer voluntary contributions: To consider and agree a costed proposal for developer contributions which may arise if two planning applications for Brick Kiln Road are approved.

RESOLVED that contributions be sought of:

- a) £142,000 towards recreational equipment.
- b) £10,000 towards improvements to the Town Square and immediate area referred to as zone 1 in the Town Plan.

280.21 Meadow Lane: To consider correspondence from a resident regarding the tarmacking of Meadow Lane.

RESOLVED that the Clerk reply requesting further information.

281.21 Request from local Rugby Club: To consider a request from a local rugby club to use one of the open spaces belonging to Raunds Town Council.

RESOLVED that no further correspondence with details had been received, so no action can be taken.

There being no further business the meeting closed at 21:10

Approved: (Town Mayor)

Meeting date: 12 October 2021..... (Council)

Approved: (Chairman)

Meeting date:18 November 2021..... (Committee)

Appendix 1: ELR Progress Report

Resolution	Action/Progress	Complete	Date Completed	Notes
Costed schemes for paths at cemetery		pending		Project for 2022?
Bye-laws / (Include provision to deter travellers	Review annually	monitor		Review annually
Public Space Protection Orders	Review annually	monitor		Review annually
London Road Opposite ASDA/Highways verge	Hedge has re-grown. But needs to be maintained	monitor		No action required at this time
Wildflower verges	To be completed 2020	monitor		Completed June 2021. Monitor and re-do in 2022
Promoting the High Street	APP LAUNCHED	monitor		MONITOR AND MAINTAIN
Promote use of parks	Through social media/digital noticeboards and events 19/07/2018 Love your park week, we have had a social media campaign.	monitor		Review annually
Skate Park	Plan required for long term regeneration of skate park. Quotes being sought for refurbishment.	ongoing		Deed of variation being chased with NNC. Operations manager seeking quotes for refurbishment. S106 funding being followed up with NNC. 2 Quotes gathered.
Bus Shelters	RTC to consider installing additional bus shelters in the town.	ongoing		Awaiting information from NNC.
Warth Park Crossing	Residents have complained that the crossing isn't safe. Investigate feasibility of moving crossing	ongoing		information being presented to this meeting. Passed to Full Council - NNC to be asked to consider funding - application completed for yellow lines
VAS Signs	Consider purchase of VAS Sign	ongoing		Operations manager to chase.
Turning Raunds Green	Water refill station	ongoing		Review project post Covid.
Provision of a piece of public art at Warth Park	Review project	ongoing		Consider next steps
Brook Street	ELR to consider how to improve Brook Street / Link to Saxon Hall	ongoing		On agenda for Oct 2021

St Peters Churchyard	RTC must maintain the area as a closed churchyard under LGA 1972 S215	ongoing		Peterborough Diocese to be chased re faculty decision.
Community Orchard	Creation of Woodland Walk	ongoing		Planting need November/December
CCTV	create link along Brook Street	ongoing		Remaining lampposts to be done 21st Oct 21
S106	Meadow Lane Works and deed of variation	ongoing		The work to Meadow Lane and in particular, the underpass has been more problematic. The requirements of Highways England and local farmers have meant that the original planned platform and other works through the underpass cannot be delivered. There is therefore an underspend on this budget. Roxhill have suggested that they would be willing to see this underspend used for other community projects such as improvements to the skate park.
Youth Work / Youth Centre	Service six operating at Saxon Hall Manor School operating The Den with funding from RTC	DONE		Service Six operating at Saxon Hall and detached work around town. The Den is up and running at Manor School and Service Six are signposting young people to it
Isolation Care Packs	Prepare a Christmas care pack	DONE		Applied for a grant from Western Power Distribution -Grant awarded Discounts and donations given by many local retailers CARE PACKS VERY WELL RECEIVED
Turning Raunds Green	Car charging point	DONE	Feb-21	Site visit week commencing 8th Feb /Installation 18th Feb
Saddlers Park	Upgrade to existing and installation of new play equipment	DONE	23/03/2021	Installed February 2021
Cemetery Water	Consider re-installing mains water	DONE	29/10/2020	tap installed. Anglian to carry out final connection. Anglian chased awaiting their impact assessment. BEING CONNECTED BY 31/10/2020 Tap connected - ALL WORKING
Heritage Way	Install post and rail fence for security	DONE	01/12/2020	Order placed - work to be carried out late November 2020
New Lighting memorial gardens	Install new floodlight on war memorial	DONE	07/11/2020	
dog bag dispensers	Ticspac to provide free dog bags and dispensers in 5 of our parks	DONE	01/08/2020	Received from Ticspac - to be installed by RTC -
Playground Inspections	Contractor appointed and inspection completed	DONE	01/08/2020	All works carried out

Greenway / Meadow Lane Signage		DONE	01/08/2020	installed - Note location on Delves
Drainage Bassfords	Ditch to ease drainage issues for LOCAL RESIDENTS	DONE	Jul-20	
Lighting public footpaths	Ordered placed with Zeta lighting	DONE	12-May-20	Installation on RPCr footpath May 2020 Installation at Woodpecker carried out in Jan 20
Vision for Raunds	Questionnaire to be produced	DONE	15/03/2020	Questionnaire reviewed by ENC and working party. questionnaire completed awaiting printing / Report to this meeting.
Land at Sheffield Court	Transfer agreed with land owner. Awaiting final transfer deed	DONE	10/03/2020	Land transferred to RTC confirmed
Saxon Hall Accessible parking spaces	Works ordered from specialist contractor	DONE	15/02/2020	Bays and signage installed
Lighting public footpaths	order placed with Zeta lighting	DONE	05/02/2020	Installation on Woodpecker footpath Jan 2020
cemetery fee	Reviewed and re-issued to funeral directors	DONE	01/02/2020	
Lighting Market Square- Repairs to lighting Raunds Market Square	New uplighters installed and working	DONE	25/11/2019	Additional electrical works to be completed to separate lines to silver birches
Sports Wall- Provision of a sports wall at Amos Lawrence Playing Field	Equipment Installed	DONE	15/11/2019	A grant of £6314 awarded by ENC to cover 50% of cost. Equipment installed (snagging work to be completed)
First Aid Training	Raunds First Responders to provide training	DONE	31/10/2019	40 people booked for 1st session 60 booked for November session.
Film Equipment - The provision of audio visual equipment for Saxon Hall	Equipment Installed	DONE	31/10/2019	A grant of £6996 awarded by ENC to cover 50% of cost. Equipment installed and used in November 2019
Additional A frame boards	Purchase additional A frame boards/user agreement	DONE	31/10/2019	Boards in use by various businesses in the Town.
Amos Lawrence -track leading to Anglian Water etc	new gate installed by Anglian	DONE	31/10/2019	Not RTC responsibility. Land not owned by RTC
Tree Survey 2018	Tree survey completed	DONE	30/10/2019	Works being progressed
Raunds Market	Trial of Saturday market	DONE	30/09/2019	Trial successful. Reported to ELR in September 2019. RESOLUTION: To continue market in 2020
Memorial to Cllr Hind		DONE	30/09/2019	
Official Town Map	history society asked to provide a walking route to be ad	DONE	30/09/2019	Being produced for Autumn 2019
Spring and Autumn Litter Picks and Bulb planting	Dates to be set for 2019	DONE	28/09/2019	Saturday 23rd March - Spring Litter Pick (Part of Keep Britain Tidy-Big Spring Clean) Saturday 28th September - Autumn Litter Pick and Bulb Planting

McDonalds Love Where you Live	2019 project to be considered	DONE	28/09/2019	Part of Autumn litter pick
Cemetery	Remedial works undertaken to shrubs	DONE	01/09/2019	
Tourism Signage including Welcome to Raunds sig	On agenda for this meeting	DONE	31/07/2019	Final design TBC
Grounds Maintenance	to ask ENC to re-instate mowing in all three areas whilst ownership and responsibility for each area is established. The Clerk will write to the district councillors asking for their support.	DONE	30/07/2019	ENC re-instated mowing in areas until smooth transition of responsibilities is established.
Staging- Provision of new staging for Saxon Hall	Equipment Installed	DONE	01/05/2019	A grant of £7000 awarded by ENC to cover 50% of cost. Equipment installed and used in May 2019 onwards
Winter Maintenance	RTC to take over 3no grit bins and install 2 additional bins at RPC site	DONE	30/11/2018	3 bins now filled and bin at Ashfield replaced. 1 grit bin delivered 21/1/19, supplier being chased as to location of other bin
Trees (100 trees to be planted in town)	Done	DONE	31/10/2018	Planted at bottom of Amos Lawrence
Ada Salter Tribute	Very successful opening. Tree guards still awaited	DONE	31/08/2018	Tree guards in
Children's Film Afternoon		DONE	30/08/2018	Attendance low
Light at Red Row - to liaise with resident to change	Replacement lamp now ordered to be fitted by JH May	DONE	11/08/2018	
Hanging Baskets	Much larger number of baskets required for 2019. Infrastructure needs to be in place well in advance of Spring 2019.	DONE	30/06/2018	Removed for 2018 - More to be ordered for 2019 /Additional baskets delivered. Gardener working on planting scheme
Bassfords	Repairs to Bassfords recreation Ground / Completion of Dropped kerb	DONE	31/05/2018	Work to grounds completed
Improvements to Town Square	Additional Planters done! Digital noticeboard installed! Some play equipment installed last piece awaited.	DONE	31/05/2018	Benches - Installed! Play Equipment - Received awaiting installation last week October, credit of £650 because of delays (against price of £1854) Additional piece to be installed
Fencing and additional gates at Bassfords Play area		DONE	30/04/2018	
Interment Rates	Rates reviewed from Jan 16	DONE	31/01/2018	
Amos Lawrence Entrance re-surfaced	Entrance re-surfaced	DONE	31/10/2017	
Adult Gym Equipment	Provision of information leaflet ongoing. Some issues have arisen getting replacement parts. This has been flagged with supplier.	DONE	30/10/2017	Part of Raunds Gets Active

Additional seating to be provided in local parks	Benches at Saxon Hall/Dog Park/Webb Road completed 3 Benches ordered can be fitted in various locations	DONE	30/08/2017	
Tackling Social Isolation	ongoing successful launch of coffee afternoons	DONE	11/08/2017	March Film 160 attendees!
Community Facilities Fund (covered seating area)	Completed	DONE	31/05/2017	
Appointment of gardener for Saxon Hall/Various site	Done	DONE	30/05/2017	
Noticeboard on Coop railing	Done	DONE	01/01/2017	
Welcome Pack	Done	DONE	30/11/2016	
Webb Road Play Area	Done	DONE	31/08/2016	
Land at Rear of Cemetery	Creation of Dog Park	DONE	31/05/2016	
Costed schemes for each play area	Funding application made for Amos Lawrence	DONE		Funding approved see above Additional equipment installed on The Square, Raunds
Grit Bins	NEW GRIT BINS INSTALLED	DONE		done