

RAUNDS TOWN COUNCIL

ENVIRONMENT LEISURE AND RECREATION COMMITTEE

Minutes: 20 October 2020 Time 19:30

NB: The meeting was held via Zoom video link. Details of the meeting and a link enabling members of the public to join the meeting were published on the Town Council website. The meeting was held in compliance with Regulation 5 (2) of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

PRESENT: Cllr L Wilkes (Chair), Cllr D Hughes Cllr B Tirebuck, Cllr S Hughes, Cllr R Tyman

Also Present:

Ms Kate Houlihan: Town Clerk (Minutes)

Mrs Emma Williams: Assistant to the Clerk

325.20 To Receive apologies for absence.

Apologies were received from Cllr O Curtis and Cllr K Harrison.

RESOLVED to note the apologies

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

NONE RECEIVED

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

NONE RECEIVED

328.20 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

329.20 Minutes: confirm the minutes of the Environment, Leisure and Recreation Committee meeting held 17 September 2020

RESOLVED that the minutes of the meeting held on 17 September 2020, be confirmed as a true record

330.20 To receive a progress report on ELR projects

Members reviewed the report of the Clerk as shown in Appendix 1 and progress was noted.

The Coronavirus pandemic continued to have an impact on the delivery of certain projects. However, progress was now being made in a number of areas.

RESOLVED to note the report.

331.20 Saddlers Play Area: To consider a scheme of improvements for Saddlers Play Area off Weighbridge Way, Raunds.

Members considered the report of the Clerk as shown in Appendix 2. Following detailed discussion and assessment of each of the schemes it was...

RESOLVED to recommend to the Full Council that Kompan be contracted to carry out the refurbishment of the Saddlers Play Area, as their scheme offered the best value for money. The layout of the scheme is appended to these minutes.

332.20 Town Care Packs: To consider producing a Christmas Care Pack for vulnerable residents.

Members discussed the provision of further care packs. All agreed that this should be done.

In addition, it was agreed that further steps should be taken to identify vulnerable residents who would benefit from the care packs.

The Town Council will engage with partners and volunteers in the community and local businesses to produce the care pack.

RESOLVED to produce a Christmas Care Pack for older residents

333.20 Youth Services: To consider future youth services and facilities in Raunds.

Members considered the report of the Clerk as shown in Appendix 3 and following discussion it was...

RESOLVED that:

- a) the Clerk would investigate funding sources for a dedicated youth building**
- b) the Clerk would liaise with Manor School and NAYC to identify the need for any short term youth project to support young people during the pandemic.**

334.20 Memorial Gardens: To consider replacing and relocating the broken floodlight in the memorial gardens.

Members considered the report of the Clerk as shown in Appendix 4 and following discussion it was...

RESOLVED to replace the light in the Memorial Gardens and move this to a new location to the front of the memorial.

335.20 Parking Restrictions Warth Park Way: To consider concerns from a resident regarding HGV vehicles along Warth Park Way and the possible introduction of parking restrictions.

Members considered the report of the Clerk as shown in Appendix 5 and following discussion it was...

REOLVED to ask NCC to consider waiting restrictions in this area as part of their next annual review.

336.20 Open Space off Thorpe Street: To consider the future management of open space off Thorpe Street, Raunds.

Members noted that ENC had sold part of the open space as shown in Appendix 6 to a neighbouring resident. ENC had now asked the Town Council for their view on future maintenance of the land.

Following discussion, it was...

RESOLVED that the Town Council would like to see the land become a wildflower meadow with a single walked pathway through the land.

There being no further business the meeting closed at 20:37pm

Approved: (Town Mayor)

Meeting date: 10 November 2020..... (Council)

Approved: (Chairman)

Meeting date: (Committee)

Appendix 1 – ELR Project Report

Resolution	Action/Progress	Complete	Date Completed	Notes
Costed schemes for paths at cemetery		pending		Project for 2020?
Cemetery Water	Consider re-installing mains water	ongoing	10/03/2020	tap installed. Anglian to carry out final connection. Anglian chased awaiting their impact assessment. BEING CONNECTED BY 31/10/2020
Turning Raunds Green	Electric car charging points	ongoing	10/03/2020	Ordered, goods received. Install due 11/03/2020 but contractor van broke down! Chasing new date
Wildflower verges	To be completed 2020	ongoing		? Bee Haven on roof of bus shelters
Youth Work		ongoing		Note NAYC closed throughout mid March and April, re-opened May 12 2020 Cllr D Hughes to investigate use of school premises, school premises unavailable. On agenda for this meeting
Bus Shelters	RTC to consider installing additional bus shelters in the town.	ongoing		awaiting information from NCC.
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 - NCC asked to consider funding
VAS Signs	Consider purchase of VAS Sign	ongoing		awaiting info from NCC
Saddlers Park	Consider refurbishment	ongoing		awaiting quotes /schemes from suppliers ON AGENDA FOR THIS MEETING
Turning Raunds Green	Water refill station	ongoing		Order cancelled. Consider installation re Covid
Turning Raunds Green	To consider as part of business working party	ongoing		Car charging point received. Installation delayed due to coronavirus. Query over power available
Bye-laws / (Include provision to deter travellers	KH to prepare amended bylaws to send to DCLG	ongoing		KH to circulate to members of ELR
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		KH to chase ENC / Meeting being arranged with Charlotte Tomkins KH to
London Road Opposite ASDA/Highways verge	Hedge has re-grown. But needs to be maintained	ongoing		No action required at this time
Provision of a piece of public art at Warth Park	Has been presented to Full Council	ongoing		revised brief given to Broadbent No action being taken at this time Clerk to give update to this meeting ROXHILL CHASED

Brook Street	ELR to consider how to improve Brook Street / Link to S	ongoing		Ongoing as part of Saxon Hall Project. SEE DRAWINGS AT THIS MEETING
St Peters Churchyard	RTC must maintain the area as a closed churchyard under LGA 1972 S215	ongoing		Have been chasing Peterborough Diocese for information Papers sent to Peterborough - should be considered by faculty January 2020.
Woodland Walk	Creation of Woodland Walk	ongoing		Planning permission granted. Benches and fencing installed. Cannot hold community planting day due to coronavirus
CCTV	First stage completed Second camera also Wi-fi link still needed - ongoing	ongoing		Order placed with Scorpion for wi-fi link work to take place early 2020
Skate Park	Plan required for long term regeneration of skate park. Will be on agenda for September. Quotes being sought for refurbishment.	ongoing		Roxhill to be chased re funding (SEE WRITTEN UPDATE) / Approach Mick George consultation needed (Included in Vision) Skate Park currently closed following serious vandalism
Youth Work	feedback required from Groundworks following completion of project.	ongoing		on agenda for this meeting
Saxon Hall Working party	See council minutes 17 August 2020	ongoing		Work commencing 21 September 2020!!
Grit Bins	Locations passed to NCC	ongoing		awaiting confirmation from NCC to see if they will install
Promoting the High Street	Introduction of Town App	ongoing		KH to update on progress at meeting
Heritage Way	Install post and rail fence for security	ongoing		awaiting 3rd quote, order to be placed.
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.
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.	Ongoing		
dog bag dispensers	Ticspac to provide free dog bags and dispensers in 5 of our parks	DONE	01/08/2020	Received from Tikspac - to be installed by RTC -
Isolation Care Packs	Completed	DONE	01/08/2020	
Playground Inspections	Contractor appointed and inspection completed	DONE	01/08/2020	All works carried out

Grit Bins	Carry out consultation re possible locations	DONE	01/08/2020	on agenda for this meeting
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	Order placed with Zeta lighting	DONE	12-May-20	Installation on RPC footpath May 2020 Installation at Woodpeck 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 sportswall 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 garden 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

Appendix 2 – Saddlers Play Area

Summary:

To consider investigating a scheme of improvements for Saddlers play area

1.0

Background Information:

Saddlers play area is situated off Weighbridge Way Raunds.

The area was transferred to Raunds Town Council in 2015, along with a commuted of c£55,000 for the ongoing upkeep of the area and play equipment.

Unlike other play areas owned by the Town Council Saddlers Play Park has not been refurbished during the lifetime of this council. The equipment was originally installed in 2006 and is now in need of renewal.

It was agreed at the July meeting of the ELR Committee that the clerk would investigate a general upgrade to the area.

The picture below shows the existing equipment.



The current equipment includes:

- Swings
- Multi-unit with slide
- Agility Trail
- Play Car
- Twister
- Mushroom Seats

2.0

Quotations

5 play equipment contractors were asked to quote. 4 responded within the timescale-Prices are shown below, and the schemes are attached for you

Kompan - £17,865

Proludic - £20,000

Miracle Play - £18,212

TCL Group - £19,900

Appendix 3 – Youth Services

<p>Summary: To consider youth services in Raunds</p>	
<p>1.0</p>	<p>Background Information:</p> <p>At the September meeting of ELR it was agreed that the future of youth services/facilities in Raunds would be placed on the agenda for the October meeting.</p> <p>There are three main considerations.</p> <p>1) <u>Supporting young people affected by the pandemic</u> A possible short/medium-term need to support young people during the Covid Pandemic.</p> <p>Young people may need support especially with their mental health. The council may wish to consider how they can facilitate some specialist support for young people.</p> <p>2) <u>Youth Club</u> The medium-term need to provide youth services.</p> <p>This committee had previously agreed to work with the Northamptonshire Association of youth clubs to set-up a volunteer run youth club in Raunds. This was paused due to the Covid pandemic. (no venue had been agreed)</p> <p>3) <u>Youth facility</u> The potential long-term requirement to provide a dedicated youth facility.</p> <p>The town council has previously considered the provision of a dedicated youth facility in the town, locations at Millfield and Bassfords were previously considered but not progressed. With ever increasing housing development in the town the council may wish to consider if the provision of a dedicated youth. A number of funding streams may be available for this.</p> <p>Recommendation:</p> <ul style="list-style-type: none"> To consider the short, medium and long term requirements for youth services in Raunds.

Appendix 4 – Floodlighting the Memorial

Summary:

To consider the replacement of lighting in the Memorial Garden.

1.0

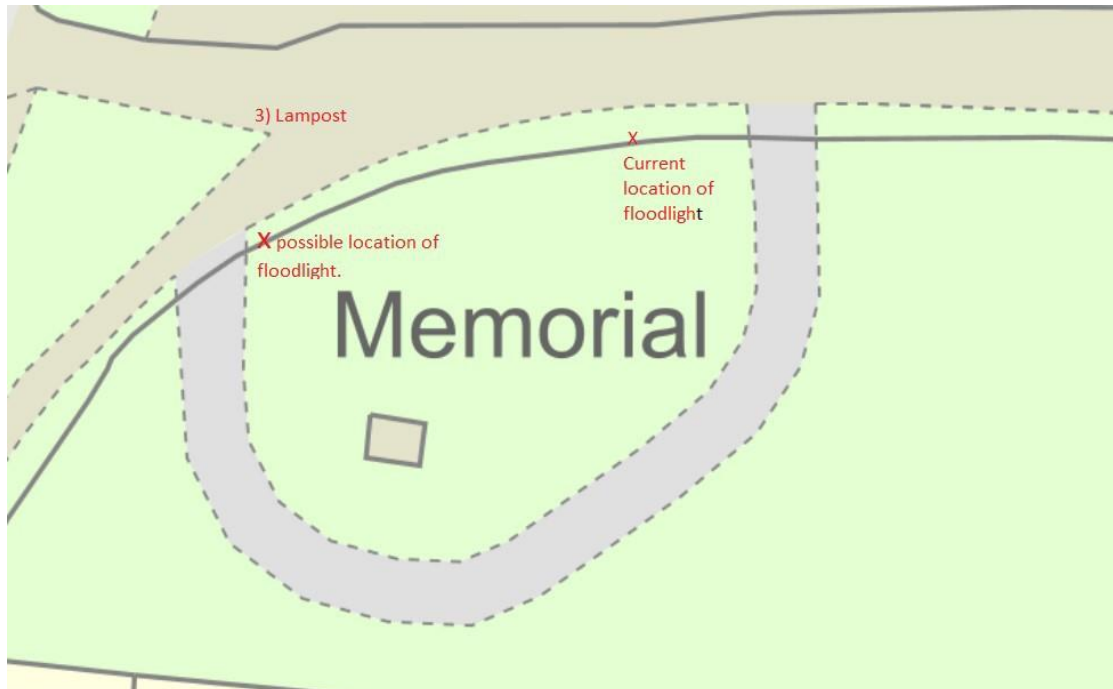
Background Information:

The War Memorial is floodlit. The single floodlight is provided by the Town Council. The light has become damaged and needs to be replaced.

There are three options for this:

- 1) Replace the light in the same location on a like for like basis
- 2) Replace the light but moved so that the Memorial is lit from the front (rather than the side) but again with the light in a cage on the ground.
- 3) Install a light on an adjacent lamp post so that the memorial is lit from above (the lamp post is owned by the Town Council)

The cost of all three options is between £750-£1,000 and the work can be completed by Remembrance Sunday.



Recommendation:

- To consider replacing the floodlight in the Memorial Gardens

Appendix 5 – Parking Restrictions

Summary:

To consider the introduction of parking restrictions in Warth Park Way

1.0

Background Information:

A resident has raised the following query:

Would it be possible to arrange some sort of deterrent for the HGV's that are parking in the road in Warth Park Way between Exertis and Muller Wiseman Dairies as they are becoming a hazard for the staff leaving the work premises as oncoming traffic cannot be seen.

They are littering It has been noted that they are now also starting to park outside Exertis opposite Asda and between Asda and KFC where there are no stopping signs. your attention and help in this matter would be appreciated before an accident occurs and somebody gets injured due to the above situation

Northamptonshire Highways have been contacted and the response is as follows:

The dual carriageway (between Asda and Exertis) and the section leading down between Exertis and Muller/Wiseman are both adopted. Elsewhere is not so outside those sections would need to be referred to Roxhill.

In other similar areas, such as Haldens Parkway at Thrapston, we have introduced a parking restriction for HGVs >5T to try to stop drivers taking breaks, leaving litter/waste etc. It would need to go through the standard consultation for parking restriction in case any of the businesses at Warth Park had any concerns.

I assume the TC would support this restriction given the reported consequences?

It would be helpful to know Roxhill's views, if you are going to contact them about the non-adopted areas.

I can ask colleagues to put this on the list for consideration in our next review, although we have missed the boat to include it in this year's review as the consultation is underway.

It may be possible for us to expedite it with a stand-alone Order if there were outside funding - I don't know if Roxhill would consider contributing towards that.

Roxhill have also been asked for their comments and this will be update at the meeting when a response has been received.

Recommendation:

- To consider introduction of parking restrictions on Warth Park Way.

Appendix 6 – Land at Thorpe Street, Raunds

