

**Minutes of the Meeting of the Facilities Committee of St Ives Town Council  
held in the Town Hall on 24 April 2024**

**Present:**

Chair: Cllr King

Councillors: Cllrs R Chapman, M Burke, J Tiddy, N Wells, P Hussain

**In attendance:**

Locum Town Clerk: Mrs Libby White BEM BA(Hons) FSLCC

Facilities Manager: Mr Trevor White  
One member of the public

**F118.00 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Pope (Council matters) and Cllr Mokbul (personal).  
Absent Cllr Spencer.

**F119.00 DECLARATIONS OF INTEREST**

Cllr Chapman declared non pecuniary interest in **agenda item 128.02**.

**F120.00 PUBLIC PARTICIPATION**

The Chair of the Hill Rise Allotment Association gave thanks to the Facilities Manager and Grounds Maintenance team for the work they are doing at the Hill Rise Allotments. It was also mentioned that the car park surface has been damaged due to the weather this year, with holes on both sides. It was noted that there was a request for holding meetings in the portacabin at the Grounds Maintenance Depot.

**F121.00 MINUTES**

Members were in receipt of the minutes from the Facilities Committee meeting on 27 March 2024.

**RESOLVED:** that the minutes of the meeting held on 27 March 2024 be agreed as a correct record and signed by the Chair.

**F122.00 ROLLING PROGRAMME**

Councillors were in receipt of the rolling programme.

**RESOLVED:** that the rolling programme be received and noted.

**F123.00 BUDGET**

Councillors were in receipt of the budget report. It was noted that there is some work to be undertaken before the year end is complete, including to correct errors with allocation of allotment deposits to income.

**RESOLVED:** that the budget report be received and noted.

**F124.00 TOWN HALL MATTERS**

**F124.01** Members were in receipt of a report from the Facilities Manager regarding the proposed replacement of the Town Hall notice boards.

**RESOLVED:** following proposal by Cllr Burke, seconded by Cllr Hussain and agreed unanimously by members, to purchase two 'Sign of the Times' wooden noticeboards to hold eight pages each, at a total cost of £2,821 + VAT.

**F124.02** Members were in receipt of a report from the Civic Officer regarding valuation of civic regalia.

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**RESOLVED:** following proposal by Cllr Burke and seconded by Cllr Tiddy that the report be noted and valuations be carried out at a cost of £895 + VAT with Hawksworth.

**F125.00 SLEPE HALL FIELD**

Members were in receipt of a report from the Facilities Manager regarding the proposed purchase of a bench, tree and signs for Slepe Hall Field. Thanks were noted to the Civic Society for the donation of £2,000 towards items to commemorate the Kings Coronation in 2023.

**RESOLVED:** following proposal by Cllr Burke and seconded by Cllr Chapman, to accept the proposals but for the Locum Clerk and the Facilities Manager to receive clarification on the trees which would be planted in the autumn.

**F126.00 COMMUNITY BIODIVERSITY GRANT**

Cllr Chapman provided an update regarding the Community Biodiversity Grant. It was noted that an expression of interest has been completed and it has been requested that the Town Council provide more information to help progress to the next round. The funders are happy that the cemetery and allotments would be considered one site and that further information will be provided regarding biodiversity on the site.

**F127.00 FARMERS' MARKET CREDIT NOTES**

Members were in receipt of and considered a report from the Finance Officer regarding the proposed issue of credit notes for Farmers' Market traders. It was noted that the recently discussed inclement weather policy came into effect in early April which affected several traders who were unable to put up their own gazebos or the Town Council gazebos were not available.

**RESOLVED:** following proposal by Cllr Chapman and seconded by Cllr Burke, that credit notes be offered for the cost of the gazebo at the next market they attend.

**F128.00 CEMETERY MATTERS**

**F128.01** Members were in receipt of a report from the Cemeteries Officer regarding potential future ashes plots at the Cemetery.

**RESOLVED:** following proposal by Cllr Chapman, seconded by Burke, that a new ashes section be created and grassed until such time that it is needed.

**F128.02** Members were in receipt and reviewed a report from Cllr Chapman regarding a proposal for Ramsey Road Cemetery to be plastic free. The idea of reducing plastic was welcomed by members. It was noted that this is a very emotive subject and residents' feelings need to be taken into account.

**RESOLVED:** by members that a lid be provided for the cellophane bin at the back of the cemetery and a recycling bin is to be provided to encourage people to recycle the rubbish generated by visitors to the cemetery. It was agreed that this needs to be considered in more detail once the Town Clerk is in post.

**F128.03** Members were in receipt of a request from the Commonwealth War Graves Commission to erect signage to note that war graves are located within the cemeteries.

**RESOLVED:** to accept the offer for signage from the Commonwealth War Graves Commission to note that war graves are located within the public cemetery.

**F129.00 WARNER'S PARK**

Members were in receipt of and discussed a report from the Facilities Manager regarding an area to be turfed at Warner's Park.

**RESOLVED:** following proposal by Cllr Hussain and seconded by Cllr Chapman, to turf the area at a cost of £528 + VAT.

**F130.00 TOWN CLOCK**

Members discussed ongoing arrangements for maintenance of the town clock.

**[Cllr Hussain left the meeting]**

**RESOLVED:** It was agreed to seek quotations to repair the lighting as recommended.

**[Cllr Hussain returned to the meeting]**

Meeting closed at 9.14pm.

Chair: \_\_\_\_\_

Dated: 22 May 2024

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