



St Ives Town Council

Twinned with Stadtallendorf

Town Clerk: Alison Benfield BA (Hons) FSLCC

Town Hall, Market Hill, The Old Riverport, St Ives, Cambridgeshire, PE27 5AL
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Issued: 18 February 2021

Councillors J Davies, R Fuller, M King, Dr C Pegoraro, J Tiddy, R D'Souza, P Hussain, N Wells

You are hereby summoned to attend a Meeting of the **Amenities Committee** of St Ives Town Council to be held via Zoom on **Wednesday 24 February 2021 at 7.30 pm.**

Alison Benfield BA(Hons) FSLCC
Town Clerk

Join Zoom Meeting

<https://us02web.zoom.us/j/87813728427?pwd=Rk5mODNYb2Rtd0NVcStEKzhhdVNrdz09>

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AGENDA

A54.00 MARKET SQUARE GROUP

To receive a presentation from Mr Paul Kennedy, Managing Director of the Market Square Group providing further information on the holding of a food and drink festival in St Ives.

A55.00 APOLOGIES FOR ABSENCE

To receive and note apologies for absence.

A56.00 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

- A57.00 PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the Committee in accordance with the Town Council's approved Public Participation Policy.
- A58.00 MINUTES**
To confirm as a correct record the Minutes of the Meeting of the Amenities Committee held on 27 January 2021 (copy herewith).
- A59.00 BUDGET**
To receive budget for the Committee (copy herewith).
- A60.00 ROLLING PROGRAMME**
To receive Rolling Programme (copy herewith).
- A61.00 AMENITIES STRATEGIC ACTION PLAN**
To receive Action Plan (copy herewith).
- A62.00 ADULT GYM EQUIPMENT CONSULTATION**
To receive report and result of consultation (copy herewith).
- A63.00 CEMETERY PEDESTRIAN GATE**
To consider the installation of a pedestrian gate at Hill Rise/Ramsey Road Cemetery (copy herewith).
- A64.00 DECARBONISATION FEASIBILITY STUDY**
To consider the allocation of £5,750 from the 2021/22 Amenities Committee budget to fund the balance of a decarbonisation feasibility study (copy herewith).
- A65.00 PARISH CHURCH CLOCK**
To give consideration to the commissioning of repairs to the Parish Church clock and chimes (copy herewith).
- A66.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC**
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.
- A67.00 TREE SURVEY**
To consider quotations received for the commissioning of a survey of all Council-owned trees (copy herewith).
- A68.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**Minutes of the Meeting of the Amenities Committee of St Ives Town Council
held via Zoom on Wednesday 27 January 2021**

Present:

Chairman: Councillor P Hussain

Vice Chairman: Councillor M King

Councillors: Dr C Pegoraro, J Tiddy, J Pallant (ex officio)

In attendance:

Town Clerk: A Benfield

Amenities Manager: C Allison

A42.00 APOLOGIES FOR ABSENCE

An apology was received from Councillor R Fuller (Personal).

A43.00 DECLARATIONS OF INTEREST

No declarations were made.

A44.00 PUBLIC PARTICIPATION

A resident raised an issue relating to the Burleigh Hill Community Centre.

A45.00 MINUTES

RESOLVED: that the Minutes of the Meeting of the Amenities Committee held on 25 November 2020 are agreed as a correct record and will be signed by the Chairman at a future date.

A46.00 BUDGET

RESOLVED: that the budget be received and noted.

A47.00 ROLLING PROGRAMME

Cemetery - Members noted that installation of the height restriction barrier at the Cemetery had been delayed due to bad weather.

There had been some damage to grass at the cemetery caused by persons driving across it. The matter had been reported to Police and the GM Team had undertaken some remedial work.

Toilets – The Bus Station toilets were now open and being monitored.

Allotments – 420 free saplings were to be delivered in March to create mixed hedging.

Carbon Reduction – information from K&M Lighting was awaited.

Knights Way Play Area – HDC confirmed no further planning application would be required.

Parish Church Clock – work will be undertaken in April.

RESOLVED: that the Rolling Programme be received and noted.

A48.00 AMENITIES STRATEGIC ACTION PLAN

RESOLVED: that the Plan be received and noted.

Chairman's
Initials

A49.00 FARMERS' MARKET

Members were in receipt of update on the Farmers' Market.

RESOLVED: that the report is received and noted.

A50.00 FOOD AND DRINK FESTIVAL

Consideration was given to information received from Market Square Group on the holding of a food and drink festival.

Members generally agreed there might be some merit in permitting such an event but had concerns about where it should be held and whether it would impact unfavourably on Farmers' Market or town centre traders. Further information was needed.

RESOLVED: that Market Square Group be invited to a future meeting to present their ideas and provide additional information.

A51.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

RESOLVED: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

A52.00 SLEPE HALL FIELD ENTRANCE REMEDIATION

Consideration was given to quotations received for the remediation of the entrance to Slepe Hall Field.

RESOLVED: **A52.01** that the report is received and noted

A52.02 that the contract be awarded to K A Page Groundworks at a cost of £2,125.

A52.03 that the works be undertaken at the beginning of the 2021/2 financial year

A53.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

RESOLVED: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

05/02/2021

St Ives Town Council Current Year

Page 1

09:30

Annual Budget - By Committee (Actual YTD Month 11)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Amenities</u>										
300	<u>Amenities General</u>									
4100	Farmers' Markets	13,500	15,088	13,800	9,902	10,000	0	12,540	0	0
	Total Income	13,500	15,088	13,800	9,902	10,000	0	12,540	0	0
5019	Repairs & Renewals	3,000	3,459	3,000	2,611	3,000	0	3,000	0	0
5021	Health & Safety	500	500	500	442	500	0	500	0	0
6136	Eco Action	0	0	0	0	0	0	10,000	0	0
6456	Toilet Provision	33,600	33,205	33,600	26,022	33,600	0	35,000	0	0
6932	Electricity	500	502	600	359	600	0	600	0	0
6934	Water Rates	1,000	1,051	1,000	721	1,000	0	1,000	0	0
6937	Fire Extinguishers	250	41	250	120	120	0	250	0	0
6945	Clock Maintenance	420	936	420	320	420	0	8,220	0	0
6983	Farmer's Markets	10,000	10,280	10,155	7,972	10,000	0	13,000	0	0
9080	CIL Expenditure (EMR)	0	0	0	26,984	0	0	0	0	0
9136	Jointly Funded Imp Scheme(EMR)	0	362	5,000	0	0	0	5,000	0	0
9157	New Vehicle (EMR)	1,000	0	1,000	0	0	0	1,000	0	0
9187	Parish Church Wall (EMR)	0	350	5,000	0	0	0	5,000	0	0
9195	Play Equipment (EMR)	0	233,514	5,000	1,161	1,161	0	5,000	0	0
9286	Equip & Tools-Amenities (EMR)	2,000	4,813	5,000	988	988	0	5,000	0	0
9436	War Memorial Renovation (EMR)	250	0	0	0	0	0	0	0	0
9496	Westwood Road Memorial (EMR)	1,000	0	1,000	0	0	0	1,000	0	0
	Overhead Expenditure	53,520	289,013	71,525	67,700	51,389	0	93,570	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 11)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
300 Net Income over Expenditure		-40,020	-273,926	-57,725	-57,798	-41,389	0	-81,030	0	0
6000	plus Transfer from EMR	0	101,878	0	26,984	0	0	0	0	0
Movement to/(from) Gen Reserve		<u>(40,020)</u>	<u>(172,048)</u>	<u>(57,725)</u>	<u>(30,814)</u>	<u>(41,389)</u>		<u>(81,030)</u>		
310	<u>Street Lighting</u>									
5019	Repairs & Renewals	1,000	2,630	4,845	931	931	2,845	2,000	0	0
6032	CCC Electric Energy	2,100	609	2,100	1,845	2,460	0	1,400	0	0
Overhead Expenditure		<u>3,100</u>	<u>3,239</u>	<u>6,945</u>	<u>2,776</u>	<u>3,391</u>	<u>2,845</u>	<u>3,400</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(3,100)</u>	<u>(3,239)</u>	<u>(6,945)</u>	<u>(2,776)</u>	<u>(3,391)</u>		<u>(3,400)</u>		
320	<u>Street Furniture</u>									
4998	Other Income	0	1,200	0	0	0	0	0	0	0
Total Income		<u>0</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6184	Town Signs/Noticeboards/Maint.	250	0	0	0	0	0	0	0	0
6186	Seats- Installation	500	896	0	0	0	0	0	0	0
Overhead Expenditure		<u>750</u>	<u>896</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(750)</u>	<u>304</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
330	<u>Machinery</u>									
6255	Road Fund Licence	380	357	400	405	405	0	450	0	0
6256	Fuel	4,000	5,239	4,500	3,458	3,800	0	4,500	0	0
6257	Maintenance & MOT	4,000	3,984	4,000	2,374	2,374	0	4,000	0	0

Continued on next page

St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 11)

09:30

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	8,380	9,580	8,900	6,237	6,579	0	8,950	0	0
6000	plus Transfer from EMR	0	695	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(8,380)</u>	<u>(8,884)</u>	<u>(8,900)</u>	<u>(6,237)</u>	<u>(6,579)</u>		<u>(8,950)</u>		
340	<u>Playground/Open Spaces/Cem.</u>									
4052	Ashes Plots Digging	1,000	853	800	992	700	0	1,000	0	0
4140	Mausoleum Income	0	30,000	0	0	0	0	0	0	0
4150	Burial Fees	22,000	26,046	22,000	17,171	20,000	0	22,000	0	0
	Total Income	<u>23,000</u>	<u>56,899</u>	<u>22,800</u>	<u>18,163</u>	<u>20,700</u>	<u>0</u>	<u>23,000</u>	<u>0</u>	<u>0</u>
6289	Mausoleum expenditure	0	72,267	0	0	0	0	0	0	0
6391	Inspections & Repair & Renewal	1,600	625	1,600	611	611	0	1,000	0	0
6488	Tree Work	8,000	14,141	6,858	190	6,858	0	5,000	0	3,000
6490	Annual Planting	8,000	9,434	9,000	9,575	9,575	0	9,000	0	0
6492	Christmas Tree & Decorations	700	960	1,000	5,012	980	0	1,000	0	0
6593	Cemetery Maintenance	7,500	11,915	8,085	25,958	25,958	0	2,500	0	0
9195	Play Equipment (EMR)	0	0	0	8,340	0	0	0	0	0
	Overhead Expenditure	<u>25,800</u>	<u>109,342</u>	<u>26,543</u>	<u>49,686</u>	<u>43,982</u>	<u>0</u>	<u>18,500</u>	<u>0</u>	<u>3,000</u>
	340 Net Income over Expenditure	<u>-2,800</u>	<u>-52,444</u>	<u>-3,743</u>	<u>-31,523</u>	<u>-23,282</u>	<u>0</u>	<u>4,500</u>	<u>0</u>	<u>-3,000</u>
6000	plus Transfer from EMR	0	144,474	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(2,800)</u>	<u>92,030</u>	<u>(3,743)</u>	<u>(31,523)</u>	<u>(23,282)</u>		<u>4,500</u>		
350	<u>Allotments</u>									
4160	Allotment Rents	6,270	6,317	6,377	13,195	6,377	0	5,964	6,300	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 11)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income	6,270	6,317	6,377	13,195	6,377	0	5,964	6,300	0
6636 Allotment Maintenance	1,000	1,000	1,000	1,000	1,000	0	800	1,000	0
6644 Rent for the Meadow	200	200	200	0	200	0	200	200	0
Overhead Expenditure	1,200	1,200	1,200	1,000	1,200	0	1,000	1,200	0
Movement to/(from) Gen Reserve	5,070	5,116	5,177	12,195	5,177		4,964		
Amenities - Income	42,770	79,503	42,977	41,260	37,077	0	41,504	6,300	0
Expenditure	92,750	413,270	115,113	127,398	106,541	2,845	125,420	1,200	3,000
Net Income over Expenditure	-49,980	-333,767	-72,136	-86,139	-69,464	-2,845	-83,916	5,100	-3,000
plus Transfer from EMR	0	247,047	0	26,984	0	0	0	0	0
Movement to/(from) Gen Reserve	(49,980)	(86,721)	(72,136)	(59,155)	(69,464)		(83,916)		
Total Budget Income	42,770	79,503	42,977	41,260	37,077	0	41,504	6,300	0
Expenditure	92,750	413,270	115,113	127,398	106,541	2,845	125,420	1,200	3,000
Net Income over Expenditure	-49,980	-333,767	-72,136	-86,139	-69,464	-2,845	-83,916	5,100	-3,000
plus Transfer from EMR	0	247,047	0	26,984	0	0	0	0	0
Movement to/(from) Gen Reserve	(49,980)	(86,721)	(72,136)	(59,155)	(69,464)		(83,916)		

Index	Date	Agenda Title-Venue	Agenda	Resolved-Present	Current state	
A91.00	25/09/2019	CEMETERY IMPROVEMENT WORKS	That six benches be purchased from Broxap. Installation of new gates and a height restriction barrier.	Purchase of benches agreed. That a decision on the gates and height restriction barrier be deferred pending further information on other options and costs.	25/09/2019 Benches to be purchased. Further quotes and options for the gates and height restriction barrier to be obtained. 20/11 Benches delivered. Quotes for gates and height restriction barrier to go to November meeting. 27/11 Contractor appointed for gates/ height restriction barrier. 18/1/2020 Plans expected in time for 26/02 meeting. Works expected to take place in March 2020. 26/02 Drawings considered. Mr Grice to produce amended drawings as discussed. Final design delegated to Chair, Vice Chair and Clerk 16/03 Amended drawings received and approved under delegated powers. 13/07 Problems had been experienced obtaining materials, but gates now made. 27/07 Gates dispatched for powder coating. Usually a 2 week process, but delays being experienced. 15/09 Gates still with powder coating company. Clearing backlog slowly. Fitting expected in 4 weeks. 23/10 Gates fitted. 23/12 Height restriction barrier fitted, but taken away again for adjustments to ensure safety. 25/1/21 Re-fitting of height restriction barrier expected but delayed o/a bad	in progress
A67.00	27/11/2019	GATES AND HEIGHT RESTRICTION BARRIER		Quotes considered and contractor appointed for gates and height restriction barrier.		
A87.00	26/02/2020			Progress report and drawings submitted		
A11.00	23/09/2020	PLAY AREA GATES	Replacement of older gates with hydraulic action gates	That gates be purchased by SITC and fitted by KA Page Groundworks Ltd.	30/10/20 Gates ordered (£695 each). Delivery approx 4 weeks. 2/12/20 Gates delivered. KA Page advised. 19/1/21 K A Page to fit gates week beginning 22 February.	in progress
A13.00	23/09/2020	BUS STATION TOILETS	To receive a report on blockage and drainage issues and to note the lease end date of 30/11/2020	That the Clerk contact local businesses and Anglia Water.	6/10/20 Dalrod attended to undertake scaling and repairing pipework. 7/10/20 Toilets re-opened. 9,12,13 /10/20 Toilets blocked. 16/10/20 Toilets closed for approx 4 weeks for excavation and repair of pipework by Dalrod. 28/10 Advised work to take place on 3/11. Estimated to take 3-4 days. 11/11 Toilets re-opened. 12/11 Toilets closed - further blockage 25/11 updating report to Committee 30/11 end of 10 year lease 11/12 SITC/ HDC joint visit with contractor to discuss flushing 7/1/21 update received from HDC - A timed flushing system is to be installed to counter balance the drainage issues which will provide sufficient water as well as following in the correct direction to clear any waste left from previous flushes. Work expected to be completed mid January. 26/1 Timed flushing system completed. Toilets opened.	completed
A31.00	25/11/2020		To receive an updating report	That the report is received and noted		
A18.00	23/09/2020	HILL RISE ALLOTMENTS	To consider correspondence received.	That a meeting should take place between the Chair/ Vice Chair of Amenities and HRAA.	22/10 - meeting has taken place. Requests of HRAA are being investigated for feasibility. Request to lock gate from Hill Rise to Allotment site adjacent to cemetery will not happen as opposition to suggestion has been received. Decision on additional gate on the Meadow is still under investigation. 25/10 update on allotments requested for 25/11 meeting 25/11/20 purchase of hedging agreed, however the Woodland Trust Community scheme should be investigated first. 27/11 Application submitted to the Woodland Trust for 420 free hedging saplings. 2/12 Advised by Woodland Trust application successful. Saplings to be delivered in March 2021. HRAA volunteers to assist with planting. 16/2/21 Delivery of saplings delayed until 19-30 April.	in progress
A30.00	25/11/2020		Purchase of hedging whips and update	That mixed hedging whips be purchased at a cost of £288.50		

A12.00	23/09/2020	SLEPE HALL FIELD ENTRANCE	Tidying up of parking area	Indicative cost of under £2500 noted. Further quotes to be sought. Provision to be made in 2021/2 budget. Quotes submitted.	22/10 Quotes sought. 16/11 Some received, some awaited. To be submitted to January 2021 meeting. 27/1 tender awarded to KA Page . To be undertaken in April.	in progress
A52.00	27/01/21					
A32.00	25/11/2020	ECO-AUDIT CARBON REDUCTION MEASURE	Conversion of 40 street lights to LED	That £2845 be vired frm the Farmers Market expenditure budget to street lighting maintenance to achieve an annual carbon saving of 0.5 tonnes	25/11 Approved. K&M lighting to be approached to undertake the works. 26/1/21 K&M reminded works still outstanding. 16/2 K&M advised problems with supply	in progress
A40.00	25/11/2020	KNIGHTS WAY PLAY AREA	Appointment of contractor	That Sutcliffe Play be appointed to manage the project at a cost of £113,916.46. That the fencing be altered to bow-top and the Cobra swing be re-positioned. That Sutcliffe play appoint DCM Surfacing Ltd to supply the wet-pour.	2/12 New plans requested from Sutcliffe Play showing repositioning of Cobra swing. 7/12 Plans received and submitted to HDC. Response received from S106 officer 18/1/21. Planning considering whether a Certificate of Lawful Development or further planning permission is required. 26/1/21 Planning response received. No further planning permission required. 16/2 Equipment ordered. Estimated to be ready w/c 5 April with installation shortly afterwards.	in progress
A09.00	23/09/2020	PARISH CHURCH CLOCK	Works required amounting to £812.50	Works to be deferred to 2021/22 to allow for a budget provision to be made.	10/2020 Budget provision to be made. Budget provision made for 2021/22 together with additional works identified. Report to be submitted 24/02/21	in progress

Agenda	Action Point number	Action point narrative	Timescale	Resolved-Present	Current state	
Climate Change Agenda: To exceed the Government target of becoming carbon neutral by 2050 and work towards meeting the recommendation of the Committee on Climate Change to be carbon neutral by 2030	2	Introduce natural planting within the Town Council areas of responsibility where feasible	Amenities 2020		20/1/20 Discussed at meeting with In Bloom representatives. Identified Ramsey Rd Cemetery and Knights Way as possible locations. Spring 2020 Ramsey Rd cemetery and an area of Knights Way under Town Council responsibility naturally planted. 27/11/20 Applied to the Woodland Trust under their Community Planting Scheme for 420 mixed hedge saplings to be planted at Hill Rise Cemetery. 2/12/20 Advised by the Woodland Trust that our application has been successful. Saplings to be delivered in March 2021. 10/2/21 Advised by Woodland Trust sapling delivery delayed until 19-30 April.	in process
	5	Adopt a policy to replace all trees felled on Town Council land within a 12-month period	Amenities 2020	Tree Charter: Recommended that the neighbourhood planning group pick up at a strategic level.	22/1/20 Amenities Committee. Consideration given to becoming a Tree Charter Branch. Recommended that the Neighbourhood Planning Steering Group (NPSG) pick up at a strategic level. 3/2/20 Tree Charter noted and received at the NPSG meeting.	part completed
	6	Investigate the feasibility of introducing a policy that includes the planting of at least one tree annually on land within St Ives. To include working with other organisations and authorities to establish if the TC can plant trees on land not within the responsibility of the Town Council.	Amenities 2021	Tree Charter: Recommended that the neighbourhood planning group pick up at a strategic level.	22/1/20 Amenities Committee. Consideration given to becoming a Tree Charter Branch and adopt the ten principles of the Charter. Recommended that the Neighbourhood Planning Steering Group (NPSG) pick up at a strategic level. 22/1/20 Meeting between SITC and HDC to discuss joint working options around tree planting. 3/2/20 Tree Charter was noted and received at the NPSG meeting. A policy on protecting trees could potentially be included in the Neighbourhood Plan to support the Charter. The policy could be used to protect trees in St Ives or allow the NPSG to allocate areas for new trees to be planted. 1/9/20 Donated tibetan cherry ordered for Warner's Park, to be planted in Oct 2020 17/11/20 Tibetan Cherry planted in Warners Park.	in process
	7	Set aside areas of Town Council land for the planting of wild and natural flowers that support wildlife.	Amenities 2020		22/1/20 Noted by the Amenities Committee that the ten principles of the Tree Charter includes sustaining landscapes rich in wildlife – 'let nature do what it does best'. 1/3/20 Area of Knights Way set aside for natural planting	in process
	8	Encourage other organisations and authorities to set aside land for the planting of wild and natural flowers that support wildlife.	Amenities 2021		20/1/20 Discussed at meeting with In Bloom representatives. HDC to take back grass cutting and plant strip of natural and wildlife planting between the houses and factories at Marley Road up to St Audrey's Lane. 22/1/20 Meeting between SITC and HDC to discuss joint working options.	in process
	13	Investigate the impact of reducing the use of weed killing sprays by 2023	Amenities 2022		To be considered in 2022. 11/20 Raised as an issue in EcoAudit.	in process
	14	Investigate the feasibility of reducing emissions on GM equipment	Amenities 2021		25/3/20 Amenities to ratify the purchase of a new mowing machine. 23/9/20 Ratified. Investigate feasibility of change to battery. To be done when current small equipment becomes beyond economic repair. 23/09/20 Amenities ratified mowing machine purchase 11/20 Raised as an issue in EcoAudit.	in process

Community: To proactively encourage volunteering	24	Identify particular areas that would benefit from regular litter picks	Amenities and In Bloom to provide list by spring each year		20/1/20 Discussed at meeting with In Bloom representatives. In Bloom will advise where they plan to do litter picks and to get the local community/ people in the area to 'buy in'. Summer 2020 In bloom judging not held. 11/20 To work with EcoAction group.	in process
Health and Leisure – Wellbeing: Work with health providers to identify opportunities to promote healthy lifestyles	56	Investigate the feasibility of introducing a Changing Places toilet facility in Globe Place public toilets	Amenities 2020		Initial conversation held with HDC MD & Leader	to start
Health and Leisure – Leisure and Entertainment: To identify opportunities for the Council to facilitate or arrange leisure and entertainment opportunities that are consistent with the approved budget.	59	Investigate options to organise physical sporting activities with partner organisations.	Amenities 2020		Working in partnership with HDC in the development of their Healthy Open Spaces & Play strategy on how the district can deliver a positive change for the benefit of people and places within Huntingdonshire.	in process
Transport – Infrastructure : To liaise with County Council to endeavour to ensure that the road network within the town is maintained in an acceptable conditions and action is taken to deal with any safety or congestion issues.	65	Identify paths with official records and make arrangements for those not currently listed to be registered.	Amenities 2022		To be considered in 2022.	to start

AMENITIES COMMITTEE

DATE: 24 February 2021

SUBJECT: Outdoor gym equipment consultation response

1 Introduction and Purpose of Report

1.1 This report is for members to consider feedback received as a result of the consultation on outdoor gym equipment as requested in the January 2021 edition of The Bridge.

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 That Members to consider the feedback received from the consultation.
- 2.3 That Members consider whether a course of action should be taken towards the provision of outdoor gym equipment.
- 2.4 Depending on the course of action decided upon in 2.3 above, that a feasibility study be prepared with a view to recommending the matter to full Council for the allocation of an appropriate level of financing.

3 Background

3.1 The Town Council has committed in its 2020-2025 strategic action plan to promote and encourage the importance of maintaining a fit and healthy lifestyle.

3.2 In past years, there has been little evidence to support the need for an outdoor adult gym within the town. However, in October 2020, the Town Council held a public consultation exercise on the new children's play equipment shortly to be installed in Knight Way. Some responses received from this consultation exercise, together with an increased number of more recent enquiries from residents, has suggested that the provision of an outdoor gym may now be gaining in popularity.

4. Consultation Exercise

3.4 As a result, a consultation exercise was undertaken. An article was placed in the January 2021 edition of The Bridge, circulated to all households in the town. It asked for comments on the provision of a gym within the town that would be of a size suitable for a serious workout. The article asked for feedback on:

- What people thought about it
- Was it a good idea?
- Would you use it?
- What would you like to see in one?
- What sort of equipment?
- Where in the town?
- Any further ideas?

3.5 Sixteen responses have been received and are attached in full as an Appendix. Thirteen responses are in favour/offering advice/suggestions and three responses are against.

3.6 The comments received provide a valuable insight into the preferences of type of equipment and their likely useage, they identify good and bad examples of equipment and gym stations and provide recommendations for equipment. Responses cite a number of locations, some owned by the Town Council, some not. Some responses suggest alternative outdoor equipment including a fitness trim trail, a climbing/ bouldering wall and table tennis tables. The types of

equipment suggested, recommendations of suitable examples, locations and advice given are summarised at the end of the Appendix.

4. Proposal

4.1 It is proposed that members note the feedback received and consider whether a course of action should be taken towards the provision of outdoor gym equipment in the town.

4.2 Further work could be undertaken in the form of a feasibility study on types of equipment and pricing for a suggested location/ locations, with a view to going out for tenders once a method of financing has been agreed.

5. Financial Implications

5.1 There is not currently a budget for a project of this nature. Any proposed expenditure on the implementation of an outdoor adult gym would need to be put to Full Council to consider the financing from reserves.

6. Policy Implications

6.1 The policy implications of this report support the 2020-25 Strategic Plan objectives.

7. Health and Safety Implications

7.1 There are no current H&S implications. Should the project progress to a position where works would be taking place, then appropriate risk assessments, method statements and evidence of sufficient insurance would be required in advance. The contractor would need to confirm they can meet the requirements of CDM and have a Health and Safety policy in place that complies with legislative requirements.

8. Reporting Officer – Christine Allison, Amenities Manager

Adult Gym Equipment responses: (16)

Positive (13):

I have received my copy of The Bridge today.

I am so pleased that St Ives will finally receive an outside adult gym.

I have contacted the town council on a few occasions and was told this was something St Ives does not need from data received from surveys.

I must say I never received a survey!

What would be good is that more adult gyms pop up in other parks in St Ives, one park out of eight is a little disappointing but onwards and upwards as they say, and hopefully in the future the town council may add to.

I was extremely excited to hear about the possibility of outdoor gym equipment in St Ives. From the start of the first lockdown I decided to change the direction of my life to a much healthier one. I lost a decent amount of weight from a mixture of HIIT / bodyweight workouts and jogging so the idea of being able to combine the two with an outdoor gym is very exciting.

I would like to suggest the wide green pathway outside Wheat field school. My house is situated in the park nearby and this route attracts a massive amount of runners and keep fit enthusiasts. I believe this would be the idea spot.

I would also like to suggest a couple of different height pull up bars and dip bars as calisthenics is highly popular at the moment.

Having used gym equipment for adults in both Spain and Greece, I think they are a great idea. How much the equipment would be respected is an unknown quantity. The places abroad were in full view of passing pedestrians not hidden away, so unlikely to be trashed.

I've just read in the bridge magazine that you are looking into ideas for adult exercise equipment in a park. I absolutely love this idea and I would use it definitely.

I think the best way it could be done is to have a course around the edge of a park (for example hill rise) which could also involve running between obstacles. An excellent example of this is In Aston Clinton in Buckinghamshire, known as the Trim Trail, when I visited there I was very jealous and wished I had something similar in St. Ives ., <https://www.astonclinton.org.uk/community/aston-clinton-parish-council-15040/playpark--skatepark/>. I also particularly like how it is wooden so can be sustainable and blends in more. I hope you will consider this.

I read with interest your recent article in 'The Bridge'. I think it would be a great idea and am thinking that it would be best located at Hill Rise Park. There is outdoor functional fitness equipment located outside Abbey Pool in Cambridge, by Coldham's Common, which is popular I believe. Its called Coldham's Fitstop, details here - <https://www.cambridge.gov.uk/coldhams-common>. Hope that's useful. (photo of Coldham's Fitstop provided)

Just read my copy of the Bridge and am responding to the article relating to adult gym equipment. I think this is a fabulous idea and I for one would use it. I would also be keen to see green gyms. Physical activity and being outdoors in nature are both known to have huge benefits to health and well-being and I think it would be money well spent.

May I also suggest we better use the green space around housing developments. Rather than the council having to mow ad-hoc patches of grass can these be planted with fruit trees which local people could harvest. Might go some way towards helping those on low incomes to have access to healthy food for free and will also enhance wildlife and biodiversity and help with flooding avoidance and shading?

I'd love to hear your thoughts on this, perhaps it's already underway?

I was excited to see your article in the bridge proclaiming your intentions to provide us St Ivis outdoor Gym equipment. I myself am a fervent outdoors exerciser and (in warmer climates) use Warner's Park as my gym for activities such as sprints, intervals and ring training where I currently hang my rings from a convenient tree branch! I also see many other using Warner's park for exercise in the form of running, circuits and PT training sessions. IT would be amazing if we could get some bodyweight or "Calisthenics" training equipment there. This would allow for a full workout as well as somewhere to hang my rings. And callisthenics equipment is incredibly low maintenance. I would suggest the below.

Triple pull up bar - (to allow for various heights and so people can hang suspension training equipment from the highest bar. The middle one is too low. I have also seen specific outdoor equipment with rings already attached)

Parallel bars.

Overhead ladder/Monkey Bars. (great for training for events like tough mudder or spartan race)

Dips/Leg Raise station.

Plyometric boxes.

I found a website that shows examples of all of the above :-)

<https://www.tgogc.com/static-equipment>

Personally, I would steer away from the higher maintenance bits of kit, like the cross trainer or rowing style equipment. I've seen it many places, but never actually seen it in use where-as when you see a callisthenics area they are always well attended.

Also while I think a bouldering wall would be amazing too.

<https://www.climbingwalls.co.uk/climbing-walls/outdoor-bouldering-wall/>

Or maybe this?

<https://nationalfitnesscampaign.com/fitness-court>

Just a few ideas! Can't wait to see what comes to Warner's park :-)

Further to the article in The Bridge regarding encouraging a healthier lifestyle for all. I think this is a superb idea. Outdoor exercise equipment can be very useful to encourage activity for all ages and levels. It does not need to take up much ground space. There could be several different areas where it would be welcomed and useful. Where people could incorporate it into their other exercise and where there is space enough not to impede other outdoor users. Maybe one or two items in several different locations with a 'link' between them, or just a notice board map, to encourage users to try all the different areas. Perhaps consideration could also be given to outdoor low impact equipment which may be useful for those who are not able to do vigorous exercise. Maybe recovering from an incident where they need to build a level of stamina again and going outdoors for a purpose can be helpful.

Here are a few ideas;

At the busway - many people walk, run and cycle along there. Lots of space to choose from.

At the Thicket – many people walk, run and cycle along there. Perhaps incorporate it into the area which is being developed on the corner opposite Nobles Field.

At the top of Ramsey Road near the cemetery – many people walk, run and cycle along there. Where the large area of grass has been left with a few trees.

On the industrial estate – perhaps for use by workers in their lunch break. Recently redeveloped there may be a small area still unused.

On The Waits – alongside the museum where the ground has been hard landscaped already.

At any of the park areas – for use by parents, grandparents, friends and guardians when they take the children for some outside activity.

I have been looking through the Bridge magazine and at your article for where we would like to see gym equipment in parks/play areas? I think it is a fantastic idea and would love to see these in every play area in St. Ives. I think we need to normalise exercise so that it is included in play, not some extra thing we have to do or endure. Over lockdown I have seen a huge increase in the usage of Hill Rise Park and I think this type of equipment would be a great addition. Also, a lesser used park next to Green How /Little How would really help distribute people through the area. I'd like to see equipment that is easily used by everyone, so gliders, rowing machines and things that the less mobile can access. I'm not sure what is available, but think it is a fantastic idea for the future and to maximise the use of our local green spaces.

I would like to suggest putting outdoor table tennis tables in all the parks.

As a gym user I'm contacting you in regard to gym equipment in St Ives parks or public areas. As I've used the gyms for many years on a regular basis I am familiar with the appropriate equipment that is suitable for an outside venue. I have with spoken with (name redacted) one of the managers from the St Ives recreation centre and she would be a good person to recommended the suitable equipment that is needed

Just seen your request for ideas in The Bridge magazine. Please, please, please don't put in any of those ridiculous ergo type machines pictured in the article! They litter open spaces across the region and to date I've not seen a single adult using one piece of equipment. There is an excellent example of an FitStop outdoor gym on Coldham's Common at the rear of the Abby pool in Cambridge. This equipment is much more functional, well used and probably easier to maintain. Please check it out: <https://www.cambridge.gov.uk/coldhams-common>

Hi, I read your article in the Bridge magazine regarding the possible new installation of some gym style equipment, having visited a few local places with these types of equipment installed quite regularly whilst out for bike rides or walks with my family I have yet to see any adults using them for exercise, only children playing on them or trying to use them. Some Located at Hinchbrooke Park, some in the village of Grafham and also some newish ones at Fenstanton. Although a great idea it would be more beneficial to have some aimed for the younger generation, there are a few at Westfields school. We have recently moved to (address redacted) at the top of the new country park/ old golf course and are eagerly waiting for the footpath to open. Has anyone any ideas what is going to happen to the old golf club house? Would it be possible to have a copy of the plans for the country park as I would love to know how it's going to turn out?

Negative (3):

Until Covid I regularly attended One Leisure Gym at St Ives. I have tried your proposed outdoor gym equipment at other sites and found them to be disappointing. They have little or no adjustable resistance to suit each user and were poorly attended. I suggest you visit sites currently providing this equipment and take along a colleague who could evaluate them. I would be surprised if you found a queue waiting to use them!!!!!!!!!!!!!! They look expensive for what little use they may get.

As reported in the Bridge Jan 21. what a waste of our money to buy and install Adult exercise equipment in St Ives. if the St Ives Town council has any spare cash please spend it on our town, our parks, or anything that is for the benefit of the Citizens not just a few. If adults want exercise let them supply their own equipment. or do what I do ride a bike or walk daily and I am over 80. I thoroughly enjoy my bike rides, I have met some friendly people who I have never met before, even during lock down, even if it just to say hello or good morning. what about putting the money towards building a new park on the remaining piece of old golf course and old chicken research area which could include tennis Bowling Putting Green etc. I cannot imagine waiting for a piece of equipment that is being used. sorry not a good idea.

I have seen the article in the Bridge magazine regarding the play areas. I live on Knights way and the area being looked at for the play area is currently used by kids and families alike as a nice green open space. Now it's going to be replaced with an area that will take that away and mean you will have the kids from the Ivo school no doubt come and hang around it. It will mean more litter and an eye-sore on a nice green space. What a shame to ruin an area for something that I doubt will ever really get used or used by the right people. Do not understand the thinking on this. Also, it is right by the road what a ridiculous place to have a kid's play area unless speed bumps are introduced.

Summary of suggestions

Equipment suggested	Height pull up bars, triple pull-up bar parallel bars overhead ladder/ monkey bars, dip bars, leg raise station, plyometric boxes, calisthenics training equipment , https://www.tgogc.com/static-equipment Low impact equipment for less vigorous exercise, interval/ ring training, gliders, rowing machines, trim trail course around park incorporating running between obstacles. Climbing/ bouldering wall, table tennis table.
Examples	Coldham's lane 'fitstop' https://www.cambridge.gov.uk/coldhams-common Aston Clinton Trim Trail in Buckinghamshire, https://www.astonclinton.org.uk/community/aston-clinton-parish-council-15040/playpark--skatepark/ .
Locations stated	Trim Trail course around the edge of a park. Warners Park, Hillrise Park, Guided busway, Thicket, Ramsey Rd near cemetery, Industrial estate, The Waits, Green How/ Little How, Wheatfields school (wide green pathway outside), Any park area.
Advice	Equipment to be low maintenance. (e.g. Calisthenics) Steer away from higher maintenance equipment. Cross trainers and rowing style equipment are not well used. Calisthenic training equipment is well attended.

	<p>Don't use ergo type equipment as illustrated in picture in The Bridge. Go for the fitstop type as at Coldham's Common or behind Abbey Pool in Cambridge. Situate in full view to avoid vandalism.</p> <p>Have some equipment aimed for the younger generation, like at Westfield School.</p>
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AMENITIES COMMITTEE

DATE: 24 February 2021

SUBJECT: CEMETERY PEDESTRIAN GATE

1 Introduction and Purpose of Report

- 1.1 This report is for members to consider the installation of a pedestrian gate at the Hill Rise/ Ramsey Road Cemetery.

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 For members to consider the installation of a matching pedestrian gate and:
- 2.3 If determined to proceed, that Jonney Gates be appointed to undertake the works at a cost of £1,150.

3 Background

- 3.1 On 27 November 2019 members awarded a contract to supply and install two gates and a height restriction barrier at Ramsey Road/ Hill Rise cemetery to Jonney Gates at a cost of £6,650. The gates have been installed. The height restriction barrier is completed and will be fitted when weather permits.
- 3.2 The cemetery has recently been the subject of cars being deliberately driven onto the grassy areas, causing damage to the grass, churning the area up and depositing mud on the paths. It has been suggested by the public on social media that the main gates could be kept closed most of the time if a pedestrian gate was installed.
- 3.3 Enquiries have been made of Jonney Gates and a quote requested for the supply and installation of a matching pedestrian gate.

4. Specification and quote

- 4.1 Jonney Gates has quoted £1,150 to manufacture and install a pedestrian gate 1200mm wide x 2000mm high, fixed to the left-hand side main gate post. The design will be the same design as the main gates. The gate will have a soft closer and a pad for it to rest against. No latch or lock to prevent any damage. The finish will be fully hot-dipped galvanized and polyester powder coated to give a life of at least 20 years maintenance free, based on normal conditions/usage. It can be made and fitted within 6 weeks of order.

5. Proposal

- 5.1 It is proposed that members consider the suggestion of a pedestrian gate and if the decision is to proceed, that Jonney Gates be appointed to undertake the works at a cost of £1,150.
- 5.2 The high quality craftsmanship of the company is clearly evidenced in the newly fitted gates at the cemetery, incorporating the St Ives crest. The pedestrian gate will complement the new main gates and height restriction barrier.
- 5.3 The above quote does not include paving. When the extent of any additional paving requirement is known, it is proposed to approach the contractor who undertook the mausoleum paving to quote for the supply and installation of paving to match.

6. Financial Implications

- 6.1 Spending on the 2020/21 cemetery maintenance budget to date amounts to £25,958. The 2020/21 budget for cemetery maintenance was set at £8,085 with a further £15,000 being vired from an underspend on the play area project, leaving an overspend of £2,873, The cemetery maintenance budget for 2021/22 is £2,500.

7. Policy Implications

7.1 There are no current policy implications.

8. Health and Safety Implications

8.1 The contractor will be vetted to ensure they are competent to undertake the works. Appropriate risk assessments, method statements and evidence of sufficient insurance will be required in advance of the works taking place and the contractor will need to confirm that they have a Health and Safety policy in place that complies with legislative requirements.

9. Reporting Officer – Christine Allison, Amenities Manager

AMENITIES COMMITTEE

DATE: 24 February 2021

SUBJECT: Decarbonisation Feasibility Study

1 Introduction and Purpose of Report

1.1 This report is for members to consider the allocation of £5,750 from the 2021/22 Amenities Committee budget to fund the balance of a decarbonisation feasibility study to be undertaken by Varsity Consulting Ltd.

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 To acknowledge the appointment of Varsity Consulting Ltd by the Property Committee to undertake a decarbonisation feasibility study at a total cost of £ 15,750.
- 2.3 That the Amenities Committee allocate £5,750 towards the cost of the study.
- 2.4 That the results of the study, together with the proposed actions and costings arising therefrom be reported back to a future meeting.

3 Background

- 3.1 The Town Council has committed in its 2020-2025 strategic action plan to exceed the Government target of becoming carbon neutral by 2050 and work towards meeting the recommendation of the committee on Climate Change to be carbon neutral by 2030.
- 3.2 On 25 November 2020 members received summary of the Eco Audit Report highlighting those measures the Amenities Committee could take to support the commitment. Committee Members delegated authority to the Chairman and Vice Chairman in conjunction with the Clerk to start to investigate options within the Public Sector Decarbonisation initiatives. It was acknowledged that decisions taken under delegated authority would then be presented to the Council for resolution as may include application for loan through the Secretary of State.
- 3.3 Initial discussions and surveys with a number of different contractors have taken place on several carbon saving measures, which has highlighted a need for very differing specialist considerations, requirements and solutions.
- 3.4 On 27 January 2021, the Property Committee agreed to appoint Varsity Consulting Ltd to deliver an overall decarbonisation feasibility study, primarily for the five council owned buildings of the Town Hall, Norris Museum, Corn Exchange, Burleigh Hill Community Centre and the Maintenance Depot, but their study will also encompass actions assigned to the Amenities Committee. The company is based in Cambridge, has public sector/ local government experience and is knowledgeable on various financing schemes, including the SALIX public sector decarbonisation scheme.
- 3.5 Varsity Consulting Ltd provided a fee proposal of £15,750 for undertaking a 'Salix-style' decarbonisation assessment to consider potential improvement options for decarbonising.

4. Proposal

4.1 it is proposed that members consider the allocation of £5,750 towards the commissioning of Varsity Consulting Ltd to undertake the feasibility study. The

completed study will recommend the most appropriate course of action to enable the Council to decide how it wishes to proceed towards implementing improvements.

5. Financial Implications

5.1 Both the Property and Amenities Committees have £10,000 in their 2021/22 budget for eco-actions which can be used towards de-carbonisation. This does not enable the Property Committee to finance the entire project. If the Amenities Committee agree to fund the balance, then the survey can proceed, fully financed. Should members not agree to provide the shortfall, then it would need to be put to Full Council to consider the financing from reserves.

5.2 At the current time the financial implications for other actions are unknown. However, under the Public Sector Decarbonisation scheme the Council is eligible to apply for interest free loans through SALIX finance to enable the funding of carbon reduction schemes. The timeframe for applying for funding is usually short and delegating authority enables options to be investigated and actioned should savings prove viable. Although the current SALIX scheme closed on 11 January 2021, Varsity are confident that the scheme will be re-opened and will endeavour to ensure we are best placed to take advantage of this or any future schemes which may arise.

6. Policy Implications

6.1 The proposals and resultant recommendations within this report supports 2020-25 Strategic Plan objectives.

7. Health and Safety Implications

7.1 There are no current H&S implications. Appropriate risk assessments, method statements and evidence of sufficient insurance would be required in advance of any works taking place. The contractor would need to confirm they can meet the requirements of CDM and have a Health and Safety policy in place that complies with legislative requirements.

8. Reporting Officer – Christine Allison, Amenities Manager

AMENITIES COMMITTEE

DATE: 24 February 2021

SUBJECT: All Saints Parish Church Clock and Chimes

1 Introduction and Purpose of Report

- 1.1 This report is to recommend approval of the refurbishment of All Saints Parish Church Clock and chimes.

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 That Gillett & Johnston be appointed to undertake a full refurbishment of the church clock and chimes at a total cost of up to £7,812.50.
- 2.3 That the works be undertaken in the 2021/22 financial year.

3 Background

- 3.1 St Ives Town Council is responsible for the upkeep of All Saints Parish Church clock which is serviced annually by Gillett & Johnston.
- 3.2 In June 2020 the clock chimes were looked during the usual annual service as they had been not been working properly. Investigations showed the rodding between the hammers and clock needed altering. A further visit was required by an engineer to fit new turn buckles, make necessary adjustments and test to ensure correct operation before setting the clock back to time. An estimate of £812.50 was received from Gillett & Johnston for undertaking these works and on 23 September 2020, members agreed that a budget provision would be made in the 2021/22 financial year so the works could be undertaken.
- 3.3 During the interim period, Gillett & Johnston have advised the above works would be a 'temporary fix', possibly only lasting for one year. The clock mechanism has other issues for which a more 'permanent fix' is required. To avoid the problem re-occurring, a full service of the working parts was recommended. It would involve removal of the clock for refurbishment with renovation of the clock chimes and drive mechanism down to the striking hammers. It would also include work on the bearings. To obtain an accurate cost in advance of the works taking place would be difficult, but the company have estimated between £5,000 and £7,000.
- 3.4 At the 2021/22 budget meeting earlier this year, members were made aware of both the agreed £812.50 initial expenditure and the estimate of the further works needed to fully restore the mechanism. As a result, a budget provision for 2021/22 of £8,200 was made.

4. Proposal

- 4.1 The Steeple Keeper advises that the clock and chimes have been in situ since 1930 and has commented that the chimes have not been working entirely correctly for the past ten years.
- 4.2 Gillett & Johnston are acknowledged experts in this very specialised field and have serviced the clock for many years. It is proposed that they be appointed to undertake the full refurbishment works in order to return the clock to full working order for many years to come

5. Financial Implications

- 5.1 The 2020/21 budget allocation allowed £420 for the annual servicing of the All

Saints and Free Church clocks, of which £320 was spent. There was no allocation to cover the cost of any additional works required. It was agreed that the £100 underspend would be carried forward towards the cost of the works with a further budget allocation being made in the following financial year to enable the works to be undertaken.

- 5.2 At the 2021/22 budget meeting consideration was given to the works needed and as a result £8,200 was allocated to clock maintenance, all of which will be available to spend from the beginning of the 2021/22 financial year.

6. Policy Implications

- 6.1 There are no current policy implications.

7. Health and Safety Implications

- 7.1 There are no current H&S implications. Appropriate risk assessments, method statements and evidence of sufficient insurance is obtained in advance of the works taking place. The contractor has to confirm they can meet the requirements of CDM and have a Health and Safety policy in place that complies with legislative requirements.

- 8. Reporting Officer – Christine Allison, Amenities Manager**