



# St Ives Town Council

## Twinned with Stadtallendorf

Town Clerk: Alison Benfield BA (Hons) FSLCC

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Issued: 16 September 2021

**Councillors R Fuller, M King, Dr C Pegoraro, J Tiddy, R D'Souza, N Wells, P Pope, S Mokbul, P Hussain (ex officio)**

You are hereby summoned to attend a Meeting of the **Amenities Committee** of St Ives Town Council to be held **in the Town Hall on Wednesday 22 September 2021 at 7.45 pm.**

**Christine Allison**  
Deputy Town Clerk

### AGENDA

- A19.00 APOLOGIES FOR ABSENCE**  
To receive and note apologies for absence.
- A20.00 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.
- A21.00 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.
- A22.00 MINUTES**  
To confirm as a correct record the Minutes of the Meeting of the Amenities Committee held on 28 July 2021 (copy herewith).
- A23.00 CHRISTMAS TREE**  
To give consideration to the purchase of a Tree for Market Hill from Real Christmas Trees at a cost of £803 (copy herewith).
- A24.00 ADULT GYM EQUIPMENT**
- A24.01** To consider the results of the feasibility study and feedback from residents (copy herewith)
- A24.02** That Members re-visit its proposed location in Warner's Park and consider any other suitable locations
- A24.03** That the likely cost range is noted and, if agreed, that the sum of £17,000 (or other level of funding) be included in the 2022/23 budget.

- A25.00**      **STREET LIGHTING**  
To note that the current street lighting contract ends on 30 September 2021 and consider the appointment of K&M to undertake the maintenance contract for a period of 3 years from 1 October 2021 at a cost of £498.79 pa (copy herewith).
- A26.00**      **CEMETERY REGULATIONS**  
To receive update and recommendations from the Cemetery Regulations Working Party.
- A27.00**      **MEMORIAL – COUNCILLOR JOHN DAVIES**  
To give consideration to possibilities for the siting of a permanent memorial for the late Councillor Davies.
- A28.00**      **TREE SURVEY**  
To note the agreement of Council to the virement of £2,901 from general reserves to the tree works budget and the appointment of Eden Trees to undertake the works.
- A29.00**      **ROLLING PROGRAMME**  
To receive Rolling Programme (copy herewith).
- A30.00**      **BUDGET**  
To receive budget for the Committee (copy herewith).
- A31.00**      **AMENITIES STRATEGIC PLAN**  
To receive Strategic Action Plan (copy herewith).

**Minutes of the Meeting of the Amenities Committee of St Ives Town Council  
held in the Corn Exchange on Wednesday 28 July 2021**

**Present:**

Town Mayor: Councillor P Hussain

Councillors: R D'Souza, P Pope, M King, J Tiddy, N Wells, R Fuller

Absent: S Mokbul

**In attendance:**

Councillor: J Kerr

Deputy Town Clerk: C Allison

Democratic Officer: S Rawlinson

***The Town Mayor opened the Meeting.***

**PR01.00 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Dr C Pegoraro (Personal).

**PR02.00 APPOINTMENT OF CHAIRMAN**

**RESOLVED:** that Councillor P Pope be appointed Chairman of the Committee for the coming municipal year

***[Councillor P Pope in the Chair]***

**PR03.00 APPOINTMENT OF VICE CHAIRMAN**

**RESOLVED:** that Councillor M King be appointed Vice Chairman of the Committee for the coming municipal year

**PR04.00 DECLARATIONS OF INTEREST**

**Councillor J Tiddy** – Other interest as his spouse was addressing the Committee under Public Participation.

**Councillors P Pope and P Hussain** – Other interest in discussions on the cemetery as they had family members interred there.

**PR05.00 PUBLIC PARTICIPATION**

A resident living very close to Warner's Park raised the problems she envisaged would be experienced should the proposed adult gym equipment be installed there.

She believed there would be a significant impact on residents due to additional noise, antisocial behaviour and possible vandalism. The park was an unsuitable location and such equipment would be better sited in an area with a more open aspect. She hoped that the Committee would take into account objections received from other residents in the area.

Councillor Kerr stated that the adult gym area was a great idea but Warner's Park was not the best location for it. Somewhere like Hill Rise Park would be a better proposition as there was parking available there which there was not at Warner's.

Chairman's  
Initials

Additionally, people tended to walk through the park on the way home from pubs in the town and the equipment might prove to be a distraction to them resulting in additional noise and possible antisocial behaviour.

#### **A06.00 MINUTES**

**RESOLVED:** that the Minutes of the Meeting held on 28 April 2021 be agreed as a correct record and signed by the Chairman.

#### **A07.00 CEMETERY REGULATIONS**

Consideration was given to setting up a Working Group to review the Cemetery Regulations; revisit the decision of 28 April to prohibit the placing of solar lights in the cemetery and examine possibilities for the incorporation of the woodland burial area.

**RESOLVED: A07.01** that the report is received and noted

**A07.02** that a working group be formed, comprising Councillors P Pope and N Wells, together with the Council's Civic and Burial Officer (members not in attendance to be asked if they wish to join the group)

**A07.03** that the group's remit be to undertake a full review of Cemetery Regulations, including the siting of solar lights and the incorporation of a woodland burial area and to report back to Committee with recommendations.

#### **A08.00 CHURCH CLOCKS**

##### **A08.01 Parish Church Clock**

Members were in receipt of report detailing repairs identified to the Church clock and chimes. The sum of £7812.50 had been allocated for repairs.

Contractors believed that additional expenditure of £2,000 would be needed to complete the works.

As an additional £2,000 would represent an overspend on budget it was:

**RESOLVED: A08.01.01** that the report be received and noted

**A08.01.02** that a Recommendation be made to Council that funds be vired from another budget to meet the additional £2,000 required to complete the works.

##### **A08.02 Free Church Clock**

A quotation for cleaning and maintenance works on the clock had been received in the sum of £1,235.

**RESOLVED: A08.02.01** that the report be received and noted.

**A08.02.02** that the matter be deferred until the October meeting, when budgets would be set, to determine

whether these works should be provided for in the budget for 2022/23.

**A09.00****RoSPA REPORT**

Members received annual report for the play areas.

Issues of low and medium risk had been identified which had already been addressed by the GM Team.

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

**A10.00****MARKET SQUARE**

Members discussed the repair/redecoration of the Town Hall frontage and various edifices in Market Hill.

Maintenance of the Town Hall frontage needed to be reviewed on a regular ongoing basis. The War Memorial and Cromwell Statue would require specialist attention.

**RESOLVED:** **A10.01** that regular maintenance of the Town Hall frontage be placed on the Rolling Programme

**A10.02** that quotations be sought for specialist cleaning of the War Memorial, the Jubilee Fountain and the Cromwell statue for presentation to a future meeting

**A11.00****MEMORIAL**

A request had been received for the Committee to give consideration to a permanent memorial tribute to the late Councillor John Davies.

Some of the possible tributes discussed were:

- Having the poem by Councillor Pope professionally written out and framed to hang in the Council Chamber
- A permanent tribute of some kind in the new Berman Park which was close to where Councillor Davies lived
- Making Councillor Davies a Posthumous Freeman of the Town
- The creation of a memorial book featuring contributions from residents

**RESOLVED:** **A11.01** that a recommendation be made to Council for Councillor Davies to be made a posthumous Freeman of the Town

**A11.02** that a feature be run in the next edition of *The Bridge* seeking input from residents

**A11.03** that members give consideration to further ways to create a fitting tribute to Councillor Davies and bring proposals back to the next meeting

**A12.00****ROLLING PROGRAMME**

Members were in receipt of the Rolling Programme.

Chairman's  
Initials

The Deputy Clerk reported that works to Slepe Hall entrance were now completed.

A lengthy discussion was held on the viability of placing adult gym equipment in Warner's Park. Some concerns had been raised earlier by a resident that such equipment might result in increased noise and vandalism.

The Deputy Clerk reported that the recent survey had resulted in 16 comments from residents 13 in favour of the adult gym and 3 against. The approximate cost would be in the region of £17k to include delivery and installation.

Other locations could be looked at by the Committee including other Council owned open spaces and also the possibility of applying for a licence from HDC to install the equipment at Hill Rise Park.

**RESOLVED: A12.01** that a further report be presented to the Amenities Meeting in September.

**A12.02** that, if agreed, the costings for the project be included in the Amenities budget

**A13.00 BUDGET**

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

**A14.00 AMENITIES STRATEGIC PLAN**

Members received the Strategic Plan.

The Deputy Clerk agreed to speak with members of the Neighbourhood Plan Steering Group about further tree planting.

Wildflower areas had been identified at the Cemetery and Knights Way. Members were asked to contact her with any further suggested areas.

**RESOLVED:** that the Plan be received and noted.

**A15.00 TREE SURVEY**

**RESOLVED:** that the Tree Survey be received and noted.

**A16.00 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

**A17.00 TREE SURVEY TENDERS**

Members were in receipt of tenders for works resulting from the Tree Survey.

As undertaking all the proposed works would result in a budget overspend it was agreed that the matter be referred to Council to propose the virement of funds for this purpose.

**RESOLVED: A17.01** that the report is received and noted

**A17.02** that a Recommendation be made to September Council that funds be vired for the undertaking of these works.

**A18.00 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 the Public be re-admitted to the meeting.

Chairman:

Dated: 22 September 2021

Chairman's  
Initials

**AMENITIES COMMITTEE**

**DATE: 22 September 2021**

**SUBJECT: Christmas Tree – 2021**

**1 Introduction and Purpose of Report**

1.1 To consider the provision of a Christmas Tree for display in Market Hill, St Ives over the 2021 Christmas period.

**2 Recommendations**

2.1 That the report is received and noted.

2.2 That a tree be purchased for use in Market Hill, St Ives for Christmas 2020 from Real Christmas Trees at a cost of £803.

**3 Background**

3.1 In September each year, the Council ordinarily orders a 25 ft Norwegian Spruce from Real Christmas Trees Ltd in Solihull for display in Market Hill.

3.2 In September 2019, the Amenities Committee agreed that although the tree be purchased from the usual suppliers, for 2020 other providers be investigated. Several other suppliers were contacted but it was found that many only supplied smaller trees. The only other supplier offering to supply a 25ft tree quoted £1,975.

**4. Specification**

4.1 The tree normally ordered is a 25ft Norwegian Spruce, the price including its transportation/ delivery and erection.

**5. Quotes**

5.1 For 2021, Real Christmas Trees Ltd have quoted £803 (£730 in 2020) for a 25 ft tree, to include transportation, delivery and erection.

**6. Proposal**

6.1 Based on the above information it is proposed that a 25ft tree be ordered from Real Christmas Trees Ltd. From feedback received, the public considered the 2021 tree to be of good quality.

**7. Financial Implications**

7.1 Provision has been made in the 2021/22 budget for the Christmas tree and decorations of £1000.

**8. Policy Implications**

8.1 There are no current policy implications

**9. Health and Safety Implications**

9.1 The Council has a risk assessment in place for both the erection and removal of the Market Hill Christmas tree, however the contractor will also 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.

**10. Reporting Officer – Christine Allison, Amenities Manager**



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**AMENITIES COMMITTEE****DATE: 22 September 2021****SUBJECT: Outdoor gym equipment feasibility study**

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**1 Introduction and Purpose of Report**

- 1.1 This report is for members to consider recommending to Council, that £17,000 (or other agreed amount) be allocated in the 2022/23 Amenities budget for the provision of outdoor adult gym equipment at a determined location in St Ives.

**2 Recommendations**

- 2.1 That the report is received and noted.
- 2.2 That Members to consider the results of the feasibility study and subsequent feedback from the July edition of The Bridge.
- 2.3 That Members re-visit the proposed location of Warner's Park, together with the consideration of any other suitable locations.
- 2.4 That members note the likely cost range of providing and installing equipment and if agreed, recommend the allocation of £17,000 or other appropriate resource, to be agreed by Council for inclusion in the 2022/23 Amenities budget.

**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 had 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 area to be installed in Knights Way. 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 is gaining in popularity.
- 3.3 A public consultation was undertaken in the January 2021 edition of The Bridge. Sixteen responses were received, thirteen in favour/offering advice/suggestions and three against.
- 3.4 At the meeting on 24 February 2021, members considered the feedback received, noting the consultation was generally in support of the introduction of adult gym equipment (13 in support, 3 against). It was suggested that the first installation should be in Warner's Park.
- 3.5 Members resolved that that a feasibility study be carried out on the installation of equipment in Warner's Park and that following the study, a recommendation be made to Council for allocation of an appropriate level of funding.
- 3.6 In the July edition of the Bridge the Amenities Manager reported that a feasibility study was being undertaken with a view to installing adult outdoor gym equipment in Warners Park. 17 further responses to the article were received from the public, 7 against, 6 in favour, 1 not keen, 1 would prefer a table tennis table, 1 a playground and although in favour, 1 expressed ASB concerns.
- 3.7 At a meeting of the Amenities Committee on 28 July 2021 it was agreed that other locations could be looked at to include open spaces and the possibility of applying for a licence from HDC to install the equipment at Hillrise Park. It was determined that this further report be prepared and that if agreed, costings for the project be

included in the Amenities budget for 2022/23.

- 3.8 The feasibility study, attached, summarises that there are many suppliers and the variety of equipment is endless. A typical park containing 8-10 items would cost in the region of £17,000 for delivery and installation, with a range of £12k to £20k depending on the items and supplier chosen.

**4. Proposal**

- 4.1 That Committee consider the feasibility study, discuss again the most suitable location and recommend to Council that an amount of £17,000 be allocated in the 2022/23 Amenities budget for the provision of outdoor gym equipment in St Ives.

**5. Financial Implications**

- 5.1 There is no budget for a project of this nature at present. The allocation of an appropriate resource would need to be agreed by Council for inclusion in the 2022/23 Amenities budget.

**6. Policy Implications**

- 6.1 The report supports the 2020-25 Strategic Plan objectives to promote and encourage the importance of maintaining a fit and healthy lifestyle.

**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**

### Background

On 24 February 2021 the Amenities Committee considered feedback received from a consultation article placed in the January 2021 edition of The Bridge. Members were generally in support of the introduction of adult gym equipment. It was suggested that the first installation should be in Warner's Park.

It was resolved that a feasibility study be carried out on the installation of equipment in Warner's Park and that following the study a recommendation be made for the allocation of an appropriate level of funding within the 2022/23 budget.

The Amenities Manager visited several local examples of installations and approached a number of companies to request estimate costings.

### Brief

- For a range typical types of adult outdoor gym equipment of say 8 – 10 assorted pieces that could go in the corner of a park to provide a full work out.
- It should be suitable for a whole range of users from fitness enthusiasts to a more leisurely type of work out.
- A couple of consultation responses requested Calisthenics equipment, but most favoured the more traditional type.

### Responses

#### A nearby Parish Council example (Fresh Air Fitness)

Installed 17 items of outdoor gym equipment on a playing field at a cost of £23,000 in 2013. Three items were doubled up to enable use by more than one person at a time. Equipment included: Arm and pedal bike, double air walker, hip twister, shoulder wheel, rider, double cross-country skier, tai chi spinners, air skier, seated leg press, double rower, bicycle, push up and dip station, arm and pedal bike (disabled use), Combination SCP/PDC (disabled use). The equipment was provided and installed by Fresh Air Fitness. Grass matting was laid around each item. The cost today for the **14 different items** from fresh air fitness would be: **Supply £12,365, installation £5329 and grass matting £1395 = Total cost of £19,089**

#### Mant Leisure Ltd

Mant Leisure work with various manufacturers of outdoor leisure equipment to provide a bespoke solution to play and outdoor leisure needs. They supply ranges of wooden and steel play equipment, ball courts, table tennis tables, outdoor fitness equipment, wheeled sports facilities, fencing, surfacing, repairs and maintenance.

They offer no-obligation site visits, prepare personalised, competitive and flexible quotations, with CAD and full-colour perspective drawings when required. They can also

help with project management of the scheme from start to finish, aiming to provide complete customer satisfaction at every stage of the process.

Mant Leisure has provided three different options:

Package	Cost	Number of items of equipment	For number of users
1	<b>£16,775</b>	9	14
2	<b>£16,920</b>	9	9
3	<b>£16,200</b>	8	17

Price includes supply, delivery, safety surfacing (assumed grass matting), aggregate, specialist plant equipment and installation. Safety fencing and welfare costs not included.

### Fresh Air Fitness

Leading suppliers of outdoor gym equipment examples at Cambourne, Caldecote, Little Paxton and Hinchbrook) Over 3000 installations to date. Sales team can advise on range of over 40 items. Will visit site, offer advice for best positioning of equipment and supply an artist's impression. Comes with labelling for safe use and guidance for different ability levels. Installation 6-8 weeks from order. Complies to EN1176 and EN16630. Grass matting extra. Most spare parts held in stock. Approximate price for a basic range of **8 typical items £10,295, 9 items £11,555, 10 items, £12,815**. See above for an example of a local parish council ordering a range of 14 different items, including 'doubles' and 'combi's'.

Also offer a '**Big Rig**'. **One item of equipment** set in an area of 80 sq m. **suitable for 15+ users at once**. Work out stationed positioned around the outside of the rig. Comprises: Chest press, sit up bench, step up, leg lift, multi-use frame, leg press, pull up bar, pull down challenger, hip twister, ninja rings, static monkey bars, horizontal ladder, flying pull up base, pull up station, vertical ladder and dorsal raise station.  
Cost £12,000 plus £1960 installation i.e.**£13,960**.

### Kompan

Contacted as the suppliers of Cambridge City's Fitstop outdoor gym at Coldhams Common. <https://www.cambridge.gov.uk/coldhams-common> following consultation responses for Calisthenics" training equipment. This would allow for a full workout. Callisthenics equipment is low maintenance. Consultee suggested:  
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.

**Small cardio package £14,995**

**Pre-work out – bike, incline press & magnetic bars £17,495**

**Pro- work out – large arm bike, cross trainer, incline, press, magnetic bells, suspension trainer, parallel bars, decline bench £33,995**

### **Bars and small benches pack (5 items) £12,995**

**Mix - real outdoor fitness package, bike, bells, step x 32, balance beam, assorted steps, flex wheel, balance board, combi, hurdles. £29,495**

### **Stay fit large £34,995**

Price includes delivery, installation and grass mat wear pad surfacing,

### **Hags**

#### **Essentials starter – 4 units - £7,999**

Leg press, ski stepper, pull up, sit up + fitness sign

#### **Essentials Bronze – 6 items- £11,999**

Leg press, ski stepper, spinning bike, hand bike, lat pull down, chest press, sit up + fitness sign

#### **Street workout – 6 units £12,999**

Multi purpose frame, spinning bike, hand bike, sit ups x 2 , 2 pyrometric platforms

### **Caloo**

**8 pieces** would cost approx. **£20k**. Very well used. Needs little maintenance – Axxx Parish Council

### **Proludic**

Well used but replacement parts come from France and take time. Cxxx Town Council  
Indicative price not obtained.

### **Summary**

The variety of equipment is endless. It requires a knowledgeable person to identify the best range of equipment and most used items. **A typical park containing 8-10 items would cost in the region of £17,000 for delivery and installation, with a range of £12k to £20k depending on items chosen.**

**Amenities Committee**

**DATE: 22 September 2021**

**SUBJECT: Street Light Maintenance Contract**

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**1 Introduction and Purpose of Report**

- 1.1 To advise Members that the current 3-year street light maintenance contract with K&M Lighting Services Ltd (K&M) ends on 30 September 2021 and to recommend that a new 3-year contract be entered into from 1 October 2021.

**2 Recommendations**

- 2.1 The report is received and content noted
- 2.2 K&M are appointed to undertake the street light maintenance contract for a period of 3 years from 1 October 2021 at a cost of £498.79 per annum

**3 Background**

- 3.1 The Town Council owns 46 street lights and is responsible for their maintenance and energy costs.
- 3.2 In 2015 and 2018 K&M were awarded the contract for three-year periods following successful tender. Only two contractors were found to be able to undertake the work and K&M were considerably cheaper.
- 3.3 K&M are willing to continue this service for a further 3-year period from 1 October 2021 to 30 September 2024 at a cost of £498.79 per year, much reduced from £913 per year in the previous three-year period, the reduction arising from the fitting of new LED lights. In 2015, the only alternative quote that could be obtained was from Balfour Beatty at £985.16 per annum. They declined to quote in 2018 and have not responded to our tender request or follow up e-mails for the coming three-year period.
- 3.4 K&M have provided an entirely satisfactory service over the past six years. They have provided street light maintenance to the Town Council via a CCC lighting contract for a number of years and were heavily involved with the replacement and renewal of street lights in 2001, including the lighting on the Town Bridge. In the past year, they have also fitted LED replacement lights to all but 5 of our street lights.
- 3.5 K&M are used extensively by Huntingdonshire District Council and parish councils, including Brampton, Kimbolton, Oldhurst, Elton, Hemingford Grey and Bar Hill.

**4. Proposal**

- 4.1 K&M are appointed to carry out street lighting maintenance for the next 3 years, given that the service provided to date has been entirely satisfactory and it would be difficult to obtain competitive quotes from three suppliers who could be used locally for the maintenance of street lights.

**5 Financial Implications**

- 5.1 Provision has been made in the 2021/22 budget for street lighting repairs and renewals of £2000.

**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.

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

Index	Date	Agenda title	Agenda	Resolved	State	Narrative
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 made in 2021/22 budget.	In progress	22/10/2020 Quotes sought. 16/11 Some received, some awaited. To be submitted to Jan 2021 meeting. 27/1/21 Tender awarded to KA Page. To be undertaken in July. 23/7 Work completed
A52.00	27/01/2021			Quotes submitted.		
A32.00	25/11/2020	ECO-AUDIT CARBON REDUCTION MEASURE	Conversion of 40 street lights to LED	That £2845 be vired from the Farmers Market expenditure budget to street lighting maintenance to achieve an annual carbon saving of 0.5 tonnes	In progress	27/11/20 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. 16/3 Replacement in process. All but 2 completed at the Waits. Replacing lights on the Bridge in two's. Requires fittings being taken back to the workshop to be adapted. 12/4 approximately half have been completed. 07/21 further update requested 28/7 SALIX portal opened for LCSF de-carbonisation grant 30/7 SALIX LCSF grant application submitted in conjunction with Varsity consulting 7/9 advised grant application not successful 8/9 criteria for phase 3 released. Varsity to investigate eligibility.
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 fencing and the Cobra swing be repositioned. Tat Sutcliffe Play appoint	In progress	2/12/20 New plans received from Sutcliffe Play repositioning swing. 7/12 Plans received and submitted to HDC. Positive response received from S106 officer. 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. 19/4 Installation commenced. Expected to take 3-4 weeks.



				DCM Surfacing Ltd to supply the wet pour.		29/6 Play area completed. Heras fencing to remain around cobra swing for 4 weeks to allow grass to grow. 13/9 Heras fencing removed. Project complete
A09.00	23/09/2020	PARISH CHURCH CLOCK	Works required amounting to £182.50	Works to be deferred to 2021/22 to allow for a budget provision to be made.	In progress	10/2020 Budget provision to be made. 02/21 Budget provision to be made for 2021/22 together with additional works identified. 03/21 Gillett & Johnston advised. To be added to their works schedule. Turnbuckles to be done first. 18/3 Diocese of Ely formally agreed works. Scope of works requested - to be provided by G&J 28/7 separate updating report to Amenities 28-29/7 site visit to scope additional works 28/7 insufficient funds to approve £2k additional works. G&J to see if can do within budget. If not to go to Council in September. 8/9 Council agreed to vire addit £2k from gen reserves if needed. 13/9 Works, due mid -sept will be slightly delayed
A65.00	24/02/21		Additional works required	Works of up to £7,812.50 approved for 2021/22		
A08.01	28/04/21		May need additional budget of £2k	To go to Council for virement of overspend		
A62.00	24/02/21	OUTDOOR GYM EQUIPMENT	Feasibility Study	To be brought back to a later Amenities meeting. Any funding to be agreed by full council.	In progress	19/4 Feasibility study for a facility in Warners Park in progress July – mentioned in the Bridge, responses received 28/7 report to go to Amenities in September to recommend that budget provision be made for 2022/3. Further discussion on location to be had.
A08.02	28/04/21	FREE CHURCH CLOCK	Clean required. Cost £1235.	That works take place in the 2022/3 financial year to allow for a budget provision to be made.		28/7 Recommend budget provision be made
A10.00	28/04/21	MARKET SQUARE. Town hall and	Looking scruffy. Memorials need specialist clean	Working party formed of Cllrs Tiddy, King, Pope. Cllr Fuller to liaise HDC		28/7 Noted Jubilee year next year. Working party set up. Regular maintenance checks on condition to take place quarterly. Quotes for cleaning

		other town areas/ memorials				monuments to be considered for budget allocation for 2022/3.
A11.00	28/04/21	LATE CLLR DAVIES	Display of poem by Cllr Pope	Suitable ways of commemorating Cllr Davies were discussed		28/7 Poem to be nicely framed. Other suggestions included , Article in the Bridge asking for photos and memories of JD to share. What would be a fitting tribute? Posthumous freedom of the Town
A17.00	28/04/21	TREE REMEDIAL WORKS	3 quotes submitted for works being undertaken	That expenditure would result in an overspend.		28/4/21 To go to Council to approve a virement for the overspend. No contractor appointed. 8/9 Council agreed to vire sufficient funds from Gen Reserves. Eden Trees appointed.

13/09/2021

## St Ives Town Council Current Year

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## Annual Budget - By Committee (Actual YTD Month 6)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b><u>Amenities</u></b>										
<b>300</b>	<b><u>Amenities General</u></b>									
4100	Farmers' Markets	13,800	10,273	12,540	8,343	12,540	0	0	0	0
	<b>Total Income</b>	13,800	10,273	12,540	8,343	12,540	0	0	0	0
5019	Repairs & Renewals	3,000	3,172	3,000	1,540	3,000	0	0	0	0
5021	Health & Safety	500	539	500	174	500	0	0	0	0
6136	Eco Action	0	0	10,000	5,750	10,000	0	0	0	0
6456	Toilet Provision	33,600	31,568	35,000	17,484	35,000	0	0	0	0
6932	Electricity	600	419	600	154	600	0	0	0	0
6934	Water Rates	1,000	968	1,000	0	1,000	0	0	0	0
6937	Fire Extinguishers	250	120	250	0	0	0	0	0	0
6945	Clock Maintenance	420	420	8,220	1,133	10,220	0	0	0	0
6983	Farmer's Markets	10,155	9,284	13,000	6,002	13,000	0	0	0	0
9080	CIL Expenditure (EMR)	0	30,241	0	270	0	0	0	0	0
9136	Jointly Funded Imp Scheme(EMR)	5,000	0	5,000	0	0	0	0	0	0
9157	New Vehicle (EMR)	1,000	0	1,000	0	0	0	0	0	0
9187	Parish Church Wall (EMR)	5,000	0	5,000	0	0	0	0	0	0
9195	Play Equipment (EMR)	5,000	14,035	5,000	2,350	5,000	0	0	0	0
9286	Equip & Tools-Amenities (EMR)	5,000	1,121	5,000	519	456	0	0	0	0
9496	Westwood Road Memorial (EMR)	1,000	0	1,000	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	71,525	91,886	93,570	35,376	78,776	0	0	0	0
	<b>300 Net Income over Expenditure</b>	-57,725	-81,613	-81,030	-27,033	-66,236	0	0	0	0

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**St Ives Town Council Current Year**  
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		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	39,276	0	270	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(57,725)</u>	<u>(42,337)</u>	<u>(81,030)</u>	<u>(26,763)</u>	<u>(66,236)</u>		<u>0</u>		
<b>310</b>	<b><u>Street Lighting</u></b>									
5019	Repairs & Renewals	4,845	931	2,000	0	2,000	0	0	0	0
6032	CCC Electric Energy	2,100	-3,503	1,400	1,021	1,400	0	0	0	0
	<b>Overhead Expenditure</b>	<u>6,945</u>	<u>-2,572</u>	<u>3,400</u>	<u>1,021</u>	<u>3,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Movement to/(from) Gen Reserve</b>	<u>(6,945)</u>	<u>2,572</u>	<u>(3,400)</u>	<u>(1,021)</u>	<u>(3,400)</u>		<u>0</u>		
<b>330</b>	<b><u>Machinery</u></b>									
6255	Road Fund Licence	400	405	450	275	450	0	0	0	0
6256	Fuel	4,500	3,833	4,500	1,806	4,500	0	0	0	0
6257	Maintenance & MOT	4,000	2,494	4,000	777	4,000	0	0	0	0
	<b>Overhead Expenditure</b>	<u>8,900</u>	<u>6,732</u>	<u>8,950</u>	<u>2,858</u>	<u>8,950</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Movement to/(from) Gen Reserve</b>	<u>(8,900)</u>	<u>(6,732)</u>	<u>(8,950)</u>	<u>(2,858)</u>	<u>(8,950)</u>		<u>0</u>		
<b>340</b>	<b><u>Playground/Open Spaces/Cem.</u></b>									
4052	Ashes Plots Digging	800	992	1,000	693	1,000	0	0	0	0
4130	Chritmas Tree Income	0	7,517	0	0	0	0	0	0	0
4150	Burial Fees	22,000	24,108	22,000	15,472	20,000	0	0	0	0
	<b>Total Income</b>	<u>22,800</u>	<u>32,616</u>	<u>23,000</u>	<u>16,165</u>	<u>21,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Inspections & Repair & Renewal	1,600	611	1,000	611	1,000	0	0	0	0
6488	Tree Work	6,858	740	11,118	3,950	11,118	0	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6490	Annual Planting	9,000	9,575	9,000	5,391	9,000	0	0	0	0
6492	Christmas Tree & Decorations	1,000	7,179	1,000	0	1,000	0	0	0	0
6593	Cemetery Maintenance	8,085	27,355	2,500	430	2,500	0	0	0	0
9080	CIL Expenditure (EMR)	0	0	0	70,960	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>26,543</b>	<b>45,460</b>	<b>24,618</b>	<b>81,342</b>	<b>24,618</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>340 Net Income over Expenditure</b>	<b>-3,743</b>	<b>-12,843</b>	<b>-1,618</b>	<b>-65,177</b>	<b>-3,618</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	70,960	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(3,743)</b>	<b>(12,843)</b>	<b>(1,618)</b>	<b>5,783</b>	<b>(3,618)</b>		<b>0</b>		
<b>350</b>	<b>Allotments</b>									
4160	Allotment Rents	6,377	6,616	5,964	6,689	0	0	0	0	0
	<b>Total Income</b>	<b>6,377</b>	<b>6,616</b>	<b>5,964</b>	<b>6,689</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6636	Allotment Maintenance	1,000	1,066	1,800	30	1,800	0	0	0	0
6644	Rent for the Meadow	200	0	400	200	200	0	0	0	0
	<b>Overhead Expenditure</b>	<b>1,200</b>	<b>1,066</b>	<b>2,200</b>	<b>230</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>5,177</b>	<b>5,550</b>	<b>3,764</b>	<b>6,459</b>	<b>(2,000)</b>		<b>0</b>		
	<b>Amenities - Income</b>	<b>42,977</b>	<b>49,505</b>	<b>41,504</b>	<b>31,197</b>	<b>33,540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure</b>	<b>115,113</b>	<b>142,572</b>	<b>132,738</b>	<b>120,826</b>	<b>117,744</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Income over Expenditure</b>	<b>-72,136</b>	<b>-93,067</b>	<b>-91,234</b>	<b>-89,629</b>	<b>-84,204</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	plus Transfer from EMR	0	39,276	0	71,230	0	0	0	0	0

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	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	<u>(72,136)</u>	<u>(53,791)</u>	<u>(91,234)</u>	<u>(18,399)</u>	<u>(84,204)</u>		<u>0</u>		
<b>Total Budget Income</b>	42,977	49,505	41,504	31,197	33,540	0	0	0	0
<b>Expenditure</b>	115,113	142,572	132,738	120,826	117,744	0	0	0	0
<b>Net Income over Expenditure</b>	<u>-72,136</u>	<u>-93,067</u>	<u>-91,234</u>	<u>-89,629</u>	<u>-84,204</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	39,276	0	71,230	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(72,136)</u>	<u>(53,791)</u>	<u>(91,234)</u>	<u>(18,399)</u>	<u>(84,204)</u>		<u>0</u>		

Agenda	Action Point number	Action point narrative	Timescale	Resolved-Present	Current state	
<b>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</b>	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. 04/21 Saplings received and planted	part completed
	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

<b>Community: To proactively encourage volunteering</b>	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. 07/21 Town Hall has supply of litter pick bags in lobby for volunteers. Liaising with Eco-action group	in process
<b>Health and Leisure – Wellbeing: Work with health providers to identify opportunities to promote healthy lifestyles</b>	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 03/21 HDC awarded grant under tourist refurbishment for amenities in towns project. 09/21 Expression of interest to be submitted by 20/09	in process
<b>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.</b>	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. 24/2/21 Members considered the results of a consultation exercise placed in the Jan 21 edition of the Bridge regarding the provision of adult outdoor gym equipment. A feasibility study is to be prepared with a view to recommending the matter to full council for the allocation of an appropriate level of financing. 07/21 report to go to Amenities in September	in process
<b>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.</b>	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