



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 16 June 2022

Town Mayor and Members of the Amenities Committee

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 June 2022 at 8.15 pm.**

Philip Truppin
Locum Town Clerk

AGENDA

- A14.00 APOLOGIES FOR ABSENCE**
To receive and note apologies for absence.
- A15.00 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.
- A16.00 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.
- A17.00 MINUTES**
To confirm as a correct record the Minutes of the Meeting of the Amenities Committee held on 25 May 2022 (copy herewith).
- A18.00 ROLLING PROGRAMME**
To receive Rolling Programme (copy herewith).
- A19.00 BUDGET**
To receive budget for the Committee (copy herewith).
- A20.00 AMENITIES STRATEGIC PLAN**
To receive Strategic Action Plan (copy herewith).
- A20.01 Tree Policy**
To discuss amendment to the Tree Policy.
- A21.00 BUNDED DIESEL TANK**
To consider obtaining quotations for a banded diesel tank (copy herewith).

- A22.00 RE-WILDING ST IVES OPEN SPACES**
To consider information from St Ives Eco Group (copy herewith).
- A23.00 PLAQUES**
To consider request from the Civic Society of St Ives for an extension to the plaques scheme (copy herewith).
- A24.00 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.
- A25.00 ALL SAINTS CHURCHYARD – TREE REMEDIAL WORKS**
To consider quotations received for the above works (copy herewith).
- A26.00 KNIGHTS WAY – TREE REMEDIAL WORKS**
To consider quotations received for the above works (copy herewith).
- A27.00 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 in the Town Hall on 25 May 2022**

Present:

Town Mayor: Councillor P Pope

Councillors: M Burke, M King, C Smith, N Wells, S Mokbul, B Chapman, M Mallol Wright

In attendance:

Councillors: C Morgan, A Thompson

Locum Clerk: P Truppin

Amenities Manager: M Price

Democratic Officer: S Rawlinson

The Town Mayor opened the Meeting.

A01.00 APPOINTMENT OF CHAIRMAN

RESOLVED: that Councillor M Burke be appointed Chairman for the municipal year 2022/23.

[Councillor M Burke in the Chair]

A02.00 APPOINTMENT OF VICE CHAIRMAN

RESOLVED: that Councillor S Mokbul be appointed Vice Chairman for the municipal year 2022/23.

A03.00 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor J Tiddy (Personal).

A04.00 DECLARATIONS OF INTEREST

Agenda Item A08.00 – Councillor S Mokbul – non pecuniary other interest as the relative of an allotment holder.

A05.00 PUBLIC PARTICIPATION

None.

A06.00 MINUTES

RESOLVED: that the Minutes of the Meeting held on 27 April 2022 be agreed as a correct record and signed by the Chairman.

A07.00 RoSPA ANNUAL REPORT

Members were in receipt of the RoSPA Annual Report.

RESOLVED: that the Report be received and noted.

A08.00 ROLLING PROGRAMME

Members welcomed the conversion of street lights and the bridge lighting to LED.

Chairman's
Initials

The Amenities Manager informed Members that some cleaning of the street memorials had been undertaken. The Cromwell statue had been cleaned and just required some cleaning to the base, which could be undertaken by GM staff. He agreed to look into progressing cleaning of the other town centre memorials.

RESOLVED: that the Rolling Programme be received.

A09.00 BUDGET

RESOLVED: that the budget report be received and noted.

A10.00 AMENITIES STRATEGIC PLAN

Amendment to the **Tree Policy** was discussed and it was agreed that an item be placed on the next agenda.

Transport Infrastructure - The Amenities Manager would identify which pathways were registered before progressing the matter further.

RESOLVED: that the Strategic Plan be received and noted.

A11.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

RESOVLED: 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.

A12.00 PURCHASE OF GENERATOR REPLACEMENT BATTERIES

Members were in receipt of report seeking authority to purchase four new generator batteries. Four quotations had been obtained.

RESOLVED: **A12.01** that the report is received and noted

A12.02 that agreement be given to the purchase of four batteries from Tools Online in the sum of £1537.00.

A13.00 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 June 2022

Amenities Rolling Programme - as at 22.6.22

Agenda item A18.00

Index	Date	Agenda title	Agenda	Resolved	State	Narrative
A32.00	25/11/2020	ECO-AUDIT CARBON REDUCTION MEASURE	Rolling		In progress	22/06 – Amenities Manager to report to committees of the importance of vision and build a plan to inform everyone of major spends that may be required in order to commit to plan – On going
A62.00	12/06/2022	OUTDOOR GYM EQUIPMENT	Feasibility Study to be undertaken	To be brought back to a later Amenities meeting.	In progress	24/07 – Open consultation will be published in the Bridge Magazine, following a site visit with Fresh Air Fitness to re locate to Slepe Hall Field due to increased footfall and traffic for potential use and longevity of product – On Going
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.	In progress	22/05 – Date for cleaning 13/07
A10.00	28/04/21	MARKET SQUARE. Town hall and other town areas/ memorials	Looking scruffy. Memorials need specialist clean		In progress	16/05 – Amenities Mgr. has contacted Atkins Gregory for specialist advice on correct chemicals to use, RBL volunteers have proposed they will help clean along with Civic Society Volunteers – On Going
A11.00	28/04/21	LATE CLLR DAVIES	Display of poem by Cllr Pope	Suitable ways of commemorating Cllr Davies were discussed	In progress	16/06 – Committee and Cllrs to progress with the proposal and report back
A36.02	12/06/22	REQUEST FROM SIIB TO UNDERTAKE ADDITIONAL WATERING OF 6 PLANTERS	Request by SIIB for the GM staff to undertake additional watering of 16 planters.	Agreed. Review of schedule of GM works to be undertaken	In progress	01/07 – GM will commence watering when they have the water bowser days, all new sites are within 2m of our scheduled watering so no increase in costs to carry out works.

A	27/4/22	Purchase of Mower	Ransoms Parkway	Agreed: Purchase of new mower	In Progress	17/5 – Amenities Manager is still sourcing Mower, however supply chain issues from Europe are causing delays in procurement. 14/06 – GM team have new mower in operation, data is being gained by AM to see how efficient it will be
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27/05/2022

St Ives Town Council Current Year

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Annual Budget - By Committee (Actual YTD Month 2)

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Amenities</u>												
300	<u>Amenities General</u>											
4100	Farmers' Markets	12,540	18,833	0	0	14,500	0	14,500	4,891	0	0	0
4101	Sale of equipment	0	0	0	0	0	0	0	1,800	0	0	0
	Total Income	12,540	18,833	0	0	14,500	0	14,500	6,691	0	0	0
5019	Repairs & Renewals	3,000	3,162	0	0	3,000	0	3,000	239	0	0	0
5021	Health & Safety	500	550	0	0	500	0	500	38	0	0	0
6136	Eco Action	10,000	5,750	4,250	0	0	0	4,250	0	0	0	0
6184	Town Signs/Noticeboards/Maint.	0	0	0	0	2,000	0	2,000	0	0	0	0
6300	Playground - Open Spaces & Cem	0	509	0	0	0	0	0	0	0	0	0
6456	Toilet Provision	35,000	27,480	0	0	35,000	0	35,000	5,613	0	0	0
6927	Street Cleaning	0	0	0	0	2,000	0	2,000	0	0	0	0
6932	Electricity	600	317	0	0	600	0	600	110	0	0	0
6934	Water Rates	1,000	1,006	0	0	1,000	0	1,000	0	0	0	0
6937	Fire Extinguishers	250	0	0	0	250	0	250	0	0	0	0
6945	Clock Maintenance	8,220	10,133	0	0	1,655	0	1,655	0	0	0	0
6983	Farmer's Markets	13,000	14,236	0	0	13,000	0	13,000	3,158	0	0	0
9080	CIL Expenditure (EMR)	0	270	0	0	0	0	0	0	0	0	0
9136	Jointly Funded Imp Scheme(EMR)	5,000	0	0	0	0	0	0	0	0	0	0
9157	New Vehicle (EMR)	1,000	0	0	0	1,000	0	1,000	0	0	0	0
9187	Parish Church Wall (EMR)	5,000	0	0	0	0	0	0	0	0	0	0
9195	Play Equipment (EMR)	5,000	2,350	0	0	20,000	0	20,000	0	0	0	0
9286	Equip & Tools-Amenities (EMR)	5,000	2,577	0	0	25,000	0	25,000	0	0	0	0

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St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 2)

10:17

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
9496	Westwood Road Memorial (EMR)	1,000	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	93,570	68,340	4,250	0	105,005	0	109,255	9,157	0	0	0
	300 Net Income over Expenditure	-81,030	-49,506	-4,250	0	-90,505	0	-94,755	-2,466	0	0	0
6000	plus Transfer from EMR	0	270	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(81,030)</u>	<u>(49,236)</u>			<u>(90,505)</u>		<u>(94,755)</u>	<u>(2,466)</u>	<u>0</u>		
310	<u>Street Lighting</u>											
5019	Repairs & Renewals	2,000	1,049	0	0	2,000	0	2,000	0	0	0	0
6032	CCC Electric Energy	1,400	2,381	0	0	3,500	0	3,500	0	0	0	0
	Overhead Expenditure	3,400	3,430	0	0	5,500	0	5,500	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(3,400)</u>	<u>(3,430)</u>			<u>(5,500)</u>		<u>(5,500)</u>	<u>0</u>	<u>0</u>		
330	<u>Machinery</u>											
6255	Road Fund Licence	450	415	0	0	450	0	450	290	0	0	0
6256	Fuel	4,500	5,424	0	0	4,900	0	4,900	883	0	0	0
6257	Maintenance & MOT	4,000	2,840	0	0	4,000	0	4,000	150	0	0	0
6286	Equipments & Tools	0	0	0	0	0	0	0	13,750	0	0	0
	Overhead Expenditure	8,950	8,678	0	0	9,350	0	9,350	15,073	0	0	0
	Movement to/(from) Gen Reserve	<u>(8,950)</u>	<u>(8,678)</u>			<u>(9,350)</u>		<u>(9,350)</u>	<u>(15,073)</u>	<u>0</u>		
340	<u>Playground/Open Spaces/Cem.</u>											
4052	Ashes Plots Digging	1,000	1,134	0	0	1,000	0	1,000	132	0	0	0
4130	Chritmas Tree Income	0	2,103	0	0	0	0	0	0	0	0	0

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St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 2)

10:17

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4150	Burial Fees	22,000	30,845	0	0	22,000	0	22,000	2,644	0	0	0
	Total Income	23,000	34,082	0	0	23,000	0	23,000	2,776	0	0	0
6391	Inspections & Repair & Renewal	1,000	611	0	0	1,000	0	1,000	630	0	0	0
6488	Tree Work	11,118	11,320	0	0	6,050	0	6,050	0	0	0	0
6490	Annual Planting	9,000	9,177	0	0	9,730	0	9,730	3,305	0	0	0
6492	Christmas Tree & Decorations	1,000	2,902	0	0	1,000	0	1,000	0	0	0	0
6593	Cemetery Maintenance	2,500	1,396	0	0	2,500	0	2,500	1,050	0	0	0
9080	CIL Expenditure (EMR)	0	70,960	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	24,618	96,367	0	0	20,280	0	20,280	4,985	0	0	0
	340 Net Income over Expenditure	-1,618	-62,284	0	0	2,720	0	2,720	-2,209	0	0	0
6000	plus Transfer from EMR	0	70,960	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(1,618)	8,676			2,720		2,720	(2,209)	0		
350	Allotments											
4160	Allotment Rents	5,964	7,886	0	0	6,900	0	6,900	7,911	0	0	0
	Total Income	5,964	7,886	0	0	6,900	0	6,900	7,911	0	0	0
6636	Allotment Maintenance	1,800	857	0	0	1,000	0	1,000	20	0	0	0
6644	Rent for the Meadow	400	200	0	0	200	0	200	0	0	0	0
	Overhead Expenditure	2,200	1,057	0	0	1,200	0	1,200	20	0	0	0
	Movement to/(from) Gen Reserve	3,764	6,829			5,700		5,700	7,891	0		

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St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 2)

10:17

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Amenities - Income	41,504	60,802	0	0	44,400	0	44,400	17,378	0	0	0
Expenditure	132,738	177,871	4,250	0	141,335	0	145,585	29,235	0	0	0
Net Income over Expenditure	<u>-91,234</u>	<u>-117,069</u>	<u>-4,250</u>	<u>0</u>	<u>-96,935</u>	<u>0</u>	<u>-101,185</u>	<u>-11,857</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	71,230	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(91,234)</u>	<u>(45,839)</u>			<u>(96,935)</u>		<u>(101,185)</u>	<u>(11,857)</u>	<u>0</u>		

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Agenda	Action Point number	Action point narrative	Timescale	Status	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		Introduce natural planting within the Town Council areas of responsibility where feasible	Amenities 2022 - Onwards	On Going	16/06 – All tress works currently undertaken by any 3 rd party contractor will be tasked with the re planting of like for like trees in there make and number, Amenities Mgr. will undertake sourcing competitive contractor quotes for fixed terms as currently Town Council only use barcham trees. Wildflower meadows will be encouraged when Play Parks and other services require replacement.
Tree Planting		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 2022 - Onwards	On - Going	22/5/22 Amenities Committee. To give suggestions of sites to be considered
General Planting		Encourage other organisations and authorities to set aside land for the planting of wild and natural flowers that support wildlife.	Amenities 2022 – On Going	On - Going	10/05/22 Discussed at meeting with In Bloom representatives.
Control		Investigate the impact of reducing the use of weed killing sprays by 2023	Amenities 2022	On -Going	10/06/22 – GM team will not be using sprays that are not a licenced product and that do not carry a full certificate or conformity NFU to assist the Amenities Mgr.
Electric Vehicles		Investigate the feasibility of reducing emissions on GM equipment	Amenities 2022 – On Going	On Going	22/06/22 – Amenities Manager is completing a study on the potential leasing of Electric vehicles for GM team, both Vehicles and machinery
Volunteers		Identify particular areas that would benefit from regular litter picks	Amenities2022 – On Going	On Going	22/05/22 – Admin Apprentice to post regularly on Social Media pages of the proposal and build a hopper of Volunteers to assign projects to.
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.		Investigate options to organise physical sporting activities with partner organisations.	Amenities 2022	On Going	13/06/22 – Amenities Mgr. to hold monthly catch ups with HDC Open Spaces team to learn form each other to assist t in the entertainment areas and how both parties can gain.

AMENITIES COMMITTEE

DATE: 22nd June 2022

SUBJECT: Bunded Diesel Tank – quote request

1 Introduction and Purpose of Report

1.1 A feasibility study to be completed by the Amenities Manager on cost savings by installing a bunded internal diesel tank in the Ground Maintenance depot.

2 Recommendations

2.1 That the report is received and noted.

2.2 That quotations be received from 4 suppliers of bunded fuel tanks to give cost savings to the town and further reducing our carbon footprint with the current arrangements

3 Background

3.1 Currently the Ground Maintenance team travel to St Neots to purchase red diesel as permitted by the change in the red diesel usage of 1st April 2022, which still allows grounds maintenance machinery the right to use it.

3.2 Apart from the mileage to and from the nearest petrol station and wasted man hours in collecting the diesel a study would show just how much savings could be achieved.

3.3 The diesel tank would be used to supply on a daily basis fuel for all Grass cutting machines, strimmer's, hedge cutters, generators and other diesel run plant.

4. Specification

4.1 Fuel bunded tanks typically start at 600ltrs going up to 25,000ltrs, given the GM usage a tank or approximately 1000ltrs would be sufficient and fixed with an electronic pump dispenser, all of the products would be certified and tested in accordance to their technical specification and control measures

5. Quotes

5.1 The Amenities manager would request quotes from 4 suppliers to supply and install along with the standard 3yr service contracts to ensure the asset would be serviceable at all times, the quotes would then enable a further report to be put before the Amenities Committee on 27th July 2022

6. Proposal

6.1 Based on the specification and requirements requested and the quotes received, it would be proposed that the successful supplier be appointed to supply and fit as soon as possible.

7. Financial Implications

7.1 Fuel Machinery budget would be used to purchase and fund the diesels top ups monthly

8. Policy Implications

8.1 There are no current policy implications.

9. Health and Safety Implications

9.1 There are no current H&S implications. The outside contractors will provide their own risk assessments including H&S measures.

10. Reporting Officer – Matthew Price, Amenities Manager

“Wild St. Ives” and Town Council open spaces.

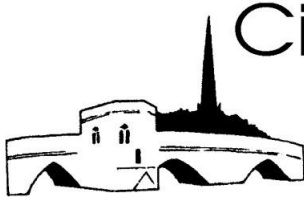
St Ives Eco Action submitted a document to the April amenities meeting on the theme of “Wild St. Ives”. The document refers to “several green spaces and spine paths within residential areas, as well as two local authority owned municipal parks. It notes that “These spaces are largely maintained to grass, and subject to regular mowing regimes”.

While the document and the Eco Action project focuses on St. Ives schools, I think there is an opportunity for the Town Council to review its own open space management to consider the possibilities for rewilding parts of our open spaces.

I spoke recently to Councillor Anne Meredith of Hemingford Grey Parish Council who told me about the success that the Parish Council has had in rewilding parts of the Parish Council owned land in the Parish. Councillor Meredith has a PowerPoint presentation which she is prepared to present to a future Amenities Committee meeting, as a first step for us to explore what the possibilities might be.

I appreciate the changing the existing schedule for mowing of our Town Council land could not be done without serious thought and planning. This isn't a suggestion for doing anything without proper due process. However, the ambitions that are contained in the St Ives Eco Action submission, or the elements of them that the Town Council could address, can only really be achieved by considering how we could make changes to implement rewilding solutions.

It should be understood that rewilding is about more than planting summer meadow flowers in selected spots for a single season done on an annual basis, as Huntingdonshire District Council has started to do for example. This is a more fundamental suggestion about permanently rewilding some parts of Town Council land which means that the process that we would introduce would go on season upon season with managed management of selected rewilded areas. The presentation that Councillor Meredith would provide on her description of the process would be a useful indication of how this might be achieved.



Civic Society of St Ives

Registered under the Charities Act 1960, No.257286

7 June 2022

The Town Clerk, Philip Truppin
St Ives Town Council
The Town Hall
Market Hill
ST IVES
PE27 5AL

Dear Mr Truppin

CIVIC SOCIETY OF ST IVES - PROPOSED PLAQUE, RAILWAY HOTEL

Thank you for the time you and Matthew Price gave me on the 24th May.

As we discussed, around 2008-12 the Town Council and Society worked together to research, design, and install a total of ten plaques on some of the interesting buildings in the town. However, we had considered a number of other buildings which, for one reason or another, did not proceed to completion. One such case is the Station Hotel. The original artwork is attached.

I understand the reason why this location did not proceed was the then owner did not agree. However new owners are now willing to have a plaque and the Society is keen to add maybe two plaques in the Station Road area. An area that up to now has been underrepresented.

Previously, the arrangement between the Society and the Council was the Society proposed locations for a number of plaques, sought agreement of the property owners, researched the history of the property, and paid the net cost of manufacture of the plaques to the TC. For a listed building the TC applied for Listed Building Consent (apparently a cheaper and quicker option) and for all plaques, placed the orders and paid the Vat inclusive price, and arranged installation.

On behalf of the Committee I write to propose that the Society and Council work together to extend the plaques scheme to the eastern area of the town.

Yours sincerely

Chair, Civic Society of St Ives

HISTORIC BUILDINGS OF ST IVES

THE
RAILWAY
HOTEL

Built in 1853
opposite the then
Railway Station
and traded as a hotel
until 1951

ST IVES TOWN COUNCIL

CIVIC SOCIETY OF ST IVES