



ST IVES TOWN COUNCIL

Town Clerk – Matthew Price

Town Hall, Market Hill, St Ives,
Huntingdonshire PE27 5AL

Tel: 01480 388929

e-mail: clerk@stivestowncouncil.gov.uk

TWINNED WITH STADTALLENDORF

Issued: 16 March 2023

Councillors M Burke, R Chapman, M King, M Mallol Wright, C Smith, J Tiddy, N Wells, S Mokbul

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 March 2023 at **7.00 pm**.

Matthew Price
TOWN CLERK

AGENDA

- A78.00 APOLOGIES FOR ABSENCE**
To receive and note apologies for absence.
- A79.00 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.
- A80.00 MINUTES**
To confirm as a correct record the Minutes of the Meeting of the Amenities Committee held on 25 January 2023 (copy herewith). The meeting scheduled for 22 February was not held.
- A81.00 ROLLING PROGRAMME**
To receive Rolling Programme (copy herewith).
- A82.00 BUDGET**
To receive budget for the Committee (copy herewith).
- A83.00 INCREASE IN FEES**
To consider report from Finance Officer (copy herewith).



A84.00

TREE PLANTING STRATEGY

To give consideration to the Council's future tree planting strategy.

A85.00

SPEED INDICATOR DEVICES

To receive report from Community Roadwatch on SID devices in Marley Road and to discuss the way forward (copy herewith).

A86.00

APPLICATION FOR USE OF LAND

To consider request from Leanteam Bootcamp for use of Slepe Hall Field (copy herewith).

**Minutes of the Meeting of the Amenities Committee of St Ives Town Council
held in the Town Hall on 25 January 2023**

Present:

Chairman: Councillor M Burke
Vice Chairman: Councillor S Mokbul

Councillors: M Mallol Wright, M Gleadow, R Chapman, C Smith [from Item A74.00]

In attendance:

Locum Clerk: M Price
Democratic Officer: S Rawlinson

A64.00 APOLOGIES FOR ABSENCE

Apologies were received from Councillor M King (Personal) and C Smith (late arrival).

A65.00 DECLARATIONS OF INTEREST

Councillor R Chapman - non pecuniary interest in Agenda Item A74.00 as a member of the litter picking group and Agenda Item A75.00 as a Member of FESt.

A66.00 PUBLIC PARTICIPATION

None.

A67.00 MINUTES

RESOLVED: that the Minutes of the Meeting held on 26 October 2022 be agreed as a correct record and signed by the Chairman.

A68.00 ROLLING PROGRAMME

RESOLVED: that the rolling programme be received and noted.

A69.00 BUDGET

The Town Clerk reported that he was still awaiting sight of the lease for the public toilets.

RESOLVED: that the budget report be received and noted.

A70.00 FARMERS' MARKET

The Chairman stated that work needed to be carried out to improve the running of the Farmers' Market.

He wanted to see the market staffed throughout its duration in order that any incidents could be effectively dealt with.

He also asked Members to give consideration to possible ways of enhancing the Market. Whether it should be expanded; more new traders sought to provide variety or looking at other venues around the town in which to hold the Market.

Chairman's
Initials

RESOLVED: that Members give consideration to ways of improving the Farmers' Market for further discussion at a future meeting.

A71.00

ROSPA

The Town Clerk reported that previously the GM Team inspected the play parks at the beginning and end of each week, these are basic inspections to ensure that the equipment is operational and safe.

He had now qualified as a RoSPA instructor and goes out once a month to report back to RoSPA directly, checking the equipment for wear on a more detailed level. This is to maintain insurance cover. RoSPA themselves only make an annual inspection.

He noted that usage of the play areas was diminished, with one park hardly used at all. He would be considering alternative uses for the land or changes to provide facilities for a wider range of users.

A72.00

TREE PLANTING STRATEGY

The Chairman suggested that the strategy should be reviewed with a proposal put to Council for any changes identified.

The current policy for tree replacement was one for one although discussions had been held on increasing this to two for one. He asked if Members believed this should be increased further and new planting areas identified.

RESOLVED: that this item be placed on the agenda for the next meeting for further discussion.

A73.00

ST IVES IN BLOOM

The Chairman stated that there was a need to clarify the relationship and system of working between the Council and the In Bloom Committee as there was currently no formal procedure in place and, on occasion, some tasks had been duplicated.

Roles and responsibilities needed to be defined and possible a partnership agreement of some kind created.

The Chairman agreed to call a meeting with representatives of St Ives in Bloom to discuss this further.

A74.00

LITTER PICKING SUPPORT

The Chairman informed Members that a Licence was needed for litter picking. The District Council provided equipment and support.

RESOLVED: that a representative from HDC be invited to a future meeting to clarify the process.

A75.00

APPLICATION FOR USE OF LAND

A request had been received from FES to use Warner's Park on 25 June for their annual Picnic in the Park event.

RESOLVED: that consent be given to FES to hold this event in Warner's Park.

A76.00 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.

A77.00 GLOBE PLACE TOILETS – ELECTRICAL WORKS

Consideration was given to quotations received for the above works.

RESOLVED: A77.01 that the report is received and noted.

A77.02 that St Ives Electrical Limited be appointed to undertake the remedial work for Globe Place Car Park at a cost of £435.00.

A77.00 PUBLIC BODIES (ADMISSISON TO MEETINGS) ACT 1960 – READMITTANCE 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 February 2023

Chairman's
Initials

Annual Budget - By Committee (Actual YTD Month 12)

		<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	12,540	18,833	14,500	22,929	22,862	0	14,500	0	0
4101	Sale of equipment	0	0	0	2,100	2,100	0	0	0	0
	Total Income	12,540	18,833	14,500	25,029	24,962	0	14,500	0	0
5019	Repairs & Renewals	3,000	3,162	3,000	4,736	0	0	25,702	0	0
5021	Health & Safety	500	550	500	112	500	0	500	0	0
6136	Eco Action	10,000	5,750	4,250	0	0	0	0	0	4,250
6184	Town Signs/Noticeboards/Maint.	0	0	2,000	780	575	0	1,000	0	0
6300	Playground - Open Spaces & Cem	0	509	0	0	0	0	0	0	0
6456	Toilet Provision	35,000	27,480	35,000	34,881	34,000	0	30,000	0	0
6927	Street Cleaning	0	0	2,000	0	0	0	1,000	0	0
6932	Electricity	600	317	600	445	600	0	600	0	0
6934	Water Rates	1,000	1,006	1,000	680	1,000	0	1,000	0	0
6937	Fire Extinguishers	250	0	250	0	0	0	500	0	0
6945	Clock Maintenance	8,220	10,133	1,655	330	330	0	1,000	0	1,325
6983	Farmer's Markets	13,000	14,236	13,000	10,265	13,000	0	13,000	0	0
9080	CIL Expenditure (EMR)	0	270	0	0	0	0	0	0	0
9136	Jointly Funded Imp Scheme(EMR)	5,000	0	0	0	0	0	0	0	0
9157	New Vehicle (EMR)	1,000	0	1,000	1,851	0	0	2,000	0	0
9187	Parish Church Wall (EMR)	5,000	0	0	0	1,000	0	0	0	0
9195	Play Equipment (EMR)	5,000	2,350	20,000	717	1,000	0	0	0	0
9286	Equip & Tools-Amenities (EMR)	5,000	2,577	25,000	26,245	26,245	0	5,000	0	0

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St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 12)

09:35

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
9496	Westwood Road Memorial (EMR)	1,000	0	0	0	0	0	0	0	0
	Overhead Expenditure	93,570	68,340	109,255	81,043	78,250	0	81,302	0	5,575
	300 Net Income over Expenditure	-81,030	-49,506	-94,755	-56,014	-53,288	0	-66,802	0	-5,575
6000	plus Transfer from EMR	0	270	0	646	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(81,030)</u>	<u>(49,236)</u>	<u>(94,755)</u>	<u>(55,368)</u>	<u>(53,288)</u>		<u>(66,802)</u>		
310	<u>Street Lighting</u>									
5019	Repairs & Renewals	2,000	1,049	2,000	499	500	0	2,000	0	0
6032	CCC Electric Energy	1,400	2,381	3,500	23	3,500	0	3,500	0	0
	Overhead Expenditure	3,400	3,430	5,500	521	4,000	0	5,500	0	0
	Movement to/(from) Gen Reserve	<u>(3,400)</u>	<u>(3,430)</u>	<u>(5,500)</u>	<u>(521)</u>	<u>(4,000)</u>		<u>(5,500)</u>		
330	<u>Machinery</u>									
6255	Road Fund Licence	450	415	450	290	450	0	450	0	0
6256	Fuel	4,500	5,424	4,900	6,817	7,000	0	8,000	0	0
6257	Maintenance & MOT	4,000	2,840	4,000	860	1,000	0	4,000	0	1,000
	Overhead Expenditure	8,950	8,678	9,350	7,967	8,450	0	12,450	0	1,000
	Movement to/(from) Gen Reserve	<u>(8,950)</u>	<u>(8,678)</u>	<u>(9,350)</u>	<u>(7,967)</u>	<u>(8,450)</u>		<u>(12,450)</u>		
340	<u>Playground/Open Spaces/Cem.</u>									
4052	Ashes Plots Digging	1,000	1,134	1,000	264	0	0	500	0	0
4130	Chritmas Tree Income	0	2,103	0	0	0	0	0	0	0
4140	Mausoleum Income	0	0	0	6,000	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
4150	Burial Fees	22,000	30,845	22,000	10,749	13,000	0	13,000	0	0
	Total Income	23,000	34,082	23,000	17,013	13,000	0	13,500	0	0
6289	Mausoleum Maintenance	0	0	0	0	0	0	1,500	0	0
6391	Inspections & Repair & Renewal	1,000	611	1,000	1,118	1,118	0	1,000	0	0
6488	Tree Work	11,118	11,320	6,050	7,830	0	0	10,000	0	0
6490	Annual Planting	9,000	9,177	9,730	9,226	0	0	9,730	0	0
6492	Christmas Tree & Decorations	1,000	2,902	1,000	2,451	2,451	0	1,000	0	0
6593	Cemetery Maintenance	2,500	1,396	2,500	2,686	2,500	0	2,500	0	0
9080	CIL Expenditure (EMR)	0	70,960	0	0	0	0	0	0	0
	Overhead Expenditure	24,618	96,367	20,280	23,311	6,069	0	25,730	0	0
	340 Net Income over Expenditure	-1,618	-62,284	2,720	-6,299	6,931	0	-12,230	0	0
6000	plus Transfer from EMR	0	70,960	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(1,618)</u>	<u>8,676</u>	<u>2,720</u>	<u>(6,299)</u>	<u>6,931</u>		<u>(12,230)</u>		
350	<u>Allotments</u>									
4160	Allotment Rents	5,964	7,886	6,900	15,921	7,100	0	7,500	0	0
	Total Income	5,964	7,886	6,900	15,921	7,100	0	7,500	0	0
6636	Allotment Maintenance	1,800	857	1,000	1,471	1,431	0	1,000	0	0
6644	Rent for the Meadow	400	200	200	200	200	0	200	0	0
	Overhead Expenditure	2,200	1,057	1,200	1,671	1,631	0	1,200	0	0
	Movement to/(from) Gen Reserve	<u>3,764</u>	<u>6,829</u>	<u>5,700</u>	<u>14,250</u>	<u>5,469</u>		<u>6,300</u>		

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St Ives Town Council Current Year
Annual Budget - By Committee (Actual YTD Month 12)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Amenities - Income	41,504	60,802	44,400	57,962	45,062	0	35,500	0	0
Expenditure	132,738	177,871	145,585	114,513	98,400	0	126,182	0	6,575
Net Income over Expenditure	<u>-91,234</u>	<u>-117,069</u>	<u>-101,185</u>	<u>-56,551</u>	<u>-53,338</u>	<u>0</u>	<u>-90,682</u>	<u>0</u>	<u>-6,575</u>
plus Transfer from EMR	0	71,230	0	646	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(91,234)</u>	<u>(45,839)</u>	<u>(101,185)</u>	<u>(55,904)</u>	<u>(53,338)</u>		<u>(90,682)</u>		
Total Budget Income	41,504	60,802	44,400	57,962	45,062	0	35,500	0	0
Expenditure	132,738	177,871	145,585	114,513	98,400	0	126,182	0	6,575
Net Income over Expenditure	<u>-91,234</u>	<u>-117,069</u>	<u>-101,185</u>	<u>-56,551</u>	<u>-53,338</u>	<u>0</u>	<u>-90,682</u>	<u>0</u>	<u>-6,575</u>
plus Transfer from EMR	0	71,230	0	646	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(91,234)</u>	<u>(45,839)</u>	<u>(101,185)</u>	<u>(55,904)</u>	<u>(53,338)</u>		<u>(90,682)</u>		

AMENITIES COMMITTEE

DATE: 22 March 2023

SUBJECT: Increase in Fees

PURPOSE OF REPORT

To advise Members of a proposed increase in fees based on the retail price index as at September 2022.

BACKGROUND

The RPI was set at 12.60% in September 2022. The figures below give the proposed increase in fees on that basis.

Facility provided	2022/23 price	2023/4 increase applied*
FM pitch	27.00	30.00
FM stall	9.50	10.50
Allotments	38.50	43.00
Half	19.25	21.50
Cemetery		
Burial Plots	325.00	366.00
Interment Main	236.00	266.00
Interment cremated	154.00	173.00
Interment Childs	128.00	144.00
Ashes plot	119.00	134.00
Childs Grave	45.00	51.00
Memorial	65.00	73.00
Plaque	66.00	74.00
Inscriptions	48.00	54.00
Search fee	118.00	133.00
Transfer	118.00	133.00
Digging	66.00	74.00
Witness of interment		
Mon- Fri	71.00	80.00
Sat	144.00	162.00
Strewing		
Mon- Fri	83.00	93.00
Sat	96.50	109.00

- Figures rounded to nearest whole pound.

RECOMMENDATION

- that Members adopt the proposed price increase effective from 1 April 2023.
- that Members agree that within the next six months the Cemeteries Officer will produce a detailed cost analysis of cemetery fees by comparison with those of other parishes in the area.for consideration at a future Amenities meeting.

Karen Duncan
FINANCE OFFICER

From Community Roadwatch

With regret and a great degree of disappointment after everything that's been done to get a SID in place in Marley Rd to protect the Waveney Rd junction 365/24/7 .. it was dead from at least Thursday afternoon last week till at least Sunday morning (the times I passed it at 40 mph anyway).

This is unacceptable and these devices are a road safety measure that like humps, chicanes etc are needed to operate 365/24/7 no exceptions / no excuses if they are to be necessary and purchased using public money in the first place in an effort to save lives.

Please emphasise to your SID teams that it is not SAFE or acceptable to allow these devices to go 'Off Line' in future and, irrespective the state of the batteries, to formulate a schedule of battery changes that will prevent the device failing in the first place or have a method of monitoring (even if by the public) so they can be 'resurrected within 12 hrs (say) from being alerted.

As for the battery drain... it stands to reason that the greater the power drain the shorter the charge of 12.7v will last until it reduces to 11.3v when the display will shut off leaving the remaining voltage to keep the low power data gathering system alive. So having these WARNING devices light up (with anything at all) at less than 2 mph below the speed limit is not only distracting but needlessly squandering battery capacity as the device lights up (or could) for almost every vehicle. If you would like more info or advice from our 7 years playing with these devices please ask.

We also have just discovered & replaced the 12V 22AH Lead Acid batteries in identical devices with Lithium equivalents that provide an initial charge of 13.7V and last 2 weeks minimum even on busy roads. Might be worth a thought as they come in at £125 per battery if changing the lower speed settings of your SIDs does not work.

Please remember that the data (vehicle count) from your Morelock SIDs is not accurate by at least 40% (low) so is not really empirical where volumes are involved.



TWINNED WITH STADTALLENDORF

St Ives Town Council, Town Hall, Market Hill, Old Riverport, St Ives, Cambridgeshire, PE27 5AL
 Telephone: 01480 388929 email: clerk@stivestowncouncil.gov.uk website: www.stivestowncouncil.gov.uk

LICENCE FOR USE OF TOWN COUNCIL LAND

Date sent:	<input type="text"/>	Reference Number:	<input type="text"/>
(Please quote in ALL correspondence and with payments)			
Parties:	Leanteam Bootcamp and St Ives Town Council		

- (1) St Ives Town Council, named in clause 1.2, herein named "the Council".
 (2) The person or organisation named in clause 1.3 ("Licencee").

AGREED as follows:

1. In consideration of any fee described in clause 1.4, the Council agrees to permit the Licencee to use the land described in clause 1.5 for the purpose described in clause 1.6 for the period(s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.6 below and the answers to the questions in sub-clauses 1.7 and clause 2 are the terms of this Licence. This Licence includes the annexed General Terms and Conditions of permission and the Special Conditions (if any) set out in the attached Schedule.

1.1 Date(s) required:

Location	Dates or pattern	Period	Total hours	Hourly rate	Fee total
Slepe Hall Field	04/04/2023-26/09/2023 Every Tuesday		17:30-19:00	£	£
Slepe Hall Field	06/04/2023-28/09/2023 Every Thursday		17:30-19:00	£	£

Please ensure that you give sufficient time to prepare for people to arrive and to tidy up after your event.

1.2 St Ives Town Council:

(a) Authorised Representative	Town Clerk
Address	St Ives Town Council, Town Hall, Market Hill, The Old Riverport, St Ives, Cambridgeshire, PE27 5AL
Telephone Numbers & email	01480 388929 (Main switchboard) clerk@stivestowncouncil.gov.uk

1.3 Licencee:

(a) Name of event	Leanteam Bootcamp
(b) Organisation (if applicable)	
(c) Licencee / Name of Organisation's Authorised Representative	
Address	
Telephone Numbers & email	

1.4 Charges and Fees

Fees to be charged	£ <input type="text"/>	Special deposit or pre-authorisation to be made	£ <input type="text"/>
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This deposit will be refunded or the credit or debit card pre-authorisation charge cancelled within 28 days of the termination of the period of hire, provided that no damage or loss has been caused to the premises and/or contents nor complaints made to the council about noise or other disturbance during the period of the licence or as a result of the licence.

Total Due Please indicate payment method	£ <input type="text"/>	Cheques Payable to "St Ives Town Council"	Bank Transfer Account: 01325153 Sort Code: 30-94-47	Cash To the Town Hall, Market Hill, PE27 5AL
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Please quote your invoice no. This amount being payable at the time of booking confirmation unless otherwise agreed. Should a cheque bounce or pre-authorisation fail, the council may seek to cover all costs incurred in securing the monies.

Please indicate the hire type: Commercial Use Community use

Licencees are reminded that incorrectly completing this section may be treated as a breach of terms and conditions.

For the return of your deposit if applicable please tell us:

(Remember, bank transfers are cheaper and help to keep charges down.)

Name to be placed on Cheque:	<input type="text"/>	Account Number:	<input type="text"/>	S	<input type="text"/>
				o	<input type="text"/>

1.5 Land for use

Please describe clearly the land to which the application shall apply. This should be more specific than "Slepe Hall Field" or the "Waits" so as to make clear the extent of the area subject of the Licence.

The area of Slepe Hall Field nearest the car park.

1.6 Purpose/description of hiring (such as children’s birthday party):

Bootcamp

1.7 Will tickets be sold for your event? Yes/No (If yes please provide details below.)

N/A

1.8 Is food to be provided at the event? Yes/No (If yes please provide details below.)

N/A

2. If you are undertaking a regulated or licensed event please give details below:

N/A

2.1 Is alcohol to be provided at the event? Yes/No (If yes please provide details below.)

N/A

If you answered yes to the above question, you will need to seek written permission from the council before any application can be made for a Temporary Event Notice or alcohol can be sold by an otherwise authorized body.

2.2 Where a licensable activity will take place, the Licencee hereby acknowledges that they shall be required to comply with all relevant legislation as well as any additional stipulations put in place by St Ives Town Council.

2.3 The Licencee agrees not to exceed the number of people permitted in the agreement, including the organisers/performers and guests which shall be agreed as: Yes

2.4 Music Licensing:
St Ives Town Council does NOT have licences and the Licencee agrees to be responsible in obtaining these, or ensuring any external music brought in eg DJ, obtain these as appropriate. You can find out more at www.prsformusic.com and www.ppluk.com

2.5 In order to hold a licensable activity on the land a Temporary Event Notice (TEN) will need to be made to the licensing authority with written permission to apply having been given by St Ives Town Council. We will require evidence that it has been granted prior to commencement of any activity. Failure to do so will result in cancellation of the hiring without compensation.

This however does not apply where it is not needed, for example family parties, unless alcohol is sold.

3. The Licencee agrees with the council to be present (by its authorised representative, if appropriate) during the period agreed and to comply fully with this Licence.

4. It is hereby agreed that the General Terms and Conditions of permission together with any additional conditions imposed under other St Ives Town Council policies or that the Clerk to the Council deems necessary shall form part of the terms of this Licence unless specifically excluded by agreement in writing between the council and the Hirer.

The General Terms and Conditions of permission as well as our policies are available to all users on our website www.stivestowncouncil.gov.uk and can be sent on request by email or post. If the Licencee is in any doubt as to the meaning of any of the conditions, the Town Clerk or other authorised representative should be consulted immediately.

5. None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.

As Witness the hands of the parties hereto:
Signed by the person named at 1.2(b) above, duly authorised, on behalf of the council:

[Signature box for council representative]

Signed by the person named at 1.3(a) above or at 1.3(c) above, duly authorised, on behalf of the organisation named at 1.3(b) above, where applicable:

[Signature box for hirer/organisation representative]