



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
Telephone: 01480 388929
Email: clerk@stivestowncouncil.gov.uk

Issued: 18 April 2019

Councillors R D'Souza, J Davies, L Davies, R Fuller, M King, B Luter, Dr C Pegoraro, D Rowe

You are hereby summoned to attend a **Meeting of the Amenities Committee of St Ives Town Council**, to be held on Wednesday 24 April 2019 in the **Town Hall St Ives at approximately 8:00pm.**

Alison Benfield BA(Hons) FSLCC
Town Clerk

AGENDA

- A81.00 APOLOGIES FOR ABSENCE**
To receive and note apologies for absence.
- A82.00 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.
- A83.00 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.
- A84.00 MINUTES**
To confirm as a correct record the Minutes of the Meeting of the Amenities Committee held on 27 March 2019 (copy herewith).
- A85.00 ROLLING PROGRAMME**
To receive and note the attached Rolling Programme (copy herewith).
- A86.00 BUDGET REPORT**
To receive Budget Report (copy herewith).
- A87.00 APPLICATION FOR USE OF COUNCIL LAND**
To consider application from Kidz Zone UK to use Slepe Hall Field between 23-25 May for a Children's Fun Park (copy herewith).

A88.00 UPDATE PROGRAMME

To consider a programme for facilities updates.

A89.00 UPDATES

A89.01 Cemetery

To receive update report from the Town Clerk (copy herewith).

A89.02 Allotments

To receive update report from the Town Clerk (copy herewith).

A90.00 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 are excluded from the Meeting.

A91.00 MAUSOLEUM

To consider report from the Town Clerk (copy herewith).

A92.00 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 the Public are re-admitted to the Meeting.



**Minutes of the Meeting of the Amenities Committee of St Ives Town Council
held at the Town Hall St Ives on Wednesday 27 March 2019**

Present:

Chairman: Councillor D Rowe
 Vice-Chairman: Councillor M King
 Councillors: J Davies, R Fuller, L Davies, B Luter

In attendance:

Amenities Manager: C Allison

A73.00 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Dr C Pegoraro and T Drye (both Personal).

A74.00 DECLARATIONS OF INTEREST

No declarations were made.

A75.00 PUBLIC PARTICIPATION

No persons present wished to address the meeting.

A76.00 MINUTES

RESOLVED: that the Minutes of the Meeting of the Amenities Committee held on 27 February 2019 are confirmed as a correct record, together with the amended minutes of 23 January 2019 and are signed by the Chairman.

A77.00 WARNER'S PARK REPLACEMENT OF FENCING BEHIND PLAY AREA

A77.01 Quotation for replacement fencing

It was noted that quotations had been sought for replacement fencing which indicated an approximate cost of £4,500.

RESOLVED: that the information be received and noted.

A77.02 Appointment of contractor

Consideration was given to whether the works should be commissioned and the appointment of a contractor to carry out the works.

The Amenities Manager informed Members of a meeting she has since attended with the HDC Arboricultural Officer (Planning) who could not support replacing the fence until the autumn. It was suggested that between now and the autumn the vegetation coming through the fence into the play area be trimmed back and the tree canopy raised by 1 metre.

Members noted the update and considered the best course of action would be to follow the Arboricultural Officer's recommendation and revisit the matter in September if necessary.

Chairman's
Initials

RESOLVED: that the works be carried out as recommended by the HDC Arboricultural Officer and that the matter be revisited in the autumn if necessary.

A77.03 Budget

It was noted that costs need not be taken from the wet pour budget as the works could be done in-house.

RESOLVED: that the works be undertaken by the Council's Grounds Maintenance Team.

A78.00 MAUSOLEUM

Members were in receipt of report on the provision of mausolea.

RESOLVED: **A78.01** that the report be received and noted.

A78.02 that the project be revisited and updated tenders sought

A78.03 that any shortfall arising from the project be funded from CIL.

A79.00 INSTALLATION OF CYCLE RACKS/BENCH

Consideration was given to the purchase and installation of three cycle racks and one bench.

Members noted that to install racks/benches near bus stops on County Council owned highway land attracted additional installation costs that made these projects prohibitive and no budget allocation had been made. The existing project should be closed but other options could be investigated as to the potential for new cycle rack provision within St Ives that could be installed at a lower cost. It was suggested that a survey could be undertaken in The Bridge.

RESOLVED: **A79.01** that the report is received and noted.

A79.02 that the proposed purchase and installation of cycle racks and bench not be progressed at the present time

A79.03 that other options be investigated as to the potential for new cycle rack provision in St Ives that could be installed at a lower cost.

A80.00 ROLLING PROGRAMME

The Amenities Manager informed Members that all the benches in the town had now been painted. The land transfer documents had been signed and were scheduled to be completed by 1 April 2019. Advice had been sought from the HDC Arboricultural Officer on the hedging and treeline behind Warner's Park play area and her recommendations were being applied.

Members noted that no allotment issues had been raised recently and asked that an agenda item be added for the next meeting to enable discussion on a programme of topical updates (allotments, Farmers' Market, cemeteries, The Waits and play areas were put forwarded as suggested items).

It was noted that the location of the 'Berman bench' had still to be decided. It was felt that locations by bus stops were cost prohibitive as a street works licence would be required.

Chairman's
Initials

Councillor L Davies agreed to approach the family to raise the option of Holt Island again, or for a commemorative plaque to be placed over a bench at the Bus Station.

RESOLVED: that the Rolling Programme be received and noted.

Chairman:

Date: 24 April 2019

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Chairman's
Initials

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Chairman's
Initials

Index	Date	Agenda Title-Venue	Agenda	Resolved-Present	Current state
A47.03	24/03/2018	BENCHES	Funding for future benches to be investigated.	Agreed	26/03/18 - to go to future meeting 21/06 - to be progressed by Amenities Manager 26/09 - bench ordered for Westwood Road. To be funded by St Ivo School 5/11 - Westwood Road bench delivered and erected - closed 15/1/19 In discussion with County on siting of bench by the bus shelter at the junction of St Audrey Lane and Ramsey Road. 11/02 Advised base for bench must be laid by a contractor with a street licence. 25/02 Contractor recommended by HDC. Quote being obtained 13/03 Quote received. Report to Committee 27/3 - cost of installation of bench cost prohibitive - closed. 27/03 Henry Berman memorial bench- siting of bench to be agreed. Cllr Davies to contact family with options (Holt Island/plaque in bus station)
A58.00	28/03/2018	OWNERSHIP OF STREET FURNITURE	To be reviewed in the 2019/2020 Financial Year	Agreed	21/06 Amenities Manager to progress with HDC 19/07 HDC undertaking asset review. Awaiting completion. 26/09 Chased HDC. Response awaited. 24/10 collaborative meeting between SITC and HDC took place on 19 November to discuss assets. Principle discussed at meeting. For further consideration. 12/02/19 No further progress on ownership
A58.00	28/03/2018	PAINTING OF STREET FURNITURE	Consideration on whether to appoint outside contractor to paint benches.	No decision at the present time.	23/05 - provision for maintenance of benches to be added to budgets for consideration in October. 26/09 - painting of benches to take place over the winter period. Internal. 12/02 GM have started prep work ready to repaint when weather warms up. 27/02 - 2 benches painted 13/03 - 12 benches painted 27/03 - all street furniture in the town has been painted
A60.01	28/03/2018	LAND TRANSFERS	Agreement given to transfer of land at Green Acres site with \$106 contribution towards installation and maintenance of play equipment	Update requested 23/1/19 A58.02	23/05 - HDC informed of Cttee resolution. Awaiting further contact. 26/09 - In progress. Solicitor appointed and is in discussion with developer. 13/02 - Solicitor chased again. They are awaiting documentation from developers for both sites. Transfer requested for 1/4/19. 27/02 - All in hand to be completed by 1/4. Ground maintenance job advertised. 20/03 - All land transfer documentation for both sites have been signed. On target for 1/4/19 transfer to take place. Advert for additional GM operative unsuccessful. TC & GM Supervisor working on options 27/03 - further documentation signed. 01/04 - transfer taken place
A73.00	28/03/2018	INSTALLATION OF CYCLE RACKS	Deferred due to high cost of licensed contractor until further budget provision is found.		18/11 consider including provision in 2019/20 budget or close action. 19/11 Discussed at collaborative meeting between SITC and HDC. 7/1/2019 HDC investigating whether they can undertake the installation works at a cheaper price. 4/02 Update requested from HDC. 25/02 Contractor recommended by HDC. Quote being obtained. 13/03 Quote received. 27/03 Report to Committee. Cost again considered prohibitive. Matter to be closed.
A07.02	30/05/2018	REPLACEMENT OF WET POUR (ARISING FROM ROSPA PLAY AREA ANNUAL REPORT)	Sourcing of competitive quotations for replacement of wet pour to be undertaken.	Agreed	27/06 - action in progress 19/07 - need to register on contract finder 26/09 Tenders requested via contract finder, 8 tenders received. Committee report to Members recommending award of contract. 28/09 Successful contractor advised.
A34.00	26/09/2018		Contract awarded to DCM Surfaces Ltd.	Agreed that the provision of new equipment be considered with proposals and brought to a future meeting.	27/03 Contractor to liaise with play equipment provider on timetable for works to be undertaken.
A47.00	28/11/2018	REPLACEMENT OF PLAY EQUIPMENT	Proposals to replace play equipment in five play areas.	Agreed. Suggestions to be sought from play providers, consultation undertaken and presented to a future meeting.	28/11 Wet pour sites reduced from 8 to 5 in order of need. Funds from remaining 3 sites diverted to upgrade play equipment at five sites. Detailed suggestions to be obtained. To consult on proposals and revert to a future committee meeting with findings. Report prepared for 27/2/19 meeting. 4/03 Successful contractor advised.
A71.00	27/02/2019	TENDERS FOR THE REPLACEMENT OF PLAY EQUIPMENT	Contract awarded to Playdale Playgrounds Ltd	Agreed	20/03 Order placed for play equipment. Will liaise with DCM, wet pour provider.
	27/02/2019	HEDGING AND TREE LINE BEHIND WARNER'S PARK PLAY AREA	Hedge and treeline to be cut back. Quotes be obtained and tender awarded to the satisfaction of the Town Clerk in conjunction with the Chair and Vice Chair.	Agreed. That the budget be taken from the wet pour project.	27/02 Indicative quote received. Advised whole hedge would need to be removed. Permission being sought from Cambridgeshire County Council. 4/03 Permission obtained from Cambridgeshire County Council. Quotes being obtained. Land may be in conservation area, HDC advice being sought. 26/03 HDC Arboricultural officer's advice received. Confirmed land is in conservation area. Cannot support removal of hedge - a wildlife corridor. 15/04 2 Ash trees in hedgeline found to have inonotus hispidus. HDC permission given to reduce to 6-8ft.
	27/03/2019	REPLACEMENT FENCING BEHIND WARNER'S PARK PLAY AREA	To obtain quotes for replacement fencing	Not agreed. Agreed to follow HDC Arboricultural Officer's recommendation to trim back vegetation coming through the fence and to raise the tree canopy by 1 metre, then revisit the matter in the autumn, if necessary.	
A67.00	27/03/2019	CYCLE RACK PROVISION	That options be investigated on the potential for new cycle rack provision in St Ives (that could be installed without the requirement for a street works licence).	To consider - maybe a survey in the Bridge?	

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Annual Budget - By Committee

		<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>										
<u>300</u>	<u>Amenities General</u>									
4100	Farmers' Markets	12,000	13,076	13,500	13,865	13,418	0	13,500	0	0
	Total Income	12,000	13,076	13,500	13,865	13,418	0	13,500	0	0
5019	Repairs & Renewals	3,000	2,802	3,000	9,117	9,117	0	3,000	0	0
5021	Health & Safety	500	226	500	503	503	0	500	0	0
6136	Main/Install- Bus Shelters	12,000	0	0	0	0	0	0	0	0
6184	Town Signs/Noticeboards/Maint.	0	0	250	0	0	0	0	0	0
6456	Toilet Provision	32,000	33,657	33,600	34,055	34,055	1,850	33,600	0	0
6927	Street Cleaning	250	0	250	0	0	0	0	0	0
6932	Electricity	1,125	490	1,000	554	554	0	500	0	0
6934	Water Rates	1,545	1,069	1,400	546	546	0	1,000	0	0
6937	Fire Extinguishers	100	89	100	341	341	0	250	0	0
6945	Clock Maintenance	320	320	340	520	520	0	420	0	0
6983	Farmer's Markets	13,500	8,857	11,500	14,164	14,164	0	10,000	0	0
9136	Jointly Funded Imp Scheme(EMR)	0	0	5,435	3,310	3,310	5,176	0	0	0
9138	Toilet Provision (EMR)	0	0	22,346	0	0	0	0	0	0
9139	Jubilee Mem. Renovation (EMR)	0	0	1,830	0	0	0	0	0	0
9157	New Vehicle (EMR)	0	0	17,000	12,295	12,295	0	1,000	0	0
9187	Parish Church Wall (EMR)	0	0	10,000	0	0	0	0	0	0
9195	Play Equipment (EMR)	0	0	244,321	260	260	0	10,000	0	0
9286	Equip & Tools-Amenities (EMR)	0	0	2,145	576	576	0	2,000	0	0
9436	War Memorial Renovation (EMR)	0	0	2,350	0	0	0	250	0	0

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Annual Budget - By Committee

		<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)	0	0	3,875	0	0	0	1,000	0	0
	Overhead Expenditure	64,340	47,510	361,242	76,242	76,241	7,026	63,520	0	0
	300 Net Income over Expenditure	-52,340	-34,434	-347,742	-62,378	-62,823	-7,026	-50,020	0	0
6000	plus Transfer from EMR	0	0	0	13,853	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(52,340)</u>	<u>(34,434)</u>	<u>(347,742)</u>	<u>(48,525)</u>	<u>(62,823)</u>		<u>(50,020)</u>		
310	<u>Street Lighting</u>									
5019	Repairs & Renewals	1,000	947	1,000	931	931	0	1,000	0	0
6032	CCC Electric Energy	1,952	1,698	1,765	4,244	4,244	0	2,100	0	0
	Overhead Expenditure	2,952	2,645	2,765	5,175	5,175	0	3,100	0	0
	Movement to/(from) Gen Reserve	<u>(2,952)</u>	<u>(2,645)</u>	<u>(2,765)</u>	<u>(5,175)</u>	<u>(5,175)</u>		<u>(3,100)</u>		
320	<u>Street Furniture</u>									
6184	Town Signs/Noticeboards/Maint.	250	0	0	0	0	0	250	0	0
6186	Seats- Installation	1,500	0	0	309	309	0	500	0	0
	Overhead Expenditure	1,750	0	0	309	309	0	750	0	0
	Movement to/(from) Gen Reserve	<u>(1,750)</u>	<u>0</u>	<u>0</u>	<u>(309)</u>	<u>(309)</u>		<u>(750)</u>		
330	<u>Machinery</u>									
6255	Road Fund Licence	370	380	380	330	330	0	380	0	0
6256	Fuel	4,500	3,621	4,000	4,244	4,244	0	4,000	0	0
6257	Maintenance & MOT	3,500	3,931	4,000	749	749	0	4,000	0	0
	Overhead Expenditure	8,370	7,932	8,380	5,323	5,323	0	8,380	0	0
	Movement to/(from) Gen Reserve	<u>(8,370)</u>	<u>(7,932)</u>	<u>(8,380)</u>	<u>(5,323)</u>	<u>(5,323)</u>		<u>(8,380)</u>		

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Annual Budget - By Committee

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
340	<u>Playground/Open Spaces/Cem.</u>									
4052	Ashes Plots Digging	1,100	802	1,100	774	774	0	1,000	0	0
4140	Michaelmas Fair	1,575	1,575	0	0	0	0	0	0	0
4150	Burial Fees	17,000	23,337	15,000	37,526	37,526	0	22,000	0	0
	Total Income	19,675	25,714	16,100	38,299	38,300	0	23,000	0	0
6391	Inspections & Repair & Renewal	1,600	1,757	1,600	1,496	1,496	0	1,600	0	0
6488	Tree Work	3,000	1,422	4,578	14,620	14,620	0	3,000	0	0
6490	Annual Planting	8,000	7,858	8,000	7,630	7,630	0	8,000	0	0
6492	Christmas Tree & Decorations	700	386	700	275	275	0	700	0	0
6593	Cemetery Maintenance	16,765	1,584	17,681	8,234	8,234	0	2,500	0	0
	Overhead Expenditure	30,065	13,006	32,559	32,254	32,255	0	15,800	0	0
	Movement to/(from) Gen Reserve	(10,390)	12,707	(16,459)	6,045	6,045		7,200		
350	<u>Allotments</u>									
4160	Allotment Rents	5,866	5,491	6,094	11,860	5,930	0	6,270	0	0
	Total Income	5,866	5,491	6,094	11,860	5,930	0	6,270	0	0
6636	Allotment Maintenance	800	713	500	550	550	0	1,000	0	0
6644	Rent for the Meadow	200	200	200	200	200	0	200	0	0
	Overhead Expenditure	1,000	913	700	750	750	0	1,200	0	0
	Movement to/(from) Gen Reserve	4,866	4,579	5,394	11,110	5,180		5,070		

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Annual Budget - By Committee

	<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	37,541	44,280	35,694	64,024	57,648	0	42,770	0	0
Expenditure	108,477	72,006	405,646	120,054	120,053	7,026	92,750	0	0
Net Income over Expenditure	<u>-70,936</u>	<u>-27,726</u>	<u>-369,952</u>	<u>-56,031</u>	<u>-62,405</u>	<u>-7,026</u>	<u>-49,980</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	0	0	13,853	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(70,936)</u>	<u>(27,726)</u>	<u>(369,952)</u>	<u>(42,177)</u>	<u>(62,405)</u>		<u>(49,980)</u>		
Total Budget Income	37,541	44,280	35,694	64,024	57,648	0	42,770	0	0
Expenditure	108,477	72,006	405,646	120,054	120,053	7,026	92,750	0	0
Net Income over Expenditure	<u>-70,936</u>	<u>-27,726</u>	<u>-369,952</u>	<u>-56,031</u>	<u>-62,405</u>	<u>-7,026</u>	<u>-49,980</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	0	0	13,853	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(70,936)</u>	<u>(27,726)</u>	<u>(369,952)</u>	<u>(42,177)</u>	<u>(62,405)</u>		<u>(49,980)</u>		



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:	Kidz Zone Uk 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
	Thurs 23 rd – mon 27 th may			£	£
				£	£

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	Alison Benfield, 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	Kidz Zone Uk's children's fun park
(b) Organisation (if applicable)	
(c) Licencee / Name of Organisation's Authorised Representative	S whyatt
Address	Carousel, station road, wilburton, Ely
Telephone Numbers & email	Info@kidzzoneuk.com

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.

Approx 1/2 of **Sleep hall playing fields** (Ramsey road side)

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

Kidz Zone Uk's children's fun park and activities

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

No

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

Yes we will have one stall for refreshments

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

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

No

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

2.4 Music Licensing:

St Ives Town Council does NOT have licences and the Licensee 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 Licensee 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 Licensee 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:

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:

AMENITIES COMMITTEE

DATE: 24 April 2019

SUBJECT: Cemeteries and Closed Churchyard Update

1 Introduction and Purpose of Report

1.1 As requested at the last meeting of the Committee this report is to provide an update on the current state of maintenance and improvement works in the Cemeteries and Closed Churchyard

2 Recommendations

2.1 That the report is received and noted.

3 Ramsey Road

- Ashes section – sufficient available space to not require opening of new area in Hill Rise for 4-5years
- Old Ramsey Road boundary – new laurel hedge planting is complete to replace the original leylandii
- Children’s Section – ditch boundary has been cleared again. Native hedging to be planted now that land has been left clear for a few years.
- Height Restriction Barrier – investigation to start on finding suitable contractors

4 Hill Rise

- Footpaths – additional footpaths and flower beds to be installed this spring to allow better access and provide interest to the burial area now that it is established
- Woodland Planting – trees are maturing well with no works required to be carried out at the current time.
- Bung – to be cleared during April
- Natural Hedging – to be continued to the left of the entrance gate now that leylandii have been removed.

5 Broadleas

- Maintenance - regular maintenance work carried out as required
- Ivy removal – St Ives in Bloom continue to remove ivy from memorials

6 Westwood Road Cemetery

- Maintenance - regular maintenance work carried out as required
- Enhancements – St Ives in Bloom continue to undertake enhancement projects within the area either alone or in conjunction with other groups
- Boundary Wall – maintenance work is required to the boundary wall to reduce further deterioration in sections

7 Parish Churchyard

- Maintenance - regular maintenance work carried out as required
- Boundary Walls – awaiting report from surveyor on the condition of the boundary walls

8. Reporting Officer – Alison Benfield, Town Clerk

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AMENITIES COMMITTEE

DATE: 24 April 2019

SUBJECT: Allotment Update

1 Introduction and Purpose of Report

1.1 As requested at the last meeting of the Committee this report is to provide an update on the current state of maintenance and improvement works in the Allotments

2 Recommendations

2.1 That the report is received and noted.

3 Maintenance Matters

- Paths and roadways to be top filled with planings over the summer period
- Stone is available for larger holes
- Leak in waterpipe from cemetery to be investigated in next week

4 Waiting List

- Currently no waiting list
- 7 empty plots available

5 HRAA Liaison

- Contact has been made with appointed liaison and meeting to be arranged before the end of April.

6. Reporting Officer – Alison Benfield, Town Clerk

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