



ST IVES TOWN COUNCIL

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TWINNED WITH STADTALLENDORF

Issued: 21 February 2024

Cllrs R Chapman, M King, M Burke, J Tiddy, N Wells, S Mokbul, P Hussain, J Spencer

You are hereby summoned to attend a Meeting of the **Facilities Committee** of St Ives Town Council to be held in the **Town Hall** on **Wednesday 28 February 2024 at 7:45 pm.**

Libby White

Mrs Libby White BEM BA(Hons) FSLCC
Locum Clerk

AGENDA

F100.00 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

F101.00 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.

F102.00 PUBLIC PARTICIPATION

A maximum of 15 minutes in total is permitted for members of the public to address the Committee in accordance with the Town Council's approved Public Participation Policy. Each participant will be limited to 3 minutes in which to make their comments. Comments will be summarised in the minutes.

F103.00 MINUTES

To confirm as a correct record the Minutes of the Facilities Committee held on 24 January 2024 (copy herewith).

F104.00 ROLLING PROGRAMME

To receive the Rolling Programme (copy herewith).

F105.00 BUDGET

To receive the budget for the Committee (copy herewith).



F106.00 ALLOTMENT MATTERS

F106.01 To receive a report regarding a proposed cleaning roster for the allotment toilets (copy herewith).

F106.02 To discuss a proposed change to the allotment gate code.

F107.00 FARMERS' MARKET

F107.01 To review the Farmers' Market rules and regulations (copy herewith)

F107.02 To receive and approve the Farmers' Market Inclement Weather Policy (copy herewith)

F108.00 RELOCATION OF SPEEDING AWARENESS SIGN AND INSTALLATION OF DOUBLE YELLOW LINES

To receive a report regarding a proposed moving of a speed awareness sign and request for double yellow lines (copy herewith).

F109.00 CROCUS SIGN

To receive an update on the material for the new crocus sign (copy herewith).

F110.00 THE BROADWAY SCHEME PROPOSAL

To receive and provide comments for the County Council's proposals for the Broadway scheme.

F111.00 WARNERS PARK PAVILION

To consider the requirements to move the project forward.

**Minutes of the Meeting of the Facilities Committee of St Ives Town Council
held in the Town Hall on 24 January 2024**

Present:

Chair: Cllr M King
Vice Chair: S Mokbul

Councillors: Cllrs J Tiddy, P Hussain, M Burke, R Chapman

In attendance:

Locum Town Clerk: L White
Facilities Manager: T White
Police Sergeant Caruna
Three members of the public

ANTI SOCIAL DRIVING PRESENTATION

Police Sergeant Caruana attended on behalf of Police Constable Edgell. He noted that work has been carried out with pro-active patrols where warnings have been issued. They have identified a 'cruise' group who are responsible for a large amount of ASB driving on the park and ride. Since this identification, residents have reported a significant decrease since this behaviour. He noted that the Park & Ride is the responsibility of the County Council and the project with solar panels and CCTV coverage has gone quiet. Asked for council support in liaising with the county council about this project.

F84.00 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Wells (personal).

F85.00 DECLARATIONS OF INTEREST

None

F86.00 PUBLIC PARTICIPATION

Resident raised concerns over item F97.00 and suggested that the plans provided were not clear. The Locum Clerk noted that the Planning Committee had looked at the plans in the previous meeting and it was noted that there has been a lack of consultation from the County Council. Cllr Chapman noted that the reason it is on this agenda is due to the proposed location for trees, benches and planters.

Second resident in attendance to talk about the allotments and reiterated points raised in his email sent via the Town Hall office. He raised concern about the lack of inspections of the allotments.

A question was raised whether the plans for CCTV at Warners Park Pavilion would be carried out. It was noted that the working party for this was due to be contacted and this would be raised.

It was noted that St Ives Flag was nominated to be a pilot for resilience forum to work with various agencies to build and design a better community network. A COBRA meeting Terms of Reference need to be set up and meetings arranged.

F87.00 MINUTES

RESOLVED that the minutes of 25 October be signed as a true record.

Chairman's
Initials

RESOLVED that the minutes be annotated to demonstrate that a comment made under item F80.00 about defibrillators and paramedics collecting from the Norris Museum was incorrect. The minutes were signed with the annotation.

F88.00 ROLLING PROGRAMME

Councillors were in receipt of the rolling programme.

Cllr Burke noted that old rolling programme items had been reintroduced to the agenda. It was noted that feedback is still awaited from County Council about the ownership and responsibility for some bus shelters.

F89.00 BUDGET

The budget has been reviewed briefly.

It was noted that external support has been sought to help tidy up some misposting of the invoices. It is anticipated that the report to the next committee will be more accurate.

F90.00 FENCE REPAIR

The report requesting funding for replacing the fence was considered by members.

RESOLVED: to seek funding and enhance the hedge planting around the cemetery.

F91.00 BONFIRES

A report from the Cemeteries Officer was received proposing the banning of bonfires at the cemeteries.

RESOLVED: Proposed by Cllr Burke, seconded Mokbul and unanimously agreed to ban bonfires at all cemeteries.

F92.00 GRAVE SURROUNDS

It was noted that the Cemeteries Officer has been waiting for some feedback from the ICCM with respect to the grave surrounds for the older plots. It was noted that this appeared to be taking a long time to come to committee for consideration. It was requested that this report to be brought to the February meeting.

Cllr Hussain left the meeting at 8.48pm

F93.00 BEECH DRIVE BENCH

It was proposed by Cllr Burke, seconded by Cllr Tiddy and **RESOLVED** with a unanimous vote to purchase a new bench at £420.21 + VAT.

F94.00 CROCUS SIGN

F94.01 The report from the Facilities Manager about the proposed Crocus sign was considered by members.

F94.02 It was **RESOLVED** to approve the sign as long as it was made of a durable material. Facilities Manager to liaise with the Rotary club and confirm with councillors the materials.

F95.00 ALLOTMENT TENANCY AGREEMENT REVIEW

Cllr Hussain returned to the meeting at 8.51pm.

Chairman's
Initials

F95.01 It was noted that a revised tenancy agreement had been circulated to councillors.

F95.02 It was agreed that councillors would send the Facilities Manager any changes they see and for a marked up amended copy be brought to the next meeting.

F96.00 ALLOTMENT PRICE INCREASE

Noting that the budget report produced earlier is being corrected, therefore the the item will be referred until the February meeting.

F97.00 THE BROADWAY SCHEME PROPOSAL

It was noted that the Planning Committee had discussed this at their meeting earlier in the evening and that the County Council is looking to increase the consultation on the project.

F98.00 DEFIBRILLATOR

The proposal for three new defibrillators, and quotations received, was considered by committee members.

It was proposed by Cllr Burke, seconded by Cllr Hussain and **RESOLVED** to purchase two external defibrillators to be located at the Police Station and Mosque and an internal defibrillator to be located at the The Corn Exchange.

It was noted that there is a resident who looks after the checking of the defibrillators on the council's behalf. Members expressed their thanks to this resident for their ongoing suport. It was proposed by Cllr Burke, seconded by Cllr Mokbul and resolved with a unanimous vote that the three defibrillators be purchased through AA Defibs at a cost of £5,796 + VAT for continuity with supplies and understanding of how the equipment works.

F99.00 BIODIVERSITY FOR ALL: COMMUNITY GRANT SCHEME

Cllr Chapman noted that the council could be missing out if money was not applied through the HDC Biodiversity for All Community Grant Scheme. It was proposed by Cllr Chapman that an expression of interest be placed with HDC, to include planting at Ramsey Road Cemetery and Allotments, Slepe Hall Playing Field and Warners Park.

Meeting closed at 9.18pm

Chair:

Dated: 28 February 2024

Chairman's
Initials

FACILITIES ROLLING PROGRAMME - AS OF 19/02/2024

AGENDA ITEM F104.00

Index	Date	Agenda title	Agenda	Resolved	State	Narrative
F	06/01/2024	SITC Assets	Maintenance		In Progress	The Asset list for the GM building completed. A list of the Town benches is being completed and awaiting confirmation of the Bus Shelters responsibilities from CCC
F	20/11/2023	Play Parks	Maintenance		Completed	Replacement parts have been delivered – and the new swing installed
F	06/01/2024	Bench relocations	Maintenance		In Progress	New bench ordered and will take approximately 6-8 weeks for deliver
F	09/01/2024	Allotment	Maintenance		Completed	Plot maintenance for new occupation
F	15/01/2024	Ramsy Road Cemetery	Maintenance		Completed	Maintenance of the boundary ditch. Maintenance of the hedge lines
F	08/02/2024	Warners Park	Maintenance		In Progress	A report of water filled holes was received around the football wall – GM investigated and found a requirement for some Topsoil and reseeding – Details to follow
F	08/02/2024	Allotments	Maintenance		Completed	Landscaping of communal garden at Allotments
F	08/02/2024	Allotments	Security update		Completed	Reports received about items being taken for the allotments – A security email/letter was sent to tenants asking for them to be extra vigilant
F	12/02/2024	General	Maintenance		Completed	Hedge maintenance
F	15/02/2024	Maintenance	war memorial		Completed	Painting of railings to war memorial
F	07/02/2024	Trees	Maintenance		Completed	Lifting of crowns in Ramsey Road cemetery, Knights way, Warners Park
F	08/02/2024	Globe Toilets	Maintenance		Completed	Clearing of storage area ready for occupation by Carnival
F	05/02/2024	Ramsy Road Cemetery	Maintenance		Completed	Clearing of shrub beds and storage area
F	09/02/2024	Waites	Maintenance		Completed	Bench repairs
F	14/02/2024	Ramsy Road Cemetery	Maintenance		Completed	Mark out new plinths ready concreting
F	13/02/2024	Ramsy Road Cemetery	Maintenance		Completed	Topping out and seeding of Graves

F	06/02/2024	Parks	inspections		Completed	RoSPA Inspections
F	02/02/2024	Allotment	Inspections		Completed	Allotment inspections and Allocations – waiting list now at 30

Annual Budget - By Committee (Actual YTD Month 11)

		<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	14,500	23,234	0	0	14,500	0	14,500	23,951	20,000	0	0
4101	Sale of equipment	0	2,100	0	0	0	0	0	15	0	0	0
	Total Income	14,500	25,334	0	0	14,500	0	14,500	23,966	20,000	0	0
5019	Repairs & Renewals	3,000	4,879	0	0	25,702	0	25,702	17,452	5,120	0	0
5021	Health & Safety	500	112	0	0	500	0	500	4,700	120	0	0
6136	Eco Action	4,250	0	4,250	0	0	0	4,250	220	0	0	0
6184	Town Signs/Noticeboards/Maint.	2,000	780	0	0	1,000	0	1,000	0	819	0	0
6456	Toilet Provision	35,000	35,143	0	0	30,000	0	30,000	26,319	36,000	0	0
6927	Street Cleaning	2,000	0	0	0	1,000	0	1,000	0	0	0	0
6932	Electricity	600	593	0	0	600	0	600	6,767	623	0	0
6934	Water Rates	1,000	773	0	0	1,000	0	1,000	384	812	0	0
6937	Fire Extinguishers	250	0	0	0	500	0	500	28	0	0	0
6945	Clock Maintenance	1,655	430	1,225	0	1,000	0	2,225	350	452	0	0
6983	Farmer's Markets	13,000	12,279	0	0	13,000	0	13,000	8,135	12,895	0	0
9157	New Vehicle (EMR)	1,000	6,864	0	0	2,000	0	2,000	2,023	7,207	0	0
9195	Play Equipment (EMR)	20,000	717	0	0	0	0	0	0	753	0	0
9286	Equip & Tools-Amenities (EMR)	25,000	26,245	0	0	5,000	0	5,000	1,121	10,000	0	0
	Overhead Expenditure	109,255	88,815	5,475	0	81,302	0	86,777	67,497	74,801	0	0
	300 Net Income over Expenditure	-94,755	-63,482	-5,475	0	-66,802	0	-72,277	-43,531	-54,801	0	0
6000	plus Transfer from EMR	0	5,344	0	0	0	0	0	316	0	0	0

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Annual Budget - By Committee (Actual YTD Month 11)

		<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
Movement to/(from) Gen Reserve		<u>(94,755)</u>	<u>(58,138)</u>			<u>(66,802)</u>		<u>(72,277)</u>	<u>(43,215)</u>	<u>(54,801)</u>		
310	<u>Street Lighting</u>											
5019	Repairs & Renewals	2,000	499	0	0	2,000	0	2,000	499	0	0	0
6032	CCC Electric Energy	3,500	8,840	0	0	3,500	0	3,500	7,958	2,500	0	0
Overhead Expenditure		<u>5,500</u>	<u>9,339</u>	<u>0</u>	<u>0</u>	<u>5,500</u>	<u>0</u>	<u>5,500</u>	<u>8,457</u>	<u>2,500</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(5,500)</u>	<u>(9,339)</u>			<u>(5,500)</u>		<u>(5,500)</u>	<u>(8,457)</u>	<u>(2,500)</u>		
330	<u>Machinery</u>											
6255	Road Fund Licence & MOT	450	290	0	0	450	0	450	667	650	0	0
6256	Fuel	4,900	7,869	0	0	8,000	0	8,000	4,785	8,000	0	0
6257	Maintenance & Servicing	4,000	1,019	1,000	0	4,000	0	5,000	784	8,585	0	0
6258	Equip & Vehicle Costs	0	0	0	0	0	0	0	0	12,000	0	0
6259	Vehicle Leases (new & existing)	0	0	0	0	0	0	0	0	13,710	0	0
Overhead Expenditure		<u>9,350</u>	<u>9,177</u>	<u>1,000</u>	<u>0</u>	<u>12,450</u>	<u>0</u>	<u>13,450</u>	<u>6,236</u>	<u>42,945</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(9,350)</u>	<u>(9,177)</u>			<u>(12,450)</u>		<u>(13,450)</u>	<u>(6,236)</u>	<u>(42,945)</u>		
340	<u>Playground/Open Spaces/Cem.</u>											
4052	Ashes Plots Digging	1,000	1,122	0	0	500	0	500	444	1,180	0	0
4140	Mausoleum Income	0	6,000	0	0	0	0	0	0	6,300	0	0
4150	Burial Fees	22,000	22,591	0	0	13,000	0	13,000	14,623	22,750	0	0
Total Income		<u>23,000</u>	<u>29,713</u>	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>0</u>	<u>13,500</u>	<u>15,067</u>	<u>30,230</u>	<u>0</u>	<u>0</u>
5019	Repairs & Renewals	0	0	0	0	0	0	0	283	0	0	0

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Annual Budget - By Committee (Actual YTD Month 11)

		<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
6289	Mausoleum Maintenance	0	0	0	0	1,500	0	1,500	0	1,500	0	0
6391	Inspections & Repair & Renewal	1,000	1,118	0	0	1,000	0	1,000	1,334	0	0	0
6488	Tree Work	6,050	7,830	0	0	10,000	0	10,000	1,100	22,000	0	0
6490	Annual Planting	9,730	9,226	0	0	9,730	0	9,730	9,318	0	0	0
6492	Christmas Tree & Decorations	1,000	2,451	0	0	1,000	0	1,000	2,155	1,200	0	0
6593	Cemetery Maintenance	2,500	3,277	0	0	2,500	0	2,500	1,877	10,750	0	0
Overhead Expenditure		20,280	23,902	0	0	25,730	0	25,730	16,067	35,450	0	0
Movement to/(from) Gen Reserve		2,720	5,811			(12,230)		(12,230)	(1,000)	(5,220)		
350	Allotments											
4159	Allotment deposit	0	0	0	0	0	0	0	325	0	0	0
4160	Allotment Rents	6,900	8,834	0	0	7,500	0	7,500	19,073	7,875	0	0
Total Income		6,900	8,834	0	0	7,500	0	7,500	19,398	7,875	0	0
5026	Subscriptions	0	0	0	0	0	0	0	55	0	0	0
6636	Allotment Maintenance	1,000	1,691	0	0	1,000	0	1,000	3,326	4,850	0	0
6644	Rent for the Meadow	200	200	0	0	200	0	200	200	0	0	0
9157	New Vehicle (EMR)	0	0	0	0	0	0	0	1,642	0	0	0
Overhead Expenditure		1,200	1,891	0	0	1,200	0	1,200	5,223	4,850	0	0
350 Net Income over Expenditure		5,700	6,943	0	0	6,300	0	6,300	14,174	3,025	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	316	0	0	0
Movement to/(from) Gen Reserve		5,700	6,943			6,300		6,300	14,490	3,025		

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Annual Budget - By Committee (Actual YTD Month 11)

	<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	44,400	63,880	0	0	35,500	0	35,500	58,430	58,105	0	0
Expenditure	145,585	133,124	6,475	0	126,182	0	132,657	103,480	160,546	0	0
Net Income over Expenditure	<u>-101,185</u>	<u>-69,244</u>	<u>-6,475</u>	<u>0</u>	<u>-90,682</u>	<u>0</u>	<u>-97,157</u>	<u>-45,050</u>	<u>-102,441</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	5,344	0	0	0	0	0	632	0	0	0
Movement to/(from) Gen Reserve	<u>(101,185)</u>	<u>(63,899)</u>			<u>(90,682)</u>		<u>(97,157)</u>	<u>(44,418)</u>	<u>(102,441)</u>		
Total Budget Income	44,400	63,880	0	0	35,500	0	35,500	58,430	58,105	0	0
Expenditure	145,585	133,124	6,475	0	126,182	0	132,657	103,480	160,546	0	0
Net Income over Expenditure	<u>-101,185</u>	<u>-69,244</u>	<u>-6,475</u>	<u>0</u>	<u>-90,682</u>	<u>0</u>	<u>-97,157</u>	<u>-45,050</u>	<u>-102,441</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	5,344	0	0	0	0	0	632	0	0	0
Movement to/(from) Gen Reserve	<u>(101,185)</u>	<u>(63,899)</u>			<u>(90,682)</u>		<u>(97,157)</u>	<u>(44,418)</u>	<u>(102,441)</u>		

FACILITIES COMMITTEE

DATE: 19th January 2024

SUBJECT: Cleaning of the Toilets at the allotment

1 Introduction and Purpose of Report

- 1.1 For approval to off a reduced rate to allotment holders for the Cleaning of the Toilets at the allotments

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 To communicate to the allotment holders of a reduced rental on plots to contribute to the cleaning of the toilets

3 Background

- 3.1 The committee agreed to reduce the HRAA members plot rentals by an overall figure of £240 per year in total for people to clean the allotment toilets.

Proposal

HRAA have asked if this should be offered to all allotment plot holders to join a roster to clean the toilet which then can be open to all plot holders.

This would mean the overall reduction would be the same, but the help would be spread out.

4 Action

- 4.1 Facilities Manger to send out an invitation to help with the cleaning of the toliets

5. Financial Implications

- 5.1 There are no current budget implications

6. Policy Implications

- 6.1 There are no current policy implications.

7. Health and Safety Implications

- 7.1 None required for this installation.

8. Reporting Officer – Trevor White – Facilities Manager

FACILITIES COMMITTEE

DATE: 19th January 2024

SUBJECT: Change of combination number on allotment gates

1 Introduction and Purpose of Report

1.1 For approval to allow the changing of the code to allotment gates

2 Recommendations

2.1 That the report is received and noted.

2.2 That the code to the gates at the allotments is changed.

3 Background

3.1 Within the rules for the allotments there is a requirement to change the code to the barrier at the allotments.

Proposal

The proposal is to change the code on the 2nd of April which will allow for emails and letters to be sent out to all the tenants of the change and what the new code will be

4 Action

4.1 Facilities Manager to implement to change of gate code.

5. Financial Implications

5.1 There are no current budget implications

6. Policy Implications

6.1 There are no current policy implications.

7. Health and Safety Implications

7.1 None required for this installation.

8. Reporting Officer – Trevor White – Facilities Manager

FACILITIES COMMITTEE

DATE: 19th January 2024

SUBJECT: Farmers Market Rules and Regulations

1 Introduction and Purpose of Report

1.1 For review of the Farmers Market Rules and Regulations

2 Recommendations

2.1 That the report is received and noted.

2.2 That the Farmers Market Rules and Regulations be reviewed

3 Background

3.1 The Farmers Market Rules and Regulations have not been reviewed for several years.

Proposal

To review the policy

4 Action

4.1 To review the rules and regulations and then resubmit for approval.

5. Financial Implications

5.1 The financial implication would be reviewed as part of the policy review.

6. Policy Implications

6.1 To be added to the Policy Folder once approved

7. Health and Safety Implications

7.1 To be reviewed as part of the policy review.

8. Reporting Officer – Trevor White – Facilities Manager



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

Dear Trader,

Over the last few months we have been reviewing the operation of the market taking into account that it no longer runs as a full FARMA accredited market and the Town Council now holds a Premises Licence for the sale of alcohol.

The booking form including information for those selling alcohol was introduced for this quarter's markets; however, the Rules and Regulations that have also been updated and amended will come into effect from 1 April 2020 and are attached for your information. I would ask that you do read and familiarise yourself with them.

I would ask you please to note the following rules and regulations in particular: -

4. Allocation of pitch – although we endeavour to enable all traders to trade from the same position at every market, they attend this cannot be guaranteed. There are times when moving someone is unavoidable and we would ask that you do work with the Market Officers if requested to move. We will try to give you advance notice but this may not always be possible.
5. Market fees – all fees must be paid in advance of trading.
9. Stall – If you are providing your own stall it must be suitable. If the Market Officers consider it is not you will be asked to take it down. If there are sufficient Town Council stalls available you will be offered the use of one for the day.
16. Waste Disposal – you must remove all waste generated by you at the end of the market
20. Market Closure – The decision to close the market will never be taken lightly. Should the decision be made at any time you will be informed as far in advance as can be. However, as the decision is likely to be based on inclement weather there may not be much more than 24-48hrs notice.

In terms of windspeed/gusts and the use of gazebos – if the expected windspeed is above 20mph or gusts in excess of 40mph are forecast then no gazebos will be allowed. The Met Office weather is monitored in the week before each market to assess the situation, with the final decision being made by the Market Officers ahead of the market.

27. Compliance with Market Rules – All traders are expected to comply and action will be taken against any who do not



28. Trader Behaviour – Please do ensure that you treat everyone as you would wish to be treated. If bad behaviour is reported, and on investigation found to be correct, you will be suspended from trading. Depending on the severity of the bad behaviour the suspension may be for a set time or permanent.

In terms of the non-use of gazebos when it is windy, I am aware that a number of traders were dissatisfied at the lack of notice ahead of the market on 1 February that gazebos would not be allowed and I wish to apologise for the lack of notice. The Met Office weather forecast was monitored throughout the day on Friday and it was assessed that the predicted speed and gusts were dropping and would be within acceptable ranges by Saturday. Unfortunately, the forecast changed overnight so the final decision was made by the Market Officers when setting up in the morning. As it happened it was a good call by James and Rob and I am aware that a few traders did appreciate that they had made the right decision for the safety of all.

Whilst I understand how difficult it can be to trade without a gazebo you are permitted to trade out of your vehicle within the confines of the designated market area or to not trade at all. Please do be mindful of the impact your decision makes on the vitality of the market and your fellow traders.

As the weather forecast for this next weekend is also looking to be very poor, we will make an announcement on Wednesday afternoon on the situation and if we feel that the market will be operating with gazebos again. The final decision will not be made until Friday. Can I ask that you also check the situation and decide for yourself if you will trade anyway – gazebo or not.

Should you require any additional information or clarification please do not hesitate to contact me.

Yours faithfully



Alison Benfield
Town Clerk



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

MARKET RULES

These Market Rules shall apply to the St Ives Farmers' and Specialist Food Market controlled by St Ives Town Council and shall come into operation on 1 April 2020.

DEFINITIONS

In these Market Rules unless the context otherwise requires

"The Council"	St Ives Town Council, Town Hall, Market Hill, The Old Riverport, St Ives, PE27 5AL.
"Market Day"	The current Market Days are the first and third Saturday of each month
"Markets Officer/s"	The officer/s appointed by the Council to represent the Town Clerk in the day to day administration of the market and enforcement of market rules or such persons nominated by the Town Clerk to deputise in the absence of the Markets Officer/s on Market Day.
"Market Co-Ordinator"	The person responsible for assisting in sourcing "Farmers and producers" that adhere to the criteria in our Farmers market rules. This person works closely with outside governing bodies for Farmers' Markets in order to advise and ensure this element of the market is being run correctly.
"Loading and Unloading"	means the process of getting goods and equipment in and out of the traders' vehicles and setting up or taking down the stall or pitch.
"Trading Hours" means	the period of time between 8.00 a.m. and 2.00 p.m. (or such other period or periods as may be defined by the Council and notified to the Traders).
"Market Licence" means	the authority of the Council, which shall be personal to the Trader, to sell permitted commodities on a specified market from a pitch, subject to these Market Rules and such other conditions as may be included in the Market Licence.
"Trader" means	an individual or business that the Council have authorised to trade on a specified market.
"Permitted Commodities"	means those goods and commodities for which the Trader has the approval of the Markets Officer to sell during the Trading Hours.
"Pitch"	a 3mtr square area of land from which the Trader is authorised to sell Permitted Commodities during the Trading Hours on any given day. The pitch will not be specific to the Trader.
"Stall"	the structure, trailer or other device upon which the permitted commodities are displayed for sale.
"Market Area"	the area as defined in the Charter where trading is allowed

RULES

1. Prospective Traders

- 1.1 Any prospective Trader must complete an application form with the details requested. By submitting such form, the trader agrees to abide to these rules. In addition, before setting up any stall or trading the trader must show proof of and permit the photography of public liability insurance, National Insurance number (card or government headed paper) and if requested eligibility to work in the UK.

2. Balanced Market and Market Layout

- 2.1 The Markets Officer is responsible for the layout of the market and ensuring, in conjunction with the Market Coordinator, a balance of commodities in order to make the market attractive to customers.
- 2.2 New applications for trading will be assessed against the current balance at the market. Prospective Traders will only be granted permission to trade if there is space within the current market layout and the commodities, they wish to sell are not over represented at the market. The Markets Co-ordinator decision in this respect is final.
- 2.3 The Market Co-ordinator can, by arrangement with the Town Council, bring on any non-food trader that they feel will enhance the market.
- 2.4 The aim of the layout and balance of commodities is to enhance the vibrancy and sustainability of the market not to create exclusivity for Market Traders.
- 2.5 The Markets Officer will review the mix of the markets on an ongoing basis to keep up to speed with moving trends.
- 2.6 Traders who cannot be immediately accommodated will be put on a waiting list maintained by the Markets Officer who will determine when space is available and this will be based on the balance of commodities and the layout of the market.

4. Allocation of pitch

- 4.1 Use of a pitch or specific location in the market area for trading does not confer the right to trade in that pitch or location at every market. There is no guarantee of which pitch or area any trader, will be allocated at each market. The Markets Officer reserves the right to move traders to a different pitch or area of within the market area. Where possible notice will be given, but in exceptional circumstances this could be immediate.

Traders are not allowed to move (including for a temporary period) or extend their pitch without first receiving permission to do so.

5. Payment of Market Fees

- 5.1 Traders will be charged market fees by quarterly invoice in April, July, October and January to be dispatched normally no later than two weeks before the beginning of the quarter to which it applies.
- 5.2 Payments must be made quarterly in advance directly into the bank or by cheque.

6. Market Fees Review

- 6.1 The Council reserves the right to review market fees when required and alter the charges. All traders will be notified at least four weeks before any changes are implemented.

7. Electricity

7.1 Any trader requiring electricity must inform the Markets Officer in their application form. If approved and space is available, they will be allowed to connect to an approved electrical outlet in the Market Area at the discretion of the Markets Officer. It is the Trader's responsibility to make sure all their electric cables and appliances conform to required legislation or regulations. Any cables or electrical appliances that are deemed unsafe by the Markets Officer must be removed immediately.

7.2 The Markets Officer may suspend use of electricity to any trader. Any damage caused by Traders to the Market electrical supply equipment will be charged for.

7.3 All electrical charges will be levied at the current rate as part of a Trader's invoice for rent. The Council reserve the right to alter the charges; all traders will be notified before any changes are implemented. If you connect to the Council supply at any time during the operating day of the market, and for any period of the day you will be charged for the whole day.

8. Street Trading

8.1 Only Traders are permitted to engage in business within the market areas as defined by the Charter or as may be determined by the Council in respect of other markets. Any trading on the street which has not been permitted under these Market Rules is known as 'street trading' for which a separate licence is required. This can be applied for from the District Council's Licensing Section.

9. Stalls

9.1 Stalls may be hired from the Council and will be set up and broken down on their behalf

Those traders who supply their own stalls are responsible for their erection and dismantling. All stalls must reach the expected standards of safety and appearance required by the Council.

9.2 If in the opinion of the Markets Officer any part or parts of the stall are deemed to be unsafe it will be the responsibility of the Trader to remove the item(s) and make safe.

9.3 If the Trader continues to trade without removing the unsafe item(s) or equipment they will be suspended immediately and asked to leave the market. They will only be allowed to return to the market when they have satisfied the Markets Officer that they have made their stall safe.

9.4 The Trader shall not affix their stall to, or place any of their goods or produce on, any item of street furniture or public memorial.

9.5 All Gazebos and pop ups must be weighted, regardless of the weather to a minimum of 15kg per leg.

10. Pitches

10.1 The Trader shall not place or display goods or trail cables beyond the boundaries of their pitch or upon their stall in such a manner as may cause an obstruction or danger to pedestrians and people visiting the market.

If any pitch is free or unclaimed, traders cannot use this space without seeking permission first. The Council reserves the right to sell such space at the market rent achievable for the time of year.

11. Permitted Commodities

11.1 The Trader shall not deal in, sell or display goods other than those permitted commodities for the stall. The Markets Officer has the authority to stop a Trader selling goods that he or she regards as unsuitable. The Markets Officer's decision on this is final.

12. **Prohibited and Restricted Items**

- 12.1 A Trader is not permitted to collect money or sell articles for the benefit of charitable or other purposes from a stall or pitch unless the relevant licence has been obtained from the Council's Licensing Section.
- 12.2 Lottery tickets shall not be sold from a stall or pitch.
- 12.3 Drugs paraphernalia and Legal Highs shall not be sold from a stall or pitch.
- 12.4 Medicines shall not be sold from a stall or pitch.
- 12.5 Weapons, firearms and imitation firearms shall not be sold from a stall or pitch.

13. **Compliance with Legislation**

- 13.1 Any Trader found contravening any trading standards or consumer protection legislation must remove the said goods and will be reported to Trading Standards and may at the discretion of the Markets Officer be suspended from trading on that day and until relevant authority has been obtained to sell those goods.

- 13.2 The Trader must comply with their responsibilities under all relevant regulations and legislation to their employees and to members of the public and in particular the *Consumer Rights Act 2015*.

The law states that when you sell any goods to a customer, they must be yours to sell. The goods must be of satisfactory quality and be fit for the purpose the consumer has made known. The goods must also meet the description they have been given and match any sample or model the consumer has seen. Should the goods you have supplied not meet consumers' rights, there is a clear method to follow. The consumer now has a short-term right to reject, this means they are entitled to a full refund within the first 30 days if the goods are faulty. The consumers are eligible for a full repair or replacement of a product after 30 days from purchase and they may have a price reduction or final right to reject made available to them after one attempt to repair or replace.

- 13.3 Should a complaint be made by a consumer against a Trader's product, and no satisfactory outcome can be found between the two parties, the Markets Officer having taken advice will make a decision. If he or she agrees with the consumer a refund must be offered.

Should the Trader still disagree and the Markets Officer feels the market is being brought into disrepute, the Trader will be asked to leave the market.

14. **Auction, Pitching or Touting**

- 14.1 The Trader shall not sell any goods or allow them to be sold by auction, pitching or touting without the Markets Officer's permission.
- 14.2 Amplifiers, or other noise-making devices or motors or generators can only be used after consultation with the Markets Officer. If the Markets Officer agrees to their use and they have been kept in good repair and condition, they shall only be allowed to an extent which shall cause no nuisance or annoyance to other stallholders, the occupants of nearby premises or members of the public.

15. **Market Application Forms**

- 15.1 The Trader shall complete the online form detailing such information as the Council may require and promptly thereafter shall notify the Markets Officer in writing of any changes in such information or supply such further information as the Council may require. Any such information may be used to control and administer the Council's markets and to manage, monitor, improve and promote Council services.

- 15.2 **Note:** *St Ives Town Council is registered as Data Controller under the Data Protection Act 1998 for the purpose of processing personal data in the performance of its lawful business. Any information held by the Council will be processed in compliance with the principles set out in the Act.*

The Council is responsible for ensuring the confidentiality of personal data that it holds. It also has a duty to protect the public funds it administers and may use the information provided to it to prevent and detect fraud. This may include sharing the information for these purposes both within the Council and with other persons or bodies involved for example in administering or auditing public funds or for data matching.

If you have concerns about the processing of your personal data by Huntingdonshire District Council, you may contact the Council's Data Protection Officer at its offices at Pathfinder House St Mary's Street Huntingdon Cambridgeshire PE29 3TN or the Office of the Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

16. **Waste Disposal**

- 16.2 At the end of the trading hours the Trader shall remove all goods and approved fittings from their pitch and leave the site clean and tidy. The Council may charge the Trader (other than those items left for authorised collection) for clearing away any waste or removing items left on the market, surrounding area or any area such where rubbish may have blown to.

17. **Loading and Unloading**

- 17.1 Loading and unloading in connection with a stall shall cause as little inconvenience to the public or other Traders as possible.
- 17.2 The Market must be cleared by 15.00hrs unless previous permission is obtained from the Markets Officer.

18. **Loading and Unloading Times**

- 18.1 Unloading must be completed between the hours of 06.00 and 08.00; and loading must be completed between the hours of 14.00 and 15:00. The Markets Officer shall have the discretion to vary loading times dependent on the conditions and circumstances on site.
- 18.2 **Trailers:** It is your responsibility to get your trailer into position without disturbing other traders. Other traders should not be expected to delay their set up waiting for you. If you can arrive on your pitch without disturbing fellow Traders, remove your vehicle straight away and it is agreed with the Market Officer, the time of arrival will be relaxed to 8.20am for occupation. In return the Trader must agree to let the Markets Officer know when they are not attending.

19. **Departure Time from Pitch**

- 19.1 All Traders are required to trade up to the agreed time. If a trader sells out of stock the trader shall still be required to leave their structure in place until the agreed time of closing.

20. **Market Closure in Exceptional Circumstances**

- 20.1 The Markets Officer can close the market down in exceptional circumstances and Traders must vacate their pitch as soon as is reasonably possible. **Note:** *Most trader insurance is invalid if the market is closed. NO trader will be allowed to stand.*
- 20.2 **Market closure in advance due to weather forecast:** Expected windspeeds are checked on the Met Office website on Friday before each market and a decision made whether the gazebos will be erected. No gazebo to be erected if expected windspeed is above 20mph or gusts in excess of 40mph. If expected windspeed is close to maximum on Friday a further check will be done on Saturday morning and Market Officer/s will make final decision on erection of gazebos. Each gazebo if weather conditions allow will be weighted with a minimum of 6 weights.

If the decision is made that Council gazebos will not be erected those traders supplying their own gazebos will not be allowed to use them.

All traders will be allowed to trade from vehicles for the duration of the market

20.3 Should the market be closed fully due to exceptional circumstances a full refund will be given or carried over. However, if the market is still in operation with trading from vehicle allowed no refund for pitch fees will be given. Those traders who hire Council gazebos will be credited for the gazebo fee.

20.4 All traders are expected to check their emails after 15:00 on the Friday before the market to establish how the market will be operating. Traders are also expected to be proactive in checking weather conditions themselves.

21. **Market Trader Vehicles**

21.1 Market Traders' vehicles shall not remain on the market area or its immediate approaches after 09:30 except where the Markets Officer has authorised a contrary arrangement (for instance inclement weather). No vehicle shall return before 14:00 at the earliest or at a later time requested by the Market Officer.

22. **Parking Permits**

22.1 Parking permits can be requested for a fee to allow parking in specifically designated areas of HDC car parks on the day of the market as directed by the Markets Officer. The parking permit must be displayed clearly on the windscreen in the vehicle at all times when it is parked in the car park otherwise a penalty notice will be issued in accordance with the car parking orders. Any other vehicles parked must be paid for in accordance with the rules of the car park.

23. **Public Liability Insurance**

23.1 All Traders shall indemnify the Council against all costs, actions, claims and demands by any person or body arising from the exercise of their trading activities or those of their employees, representative or agents and shall hold a valid insurance policy for public liability for claims up to £5 million. The Markets Officer shall be entitled to call for and inspect such policy of insurance and the receipt of the current premium. Traders will not be allowed to trade if they cannot provide proof of insurance.

23.2 **Public Liability Insurance:** Most membership insurance policies are personal to you to use for business purposes.

In the case of a limited company or limited liability partnerships, **every** director of the business must be a member of the insurance scheme. You will need to provide this proof to the Markets Officer.

23.3 **Product Liability Insurance**

All Traders selling edible foodstuff shall indemnify the Council against all costs, actions, claims and demands by any person or body arising from the exercise of their trading activities or those of their employees, representative or agents and shall hold a valid insurance policy for public liability for claims up to £5 million. The Markets Officer shall be entitled to call for and inspect such policy of insurance and the receipt of the current premium. Traders will not be allowed to trade if they cannot provide proof of insurance.

24. Health and Safety at Work etc. Act 1974

24.1 All traders are duty bound by law to follow this act. Failure to do so will result in suspension or permanent removal from the market. For your guidance the act is written below. However, it is your responsibility to check and use the latest addition available.

Section 3 - General duties of employers and self-employed to persons other than their employees.

(1) It shall be the duty of every employer to conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that persons not in his employment who may be affected thereby are not thereby exposed to risks to their health or safety.

(2) It shall be the duty of every self-employed person who conducts an undertaking of a prescribed description to conduct the undertaking in such a way as to ensure, so far as is reasonably practicable, that he and other persons (not being his employees) who may be affected thereby are not thereby exposed to risks to their health or safety.

(2A) A description of undertaking included in regulations under subsection (2) may be framed by reference to—

(a) the type of activities carried out by the undertaking, where those activities are carried out or any other feature of the undertaking;

(b) whether persons who may be affected by the conduct of the undertaking, other than the self-employed person (or his employees), may thereby be exposed to risks to their health or safety.]

(3) In such cases as may be prescribed, it shall be the duty of every employer and every self-employed person, in the prescribed circumstances and in the prescribed manner, to give to persons (not being his employees) who may be affected by the way in which he conducts his undertaking the prescribed information about such aspects of the way in which he conducts his undertaking as might affect their health or safety.

25. Food Traders

25.1 Any Trader selling food for human consumption shall:

- Supply all requested information in the requested format.
- Receive confirmation from the Council's Environmental Health Service that they are happy for the applicant to trade, subject to the provision of relevant information and documents to the Markets Officer before trading commences.
- Provide appropriate cover to the roof, sides and back of stalls from which food is to be sold and provide such other facilities, equipment as required by law or by Environmental Health or Trading Standards Officers. All food Traders must have adequate hand washing facilities. Gel, hand wipes or use of public toilets is not sufficient.
- The operator of a food business must ensure that food handlers are supervised and provided with food hygiene instruction and/or training which is appropriate to their duties and to the nature and type of the business
- Maintain standards of hygiene and cleanliness as required by law, Environmental Health Officers, Trading Standards Officers, the Food Standards Agency (to a minimum of 4 stars) or the Markets Officer. Should any food trader be found to be non-compliant with the law they will be required to immediately leave the market and will not be permitted to return

until they can demonstrate full compliance to the satisfaction of Environmental Health staff. No refund on Market Fees will be given.

- Seek and comply with the requirements and advice of the Council's Environmental Health Officer who can be contacted at the District Council's offices at Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN

26. Notice Period

- 26.1 A Trader shall give four weeks' written notice of their intent to cease trading before the end of the invoiced period. No refunds will be given in regards to such notice for the current rent invoiced.

27. Compliance with Market Rules

- 27.1 Traders shall comply with all reasonable directions of the Markets Officer.

- 27.2 Traders must sign such form to say he or she has read, understands and intends to comply with these Market Rules.

- 27.3 Traders not complying with these Market Rules may be suspended from trading by the Markets Officer.

28. Trader Behaviour

- 28.1 If a Trader or their employees or representatives behave in a manner which may be deemed in breach of the law, or which is of an anti-social nature, they may be suspended from trading. Likewise, any behaviour which could bring the market or St Ives Town Council into disrepute may result in suspension. For serious offences, suspension can be immediate and may be permanent. The Markets Officer's decision on this is final.

29. Standard of Dress

- 29.1 The Markets Officer shall ensure that an appropriate standard of dress is adhered to by the Traders and their staff at all times. Shirts are to be worn at all times and shorts or skirts are to be respectable.

30. Amendments to the Rules

- 30.1 The Council may add to or amend the Market Rules in the light of changing circumstances or for any other reason on the understanding that Traders will be advised in writing.

31. Complaints

- 31.1 Any complaints with regard to these Market Rules must be made in writing to the Town Clerk, Town Hall, Market Hill, St Ives, PE27 5AL.

- 31.2 Any appeals can be made in writing to Town Clerk, Town Hall, Market Hill, St Ives, PE27 5AL



ST IVES FARMERS' MARKET CONDITIONS FOR THE SALE OF ALCOHOL

1. No more than four stalls will be permitted to sell alcohol at each market.
2. Sales are only permitted between 08:00 and 14:00 in accordance with the premises licence.
3. Any producer selling alcohol at a Farmers' Market must hold a personal alcohol licence. A copy of the current personal licence must be made available to the Council in advance.
4. Only the personal licence holder or their nominated representative over the age of 18 years will be able to sell alcohol during a Farmers' Market.
5. A refusals register must be kept, with details of any refusals being recorded as soon as possible by the person refusing the sale.
6. Producers selling alcohol at a Farmers' Market must adhere to the 'Challenge 25' scheme. Any person selling or supplying alcohol under the authority of the premises licence holder is to ask for photographic ID proof of age where they have reason to suspect the individual may be under 25 year of age.
7. Ad hoc inspections will be undertaken by St Ives Town Council to ensure regulatory compliance. Failure to comply with the conditions concerning the sale of alcohol may lead to prosecution and exclusion from future Farmers' Markets.
8. New stallholders will be required to undertake an induction interview and may be required to undertake induction and /or refresher training in order to prevent underage sales and to ensure compliance with the Licensing Act 2003.
9. The displaying of a 'Challenge 25' poster and the Government's sensible drinking Message are encouraged.

St Ives Farmers' Market Inclement Weather Policy

Version: 1.1

Created on: 6 January 2023

Created by: Andrew Jennings

Last updated on: 26 January 2024

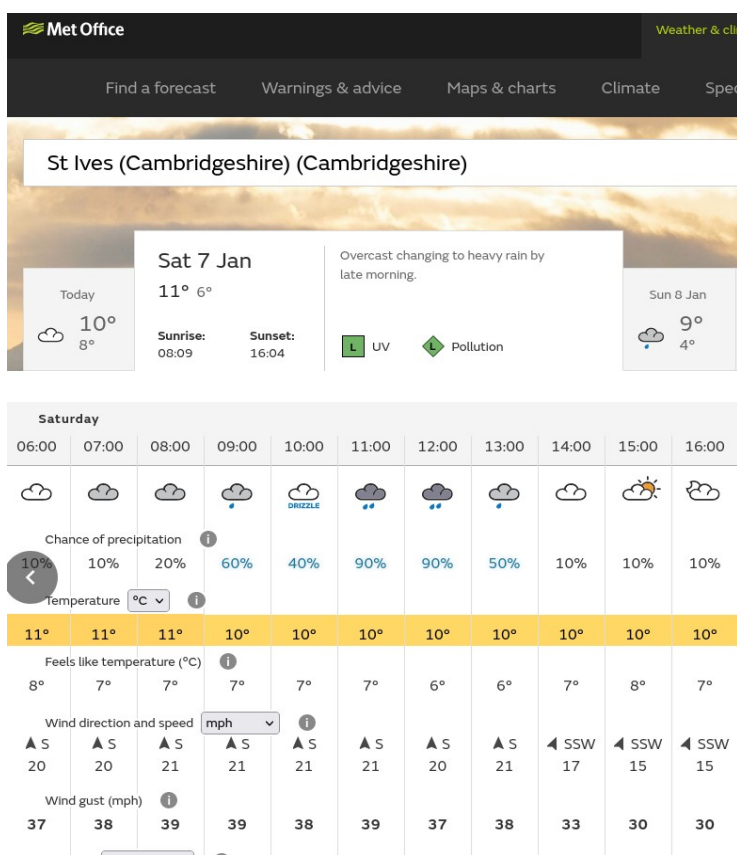
Updated by: Andrew Jennings

This document sets out the Council's policy on how inclement weather impacts the St Ives Farmers' Market and what the procedure is around keeping traders informed of impending inclement weather, and keeping the market a safe place for customers to shop, traders to operate their stalls, and for our employees to work.

Inclement Weather Thresholds

When The Met Office, on the Wednesday before market day, forecasts that St Ives (Cambridgeshire) will experience wind speeds of 20mph or higher, or wind gusts of 40mph or higher, at any point between 06:00 and 16:00 on a market day, the inclement weather process will begin.

The Met Office forecast is represented like this:



Communication

This policy is to be shared with any new traders as part of their registration process.

The market manager will check The Met Office website (<https://www.metoffice.gov.uk/weather/forecast/gcrcwtbu4>) on the Wednesday preceding each market.

If the forecast suggests that the inclement weather threshold will be exceeded (but remain lower than 50mph wind or 70mph gusts) on market day, a message will be sent, on the Wednesday, to traders which are booked in for the upcoming market, via the Market Coordinator.

The message will read:

The Met Office weather forecast for this Saturday is for wind/gust at ____mph. If the wind forecast remains at or above 20mph wind or 40mph gusts, we will not be erecting any council-provided gazebos on that day. Neither will any unsecured market equipment of your own be permitted unless it is deemed safe by St Ives Town Council's market operatives, on market day.

It's not possible to list how every permutation of market stall equipment might be deemed safe at various wind speeds, but some equipment which has been proven safe in high winds include:

- traditional, iron-framed market stalls with integrated table support, without a tarpaulin
- vehicle trailers (both pop-up and hard shell), vans and cars
- Heavyweight (e.g. octagonal framed) gazebos, with a minimum of 60kg per leg

We are happy for you to bring your own vehicle to trade from, or other market equipment to trade from if you are sure you can secure it safely and properly. If it is not secure, for example, gazebos with less than 60kg bowser/weight per leg, your equipment must not be used. If you are unsure whether your equipment would be permitted, please contact amenities@stivestowncouncil.gov.uk or 01480 388929, or approach one of our market operatives on the day.

We will make a final decision after checking the forecast at 15:00 this Friday, and send a further email to this address to confirm whether we are operating the inclement weather policy or not. This email today is to give you sufficient warning in order to be prepared for either outcome.

If the 50mph wind or 70mph gust threshold is reached, the following message will be sent:

The Met Office weather forecast for this Saturday is for wind/gust at ____mph. If the wind forecast remains at or above 50mph wind or 70mph gusts, we will not be erecting any council-provided gazebos on that day. Neither will any other gazebos nor market stalls be permitted, except vehicles such as vans and cars, or market stalls which are integral parts of vehicles such as trailers.

We are happy for you to bring your own vehicle to trade from. If you are unsure whether your equipment would be permitted, please contact amenities@stivestowncouncil.gov.uk or 01480 388929, or approach one of our market operatives on the day.

We will make a final decision after checking the forecast at 15:00 this Friday, and send a further email to this address to confirm whether we are operating the inclement weather policy or not. This email today is to give you sufficient warning in order to be prepared for either outcome.

Process

Market Manager checks on Wednesday. Market Coordinator comms to traders. Final forecast check and decision made on 15:00 Fri before market.

Financials

Refunds are not normally offered to traders, but a discretionary decision to make a refund of a gazebo and/or pitch fee can be made upon request by email to finance@stivestowncouncil.gov.uk for those traders who paid but didn't attend a market when the inclement weather policy was invoked.

FACILITIES COMMITTEE

DATE: 19th January 2024

SUBJECT: Speeding on Ramsey Road and the painting of double yellow lines

1 Introduction and Purpose of Report

- 1.1 For approval to move a speed awareness sign onto Ramsey Road and the painting of double yellow lines.

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 That a speed awareness sign is moved onto Ramsey Road and the painting of double yellow lines.

3 Background

- 3.1 A local resident has complained about the excessive speed on Ramsy Road.

Proposal

That a SID is moved onto Ramsy Road onto either lamppost L71 GFI to address receptive uphill speeding and/or L73 GFI likewise for downhill subject to highways approval.

They have also asked if the Council can raise an issue with the appropriate authority:

“The lack of double yellow lines that stop just ahead of Ansley Way, make this a very dangerous junction to exit from when school traffic is parked legally (actually illegally) directly opposite that junction (making Hill Rise here a single track road with fast traffic on the wrong side of the road with scant regard for the safety of those attempting to exit from Ansley Way – where school parents also park and are impatient to get home often throwing caution to the wind”



4 Proposal

- 4.1 Approval was given for the proposed move of the SID and for the council to approach the authority around the painting of double yellow lines.

5. Financial Implications

5.1 There are no current budget implications

6. Policy Implications

6.1 There are no current policy implications.

7. Health and Safety Implications

7.1 None required for this installation.

8. Reporting Officer – Trevor White – Facilities Manager

FACILITIES COMMITTEE

DATE: 15th January 2024

SUBJECT: Crocus Sign Update

1 Introduction and Purpose of Report

- 1.1 For approval to allow the putting up of a sign about the Crocus planting

2 Recommendations

- 2.1 That the report is received and noted.
- 2.2 That the Rotary Club are allowed to erect a sign about the Crocus planting.

3 Background

- 3.1 The St Ives Rotary club planted some crocuses at Slepe Hall playing fields in early November supporting Polio.

Proposal

The St Ives Rotary club would like to put up a sign explaining the significance of the planting.

The sign would be slightly smaller than A4 size, (details of sign attached to this report) and it is proposed to be placed on the tree stump to the left of the path down from the zebra crossing to the memorial bench and flower bed

4 Update

- 4.1 Approval was given at the last meeting.

A request was made to confirm the details of the material for the sign and it has been confirmed that sign is made of 5mm weather proof upvc.

5. Financial Implications

- 5.1 There are no current budget implications

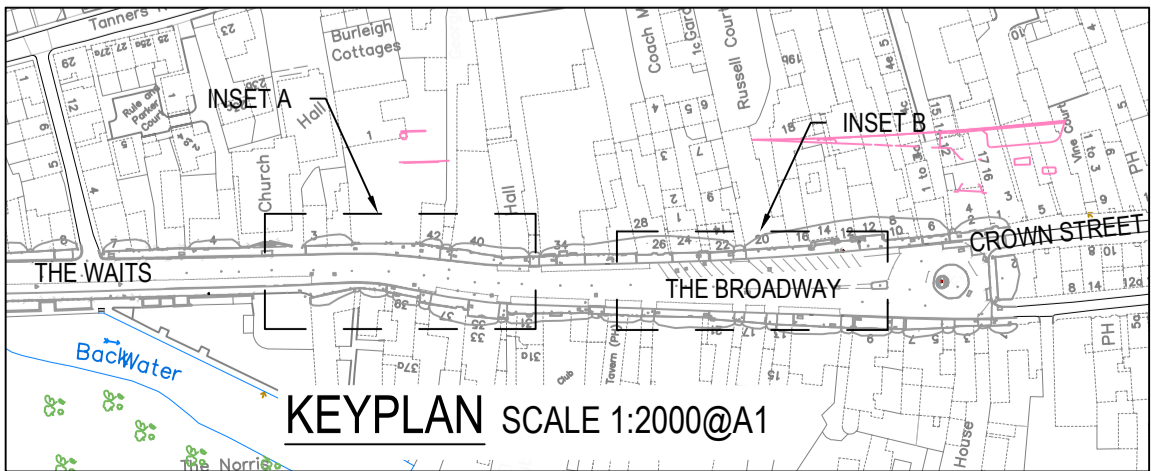
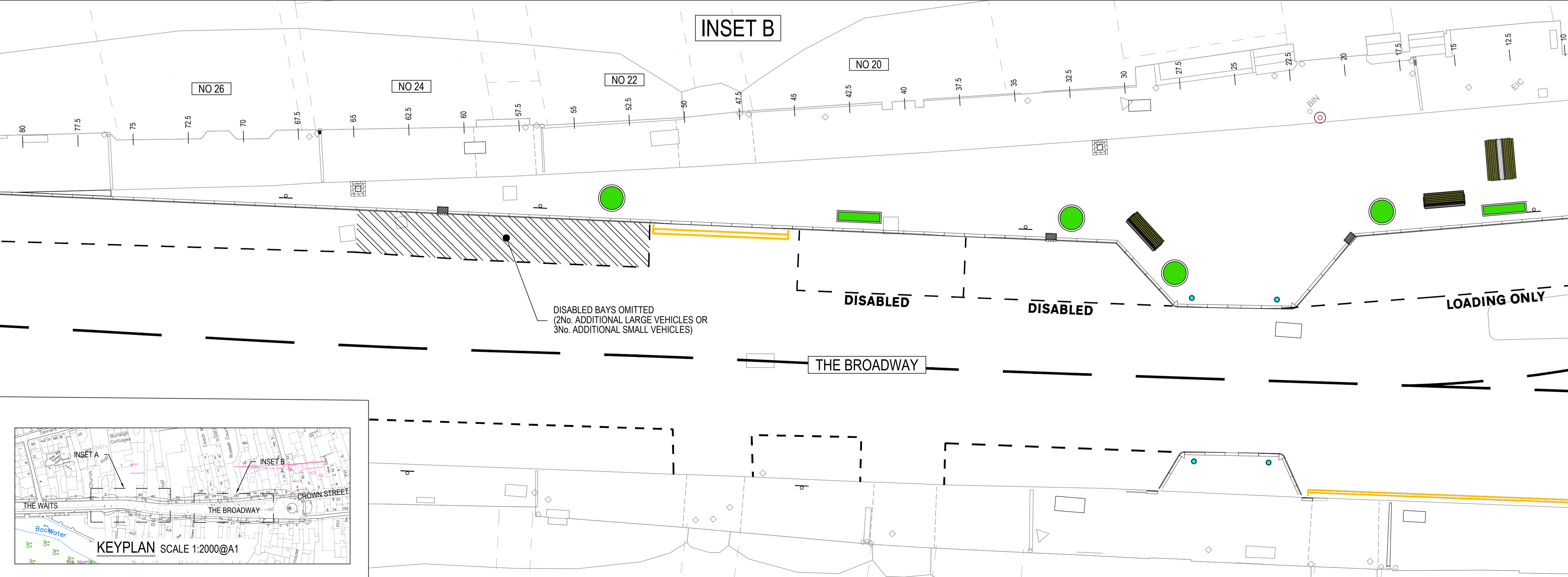
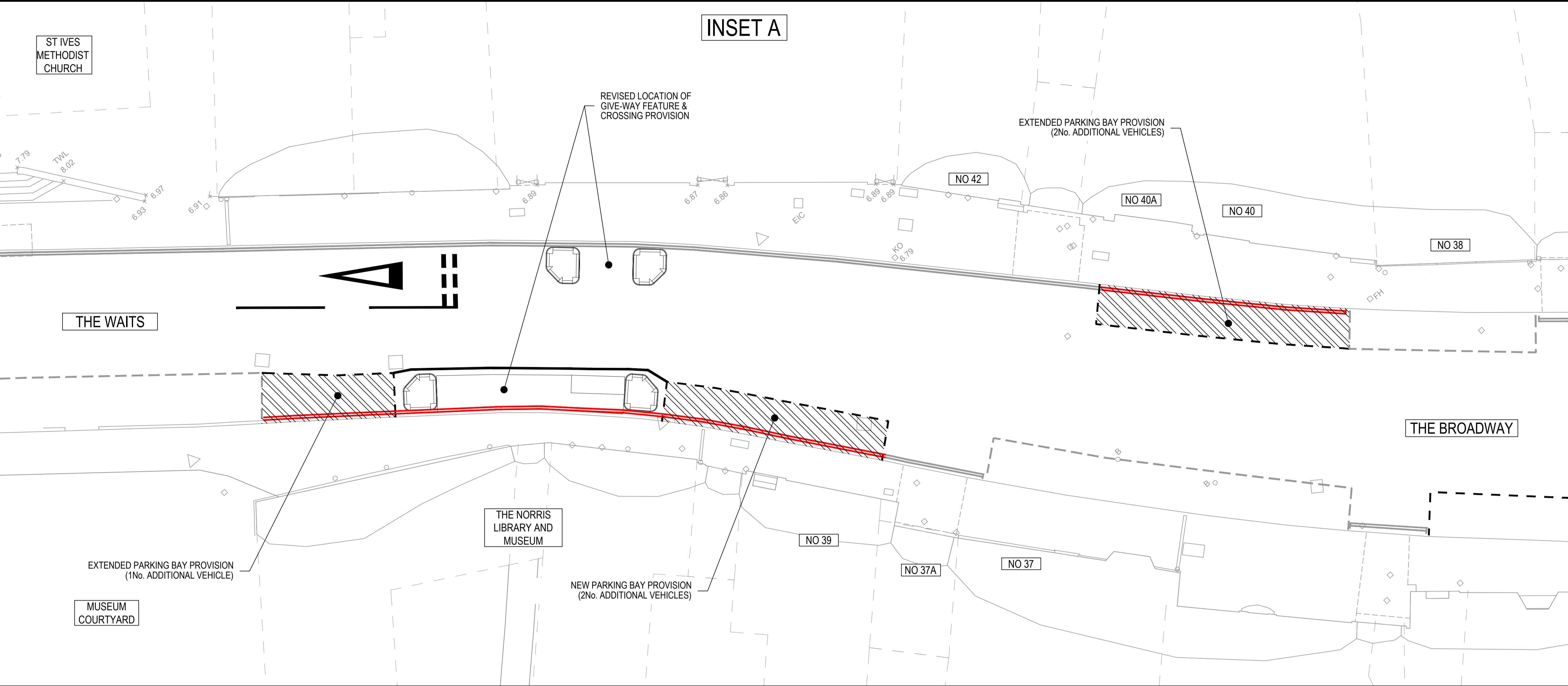
6. Policy Implications

- 6.1 There are no current policy implications.

7. Health and Safety Implications

- 7.1 None required for this installation.

8. Reporting Officer – Trevor White – Facilities Manager



Date	Rev	Description
20/02/24		DRAFT, FOR INFORMATION



Project
**THE BROADWAY, ST IVES
STREETSCAPE
IMPROVEMENTS 23/24**

Title
**THE WAITS CROSSING &
ADDITIONAL PARKING BAYS
SKETCH**

Scale 1:100@A1	Drawn MHS	Checked	Date 20/02/2024
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