



HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY

**HARPENDEN TOWN COUNCIL
MINUTES OF THE MEETING OF
THE COMMUNITY SERVICES COMMITTEE**

**HELD ON WEDNESDAY, 17 MARCH 2021 AT 7.30PM
THIS MEETING WAS HELD VIRTUALLY**

Present: Councillor Brian Ellis (Chair), Councillor Lisa Scriven (Vice-Chair), Councillor Paul Cousin, Councillor Matt Cowley, Councillor David Heritage, Councillor Harry Hill, Councillor Mrs Nicola Linacre and Councillor Melanie Priggen

In Attendance: Carl Cheevers (Town Clerk)
Phil Wright (Community Services Manager)
1 Member of the Public

23 APOLOGIES
None received.

24 DECLARATIONS OF INTEREST
None.

25 CHAIRMAN'S REPORT AND URGENT ITEMS
No items.

26 PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 22
None received.

27 MINUTES
The Minutes of the **Community Services Committee** meeting held on **11 January 2021** were accepted as a correct record.

28 MINUTES OF OTHER MEETINGS REFERRED TO COMMUNITY SERVICES COMMITTEE

The Minutes of the **Allotments Working Party** meeting held on **22 February 2021** were received.

The Minutes of the **Youth Engagement Working Party** meeting held on **21 December 2020** were received.

29 OFFICERS' REPORTS

29.1 SILVER CUP - OUTDOOR TRADING

The Committee considered a report by the Commons and Greens Officer and Community Services Manager.

The Chair invited one of the business partners from the Silver Cup present to speak on the proposal. The business partner outlined the reasons for and details of the development of the outside space which required the Town Council's permission.

The Committee **RESOLVED** to:

Give its in principle support to this proposal.

29.2 FORWARD PLANNER AND RESOLUTION TRACKER

The Committee considered a report by the Democratic Services & Civic Officer and the Internal Operations Manager.

The Committee **RESOLVED** to:

- (i) Note and approve the Forward Planner attached at Appendix A.**
- (ii) Note the Resolution Tracker attached at Appendix B and approve the removal of those resolutions marked complete.**

29.3 BUDGETARY CONTROL 2020/21

The Committee considered a report by the Finance Manager.

The Committee **RESOLVED** to:

Note the report.

29.4 USE OF RESERVES 2021/22

The Committee considered a report by the Finance Manager.

The Committee **RESOLVED** to:

Approve the funding of the improvement works as set out in table 3.12.

29.5 BATFORD SPRINGS MANAGEMENT PLAN IMPROVEMENT WORKS - APPROVAL OF TENDER SPECIFICATION

The Committee considered a report by the Commons and Greens Officer and Community Services Manager.

The Committee **RESOLVED** to:

Approve the Tender set out in Appendix A.

29.6 VOLUNTEER POLICY

The Committee considered a report by the Commons and Greens Officer and the Community Services Manager.

The Committee **RESOLVED** to:

Approve the Volunteers Policy.

30 EXEMPT BUSINESS

The Committee **RESOLVED** that:

In view of the confidential nature of the following items, which relate to the business matters of other individuals and organisations, the public and accredited representatives of the press shall be excluded while they are discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

*Item: Exempt Business Minutes of other Meetings Referred to Community Services Committee
Appointment of Christmas Lights Contractor
Appointment of Tree Surgeon for 2021/22 Programme of Health and Safety Tree Works*

30.1 EXEMPT BUSINESS MINUTES OF OTHER MEETINGS REFERRED TO COMMUNITY SERVICES COMMITTEE

The Exempt Business Minutes of the **Christmas Lights Contractor Working Party** meeting held on **23 February 2021** were received.

The Exempt Business Minutes of the **Rothamsted Park Transfer Task & Finish Group** meetings held on **11 February 2021** and **25 February 2021** were received.

30.2 APPOINTMENT OF CHRISTMAS LIGHTS CONTRACTOR

The Committee considered a report by the Community Services Manager.

The Committee **RESOLVED** to:

- (i) **Appoint High Level as the Christmas Lights Contractor 2021 - 2026 as recommended by the Christmas Lights Working Group.**
- (ii) **Agree the recommended scheme set out in Appendix A.**

- (iii) Approve the release of £44,700 from the Capital Reserve Christmas Lights allocation to purchase new display products.
- (iv) Approve the release of £34,500 from the CIP Earmarked Reserve to fund the hire of products.

30.3 APPOINTMENT OF TREE SURGEON FOR 2021/22 PROGRAMME OF HEALTH AND SAFETY TREE WORKS

The Committee considered a report by the Commons and Greens Officer and Community Services Manager.

The Committee **RESOLVED** to:

- (i) Approve Franks Forestry to undertake the recommended works.
- (ii) Approve BHA Trees to undertake the re-inspection and testing schedule.

The meeting closed at 8.34pm.

Chairman

Date