

**MINUTES OF A MEETING OF THE ENVIRONMENT AND RECREATION
COMMITTEE HELD ON TUESDAY 13th NOVEMBER 2018 AT 7.30PM
AT THE TOWN HALL.**

PRESENT:

Cllr R Gell (Chairman)

Cllr H L Jackson

Cllr Mrs S Mantle

Cllr Mrs V Newbery

Cllr J Smithers

Cllr Mrs A Sauntson (as a substitute for Cllr D C Lawson)

Cllr C P O'Rourke (as a substitute for Cllr A M T Reading)

Miss A J Schofield (Assistant Clerk)

1. **APOLOGIES**

Cllr D C Lawson MBE and Cllr A M T Reading.

2. **DECLARATIONS OF INTEREST**

Other Interests

Cllr Mrs V Newbery, item 5, owns a plot at the Cemetery.

Cllr Mrs A Sauntson, item 5, owns a plot at the Cemetery.

Cllr H L Jackson, item 5, owns a plot at the Cemetery.

3. **MINUTES**

RESOLVED:

That the minutes of the meeting held on 11th September 2018 be signed by the Chairman as being a true and correct record.

4. **PUBLIC FORUM**

None.

5. **CEMETERY FEE REVIEW FOR 2019/20**

RESOLVED TO RECOMMEND:

That the following cemetery fees for 2019/20 remain the same at:-

- Purchase of a child plot - £100
- Burial of stillborn child - £0
- Burial of child under 12 years- £135
- Headstone (1.4m in height) - £85, each additional 0.1m - £10
- Additional inscription - £45
- Flower vase with/without inscription - £45
- Purchase of cremation plot - £140
- Interment of ashes single depth - £185
- Interment of ashes double depth - £200
- Memorial stone, horizontal or vertical - £50
- Administration fee (no undertaker for ashes interment) - £50
- Registration of transfer of burial rights - £50
- Searches and certified copies/extracts - £30

That the following cemetery fees for 2019/20 be amended:-

- Purchase of Burial Plot (at time of death) - Increase of £10 to £320
- Burial of person over 12 single depth - Increase of £5 to £425

- Burial of person over 12 double depth - Increase of £5 to £525
- Single kerbset – Increase of £5 to £90
- Double kerbset -Increase of £5 to £125

That an additional cemetery fee for 2019/20 be introduced for the purchase of a burial plot in advance of the time of death.

- Advance Purchase of a Burial Plot - £420

6. FEES REVIEW FOR 2019/20

To review the following fees:- (copy herewith) Pages 7-8

(i) Sports Club Fees

RESOLVED TO RECOMMEND:

That the following fees for 2019/20 remain the same at:-

- Football Clubs: Football Pitch - £16 per match, Changing Rooms - £25 (plus VAT) per match.
- Cricket Club: Pitch - £220 per season, Changing Rooms £300 (plus VAT) per season
- Tennis Club are £162.50 per quarter to include all matches, club and coaching sessions and use of the cabin.

(ii) Hire of Castle Fields for fairs

RESOLVED TO RECOMMEND:

That the fee for 2019/20 for the use of Castle Fields for fairs etc remain the same, subject to negotiation by the Clerk, with a minimum fee of £500.

(iii) Casual hire of Tennis Courts and MUGA

RESOLVED TO RECOMMEND:

That the fees for 2019/20 remain the same at:-

- Hire of Tennis Courts - £5 (inc VAT) per hour. (Half price if a Tennis Club Member)
- Regular users - seasonal fee of £50 per annum and a 20% reduction (£40) for tennis club members. (Courts still need to be booked and keys collected.)
- MUGA - £10 (inc VAT) per hour

(iv) School use of facilities

RESOLVED TO RECOMMEND:

That the fee for 2019/20 remain the same at £1,250 per annum (plus VAT) taking account of the use of the cabin.

(v) Pavilion hire

RESOLVED TO RECOMMEND:

That the fees remain the same for 2019/20.

Category of Hire	Room Type	Price per Hour (£) (Mondays – Saturdays inclusive)	Price per Hour (£) (Sundays/Public Bank Holidays)
Commercial	Hall 1	£12.50	£18.75
Charity	Hall 1	£10	£15
Community	Hall 1	£9.50	£14.25
Under 13's Party	Hall 1	£8.50	£12.75
Private Function / Party	Hall 1	£11	£16.50

7. **NOTICE BOARD AT THE CEMETERY**
RESOLVED TO RECOMMEND:
That a notice board be purchased for location on the side of the Cemetery Chapel at a cost of £1,807 supply and delivery. That the notice board be 1.2m wide x 1m high, black with gold text, border and Higham Ferrers crest to match existing within the town.
8. **PARKING ISSUES, STANWICK ROAD DOGS OFF LEAD AREA**
RESOLVED:
That A4 notices be placed on the entrance to the Dogs Off Lead Area seeking considerate and safe parking by those visiting with vehicles. That the Assistant Clerk and Cllr R Gell look at the boundary hedge with a view to establishing a regular maintenance regime.
9. **PARKING PROVISION FOR MALLARD CLOSE OPEN SPACE**
The Committee considered a letter from a resident of Mallard Close regarding suggestion for parking.
RESOLVED:
That no action be taken at the present time as there are no parking problems.
10. **INTERPRETATION PANEL FOR MALLARD CLOSE OPEN SPACE**
RESOLVED TO RECOMMEND:
That an interpretation panel be installed at Mallard Close Open Space. That a budget of £1,450 be agreed to progress with the artwork and layout and a budget of £1,100 be agreed for the purchase and installation of the panel.
11. **TOWN CRICKET CLUB**
The move to retain cricket in Higham Ferrers was welcomed.
RESOLVED:
That the report from the Higham Ferrers Town Cricket Club be received and noted.
12. **BUDGET 2019/20**
RESOLVED:
That the following be presented for consideration for budget 2019/20:-
 - A form of shelter for the spectators by the football pitch, Saffron Road
 - Community BBQ pitch, Riverside Park/Castle Fields
 - Multi play unit, Fitzwilliam Leys
13. **PARISH PATHS WARDEN REPORT**
RESOLVED:
That the report from the Parish Paths Warden, Marion Darnell, be received and noted.
14. **ITEMS TO REPORT**
The Assistant Clerk reported that consideration of the removal by Sovereign Fields Management Group of the play area on Phase 4, Kings Meadow, will be an agenda item at the next Full Council meeting.
15. **DATE OF NEXT MEETING**
15th January 2019.

Chairman
Date