

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
01462 730064 [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk)



2025

## Members of Stotfold Town Council:

**Cllr Steve Buck, Cllr Jon Smith, Cllr Mary Cooper, Cllr Liz Anderson, Cllr Jos Headington, Cllr Steve Hayes, Cllr Jane Hyde, Cllr Brian Saunders, Cllr John Talbot, Cllr Bryony Woods**

**You are hereby summoned to attend the Public Realm Committee meeting to be held in the Community Room at The Greenacre Centre, Valerian Way, Stotfold, SG5 4HG on 09 July 2025 at 7.00pm** for the purpose of transacting business detailed in the agenda.

**E Payne**  
Town Clerk

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## Members of the public:

In addition to attendance in person, you are now able to observe our meetings by joining via MS Teams. Join on your computer or mobile app [Click here to join](#) the meeting. Please note, our meetings are recorded for minute taking purposes, and will be deleted after Minutes are approved.

Members of the public are invited to observe the meeting and may speak in the 'public section' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk) or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

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IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

The seven principles of public life

Selflessness | Integrity | Objectivity | Accountability | Openness | Honesty | Leadership

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

For Decision

To receive and accept apologies for absence from Members.

### **2. DISCLOSURES OF MEMBERS' INTERESTS AND DISPENSATIONS**

For Decision

Members are reminded of their obligations to declare interests in accordance with the Code of Conduct. The Town Clerk will report any dispensation requests received. Where a matter arises at a meeting which relates to a Councillor's interest, the Councillor has the responsibility to declare that interest in accordance with the adopted Code of Conduct.

- a. To receive Member's declarations of interest in items on the agenda.
- b. To consider any requests for dispensations.

### **3. PUBLIC SECTION**

Members of the public to speak are entitled to be at this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1, extended by the Local Government Act 1972, Section 100 unless precluded by the Council by resolution during the whole or part of the proceedings. on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification. [Public Participation Policy](#) applies.

### **4. MINUTES OF THE PREVIOUS MEETING**

For Decision

Members are asked to resolve that the Minutes of the Public Realm Committee meeting held on 11 June 2025 are a correct record.

### **5. CLERK'S REPORT AND ACTION TRACKER**

For Information

To receive the Clerk's report on matters arising and to note the Action Tracker.

#tracker

### **6. REPORTS**

To consider the following reports:

#### **6.1. Law Commission Consultation on New Funerary Methods**

For Discussion

Members are to receive a report from the Cemetery and Allotments Officer and are asked to consider responding to the consultation.

#consultation #cemetery

#### **6.2. Water Bottle Filling Stations - Funding Application**

For Decision

Members are to receive a report from the Public Realm Manager and consider the recommendations within the report

#funding

### **6.3. The Green Notice Board**

For Decision

Members are to receive a report from the Projects Officer and consider the recommendations within the report

#thegreen #noticeboard

### **7. HIGHWAYS REPORT**

For Information

To receive a report from Cllr Smith.

#highways

### **8. DELEGATED DECISIONS**

For Information

To note the Town Clerk's delegated decisions.

### **9. WORK PROGRAMME**

For Information

To receive this Committee's Work Programme.

### **10. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

### **11. DATE OF NEXT MEETING**

For Information

Wednesday 10 September 2025.

[2025-06-11 - Public Realm Committee - Minutes - Draft.pdf](#)

[PR Clerk's Report July 2025.pdf](#)

[PR Tracker July 2025.pdf](#)

[Report Law Commission New Funerary Methods Consultation.pdf](#)

[Water Bottle Station - Funding Application.pdf](#)

[The Green Notice Board .pdf](#)

[PR Delegated Decisions July 2025.pdf](#)

[Work Programme 2025 - 26 PDF.pdf](#)



## MINUTES OF THE MEETING OF PUBLIC REALM COMMITTEE HELD IN THE GREENACRE CENTRE, VALERIAN WAY, STOTFOLD SG5 4HG ON WEDNESDAY 11 JUNE 2025 AT 19:00

### **Present:**

Cllr S Buck (Chair), Cllr L Anderson (Vice Chair), Cllr M Cooper, Cllr S Hayes, Cllr J Headington, Cllr J Hyde, Cllr B Saunders, Cllr J Smith, Cllr B Woods

### **Also Present:**

E Payne, Town Clerk  
S Riley, Public Realm Manager  
C Allan, Open Spaces Officer  
R Smith, Resident

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#### **1. APOLOGIES FOR ABSENCE**

All Members were present.

#### **2. ELECTION OF VICE CHAIR**

The Chair called for nominations for the position of Vice Chair for the Public Realm Committee for the year 2025-2026. Councillor Anderson was nominated and seconded, and with no other nominations, the motion was put to a vote.

**Decision:** It was **RESOLVED** that Councillor Anderson was elected as Vice Chair for the Public Realm Committee for the year 2025-2026.

#### **3. DISCLOSURES OF MEMBERS' INTERESTS AND DISPENSATIONS**

Cllr Hyde declared an interest in item 7.2 Town Ranger Relocation as a member of the farming co-operative who rented the barn in question from CBC. She took no part in the discussion or vote.

***Standing Orders were suspended.***

#### **4. PUBLIC SECTION**

A resident repeated their concerns about the location of a notice board on The Green, which was directly opposite their house. They requested that the notice board be relocated to its original position. The resident emphasised the inconvenience and visual disturbance caused by the current placement. The Chair thanked the resident for their input and assured them that the matter would be addressed later in the meeting.

***Standing Orders were reinstated.***

#### **5. MINUTES OF THE PREVIOUS MEETING**

Members received the were asked to approve the minutes of the Public Realm Committee meeting held on 16th April 2025.



**Decision:** It was **RESOLVED** to adopt the minutes of the Public Realm Committee meeting held on 16th April 2025 as an accurate record of the meeting.

## **6. CLERK'S REPORT**

The Clerk provided updates on ongoing projects, including the installation of dog steps and car park works. It was noted that the contractor for these projects would not be available until March 2026. Members discussed whether to wait for this contractor or seek alternative quotes. It was decided to revisit the tender list and consider other suppliers to avoid delays. Additionally, updates were provided on various maintenance tasks, including the removal of a broken sundial at the cemetery and noise complaints at Riverside.

**Decision:** It was **RESOLVED** to revisit the tender list for the car park at Riverside and consider other suppliers to avoid delays in ongoing projects.

## **7. REPORTS**

**Decision:** It was **RESOLVED** to move item 7.2 Relocation of Notice Board to this point in the meeting.

### **7.1. Relocation of Notice Board**

Members received a report on the relocation of the notice board on The Green. Several proposals were considered, including moving the board back to its original position and addressing hedge removal. Ultimately, the decision was made to relocate the notice board to a position that serves more people and is less intrusive to residents.

**Decision:** It was **RESOLVED** to relocate the noticeboard to option B in the report opposite the Coach and Horses.

**Action:** Projects Officer to arrange relocation of notice board

### **7.2. Town Ranger Relocation**

Members discussed the relocation of the Town Rangers, with proposed locations discussed. It was noted that the welfare facilities could be hired or purchased, with various cost options presented.

**Decision:** It was **RESOLVED** to proceed with Option 2 in the report, relocation to the Barn with the hire of welfare facilities, all costs to be met from 27/241 Ranger Welfare.

**Action:** Town Clerk to arrange for a lease for the Barn

**Action:** Public Realm Manager to arrange hire of welfare facilities and relocation of Town Rangers at a convenient date.

### **7.3. Relocation and Purchase of Vehicle Activated Signs**

Members discussed the purchase and relocation of vehicle activated signs. It was decided to purchase a new sign and relocate the existing ones as needed.

**Decision:** It was **RESOLVED** to purchase a new vehicle activated sign as outlined in the report as Quote 1 from Elan, at a cost of £2,500 plus installation costs to be met from Street Lighting Budget 22/2026 and relocate the existing ones as needed.



#### **7.4. Planters at Hitchin Road Junction**

Members received proposals for designs for planters. Two options were considered: using engineering bricks or wooden sleepers.

**Decision:** It was **RESOLVED** to choose Option 1 for the design of the planters, with engineering bricks, with Contractor A, Country Wide at a cost of £5,218 to be met from EMR 9105, Public Realm Projects.

#### **7.5. Pitch Maintenance Contract**

Members reviewed the pitch maintenance contract to support the PitchPower funding from the Football Association. It was noted that the current contractor could not commit to an ad hoc maintenance regime, prompting the need to consider other options. After discussing various contractors and their specifications, it was decided to proceed with contractor A, ensuring compliance with FA standards.

**Decision:** It was **RESOLVED** to award the 3-year pitch maintenance contract to Contractor A, Sherriff's at a contract price of £124,043.76 to be met from FA grant funding and Grounds Maintenance budget

**Action:** Public Realm Manager to arrange for a site meeting with new contractor to discuss spraying regime and leaving some areas for pollinators.

#### **7.6. Water Fountain at Greenacre Centre**

The water fountain project was reconsidered due to the discovery of a minimum 4-year maintenance contract requirement. Members discussed the aesthetic and practical aspects of various options and decided to proceed with option 3, which was deemed robust and aesthetically pleasing.

**Decision:** It was **RESOLVED** to proceed with option 3, Water Coolers Direct for the water fountain project at Greenacre Centre at a cost of £2,589 plus installation costs to not exceed £750

**Action:** Public Realm Manager to arrange installation of new water fountain.

#### **7.7. Teasel Service Level Agreement**

Members considered introducing a service level agreement to formalise Teasel's work on Town Council land. It was noted that Teasel's work is often reactive and based on immediate needs. The agreement would help coordinate and manage their activities more effectively.

**Decision:** It was **RESOLVED**:

- a) To enter into a service level agreement with TEASEL
- b) That the Town Council will contribute 50% towards TEASEL's public liability insurance.
- c) That TEASEL will be required to liaise with the Public Realm Manager when undertaking works on Town Council land.
- d) That TEASEL will provide a copy of their public liability insurance annually as a condition of funding.

**Action:** Town Clerk to arrange signing of SLA with TEASEL and payment of insurance contribution to be met from EMR for TEASEL with future funding to be met from grant budget.



**8. HIGHWAYS REPORT**

Councillor Smith provided an update on highways issues, including traffic calming measures and the condition of various roads. Specific concerns about Brayes Manor were raised, with ongoing efforts to address these areas noted.

**9. DELEGATED DECISIONS**

The Town Clerk's delegated decisions were noted without further discussion.

**Decision:** It was **RESOLVED** to note the report.

**10. WORK PROGRAMME**

Members reviewed the Committee's Work Programme, noting an addition to the next meeting with funding for trees and a potential community orchard.

**Decision:** It was **RESOLVED** to note the work programme.

**11. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

Member asked if the homeowner at 18 Holme Close could be written to regarding their overgrown hedge.

**Action:** Public Realm Manager to write to resident at 18 Holme Close.

**12. DATE OF NEXT MEETING**

Wednesday, 9th July 2025.

The meeting closed at 19:58

**SIGNED BY CHAIR:** .....

**MINUTES APPROVED (date):** .....

## **STOTFOLD TOWN COUNCIL**

**COMMITTEE:** PUBLIC REALM

**MEETING DATE:** 9 JULY 2025

**REPORTING OFFICER:** EMMA PAYNE, TOWN CLERK  
SUSAN RILEY, PUBLIC REALM MANAGER

**REPORT TITLE:** CLERK'S REPORT

### **1. YOUNG PEOPLE'S ALTERNATIVE PROVISION ALLOTMENT**

AS2 Educate, who provide suitable education for children who cannot attend mainstream provision, contacted us requesting allotment space as they are relocating to The Barns in Stotfold. They have experience with Hitchin allotments and propose to supervise a maximum of four 14-16 year old children in gardening and growing vegetables, with these then being donated locally to the Need Project. It was felt that Norton Road, with the newly installed toilet, provided a secure location for them, and they will be confirmed as tenants before the term finishes.

### **2. TRACTOR STORE RELOCATION – THE BARN**

It was reported at the June meeting that STC could enter into a three-year contract for the hire of The Barn on Arlesey Road, for the relocation of The Rangers. Upon seeking further guidance and agreement from Central Bedfordshire Council, as the land has been identified in the next Local Plan, we will only be able to enter into a twelve-month agreement, with the aim of extending this every twelve months thereafter, for as long as feasible.

### **3. HIGH STREET PLANTERS**

The brick planters resolved at the June meeting are due to be installed mid-July.

### **4. STOTFOLD TOWN ENTRANCE SIGNS**

The signs have now been installed and look great! They've been well received residents who have been complimentary. The Public Realm will look into planting summer and winter bedding at the base of each sign to enhance them and give a lasting impression as you enter the town.

### **5. FRIENDS OF THE CEMETERY**

The Cemetery and Allotments Officer held an 'open morning' at the Cemetery on Friday 13 June. Six people attend to help support the wedding in the Lower Garden of Rest. An additional day was held on 21 June. Unfortunately, we had no attendees, but we believe this was due to the hot weather. Future meetings are planned after the summer holidays to engage with residents



## **6. ALLOTMENT COMPETITION**

It was resolved in 2024 to hold an annual allotment competition, including the best plot and the best eco plot. The winners will receive a £35 voucher.

One member of the Public Realm Committee is required to join the Mayor in judging the plots by the end of July.

## **7. CEMETERY MANAGEMENT PLAN**

The Cemetery and Allotments Officer is working on a Cemetery Management Plan, which will be presented to Members at the September meeting as part of a proposal to introduce management plans for all open spaces to promote more proactive management and assist with forward planning.

## **8. PLAY AREA INSPECTIONS**

The annual play area inspections has been completed, and a report will be presented at the September Public Realm Meeting.

Group  
Last Updated

Democratic Services  
07/03/2025 11:47

Due	Meeting Date	Task	Assigned	Status	Agenda item	Task Description
	11/06/2025	<a href="#">Public Realm Manager to arrange hire of welfare facilities and relocation of Town Rangers at a convenient date.</a>	Susan Riley	In Progress	<a href="#">7.1. - Town Ranger Relocation</a>	
	11/06/2025	<a href="#">Town Clerk to arrange for a lease for the Barn</a>	Emma Payne	In Progress	<a href="#">7.1. - Town Ranger Relocation</a>	
	11/06/2025	<a href="#">Public Realm Manager to write to resident at 18 Holme Close.</a>	Charlie Allan	Not Started	<a href="#">11. - ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY</a>	
	16/04/2025	<a href="#">Consult with local residents on Option 4 for planting at the town sign and bring back feedback to the committee.</a>	Charlie Allan	In Progress	<a href="#">6. - REPORTS</a>	Thank you for the leaflet regarding the proposed raised planters at junction of Regent Street and High Street. The proposal looks very nice and yes sounds like it would improve the visual appeal of the area, as long as the established bushes are not chopped down too much as they have had good standing there and I notice quite a few birds flying in and out of these mature bushes. Another thing to bear in mind is that these large shrubs offer us residents protection from the unsightly view of the road. This is the only green area in this space and the height and space needs to be preserved. Yes, planters are pretty but if you strip the bushes, line of sight for residents will be exposed to unsightly road and no protection that established bushes offer. Thank you,
01/10/2025	16/04/2025	<a href="#">Schedule streetlight upgrades for clusters 1, 3, and 6 after bird nesting season. Ensure work is completed before October 2025.</a>	Emma Payne	In Progress	<a href="#">Meeting</a>	
02/07/2025	16/04/2025	<a href="#">Town Clerk to check contract terms regarding price adjustments for streetlight updates.</a>	Emma Payne,Susan Riley	In Progress	<a href="#">6. - REPORTS</a>	
	05/02/2025	<a href="#">Town Clerk to arrange for installation of water fountain.</a>	Charlie Allan	In Progress	<a href="#">6.1. - Greenacre Centre Planters and Bins</a>	

## **STOTFOLD TOWN COUNCIL**

**COMMITTEE:** PUBLIC REALM COMMITTEE

**MEETING DATE:** 9 JULY 2025

**REPORTING OFFICER:** SUE WARD, CEMETERY OFFICER

**REPORT TITLE:** LAW COMMISSION – CONSULTATION ON  
NEW FUNERARY METHODS

### **1. PURPOSE OF THE REPORT**

The Law Commission is conducting Part 2 of a public consultation on Cemeteries & Burials, this time to seek views on new funerary methods. This is open till 5 September 2025, with final recommendations expected by Spring 2026. In this case the aim is to consider a framework, for primary legislation, to enable regulation of new funeral methods currently in use in other countries, that may become a reality in the UK.

### **2. RECOMMENDATION**

Members are asked to consider a formal response to this consultation

### **3. BACKGROUND**

- 3.1 Burial and cremation are currently the only funerary methods used in England and Wales, however companies are developing alternative methods which are in use elsewhere but not currently regulated in the UK. This consultation will look at whether principles such as protection of the environment, protection of public health and public safety, and the preservation of human dignity should form part of the framework
- 3.2 The consultation paper contains provisional proposals for reform on several issues, including;
  - A power for Government to make regulation about individual new funerary methods such as alkaline hydrolysis and human composting
  - Registration of the use of a new funerary method
  - Criminal offences (relating to the use of regulated and unregulated new funerary methods.
- 3.3 Views are being sought from anyone with an interest in this area, including the public, potential operators, experts in this area and others involved in the death care sector. As cemetery owners we potentially should comment on these as it may affect future revenue streams.
- 3.4 The full consultation document can be found at : [New funerary methods – Law Commission](#)
- 3.5 There is also a summary document: [New funerary methods: summary of the consultation paper – Law Commission](#)
- 3.6 The link to the consultation document can be found at: [New funerary methods consultation paper – Law Commission](#)

#### **4. FINANCIAL IMPLICATIONS**

4.1 There are no financial implications at this time.

#### **5. IMPLICATIONS**

Strategic Plan	Provision of burial ground
Risk management	Risk of running out of space
Legal	Various Statutes
Resources/Stakeholders	Cemetery Officer
Contracts/Procurements	N/A
Crime and Disorder	N/A
Biodiversity and environment	N/A
Equalities	N/A
Residents Impact Assessment	N/A
Sustainability/Climate Impact	N/A
Data Protection and Privacy	N/A

## **STOTFOLD TOWN COUNCIL**

**COMMITTEE:** PUBLIC REALM COMMITTEE

**MEETING DATE:** 9 JULY 2025

**REPORTING OFFICER:** SUSAN RILEY – PUBLIC REALM MANAGER

**REPORT TITLE:** BOTTLE FILLING STATIONS

### **1. PURPOSE OF THE REPORT**

- 1.1 To install a bottle filling at Arlesey Road playing field, near the Muga. This would allow residents to fill/refill water bottles while at the play area with small children, as well as when the football pitches are in use.
- 1.2 To install a bottle filling station at The Green. The Green is often hired out for community events and is a well-used, local open space.

### **2. RECOMMENDATION**

- 2.1 Members are asked to approve:
  - a) A grant application to the UKSPF Community Grant Funding Scheme for up to the value of £25,000 for the installation of two bottle filling stations, one at Arlesey Road and one at The Green.
  - b) Up to 20% match funding of up to £5000, from EMR 815 – Public Realm Projects.

### **3. BACKGROUND**

- 3.1 CBC's UKSPF Community Grant Scheme has £150,000 to allocate to local community projects. Applicants are able to apply for between £3,000 and £25,000.
- 3.2 All applicants are evaluated against the eligibility criteria, community benefit, and enhancement of open spaces. The funding can only be spent on capital projects
- 3.3 Three quotes will be obtained, within budget, for the grounds work and installation fees.



Unit Price - £3,705



Unit Price - £3,195

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The project will be funding from the UKSPF Community Grant Scheme, with 20% match funding be allocated from the Public Realm Project EMR – 815, up to the value of £5,000

## 5. IMPLICATIONS

**Strategic Plan:** Aligns with goals to improve public facilities, promote health, and support environmental sustainability.

**Risk Management:** Low risk. Installations will be completed by qualified contractors with appropriate guarantees. Devices will be inspected by Town Rangers and be part of the legionella scheme of operation.

**Legal:** No legal concerns identified. Standard permissions and insurances will apply.

**Resources / Stakeholders:** Managed by the Public Realm team. Key beneficiaries include local families, sports teams, and event organisers.

**Financial Implications:** Grant funding of up to £25,000 will be sought. Up to £5,000 match funding from EMR 815 – Public Realm Projects.

**Contracts / Procurement:** Three quotes will be obtained and assessed in line with procurement policy.

**Crime and Disorder:** No anticipated negative impact. Locations will be selected to ensure visibility and safety.

**Biodiversity and Environment:** Supports environmental aims by encouraging reusable bottles and reducing plastic waste.

**Equalities:** Stations will be accessible to all users, including those with disabilities.

**Residents Impact Assessment:** Improves access to free drinking water and enhances community use of open spaces.

## **STOTFOLD TOWN COUNCIL**

**COMMITTEE: PUBLIC REALM**

**MEETING DATE: 09 JULY 2025**

**REPORTING OFFICER: COLIN ROGERS – PROJECTS OFFICER**

**REPORT TITLE: RELOCATION OF NOTICE BOARD – THE GREEN**

### **1. PURPOSE OF THE REPORT**

Following the Public Realm Committee meeting of the 11<sup>th</sup> June 2025 Officers wrote to the neighbouring properties of the proposed new location of the notice board. A resident replied, requesting that we did not install the board in the proposed location but to install the board at the original location to replace the old board.

### **2. RECOMMENDATION**

- 2.1 Members are asked to confirm if they are happy to proceed on the basis of installing the board at the original location.

### **3. BACKGROUND**

- 3.1 Following the meeting on the 11<sup>th</sup> June 2025 and the decision take to relocate the notice board. Officers wrote to neighbouring properties in respect of the proposed relocation.
- 3.2 Officers received an objection from a resident, requesting instead that it be installed in the original location.

The original notice board was on the corner of the Green at the crossroads of Regent Street, The Green and Common Road. What3words location - <https://w3w.co/escaping.explained.plotted>.

Officers would suggest that if Members agreed to the proposed location that the board is sited in front of the hedge as opposed to behind it. Placing the board behind the hedge makes it difficult for the public to read and to be used and maintained by members of staff.

To install the board in front of the bush would require the hedge to be cut back or removed to allow for the installation.



**Photo of old notice board in situ**



**Photo of proposed location**



#### **4. FINANCIAL IMPLICATIONS**

- 4.1 In addition to the cost disclosed in previous reports on this matter, additional costs may be incurred in cutting back and/or removing the hedge if the Town Rangers cannot carry out the work.

#### **5. IMPLICATIONS**

Strategic Plan	N/A
Risk management	<i>The board will be installed in the original location, albeit in front of the bush, reducing the likelihood of objections from residents. It does not eliminate the risk.</i>
Legal	N/A
Resources/Stakeholders	<i>Could impact relationship with neighbours to The Green</i>
Contracts/Procurements	N/A
Crime and Disorder	N/A

Biodiversity and environment

*The installation of the notice board will likely require the cutting back and/or removing of the hedge.*

Equalities

*N/A*

Residents Impact Assessment

*To put the board as near to its original location as possible is less likely to receive objections from residents, however, does not eliminate the risk.*

Sustainability/Climate Impact

*The installation of the notice board will likely require the cutting back and/or removing of the hedge.*

Data Protection and Privacy

*N/A*

Decision Date	Responsible Committee	Contractor/Service Provider	Reason/Authority	Financial Implication	PO Number	Date Reported to Committee
02/07/2025	Public Realm	Gilks Fencing	Remedial works for Allotment Noticeboard	£299.33	25.078	09/07/2025
02/07/2025	Public Realm	Jim Caddy Tree Works	Remedial work at Hitchin Road	£200.00	25.323	09/07/2025
30/06/2025	Public Realm	Wilstead Haulgag Ltd	Skip	£300.00	25.319	09/07/2025
17/06/2025	Public Realm	Wilstead Haulgag Ltd	Skip	£300.00	25.287	09/07/2025
13/06/2025	Public Realm	Gilks Fencing	Fencing repairs	£324.37	25.286	09/07/2025
12/06/2025	Public Realm	Sparkx	Call out charge	£185.00	25.284	09/07/2025
10/06/2025	Public Realm	Sign of the Times	Delivery charge for Town Signs	£100.00	25.276	09/07/2025
09/06/2025	Public Realm	Wilstead Haulgag Ltd	Skip	£300.00	25.275	09/07/2025

PUBLIC REALM COMMITTEE WORK PROGRAMME 2025-26

Meeting Date	Agenda Publication Date	Agenda Item	Description	Responsible Officer	Report Deadline
		Q1 Review	Q1	Town Clerk	
10/09/2025	04/09/2025	Riverside Outdoor BBQ	To consider installing an outdoor BBQ area at Riverside	Public Realm Manager	01/09/2025
		Tree Management Plans - Zoning	To receive a report with areas to be identified as High, Medium and Low Risk	Open Spaces Officer	
		Letters to Heaven	To consider installing a 'Letters to Heaven' Postbox at the Cemetery	Cemetery & Allotments Offcier	
		Play Area Inspection Update	Annual play area inspection information	Open Spaces Officer	
		Planting at GAC	Replanting the large area out the back, the entrance to GAC car park etc	Open Spaces Officer	
15/10/2025	09/10/2025	Street Lighting Contract	To consider the specification for the street lighting contract, which expires on 31 March 2026	Public Realm Manager	06/09/2025
		ASB	Monitoring ASB at the Memorial Hall	Public Realm Manager	
		Use of S106 Funding at Arlesey Road	To consider future use of S106 funding at Arlesey Road including additional benches	Town Clerk/Public Realm Manager	